

CABINET AGENDA



TUESDAY 13 DECEMBER 2016 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 Griffiths (Deputy Leader)
Councillor Elliot

Councillor Harden
Councillor Marshall
Councillor G Sutton

For further information, please contact Michelle Anderson or Member Support

AGENDA

1. MINUTES

To confirm the minutes of the meeting held on 29 November 2016

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 (Pages 4 - 5)

7. LEISURE REVIEW - REFURBISHING TRING SWIMMING POOL (Pages 6 - 13)

8. BUDGET MONITORING QUARTER 2 2016/17 (Pages 14 - 29)

9. COUNCIL TAX BASE (Pages 30 - 34)

10. TREASURY MANAGEMENT 2016/17 MID-YEAR PERFORMANCE REPORT (Pages 35 - 43)

11. RISK MANAGEMENT REPORT QUARTER 2 2016/17 (Pages 44 - 62)

12. THE AUTHORITY MONITORING REPORT (AMR) AND LOCAL PLANNING FRAMEWORK UPDATE (Pages 63 - 73)

13. UPDATE ON SUSTAINABLE DEVELOPMENT ADVICE NOTE AND SUSTAINABILITY CHECKLIST (Pages 74 - 97)

14. DACORUM LOCAL PLANNING FRAMEWORK SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT PROPOSED MODIFICATIONS (Pages 98 - 174)

15. COMMITTEE TIMETABLE 2017/18 (Pages 175 - 178)

16. 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 the financial and business affairs of the Council and third party companies/organisations.

Local Government Act 1972, Schedule 12A, Part 1, paragraph 3 & 5.

17. **LEISURE REVIEW - REVIEW OF THE COUNCIL'S APPROACH TO MANAGING LEISURE SERVICES** (Pages 179 - 190)
18. **REVIEW OF OPTIONS FOR THE FUTURE OF THE CUSTOMER SERVICES CENTRE GATEWAY (CSCG) CONTRACT.** (Pages 191 - 197)
19. **STATIONERS PLACE, LONDON ROAD, APSLEY - AWARD OF MAIN CONTRACT TO CONSTRUCT 31 NEW FLATS FOR RENT** (Pages 198 - 228)

CABINET FORWARD PLAN

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/S.15 1 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
1.	24/01/17	Contract Award for Swing Gate Lane Residential Pt 1 report, Pt 2 Appendix		05/01/17	Elliott Brooks, Assistant Director for Housing 01442 228615 elliott.brooks@dacorum.gov.uk	To consider arrangements for the award of contract.
2.	24/01/17	Delivery of Complementary Development of the Gade Zone (Part I and II)		05/01/17	Mark Gaynor, Corporate Director Housing & Regeneration, 01442 228575 mark.gaynor@dacorum.gov.uk James Doe, Assistant Director Planning, Development & Regeneration 01442 228583 James.doe@dacorum.gov.uk	To recommend the preferred delivery route for the residential element of the Gade Zone Regeneration.
3.	24/01/17	Park Bye Laws		05/01/17	David Austin, Assistant Director Neighbourhood Delivery, 01442 228355 david.austin@dacorum.gov.uk	To consider new bye laws for the main parks in the Borough
4.	24/01/17	Civic Centre Site Feasibility (Part 2)		05/01/17	James Deane, Corporate Director Finance and Operations 01442 228278 james.deane@dacorum.gov.uk David Skinner, Assistant Director Finance & Resources, 01442 228662 david.skinner@dacorum.gov.uk	To consider options for the current Civic Centre site following the Council's move into the Forum.
5.	24/01/17	HRA Business Plan Review		05/01/17	Elliott Brooks, Assistant Director Housing, 01442 228615 elliott.brooks@dacorum.gov.uk	To provide the annual update of the HRA Business Plan, taking account of legislative changes and council priorities.
6.	24/01/17	Gadebridge Splash Park		05/01/17	David Austin, Assistant Director Neighbourhood Delivery 01442 228355 david.austin@dacorum.gov.uk Joe Guiton, Neighbourhood Action And Children's Services Team Leader 01442 228429 joe.guiton@dacorum.gov.uk	To present proposals for a Splash Park in Gadebridge Park
7.	24/01/17	Development Company report		05/01/17	James Deane, Corporate Director Finance and Operations 01442 228278 james.deane@dacorum.gov.uk	To be provided
8.	14/02/17	Budget and Council Tax Setting		26/01/17	James Deane, Corporate Director Finance and Operations 01442 228278 james.deane@dacorum.gov.uk	To recommend approval of the following year's budget and Council Tax
9.	14/02/17	Independent Remuneration Panel		26/01/17	Mark Brookes, Solicitor to the Council, 01442 228236 mark.brookes@dacorum.gov.uk	To report on the outcome of the review of the Council's Scheme of Members' Allowances by the Independent Remuneration Panel.
10.	21/03/17			02/03/17		
11.	25/04/17	Hemel Hempstead Town Centre Parking Access and Movement Strategy		06/04/17	James Doe, Assistant Director Planning, Development & Regeneration 01442 228583 James.doe@dacorum.gov.uk Chris Taylor, Group Manager	To consider arrangements for taking forward the next stages of the parking access and movement

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/S.15 1 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
					Strategic Planning & Regeneration 01442 228405 chris.taylor@dacorum.gov.uk Nathalie Bateman, Strategic Planning & Regeneration Team Leader 01442 228592 nathalie.bateman@dacorum.gov.uk	strategy for Hemel Hempstead Town Centre

Future Cabinet Dates 2017: 23 May

Future Items:

Disposal of Assets (David Austin - To seek approval for the disposal of an asset (recycling equipment at Cupid Green Depot).

Ladbrokes Site, Jarman Park - Part 2 (James Deane - An update on the Council's land holding at Jarman Park) Parking Service

Enterprise and Investment Plan

Local Plan

Agenda Item 7



Report for:	Cabinet
Date of meeting:	13th December 2016
Part:	1
If Part II, reason:	

Title of report:	Leisure Review - Refurbishing Tring Swimming Pool
Contact:	<p>Cllr Neil Harden, Portfolio Holder for Resident and Corporate Services</p> <p>Author/Responsible Officers;</p> <ul style="list-style-type: none"> • Robert Smyth, Assistant Director (Performance, People & Innovation)
Purpose of report:	For Cabinet to review and approve the recommendations for refurbishing Tring Swimming Pool.
Recommendations	<p>That Cabinet approve the following recommendations:</p> <p>1: To approve a refurbishment plan based on the alternative version of Option 1 as outlined in section 4: The Proposed Way Forward.</p> <p>2: To commission and manage the refurbishment of Tring Swimming Pool and to delegate authority to the Assistant Director (Performance, People & Innovation) in consultation with the Portfolio Holder for Resident and Corporate Services to procure and complete the contract for works.</p>
Corporate Objectives:	Clean, Safe and Enjoyable Environment – Swimming provision is central to delivering a borough that people can enjoy. This review will help ensure our approach continues to meet the needs of current and future residents.
Implications:	<p><u>Financial</u></p> <p>The recommendations ensure that the Council's commitment to refurbishing the swimming pool is delivered in the most cost effective way.</p>

Value For Money Implications'	<p><u>Operational</u></p> <p>The recommendations related to management would ensure that the process of refurbishment is as well managed as possible.</p> <p><u>Value for Money</u></p> <p>The recommendations related to the refurbishment ensure that we maximise value for the spend on the work.</p>
Risk Implications	A detailed project planning process coupled with our procurement policies ensure that risks are managed.
Community Impact	Community Impact Assessment carried out
Health And Safety Implications	None
Monitoring Officer/S.151 Officer Comments	<p>Monitoring Officer:</p> <p>The Council will need to ensure that it has documented agreement with Tring School prior to commencing the procurement process and complete the required access licences to carry out the work.</p> <p>The award of contact will need to follow a regulated procurement process and the build contract documented in an appropriate form of JCT contract.</p> <p>S.151 Officer:</p> <p>The costs of this project can be accommodated within the currently approved capital budget.</p>
Consultees:	<p>Corporate Management Team</p> <p>Chief Executive</p> <p>Corporate Director (Finance and Resources)</p> <p>Monitoring Officers to the Council</p> <p>Group Manager – Procurement, Commissioning and Compliance</p>
Background papers:	None
Glossary of acronyms and any other abbreviations used in this report:	None.

1. Introduction

- 1.1 As part of corporate plan commitment to “*deliver a clean, safe and enjoyable environment*”, Members committed to funding the refurbishment of Tring Swimming Pool.
- 1.2 In order to deliver this improvement in the most effective way, the Council commissioned S&P Architects to undertake a detailed review of potential refurbishment options.
- 1.3 This review has now been completed and the following report sets out the key findings and recommendations for Cabinet to consider.

2. Background

- 2.1 In 2014 some 97,000 people visited Tring’s facilities (including both the swimming pool and sports hall). Tring Swimming Club (130 members) has also suggested that its membership will increase by 30% over the next five years.
- 2.2 Tring Swimming Pool has a 5-lane 25 metre main pool (built in 1977) with the extension of the outdoor changing rooms in 2001. The school site also includes a sports hall (built in 1977).
- 2.3 However, the facilities (and especially the changing room) are considered to be in poor condition and a number of essential works need to be undertaken or the pool may have to close.
- 2.4 The wider school site (including the sports hall) is also being redeveloped as part of the Government’s Priority School Building Programme (PSBP) and this is likely to cause some phasing issues. Planning on this is currently underway and work is expected to begin towards the end of 2017.

3. Review Findings

Options Appraisal

- 3.1 The review identified four potential options, ranging from minor works to a major remodelling and the development of additional gym space. These options are set out below:

Option 1

- 3.2 *Remodelling reception area; renovating changing area (south) and designating it for the exclusive use of the public; light re-fit of changing area (north) and designating it for the exclusive use of the school; essential mechanical and engineering works*

Estimated Costs (excluding design and consultancy support)

- 3.2.1 £1.49 million

Benefits:

- 3.2.2 This option would be the quickest and cheapest to do.
- 3.2.3 It ensures that most of the money is focused on improving the experience for members of the public.

Disbenefits:

- 3.2.4 This option is unlikely to significantly increase pool usage, though it may stop a decline in existing membership.

Option 2

- 3.3 *Remodelling reception area; renovating changing area (south) and designating it for the exclusive use of the public; fundamental remodel of changing area (north) and designating it for the exclusive use of the school; essential mechanical and engineering works*

Estimated Costs (excluding design and consultancy support)

- 3.3.1 £2.4 million

Benefits:

- 3.3.2 This option improves the changing experience for both residents and the school.

Disbenefits:

- 3.3.3 This option is unlikely to significantly increase pool usage, though it may stop a decline in existing membership.
- 3.3.4 Most of the additional income (compared to Option 1) is directed towards improvements in facilities exclusively used by the school.

Option 3

- 3.4 *Remodelling reception area; renovating changing area (south) and designating it for the exclusive use of the public; fundamental remodel of changing area (north) and designating it for the exclusive use of the school; adding a public gym; essential mechanical and engineering works*

Estimated Costs (excluding design and consultancy support)

- 3.4.1 £2.9 to 3.2 million (depending on the size of the gym)

Benefits:

- 3.4.2 This option improves the changing experience for both residents and the school.
- 3.4.3 It delivers a small or small/medium sized gym which could bring in additional revenue.

Disbenefits:

- 3.4.4 This would cost more than had been budgeted for by the Council.
- 3.4.5 The leisure review (by Sports Consultancy) identified concerns about the value for money case of siting a gym at Tring Swimming Pool.

Option 4

- 3.5 *Remodelling reception area; renovating changing area (south) and designating it for the exclusive use of the public; fundamental remodel of changing area (north) and designating it for the exclusive use of the school; adding a public gym; redeveloping the sports hall; essential mechanical and engineering works*

Estimated Costs (excluding design and consultancy support)

- 3.5.1 £5.1 million

Benefits:

- 3.5.2 This option improves the changing experience for both residents and the school.
- 3.5.3 It delivers a small or small/medium sized gym which could bring in additional revenue.
- 3.5.4 The refurbishment of the sports hall could generate some additional revenue; though further analysis would be required to be precise about this

Disbenefits:

- 3.5.5 This would be double the amount committed by the Council
- 3.5.6 The leisure review (by Sports Consultancy) identified concerns about the value for money case of siting a gym at Tring Swimming Pool.

Management of the Work and Impact of the School's Building Programme

- 3.6 Discussions with the school have suggested, on their part, a desire for any work to the swimming pool to be included as part of the PSBP.
- 3.7 The suggestion is that if the Council does not hand over responsibility of this project to the school, it may result in duplication, oversight or problems of coordination.
- 3.8 However, while this risk can be managed through close cooperation and communication, a decision to hand over responsibility for management to a Government contractor poses greater risks including:
 - 3.8.1 Having limited control on project quality and delivery (we would be one part of a major building programme).
 - 3.8.2 The timing of the school's programme may not suit the council or Sportspace.
 - 3.8.3 Limited control over the programming of the works to the school, so it may mean waiting for months or even years for the Tring work to begin.
- 3.9 If the Council manages the project itself, it could begin over summer and be completed before the school commences its works.

Procurement – Design and Build

- 3.10 Discussions with Procurement have suggested that the procurement process for a design and build contract would take between 4 and 6 months.

4. The Proposed Way Forward

- 4.1 To ensure that the necessary work is done without risking any work that could directly impact on school plans it is proposed to introduce an alternative version of Option 1.
- 4.2 This would involve remodelling the reception area; essential mechanical and engineering works and renovating changing area (south) and designating it for the exclusive use of the public.
 - 4.2.1 It would not include any improvements to the north changing room which will be designated for the use of the school.
 - 4.2.2 This option is recommended because it offers the most value for money while ensuring that the Council improves swimming facilities for the local community.
 - 4.2.3 It also takes account of the possibility that the school's PSBP may attract funding for the improvement of changing facilities (linked to the sports hall).

5. Recommendations

- 5.1 Based on the results of the review, Cabinet Members are asked to approve the following recommendations:
- 5.2 Recommendation 1: To approve a refurbishment plan based on the alternative version of Option 1 as outlined in section 4: The Proposed Way Forward.
- 5.3 This would cost in the region of £1.3million. It involves remodelling the reception area; essential mechanical and engineering works and renovating changing area (south) and designating it for the exclusive use of the public.
 - 5.3.1 It would not include any improvements to the north changing room which will be designated for the use of the school.
 - 5.3.2 Recommendation 2: To commission and manage the refurbishment of Tring Swimming Pool and to delegate authority to the Assistant Director (Performance, People & Innovation) in consultation with the Portfolio Holder for Resident and Corporate Services to procure and complete the contract for works.

Agenda Item 8



Report for:	Cabinet
Date of meeting:	13 December 2016
PART:	1
If Part II, reason:	

Title of report:	Budget Monitoring Quarter 2 2016/17
Contact:	<p>Cllr Graeme Elliot, Portfolio Holder for Finance and Resources</p> <p>David Skinner, Assistant Director (Finance & Resources)</p> <p>Richard Baker, Group Manager (Financial Services)</p>
Purpose of report:	<p>To provide details of the projected outturn for 2016/17 as at Quarter 2 for the:</p> <ul style="list-style-type: none"> • General Fund • Housing Revenue Account • Capital Programme
Recommendations	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1. Consider the budget monitoring position for each of the above accounts; 2. Recommend to Council approval of the supplementary budgets set out below. Details for these supplementary budgets are set out in the body of the report and have a net nil impact on the General Fund Working Balance: <ul style="list-style-type: none"> • Increase the People and Performance Supplies and Services budget by £40k • Increase use of the Management of Change reserve by £40k • Increase the Community Partnerships Supplies and

	<p>Services budget by £15k</p> <ul style="list-style-type: none"> • Increase use of the Management of Change reserve by £15k • Increase the capital budget for Disabled Facilities Grants by £133k to reflect additional grant funding received
Corporate objectives:	Delivering an efficient and modern council
Implications:	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.
Monitoring Officer/S.151 Officer Comments	<p>Monitoring Officer</p> <p>No further comments to add.</p> <p>S.151 Officer</p> <p>This is a Section 151 Officer report.</p>
Consultees:	Budget Managers
Glossary of acronyms and any other abbreviations used in this report:	<p>GF – General Fund</p> <p>HRA – Housing Revenue Account</p> <p>CRM – Customer Relationship Management</p>

1. Introduction

1.1 The purpose of this report is to outline the Council's forecast outturn for 2016/17 as at 30 September 2016. The report covers the following budgets:

- General Fund
- Housing Revenue Account (HRA)
- Capital Programme

2. General Fund Revenue Account

2.1 The General Fund revenue account records the income and expenditure associated with all Council functions except management of the Council's own housing stock, which is accounted for within the Housing Revenue Account (HRA) (see Section 6).

2.2 Appendix A provides an overview of the General Fund provisional outturn position, separating expenditure into controllable and non-controllable categories in order to focus scrutiny on those areas that officers are able to influence, i.e. the controllable.

2.3 The majority of non-controllable costs result from year-end accounting adjustments, e.g. depreciation charges. These are required to show the true value of resources used to provide the Council's services, but do not result in a cash charge to taxpayers.

2.4 Variances on non-controllable and corporate items

The charge made to the HRA for properties owned by the General Fund, but utilised by the HRA for dwelling purposes is forecast to be £40k higher. This is due to a lower amount of repairs and improvements at these properties.

Additional new burdens grants totalling £85k, along with an adjustment of £6k to prior year New Homes Bonus grants provide an additional £91k of unallocated grants. Included in these grants is £73k towards the cost of meeting welfare reforms and benefit cap changes. It is unknown at this stage how much of these grants may need to be utilised. The remaining grants are small in value and it is not anticipated that additional budgets will need to be given to services. Section 31 grants are retained corporately unless there is evidence of a significant new burden.

2.5 The current budget is the original budget approved by Cabinet in February 2016, plus the following approved amendments:

Amendments	£000	Approved
2016/17 Original budget	16,946	
Corporate Graduates	18	Council July 2016
Reserve Funded Staff Costs	(46)	Council September 2016
Digitalisation of Planning Microfiche data	100	Council September 2016
2016/17 Current Budget	17,018	

2.6 The table below provides an overview by Scrutiny area of the current forecast outturn for controllable budgets within the General Fund.

	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Finance & Resources	7,773	7,693	(80)	-1.0%
Strategic Planning & Environment	7,479	7,845	366	4.9%
Housing & Community	1,766	1,765	(1)	-0.1%
Total	17,018	17,303	285	1.7%

2.7 The following sections provide an analysis of the projected outturn and major budget variances shown by Scrutiny area.

3. Finance and Resources

Finance & Resources	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Employees	10,999	10,963	(36)	-0.3%
Premises	1,766	1,757	(9)	-0.5%
Transport	32	42	10	31.3%
Supplies & Services	3,870	3,994	124	3.2%
Third-Parties	336	332	(4)	-1.2%
Income	(9,230)	(9,395)	(165)	1.8%
	7,773	7,693	(80)	-1.0%

3.1 Employees - £36k under budget (0.3%)

Underspend of £70k – Following the restructure of the Council's leadership team in May 2016, a saving of £70k has arisen in the management team salaries budgets.

Pressure of £34k – A pressure across services is projected linked to the vacancy provision. This target is set at 5% of direct salary costs for 2016/17. This position will continue to be monitored.

3.2 Supplies and Services - £124k over budget (3.2%)

Pressure of £40k – This pressure relates to budgeted savings in the Parking service which are not expected to be fully realised, and additional costs of

upgrading Pay and Display machines prior to the introduction of new £1 coin in March 2017.

Pressure of £25k – A pressure is forecast in the Revenues and Benefits service from bank charges incurred, prior to the implementation of credit card surcharging. The new system has now been implemented to recover credit card charges from customers at the time of payment.

Pressure of £20k – This pressure has arisen from a review of the Estates service, which will assist in identifying future efficiencies in the service.

3.4 Income £165k over-achievement of income (1.8%)

Over-achievement of income of £135k – The income on Investment Properties is forecast to exceed budget by £135k. An additional £90k of income expected as a result of successful rent reviews secured this financial year. In addition service charges are expected to generate an additional £45k of income due to improvements in the methodology for billing costs back to tenants.

4. Strategic Planning and Environment

Strategic Planning and Environment	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Employees	9,362	9,610	248	2.6%
Premises	970	923	(47)	-4.8%
Transport	1,479	1,430	(49)	-3.3%
Supplies & Services	4,085	4,078	(7)	-0.2%
Third-Parties	88	82	(6)	-6.8%
Income	(8,505)	(8,278)	227	2.7%
	7,479	7,845	366	4.9%

4.1 Employees - £248k over budget (2.6%)

Pressure of £50k – There is a pressure of £50k in the budget for Employee costs in Waste Services. An additional round for hard to access properties costing £90k was not factored in to the last budget setting round. The service has reviewed the overall round structure in detail to optimise each round and ensure that crews are working as productively as possible, and some efficiencies have been made in the Commercial Waste rounds, which has reduced this pressure by £40k to a net pressure of £50k.

Pressure of £130k – A pressure of £130k is expected in Building Control. There are a number of vacant posts within the establishment and agency staff are currently carrying out this work, but at a more expensive rate. Work is ongoing to improve processes within the service and make efficiency savings going forward. In addition the challenges in staff recruitment and retention are being addressed and options are being appraised as to the best way of ensuring the correct levels of staffing are in place and succession planning is considered.

Pressure of £68k – A pressure of £68k is linked to the vacancy provision across services.

4.2 Income - £227k under-achievement of budget (2.7%)

Under-achievement of income of £100k – A pressure of £100k has been identified in the Commercial Waste service. In recent months the service has seen a reduction in the number of customers, due to more aggressive sales strategy of competitors, which can draw customers away from the Council. Work is taking place to understand why customers have left and highlight the benefits of the Council's local, flexible Commercial Waste service.

Over-achievement of income of £70k – In Waste Services an additional £70k of income has been generated as a result of an incentive payment from Hertfordshire County Council to reward Dacorum for improvements in the rate of recycling as a result of the co-mingled waste service.

Under-achievement of income of £180k – A pressure of £180k has arisen in the Planning service, due to current uncertainty in the housing and development markets following the EU referendum in June.

5. Housing and Community

Housing & Community	Current Budget	Forecast Outturn	Variance	
	£000	£000	£000	%
Employees	2,549	2,630	81	3.2%
Premises	805	777	(28)	-3.5%
Transport	16	20	4	25.0%
Supplies & Services	2,079	2,173	94	4.5%
Third Parties	758	758	0	0.0%
Income	(4,441)	(4,593)	(152)	3.4%
	1,766	1,765	(1)	-0.1%

5.1 Employees - £81k over budget (3.2%)

Pressure of £81k – There is a pressure of £81k across services linked to the vacancy provision, which has been set at 5% across all services. This will be closely monitored as the year goes on.

5.2 Supplies and Services - £94k over budget (4.5%)

Pressure of £40k – A pressure of £40k has arisen in the People and Performance service from a strategic review of sports and leisure facilities across the borough. It is proposed that this one-off expenditure be funded from the Management of Change reserve. Cabinet is asked to recommend to Council an increase in the People and Performance budget for supplies and services costs and a corresponding increase in the contribution from the Management of Change reserve.

Pressure of £15k – This pressure has arisen in the Community Partnerships service, from reserve funded Arts support which was agreed in the budget setting round for 2015/16 but not spent until 2016/17. As this expenditure is now being incurred, Cabinet is asked to recommend to Council an increase in the Community Partnerships budget for supplies and services costs and a corresponding increase in the contribution from the Management of Change reserve.

5.3 Income - £152k over-achieved (3.4%)

Over-achievement of income £150k – the income from the rental of Garages is expected to exceed budget by £150k. This is due to the level of voids being lower than anticipated.

6. Housing Revenue Account (HRA)

6.1 The HRA is a ring-fenced account relating to the Council's Landlord functions. A guiding principle of the HRA is that revenue raised from rents and service charges must be sufficient to fund expenditure incurred. The forecast outturn position for the HRA is shown at Appendix B.

6.2 The projected HRA balance at the end of 2016/17 is in line with the budgeted balance of £2.9m.

6.3 Dwelling Rents - £117k under-achievement of income (0.2%)

Following a review of the changes implemented as part of the statutory reform to housing rents, the Supported Housing budget requirement has been checked, and an adjustment of £115k is required. A correction will be made for the budget 2017/18.

6.4 Contribution towards Expenditure - £152k under-achievement of income (23.2%)

There is a deficit of £140k in leaseholder charges for repairs work, due to the estimate for works carried out in 2015/16 being £140k higher than the amount to be billed. There is also a deficit of £50k in income expected from the Recharges Officer, as the post was not filled for a full financial year (started October). These pressures are partially offset by an increase in minor capital receipts of £40k for legal work carried out, such as deed of variation and lifting of restrictive covenants.

6.5 Repairs and Maintenance - £453k over budget (4.2%)

At Q1 the volumes of repairs and voids were consistent with those experienced last year, however there has been a slight downturn in the scope of work required in voids that were returned in Q2. Overall the profile of the revenue spend is being closely monitored and currently there are pressures within a number of demand led areas including, responsive repairs, minor aids and adaptations, drainage, and asbestos testing and removal. The pressure is being offset by a reduction in small works, however currently the forecast position of £453k is still expected.

The forecast includes a £50k underspend for a reduction to the performance related profit (PRP) for 2015/16. Following a challenge from officers, Osborne have agreed to reduce the amount of PRP payable for the year.

The capital programme is currently being reviewed, and it is proposed that a virement request will be raised in Quarter 3 to align budgets with planned activities between capital and revenue.

6.6 Supervision & Management - £46k under budget (0.4%)

The projected underspend has arisen in 2 main areas:

£60k underspend in the Tenants and Leaseholders section from vacancies in the Supporting People service.

£75k underspend in the Housing Cleaning service from vacant posts.

These are offset by a forecast pressure of £80k relating to rent received on properties that are used to house Council tenants but are owned by the General Fund. (The corresponding entry is shown in the General Fund as a decrease in non-controllable costs).

6.7 Transfer to Housing Reserves - £689k under budget (5.1%)

The overall variance on the HRA is currently forecast to reduce balances by £689k.

The Capital Programme is being reviewed to ensure that components are not replaced before they are required (an example of which is delaying roof replacements that had previously been scheduled in, based upon property conditions surveys). Due to these changes in the programme, an underspend in capital expenditure is forecast. As set out in paragraph 6.5, a virement will be proposed to align the capital and revenue budgets with planned works, and during the process the contribution to the Housing Reserve will be examined.

7. Capital Programme

7.1 Appendix C shows the projected capital outturn in detail by scheme.

The table on the next page summarises the overall capital outturn position by Scrutiny area.

The 'Rephasing' column refers to those projects where expenditure is still expected to be incurred, but it will now be in 2017/18 rather than 2016/17, or conversely, where expenditure planned initially for 2017/18 will now be in 2016/17.

The 'Variance' column refers to those projects which are now complete, but have come in under or over budget and those projects which are no longer required.

The current budget is the original budget approved by Cabinet in February 2016, plus approved amendments, including re-phasing of the slippage identified at Quarter 1 into 2017/18.

	Current Budget £000	Projected Outturn £000	Rephasing £000	Variance	
				£000	%
Finance & Resources	12,871	12,818	(56)	3	0.0%
Strategic Planning & Environment	6,605	6,828	(90)	313	4.7%
Housing & Community	1,727	1,697	0	(30)	-1.7%
G F Total	21,203	21,343	(146)	286	1.3%
HRA Total	27,390	24,652	(2,231)	(507)	-1.9%
Grand Total	48,593	45,995	(2,377)	(221)	-0.5%

7.2 General Fund Major Variances

There is an overall projected overspend of £140k on the General Fund. This is a combination of forecast overspend of £286k, and slippage of £146k into 2017/18.

The projected net overspend of £286k includes:

- Line 156: overspend of £238k on the Disabled Facilities Grants budget. The current budget on this scheme is £542k, with an estimated total spend of £780k. This will give rise to a budget overspend of £238k. The grant funding on this scheme increased from £366k in 2015/16 to £675k in 2016/17, however the budget was set in February 2016 in advance of the grant being awarded to the Council in April 2016. It is therefore proposed that the budget be increased to the level of the grant funding, £675k, which would give rise to a projected overspend of £105k. Cabinet is requested to recommend to Council an increase of £133k to the Disabled Facilities Grants budget, funded from capital grant.
- Line 163: overspend of £200k on Regeneration of the Town Centre. This project is almost at a close, however there are still some issues to be resolved regarding the power supply to the town centre. An overspend of £93k was reported last financial year on the project, however some further costs are expected, which at this stage are estimated to be £200k. This would bring the total overspend on the project to £293k, which is approximately 6% of the overall budget. Unbudgeted grant and S106 funding has been received to the value of £105k, which offsets some of the overspend.
- Line 165: overspend of £100k on the Water Gardens. An additional £50k is expected to be incurred due to additional footpath works agreed at Waterhouse Street. There is also the possibility that delays in the project will necessitate additional costs in the region of £50k.
- Line 166: underspend of £200k on the Bus Interchange. £300k was carried forward from 2015/16 as slippage, in anticipation of the final costs on this project. Given the complexities of previous projects such as the Marlowes Shopping Zone, where a number of unforeseen expenses were incurred, a

prudent estimate of the final costs was made, however this estimate has subsequently proved to be £200k too high.

The projected rephasing to future years includes:

- Line 92: slippage of £82k on Future Vision of CRM. Progress with the deployment of CRM has been delayed significantly due to changes in the Northgate's strategic approach to the product. Northgate advised the council in June 2016 that a new version of the product is being developed and advised against substantial development on the current platform. CRM development is therefore being pushed back to 2017/18.
- Line 161: slippage of £50k on Maylands Urban Realm project. Landscaping works are now expected to take place in 2017/18. These are seasonal works, which will need to take place in the spring.
- Line 169: slippage of £60k on Hemel Street Furniture. Reprogramming of work to help manage the Water Gardens project will cause a delay in delivery of this project.

7.3 HRA Major Variances

There is a projected underspend on the HRA capital programme of £2,738k.

- Line 183: underspend of £507k on the Property and Place budgets for planned capital works. The programme is being reviewed as set out in paragraph 6.7. These budgets also contain a contingency of 5%.
- Line 191 and 192: underspend of £149k and £140k respectively on Farm Place and St Peter's Court. Although these schemes are complete, budget was slipped forward from 2015/16, which will be reallocated by virement to the New Build General line to fund other schemes in the programme.
- Line 193: underspend of £684k on Aspen Court, London Road Apsley. At the time of setting the budgets, an additional allocation of £600k was allowed for to cover previously unforeseen costs. This was incorrectly allocated to the Aspen Court, London Road budget, however it should have been allocated to the New Build General Line. The underspend on this line will therefore be re-allocated to the New Build General line.
- Line 194: slippage of £1.8m on New Build General. This reflects re-phasing of a number of schemes to align with revised timescales.
- Line 196: slippage of £484k on Able House. This scheme is now expected to be finished early 2017/18.

	Month			Year-to-Date			Full Year		
	Adjusted Budget £000	Actuals £000	Variance £000	Adjusted Budget £000	Actuals £000	Variance £000	Adjusted Budget £000	Forecast Outturn £000	Variance £000
Controllable									
Finance and Resources	645	2,156	1,511	3,356	3,134	(222)	7,773	7,693	(80)
Strategic Planning and Environment	338	296	(42)	3,961	4,088	127	7,479	7,845	366
Housing and Community	77	161	84	877	946	69	1,766	1,765	(1)
Controllable	1,060	2,613	1,553	8,194	8,168	(26)	17,018	17,303	285
Non-Controllable									
Finance and Resources	(145)	(45)	100	(870)	(61)	809	(4,086)	(4,166)	(80)
Strategic Planning and Environment	303	0	(303)	1,819	0	(1,819)	3,927	3,927	0
Housing and Community	93	0	(93)	559	1	(558)	1,652	1,652	0
Non-Controllable	251	(45)	(296)	1,508	(60)	(1,568)	1,493	1,413	(80)
General Fund Service Expenditure	1,311	2,568	1,257	9,702	8,108	(1,594)	18,511	18,716	205
Reversal of Capital Charges							(4,125)	(4,125)	0
Minimum Revenue Provision							378	378	0
Interest Payable							587	581	(6)
Interest Receipts							(242)	(292)	(50)
Revenue Contributions to Capital							5,796	5,796	0
Contributions to / (from) Reserves							(7,105)	(7,191)	(86)
Contributions to / (from) Working Balance							0	28	28
Budget Requirement:							13,800	13,891	91
Met From:									
Revenue Support Grant							(971)	(971)	0
Non-Domestic Rates							1,053	1,053	0
New Homes Bonus							(3,491)	(3,497)	(6)
Other General Government Grants							(125)	(210)	(85)
Council Tax Surplus							(49)	(49)	0
Requirement from Council Tax							(10,217)	(10,217)	0
Total Funding:							(13,800)	(13,891)	(91)

Interpreting this report

General Fund Service Expenditure

This subtotal includes those costs which are directly attributable to specific Council services.

Budget Requirement

This subtotal shows the total cash requirement to operate the Council for one year. It includes the General Fund Service Expenditure plus corporate costs and income.

Total Funding

This subtotal shows how the Council receives sufficient funding from different sources to meet the Budget Requirement. In order to 'balance the budget', Total Funding must equal the Budget Requirement.

Housing Revenue Account
Projected Outturn 2016/17 - September 2016

	Original Budget £000	Forecast Outturn £000	Forecast Variance £000	%
Income:				
Net Dwelling Rents	(55,849)	(55,732)	117	-0.2%
Non-Dwelling Rents	(80)	(80)	0	0.0%
Tenants Charges	(388)	(388)	0	0.0%
Leaseholder Charges	(477)	(479)	(2)	0.4%
Interest and Investment Income	(206)	(206)	0	0.0%
Contribution towards Expenditure	(655)	(503)	152	-23.2%
Total Income	(57,654)	(57,388)	267	-0.5%
Expenditure:				
Repairs and Maintenance	10,702	11,155	453	4.2%
Supervision & Management:	11,766	11,720	(46)	-0.4%
Rent, Rates, Taxes & Other Charges	14	29	15	107.1%
Interest Payable	11,643	11,643	0	0.0%
Provision for Bad Debts	250	250	0	0.0%
Depreciation	9,506	9,506	0	0.0%
HRA Democratic Recharges	220	220	0	0.0%
Total Expenditure	44,101	44,523	422	1.0%
Transfer from Housing Reserves	13,553	12,865	(689)	-5.1%
HRA Deficit / (Surplus)	0	0	0	0.0%
Housing Revenue Account Balance:				
Opening Balance at 1 April 2015	(2,900)	(2,900)	0	
Deficit / (Surplus) for year	0	0	0	
Proposed Contributions to Reserves	0	0	0	
Closing Balance at 31 March 2016	(2,900)	(2,900)	0	

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2016

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)
General Fund											
Finance and Resources											
Commercial Assets and Property Development											
42 Strategic Acquisitions	Nicholas Brown	950,000	(463,500)	0	(486,500)	(486,500)	0	0	0	0	0
43 Demolition of Old Berkhamsted Depot and new barrier	Nicholas Brown	50,000	0	0	0	0	50,000	14,976	50,000	0	0
44 Demolition of Health Centre	Nicholas Brown	350,000	0	(15,000)	0	(15,000)	335,000	0	335,000	0	0
45 Old Town Hall - Cafe Roof and stonework renewal	Nicholas Brown	75,000	0	0	0	0	75,000	0	75,000	0	0
46 Demolition of Civic Centre	Nicholas Brown	0	(1,990)	0	0	0	(1,990)	0	0	0	1,990
47 Bennetts End Community Centre - Replace Main Hall Pitched Roof Covering	Nicholas Brown	35,000	0	0	(35,000)	(35,000)	0	0	0	0	0
48 Highfield Community Centre - Resurface Car Park	Nicholas Brown	0	0	15,000	18,318	33,318	33,318	0	33,318	0	0
49 Adeyfield Community Centre - replace roof	Nicholas Brown	0	44,230	0	(44,230)	(44,230)	0	0	0	0	0
50 Tring Community Centre - new play area for Childrens Nursery	Nicholas Brown	0	13,110	0	0	0	13,110	0	13,110	0	0
51 Bennetts End Community Centre Toilet Provision	Nicholas Brown	18,000	0	0	0	0	18,000	0	18,000	0	0
52 Rossgate Shopping Centre - Structural Works	Nicholas Brown	0	90,910	0	(90,910)	(90,910)	0	0	0	0	0
53 Leys Road - Roof	Nicholas Brown	55,000	0	0	(55,000)	(55,000)	0	0	0	0	0
54 High Street, Tring - Replace External Cladding & Roof	Nicholas Brown	30,000	50,000	0	0	0	80,000	6,536	80,000	0	0
55 The Denes Shopping Centre - Renew Walkway & Canopy Covering	Nicholas Brown	50,000	0	0	0	0	50,000	0	50,000	0	0
56 Commercial Properties - Renew Obsolete Door Entry Controls	Nicholas Brown	20,000	0	0	0	0	20,000	0	20,000	0	0
57 Silk Mill - Renew asphalt tanking to stairs	Nicholas Brown	16,000	0	0	0	0	16,000	0	16,000	0	0
58 Car Park Refurbishment	Nicholas Brown	90,000	99,172	0	(187,572)	(187,572)	1,600	2,400	2,400	800	0
59 Water Gardens Car Park - Re-Lining (Asphalt) Top Floor	Nicholas Brown	435,000	0	0	0	0	435,000	2,950	435,000	0	0
60 Multi Storey Car Park Berkhamsted	Nicholas Brown	3,432,000	(161,436)	0	(3,085,093)	(3,085,093)	185,471	55,835	185,471	0	0
61 Kingshill Cemetery - Toilet Provision	Nicholas Brown	150,000	0	0	0	0	150,000	0	150,000	0	0
62 Bunkers Farm	Nicholas Brown	25,782	183,606	0	55,332	55,332	264,720	270,061	270,061	5,341	0
63 Refurbishment of Facilities at Woodwells Cemetery	Nicholas Brown	0	57,597	0	0	0	57,597	0	57,597	0	0
64 Heath Lane - Welfare Facilities	Nicholas Brown	20,000	0	0	0	0	20,000	0	20,000	0	0
65 Woodwells Cemetery - Improvements to Burial Areas	Nicholas Brown	20,000	0	0	0	0	20,000	0	20,000	0	0
		5,821,782	(88,301)	0	(3,910,655)	(3,910,655)	1,822,826	352,758	1,830,957	6,141	1,990
Democratic Services											
69 Election Management System Replacement	Jim Doyle	30,000	0	0	(30,000)	(30,000)	0	0	0	0	0
70 Civic Car Purchase	Jim Doyle	30,000	0	0	0	0	30,000	0	30,000	0	0
		60,000	0	0	(30,000)	(30,000)	30,000	0	30,000	0	0
Development Management and Planning											
74 Planning Software Replacement	Sara Whelan	0	86,964	0	(86,964)	(86,964)	0	0	0	0	0
		0	86,964	0	(86,964)	(86,964)	0	0	0	0	0
Financial Management											
Payroll (Invest to Save)	Richard Baker	0	2,447	0	0	0	2,447	2,425	2,425	0	(22)
Credit Card Surcharging (Invest to Save)	Richard Baker	16,000	0	0	0	0	16,000	8,375	16,000	0	0
Upgrade of HSM Module (BACS / DD Security)	Richard Baker	6,000	5,000	0	0	0	11,000	11,700	11,700	0	700
		22,000	7,447	0	0	0	29,447	22,500	30,125	0	678
Housing & Regeneration Management											
84 The Forum (Public Service Quarter)	Mark Gaynor	9,350,000	1,015,400	0	0	0	10,365,400	5,776,962	10,365,400	0	0
85 Gade Zone	Mark Gaynor	150,000	0	0	0	0	150,000	11,495	150,000	0	0
		9,500,000	1,015,400	0	0	0	10,515,400	5,788,457	10,515,400	0	0
Information, Communication and Technology											
89 Rolling Programme - Hardware	Ben Trueman	75,000	41,700	0	0	0	116,700	23,294	136,700	20,000	0
90 Software Licences - Right of Use	Ben Trueman	50,000	32,000	0	0	0	82,000	32,232	82,000	0	0
91 Website Development	Ben Trueman	0	69,500	0	0	0	69,500	(2,296)	69,500	0	0
92 Future vision of CRM	Ben Trueman	152,000	0	0	(70,000)	(70,000)	82,000	0	0	(82,000)	0
		277,000	143,200	0	(70,000)	(70,000)	350,200	53,230	288,200	(62,000)	0

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CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2016

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)
People											
96 Incoming Mailroom	Matt Rawdon	0	48,009	0	0	0	48,009	0	48,009	0	0
97 Reprographics	Matt Rawdon	0	5,247	0	0	0	5,247	0	5,247	0	0
98 EIS Replacement	Matt Rawdon	0	70,000	0	0	0	70,000	0	70,000	0	0
		0	123,256	0	0	0	123,256	0	123,256	0	0
Totals: Finance and Resources		15,680,782	1,287,966	0	(4,097,619)	(4,097,619)	12,871,129	6,216,945	12,817,938	(55,859)	2,668
Housing and Community											
Commissioning, Procurement and Compliance											
106 Telephony upgrade & virtualisation	Ben Hosier	0	4,600	0	0	0	4,600	0	4,556	0	(44)
107 Customer Services Unit Refurbishment	Ben Hosier	0	9,870	0	0	0	9,870	10,190	9,870	0	0
108 CSU Flow Management Solution	Ben Hosier	46,500	0	0	0	0	46,500	23,560	27,600	0	(18,900)
109 Replacement of Inform 360 Communications	Ben Hosier	19,000	0	0	0	0	19,000	18,920	18,920	0	(80)
110 Self Service Kiosks	Ben Hosier	47,000	0	0	0	0	47,000	8,070	44,500	0	(2,500)
		112,500	14,470	0	0	0	126,970	60,740	105,446	0	(21,524)
Legal , Democratic and Regulatory Management											
114 Highbarns Land Stabilisation Project	Mark Brookes	0	8,360	0	0	0	8,360	(1,242)	8,360	0	0
		0	8,360	0	0	0	8,360	(1,242)	8,360	0	0
People											
118 Capital Grants - Community Groups	Matt Rawdon	20,000	0	0	0	0	20,000	0	20,000	0	0
		20,000	0	0	0	0	20,000	0	20,000	0	0
Residents Services											
122 Rolling Programme - CCTV Cameras	Julie Still	25,000	0	0	0	0	25,000	17,451	25,000	0	0
123 Lift Replacement to Theatre - Old Town Hall	Julie Still	40,000	0	0	(40,000)	(40,000)	0	0	0	0	0
124 Verge Hardening Programme	Julie Still	350,000	7,840	0	0	0	357,840	50,912	350,000	0	(7,840)
125 Youth Centre Provision	Julie Still	50,000	82,807	5,762	0	5,762	138,569	113,489	138,569	0	0
		465,000	90,647	5,762	(40,000)	(34,238)	521,409	181,852	513,569	0	(7,840)
Strategic Housing											
129 New Build - Elms Hostel Redbourne Road	Julia Hedger	0	0	0	0	0	0	(59,426)	0	0	0
130 Affordable Housing Development Fund	Julia Hedger	0	0	1,050,000	0	1,050,000	1,050,000	1,050,000	1,050,000	0	0
		0	0	1,050,000	0	1,050,000	1,050,000	990,574	1,050,000	0	0
Totals: Housing and Community		597,500	113,477	1,055,762	(40,000)	1,015,762	1,726,739	1,231,924	1,697,375	0	(29,364)

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CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2016

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)
Strategic Planning and Environment											
Commercial Assets and Property Development											
138 Hemel Sports Centre - renew heat and power system	Nicholas Brown	0	76,050	23,878	0	23,878	99,928	0	99,928	0	0
139 Hemel Sports Centre - renew outdoor pool water heaters	Nicholas Brown	0	4,952	(4,952)	0	(4,952)	0	0	0	0	0
140 Berkhamsted Sports Centre - heating system upgrade	Nicholas Brown	15,000	0	0	0	0	15,000	0	15,000	0	0
141 Air Handling Unit - Hemel Hempstead Sports Centre	Nicholas Brown	0	18,926	(18,926)	0	(18,926)	0	0	0	0	0
		15,000	99,928	0	0	0	114,928	0	114,928	0	0
Environmental Services											
145 Wheeled Bins & Boxes for New Properties	Craig Thorpe	20,000	0	0	0	0	20,000	2,142	20,000	0	0
146 Play Area Refurbishment Programme	Craig Thorpe	224,000	106,916	132,216	(150,916)	(18,700)	312,216	153,505	312,216	0	0
147 Litter Bin Upgrade	Craig Thorpe	40,000	0	0	0	0	40,000	0	40,000	0	0
148 Waste & Recycling Service Improvements	Craig Thorpe	0	75,000	0	(75,000)	(75,000)	0	0	0	0	0
149 Play Areas & Open Spaces - replace equipment	Craig Thorpe	0	14,722	0	0	0	14,722	0	14,722	0	0
150 Cupid Green Depot - Security Gates Upgrade	Craig Thorpe	81,000	0	0	0	0	81,000	19,263	70,326	0	(10,674)
151 Dog Kennels / Pest Control store Cupid Depot	Craig Thorpe	40,000	0	0	0	0	40,000	0	10,000	0	(30,000)
152 Fleet Replacement Programme	Craig Thorpe	862,000	94,231	0	(485,244)	(485,244)	470,987	59,650	470,987	0	0
		1,267,000	290,869	132,216	(711,160)	(578,944)	978,925	234,561	938,251	0	(40,674)
Regulatory Services											
156 Disabled Facilities Grants	Chris Troy	603,000	(61,346)	0	0	0	541,654	367,073	780,000	0	238,346
157 Home Improvement Grants	Chris Troy	0	8,893	0	0	0	8,893	6,140	8,893	0	0
		603,000	(52,453)	0	0	0	550,547	373,213	788,893	0	238,346
Strategic Planning and Regeneration											
161 Maylands Phase 1 Improvements	Chris Taylor	476,000	813,256	0	0	0	1,289,256	660,352	1,239,256	(50,000)	0
162 GAF - Urban Park/Education Centre	Chris Taylor	0	0	0	30,000	30,000	30,000	34,578	50,000	20,000	0
163 Regeneration of Hemel Town Centre	Chris Taylor	0	0	0	0	0	0	176,664	200,000	0	200,000
164 Maylands Business Centre	Chris Taylor	550,000	335,000	0	0	0	885,000	67,597	900,000	0	15,000
165 Water Gardens	Chris Taylor	177,217	2,005,260	0	0	0	2,182,477	1,212,025	2,282,477	0	100,000
166 Bus Interchange	Chris Taylor	0	300,000	0	0	0	300,000	42,748	100,000	0	(200,000)
167 Heath Park Gardens Improvements (Fully funded from S106)	Chris Taylor	0	12,892	0	0	0	12,892	(2,797)	12,892	0	0
168 Town Centre Access Improvements	Chris Taylor	0	507,961	0	(457,961)	(457,961)	50,000	956	50,000	0	0
169 Hemel Street Furniture	Chris Taylor	166,000	0	0	(30,000)	(30,000)	136,000	14,489	76,000	(60,000)	0
170 Gadebridge Park	Chris Taylor	500,000	0	0	(500,000)	(500,000)	0	0	0	0	0
171 The Bury - Conversion into Museum and Gallery	Chris Taylor	75,000	0	0	0	0	75,000	0	75,000	0	0
		1,944,217	3,974,369	0	(957,961)	(957,961)	4,960,625	2,206,611	4,985,625	(90,000)	115,000
Totals: Strategic Planning and Environment		3,829,217	4,312,713	132,216	(1,669,121)	(1,536,905)	6,605,025	2,814,385	6,827,697	(90,000)	312,672
Totals - Fund: General Fund		20,107,499	5,714,156	1,187,978	(5,806,740)	(4,618,762)	21,202,893	10,263,253	21,343,010	(145,859)	285,976

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2016

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)	
Housing Revenue Account												
Housing and Community												
Property & Place												
183	Planned Fixed Expenditure	Fiona Williamson	18,334,000	0	(4,628,000)	0	(4,628,000)	13,706,000	5,350,128	13,199,000	0	(507,000)
184	Pain/Gain Share (Planned Fixed Expenditure)	Fiona Williamson	0	0	(0)	0	(0)	(0)	10,585	(0)	0	0
185	M&E Contracted Works	Fiona Williamson	0	(630,178)	1,108,000	0	1,108,000	477,822	126,574	477,822	0	0
186	Communal Gas & Heating	Fiona Williamson	0	0	2,950,000	0	2,950,000	2,950,000	793,166	2,950,000	0	0
187	DBC Commissioned Capital Works	Fiona Williamson	0	0	570,000	0	570,000	570,000	12,382	570,000	0	0
			18,334,000	(630,178)	0	0	0	17,703,822	6,292,835	17,196,822	0	(507,000)
Strategic Housing												
191	Farm Place Berkhamsted	Julia Hedger	45,040	105,505	0	0	0	150,545	(43,815)	1,230	0	(149,315)
192	Galley Hill / St. Peters Court / The Nokes	Julia Hedger	0	140,125	0	0	0	140,125	(37,490)	0	0	(140,125)
193	Aspen Court / London Road, Apsley	Julia Hedger	322,534	837,800	0	0	0	1,160,334	347,426	476,800	0	(683,534)
194	New Build General	Julia Hedger	7,057,628	343,266	0	(1,840,214)	(1,840,214)	5,560,680	1,117,458	4,737,550	(1,796,104)	972,974
195	Queen Street (Old Tring Depot)	Julia Hedger	337,815	73,422	0	0	0	411,237	331,613	460,000	48,763	0
196	Able House	Julia Hedger	2,084,636	178,309	0	0	0	2,262,945	434,608	1,779,000	(483,945)	0
			9,847,653	1,678,427	0	(1,840,214)	(1,840,214)	9,685,866	2,149,801	7,454,580	(2,231,286)	0
	Totals: Housing and Community		28,181,653	1,048,249	0	(1,840,214)	(1,840,214)	27,389,688	8,442,636	24,651,402	(2,231,286)	(507,000)
	Totals - Fund: Housing Revenue Account		28,181,653	1,048,249	0	(1,840,214)	(1,840,214)	27,389,688	8,442,636	24,651,402	(2,231,286)	(507,000)
	Totals		48,289,152	6,762,405	1,187,978	(7,646,954)	(6,458,976)	48,592,581	18,705,889	45,994,412	(2,377,145)	(221,024)

Agenda Item 9



Report for:	Cabinet
Date of meeting:	13 December 2016
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 31/03/2017 2. To determine the Council Tax Base for 2017/18												
Recommendations	1. That Cabinet approves the Collection Fund surplus estimate of £635,281.80 as at 31 March 2016 2. That Cabinet approves the calculation of the Council's tax base for the year 2017/18 incorporating an estimated collection rate of 99.4% 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 2017/18 shall be 56,415.4 and its constituent elements shall be: <table border="1" 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;">29,923.2</td> <td style="text-align: right;">29,743.7</td> </tr> <tr> <td>Aldbury</td> <td style="text-align: right;">455.6</td> <td style="text-align: right;">452.9</td> </tr> <tr> <td>Berkhamsted</td> <td style="text-align: right;">8,456.3</td> <td style="text-align: right;">8,405.6</td> </tr> </tbody> </table>	Part of Area - Parished and Non Parished	100% Tax base	99.4% Tax base	Hemel Hempstead	29,923.2	29,743.7	Aldbury	455.6	452.9	Berkhamsted	8,456.3	8,405.6
Part of Area - Parished and Non Parished	100% Tax base	99.4% Tax base											
Hemel Hempstead	29,923.2	29,743.7											
Aldbury	455.6	452.9											
Berkhamsted	8,456.3	8,405.6											

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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 2017 assists the Council and other precepting authorities in the setting of their Council Tax for 2017/18.</p> <p>The recommended Council Tax Base shows a 1,133.4 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 2017/18 so that it can be used in budget preparations and for the formal setting of the Council Tax by Full Council in February 2017. It is also necessary to approve the estimated Collection Fund surplus or deficit as at 31 March 2017.

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 2016/17 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 2015. 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 2016, 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 2016 was £426,980.71 compared to an anticipated surplus of £392,423.62 in 2015/16; a difference of £34,557.09.
- 2.5 In 2016/17, the Collection Fund is estimated to achieve a total projected surplus of £600,724.33, of which the Council's share will be a projected surplus of £77,423.62.
- 2.6 The distribution of the difference between the anticipated surplus and the actual surplus as at 31 March 2016 (a surplus of £34,557.09, as shown in

paragraph 2.4), means that there is now a projected total surplus on the Collection Fund at 31 March 2016 of £635,281.80.

- 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 2017/18 is as follows:

Dacorum Borough Council	£81,655.06
Hertfordshire County Council	£492,467.15
Hertfordshire Police and Crime Commissioner	£61,159.59
Total Surplus	£635,281.80

- 2.8 Cabinet approval of the Collection Fund Surplus estimated at 31 March 2017 is sought in Recommendation 1.

3. Council Tax Base 2017/18

- 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 2017/18 surplus or deficit.
- 3.7 The tax base for 2016/17 was 55,282.0 (after adjusting for the estimated impact of Council Tax Support and a 99.4% collection rate), whereas the estimated tax base for 2017/18 is 56,415.4. This represents an increase of 1,133.4 Band D equivalent properties, or 2.1% 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 2016. The Council must give notification of all requested tax base figures by the end of January 2017.



Report for:	Cabinet
Date of meeting:	13 December 2016
Part:	I
If Part II, reason:	

Title of report:	Treasury Management 2016/17 Mid-Year Performance Report
Contact:	<p>Cllr Graeme Elliot – Portfolio Holder for Finance & Resources</p> <p>James Deane – Corporate Director (Finance & Operations)</p> <p>David Skinner – Assistant Director (Finance and Resources)</p> <p>Richard Baker – Group Manager (Financial Services)</p>
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:	<p><u>Financial</u></p> <p>A summary of performance against the Council’s budgeted investment income is included in Section 5 of the report.</p>
‘Value For Money’ Implications:	<p><u>Value for Money</u></p> <p>The Council is required to invest surplus funds to ensure that it maximises the benefit of cash flows.</p>
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 Assessment:	There are no community impact implications.
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 to the report</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 9 February 2016
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 2016/17;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- A review of the Council's investment portfolio for 2016/17;
- A review of the Council's borrowing strategy for 2016/17;
- 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 Following the referendum vote for Brexit in June 2016 there was an immediate shock fall in confidence indicators and business surveys, pointing to an impending

sharp slowdown in the economy. However, subsequent surveys have shown a sharp recovery in confidence and business surveys. It is generally expected that although the economy will now avoid flat lining, growth will be weak through the second half of 2016 and in 2017.

- 3.3 Further to the amendments made to Treasury Management Strategy earlier in the year (Cabinet 13 July 2016 “Treasury Management Strategy Update”), Capita Asset Services have given advice to suggest investments only be placed in countries with a minimum sovereign rating of AA-. The UK continues to qualify using this credit criteria, as at the date of this report it’s Sovereign rating was AA.
- 3.4 The Bank of England meeting on 4 August 2016 addressed the expected slowdown in growth by a package of measures including a cut in Bank Rate from 0.50% to 0.25%.
- 3.5 The Governor of the Bank of England, Mark Carney, had warned that a vote for Brexit would be likely to cause a slowing in growth, particularly from a reduction in business investment, due to the uncertainty of whether the UK would have continuing full access, (i.e. without tariffs), to the EU single market. He also suggested that the Government will need to help growth by increasing investment expenditure and possibly by using fiscal policy tools (taxation).
- 3.6 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-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19
Bank rate	0.10%	0.10%	0.10%	0.10%	0.10%	0.10%	0.25%	0.25%	0.25%	0.25%	0.50%
5yr PWLB rate	1.00%	1.00%	1.10%	1.10%	1.10%	1.10%	1.20%	1.20%	1.20%	1.20%	1.30%
10yr PWLB rate	1.50%	1.50%	1.60%	1.60%	1.60%	1.60%	1.70%	1.70%	1.70%	1.70%	1.80%
25yr PWLB rate	2.30%	2.30%	2.40%	2.40%	2.40%	2.40%	2.50%	2.50%	2.50%	2.50%	2.60%
50yr PWLB rate	2.10%	2.10%	2.20%	2.20%	2.20%	2.20%	2.30%	2.30%	2.30%	2.30%	2.40%

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

- 4.1 The Treasury Management Strategy Statement (TMSS) for 2016/17 was approved by Council on 9 February 2016.
- 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 2016, is shown in Appendix 1 of this report. Capita's full counterparty credit list as at September 2016, which identifies those organisations with which the Council is able to place funds, is shown in Appendix 2.
- 4.4 All the Councils Investments during the first six months of the year have been placed in accordance with the approved strategy.

5. Investment Portfolio 2016/17

- 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 The continuing potential for a re-emergence of a Eurozone sovereign debt crisis together with other risks which could impact on the creditworthiness of banks, prompts a low risk strategy. Given this risk environment, investment returns are likely to remain low.
- 5.3 The Council held £77.5m of investments as at 30 September 2016 (£69.21m at 31 March 2016). The investment return for the first six months of the year was 0.60 %.
- 5.4 The Council's investment return for Q1 and Q2 2016/17 displays a £10k favourable variance against half yearly budgeted figure of £224k. Although interest rates have decreased, the Council is holding higher than budgeted cash balances. These balances include the remaining £7m (of the £19.78m) that the 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 £7.3m in sales by the end of September, against a budget of £3.95m for half of the year. The scheme take up shows no signs of slowing down.

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 £359.693m as at 31/3/17. This includes the borrowing from the Public Works Loan Board (PWLB) following the introduction of HRA Self Financing, and the £19.7m borrowing taken up in 2015/16 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 linked to government gilts and 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.

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 2016, and the expected financing arrangements of this capital expenditure. Additional grants and S106 contributions have been applied for 2016/17 due to slippage from 2015/16 and identification of funding against schemes.

Capital Expenditure by Service	2016/17 Original Budget £M	Current Budget £M	2016/17 Revised Forecast £M
General Fund	21.820	21.203	20.438
HRA	28.182	27.390	25.627
Total	50.002	48.593	46.065
Financed by:			
Capital grants & S106	0.757		2.905
Capital receipts & reserves	33.611		31.019
Revenue	5.796		5.796
Borrowing	9.838		6.345
Total financing	50.002		46.065
Borrowing need	-		-

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 2015/16.

	2016/17 Original Estimate £M	2016/17 Revised Estimate £M
Prudential Indicator – Capital Financing Requirement		
CFR – General Fund	19.780	12.954
CFR – HRA	346.739	346.739
Total CFR	366.519	359.693
Net movement in CFR	9.838	6.345
Prudential Indicator – External Debt / the Operational Boundary		
Borrowing	366.519	366.519
Other long term liabilities	0.188	0.188
Total debt 31 March	366.707	366.707

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 2016/17 and the 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 2016/17.

	2016/17 Original Estimate £M	2016/17 Revised Estimate £M
Gross borrowing	366.707	366.519
Plus other long term liabilities	0.188	0.188
Less investments	(35.408)	(57.030)
Net borrowing	331.487	309.677
CFR (year-end position)	366.519	359.693

Appendix 1 - Investment Portfolio as at 30 September 2016

Borrower	Deposit Type	Principal	Date Lent	Date Repayable	Interest Rate	Duration (Days)	Approved Duration	DBC Limit(M)
BlackRock	MMF	3,000,000	30/09/2016	03/10/2016	0.25%	3	100 days	7
Goldman Sachs	MMF	7,000,000	30/09/2016	03/10/2016	0.32%	3	100 days	7
Insight	MMF	7,000,000	30/09/2016	03/10/2016	0.35%	3	100 days	7
Coventry Building Society	Investment	1,000,000	12/04/2016	12/10/2016	0.60%	183	6 months	9
Close Brothers Ltd	Investment	4,000,000	29/04/2016	19/10/2016	0.67%	173	6 months	9
Debt Management Office	Investment	1,000,000	15/09/2016	25/10/2016	0.15%	40	60 months	n/a
BARCLAYS (DIRECT)	Investment	1,500,000	01/08/2016	04/11/2016	0.39%	95	6 months	9
Coventry Building Society	Investment	3,500,000	01/06/2016	22/11/2016	0.58%	174	6 months	9
Leeds Building Society	Investment	2,000,000	08/07/2016	25/11/2016	0.43%	140	6 months	9
Coventry Building Society	Investment	2,000,000	05/07/2016	04/01/2017	0.50%	183	6 months	9
Coventry Building Society	Investment	1,000,000	06/07/2016	06/01/2017	0.50%	184	6 months	9
Nationwide Building Society	Investment	1,000,000	15/07/2016	13/01/2017	0.49%	182	6 months	9
Santander UK plc	Investment	3,500,000	20/07/2016	16/01/2017	0.57%	180	6 months	9
Nationwide Building Society	Investment	1,000,000	21/07/2016	17/01/2017	0.48%	180	6 months	9
Nationwide Building Society	Investment	1,000,000	19/07/2016	18/01/2017	0.49%	183	6 months	9
Leeds Building Society	Investment	2,000,000	15/09/2016	19/01/2017	0.28%	126	6 months	9
Lloyds TSB Corporate Markets	Investment	4,000,000	17/08/2016	20/01/2017	0.60%	156	6 months	9
Lloyds TSB Corporate Markets	Investment	2,000,000	01/08/2016	31/01/2017	0.58%	183	6 months	9
BARCLAYS (DIRECT)	Investment	2,000,000	15/08/2016	15/02/2017	0.40%	184	6 months	9
Leeds Building Society	Investment	2,000,000	15/09/2016	17/02/2017	0.30%	155	6 months	9
Nationwide Building Society	Investment	1,000,000	31/08/2016	20/02/2017	0.40%	173	6 months	9
Coventry Building Society	Investment	1,500,000	31/08/2016	24/02/2017	0.37%	177	6 months	9
Leeds Building Society	Investment	2,000,000	13/09/2016	13/03/2017	0.34%	181	6 months	9
Santander UK plc	Investment	5,000,000	28/09/2016	20/03/2017	0.44%	173	6 months	9
Nationwide Building Society	Investment	5,000,000	27/09/2016	27/03/2017	0.43%	181	6 months	9
BARCLAYS (DIRECT)	Investment	2,000,000	30/09/2016	28/03/2017	0.42%	179	6 months	9
Royal Bank of Scotland plc	Investment	5,000,000	16/05/2016	16/05/2017	0.75%	365	12 months	12.5
Royal Bank of Scotland plc	Investment	2,500,000	02/08/2016	01/08/2017	0.70%	364	12 months	12.5
Royal Bank of Scotland plc	Investment	2,000,000	16/08/2016	15/08/2017	0.60%	364	12 months	12.5

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

Country	Counterparty	Approved Duration	DBC Limit (M)
U.K	Abbey National Treasury Services plc	6 months	9
U.K	Bank of Scotland plc	6 months	9
U.K	Barclays Bank plc	6 months	9
U.K	Close Brothers Ltd	6 months	9
U.K	Goldman Sachs International Bank	6 months	9
U.K	HSBC Bank plc	12 months	10
U.K	Lloyds Bank plc	6 months	9
U.K	Santander UK plc	6 months	9
U.K	Standard Chartered Bank	100 days	7
U.K	Sumitomo Mitsui Banking Corporation Europe Ltd	6 months	9
U.K	UBS Ltd	6 months	9
U.K	Coventry BS	6 months	9
U.K	Leeds BS	6 months	9
U.K	Nationwide BS	6 months	9
U.K	Yorkshire BS	100 days	7
U.K	National Westminster Bank Plc	12 months	12.5
U.K	The Royal Bank of Scotland Plc	12 months	12.5



Report for:	Cabinet
Date of meeting:	13 December 2016
PART:	1
If Part II, reason:	

Title of report:	Risk Management Report Quarter 2 2016/17
Contact:	Councillor Graeme Elliot , Portfolio Holder Finance & Resources James Deane , Corporate Director (Finance & Operations) Linda Dargue, Lead Officer, Insurance & Risk
Purpose of report:	To provide the Quarter 2 update on the Strategic Risk Register
Recommendations	That the content of this report is noted
Corporate objectives:	Dacorum Delivers – Risk management is an essential part of ensuring that the Council meets all of its objectives
Implications:	<u>Financial</u> None identified
'Value For Money Implications'	<u>Value for Money</u> Risk management is closely linked to the Council's commitment to ensure that all resources are used efficiently and forms part of effective financial planning. The Council also needs to ensure that adequate provisions are in place to address anticipated risks but that these are no greater than necessary so that maximum resources are applied to services as required. To this end the Council sets minimum target working balances for both the general fund and HRA and at the date of this report this minimum balances are secured. Budget exercises for 2016/17 have ensured that the minimum balance requirements will also be met for the next financial year.
Risk Implications	Effective risk management is an important factor in all policymaking, planning and decision making. Failure to manage risk effectively could have serious consequences for the Council leading to increased costs,

	wasted resources, prosecution and criticism under external assessments
Equalities Implications	Equality Impact Assessment reviewed/carried out* *Not applicable
Health And Safety Implications	Not applicable
	Monitoring Officer: No comments to add to the report. Deputy S.151 Officer This is a Section 151 Officer report.
Consultees:	CMT Audit Committee 21 September 2016
Background papers:	Risk Management working paper files CMT Report to Audit Committee 21 September 2016
Glossary of acronyms and any other abbreviations used in this report:	SRR – Strategic Risk Register

BACKGROUND

1. The revised Strategic Risk register showing the position at the end of Q2 2016/17 is attached at Appendix A.
2. In line with the Council's approved Risk management Strategy, the 2016/17 Quarter 2 position for the Strategic Risk Register will be considered by the Audit Committee at its meeting on 30 November 2016.
3. Any material concerns arising from this meeting will be reported back to Cabinet verbally.

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C5 - The Council fails to comply with the regulatory framework within which it must operate.

Category: Legal & Regulatory	Corporate Priority: Dacorum Delivers	Risk Owner: James Deane	Portfolio Holder: Graeme Elliot	Tolerance: Treating	
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
4 Very Likely	4 Severe	16 Red	3 Likely	2 Medium	6 Amber
Consequences		Current Controls		Assurance	
<p>As a public sector organisation, there a number of regulatory frameworks which govern the way in which the Council must operate both on a day-to-day basis and in the discharging of one-off duties or actions.</p> <p>Generally, compliance with these frameworks is considered an operational risk and is monitored and managed through a combination of the Operational Risk Register and Performance Indicators which are reported to the relevant Overview and Scrutiny Committees.</p> <p>However, there is a risk that in some circumstances failure to comply with regulations could result in a number of consequences for the Council that are sufficiently negative and high profile in nature to become, for a short time, strategic in nature.</p> <p>For example, failure to follow the correct protocols prescribed under the data protection legislation could result in the following consequences for the Council:</p>		<p>The Council has a number of strategies and policies in place which aim to provide clarity in the way Council Members and staff should operate.</p> <p>These documents are reviewed and updated periodically by Officers who are experts in the field and are frequently the subject of Internal Audit reviews in order to provide Members with independent, third-party assurance.</p> <p>These processes mitigate the likelihood of this risk crystallising and have resulted in my reducing the inherent risk score from '4', Very Likely, to '2', Unlikely.</p> <p>Data Protection policy & procedures Health & Safety policy & procedures Risk Management framework Safeguarding policy & procedures Financial Regulations Procurement Standing Orders Constitution</p>		<p>The Financial Regulations (Main Accounting) and Emergency Plan were audited by Mazars, the Council's Internal Auditors in 2014/15 and achieved a FULL level of assurance.</p> <p>The Risk Management framework and Procurement Standing Orders were audited in 2014/15 and achieved a SUBSTANTIAL level of assurance.</p> <p>Data Protection, Health and Safety, the Constitution (Corporate Governance) and the Financial Regulations (Main Accounting) are in the Internal Audit plan for review in 2015/16.</p>	

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1. Disclosure of personal information causing harm to a resident
2. High profile negative publicity regarding the way the Council operates
3. Significant financial penalty imposed by the Information Commissioner

This risk has been included on the Strategic Risk Register to ensure that there is scope to escalate an operational risk for Cabinet consideration and Audit Committee scrutiny should there be a period of intensified risk in a specific regulatory area.

Emergency Plan
Human Resources terms & conditions

Sign Off and Comments

Sign Off Complete

The Health and Safety Executive's investigation into the Council's management of exposure to Hand Arm Vibration at Cupid Green remains ongoing. However, there are no material developments on which to update Members or to warrant changing the current risk score.

A meeting has been scheduled for relevant officers to meet with counsel in early December for them to give a view on the Council's position. Members will be updated once further information becomes available.

C6 - The Council does not attract and retain the skill sets within its workforce that will enable it to maximise opportunities for delivering its services more efficiently through increased partnership working.

Category: People/Employees	Corporate Priority: Dacorum Delivers	Risk Owner: Sally Marshall	Portfolio Holder: Neil Harden	Tolerance: Treating	
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
4 Very Likely	4 Severe	16 Red	2 Unlikely	4 Severe	8 Amber

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Consequences	Current Controls	Assurance
<ul style="list-style-type: none"> • The quality of service delivery is likely to be adversely affected due to a lack of resources and/or skills to effectively deliver services through increased partnership working. • There is likely to be a reduction in efficiency savings due to inability to create more effective partnerships. • There is also likely to be a negative impact on any proposals for devolved powers. • Failure to create more examples of effective partnership working will result in a higher likelihood of back office and front line services being reduced as the financial constraints on the Council's budget continue to tighten. 	<ul style="list-style-type: none"> - Leading in Dacorum continues to be delivered (all courses stated in risk register) - People strategy to be implemented autumn 2016 which will cover issues including graduate scheme, apprenticeship scheme, succession planning, reviewing T&Cs etc. - Continuation of sharing services with other LAs, with policy development and transactional/operational Hr activities - The new approach for service planning for 2016/2017 focusses heavily on service innovation, service efficiencies and workforce planning. - All leadership appointments are subject to behaviour tests which will assist with assessing their understanding and approach to partnership working. This control will reduce the risk as it will ensure that candidates who are appointed to leadership positions within the Council will have demonstrated that they display a positive approach to partnership working. 	<ul style="list-style-type: none"> • Across 2015/16 the Council had a voluntary annual turnover rate of 10.6% (76 staff). This compares positively to the public sector average (18%) and it is below the level within local government (11.9%). It is also lower than average for district councils (11%). • Opportunities for collaboration and shared services are being actively considered across Hertfordshire in relation to Legal, HR, Information Management, Insurance and Payroll Services. • Recruitment for leadership posts is generally competitive with a good number of applications being received from suitably qualified candidates for vacant posts.
Sign Off and Comments		
Sign Off Complete		

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Recruitment and Retention:

We have a well-established process for recruiting staff which includes be-spoke training for managers, job adverts in modern media and up-to-date recruitment policies. We also continue to make use of behaviour based assessments as part of the recruitment process to ensure that staff joining the organisation have the right values as well as having the right skills and experience. We are also in the process of appointing a new specialist recruitment agency.

Nevertheless we recognise that some roles continue to be difficult to fill, which in turn is leading to agency overspend and budgetary cost pressures. This includes building control, planning and environmental health. Therefore, as part of our new People Strategy, we have commissioned a review (by our Innovation and Improvement Team) to look at additional ways to make us more attractive. It is also important that we continue to work closely with other local authorities to consider how we can jointly address national recruitment problems.

Development and Training:

Our dedicated management training programme (Leading in Dacorum) continues to be delivered and our service planning model focuses on service innovation, service efficiencies and workforce planning. We have also recently appointed a new HR & OD Officer who will be driving our OD plan through our people strategy.

Conclusion and Next Steps:

Given the controls in place, it is not necessary to change the risk rating.

C7 - Controls do not develop at a sufficient pace to keep track with the continually emerging data protection risks

Category: Corporate	Corporate Priority: Dacorum Delivers		Risk Owner: Sally Marshall	Portfolio Holder: Neil Harden	Tolerance: Treating
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
3 Likely	4 Severe	12 Red	2 Unlikely	3 High	6 Amber
Consequences		Current Controls		Assurance	
Cause of Risk - The Council is reliant on vast amounts of		Information Security Officer appointed responsibilities		- Information Security Officer appointed	

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good quality data and information to determine sound decisions and plans, conduct operations and deliver services.

It is also required by the Data Protection Act and Government's Public Sector Network (PSN) Code of Connection (CoCo) to maintain confidentiality, integrity, availability and appropriately authorised use of the data.

With the Government's 'Open' agenda, increased flexible working patterns of staff, and increased partnership working and use of multiple information storage sources, controls on data management and security have become complex and important.

Consequences of Risk –

1. Poor decision making due to ineffective use of or insufficient availability of data and information sharing.
2. Loss, misrepresentation or unauthorised disclosure of sensitive data, DBC has the potential to be susceptible to cyber-attacks or sabotage.
3. Under performance. Breach of Data Protection Act leading to legal actions, fines, adverse publicity, and additional remedial and data protection costs.
4. Significant interruption of vital services leading to failure to meet duties and to protect people, finances and assets.
5. Potential damage to DBC's reputation.

include:

- the Council's Corporate Information Assurance specialist
 - the custodian, owner and updater of ICT Security and Information Governance strategy, policy and procedure ensuring that the Council complies with the latest legislation in terms of ICT Security standards and compliance.
 - To ensure that the Council's policies and procedures regarding ICT Security and Information governance are adhered to across all the Council's services.
 - To keep informed of relevant technical innovation and changes to technological, infrastructure, telecom and software systems in relation to Information Security.
 - To be the custodian and owner of Information Security and Governance Standards.
 - To manage Information Security and Governance strategies and to support the Council in the future development of Information Security, Governance and Business Continuity.
 - To train Council Staff, Members on Information Security, Data Protection Act and Freedom of Information Acts.
- Compulsory training for staff on Data Security
 - PSN Compliance
 - Audit of data protection approach

- Various ICT policies and procedures in place
- Compulsory training for staff on Data Security
- PSN Compliance

Sign Off and Comments

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Sign Off Complete

As an organisation we have in place a number of technical and procedural controls to ensure that we effectively manage our data protection responsibilities (and risks).

We are currently undergoing our annual PSN compliance assessment, which will ensure that our processes and network & security controls meet the Cabinet Office's exacting requirements. The controls we have in place include anti-virus software, corporate firewalls, various authentication processes and end point security solutions. These controls are reviewed regularly and opportunities taken to extend them, for example through the planned introduction of a new remote working solution which will require all remote web browsing on Council laptops to happen through DBC's network. We also have a robust procedure for the disposal of equipment, which ensures that we receive certifiable assurance that any data is removed.

We continue to run quarterly training courses on the Data Protection Act, Information Security Management and the Freedom of Information Act, and our guidance requires staff to attend a refresher course at least once every four years. Staff are also required to review, understand and sign a number of policies including Data Protection Policy, Corporate Information Technology Security Policy and Home and Remote working policy. All suppliers working with our data are also required to complete an 'accreditation form' which assures us that they have robust data protection policies and security controls in place.

As we move to the Forum we also recognise the increased data protection risks and we have put in place a series of detailed processes and checks to ensure that any physical data is properly removed.

Given the range of measures and controls we do not consider it necessary to change the ratings for this strategic risk.

F6 - Changes to legislation could negatively affect the medium to long term viability of the HRA Business Plan.

Category: Financial	Corporate Priority: Affordable Housing	Risk Owner: Mark Gaynor	Portfolio Holder: Margaret Patricia Griffiths	Tolerance: Treating	
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
4 Very Likely	4 Severe	16 Red	4 Very Likely	3 High	12 Red
Consequences		Current Controls		Assurance	
Since the 'once and for all' settlement with government		Elements of the changes are yet to apply (the rent		A remodelling of the HRA Business Plan has been made	

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on the self financing of the HRA there have been major legislative and policy changes which, overall, have impacted detrimentally on the HRA Business Plan:

- The re-invigoration of the RTB which has increased sales from around 15-20 per year to well over 100
- The parallel introduction of the RTB 'one for one' replacement scheme where the Council can use receipts to build new homes but only to pay for 30% of costs (leaving the other 70% to be sourced)
- A change to national rent policy which moved from RPI + 5% to CPI + 1% and ending the process of reaching target rents (leaving 60% of DBC properties below target)

The government now propose two further changes which, if enacted, will further constrain the capacity of the HRA Business Plan viability:

- A rent reduction of 1% per year for four years and a complete inability to make any progress towards convergence to target rents (a reduction of income of £30M over the first four years and over £500M over the lifetime of the HRA Business Plan)
- Enforced sales of 'high value' council homes as they become vacant to fund Housing Association RTB

The first of these changes is already in draft legislation and the assumption must be that it will happen. The consequences are very significant, and even with mitigation will continue to be so:

The financial viability of the HRA to meet its current business plan objectives in full cannot be made due to loss of income and economies of scale as stock numbers

changes start from April 2016) and the current controls – proper business planning, the disciplines of the MTFs, project and programme management arrangements, effective contract management, annual efficiency programmes and so on – reflect on the existing position and could provide sufficient mitigation to the long term business plan. The controls proposed for the new changes – if the proposed legislation is enacted – will only mitigate the impact to an extent as the scale of change, compounded with previous changes, are so significant. The controls are as follows:

A complete review of the HRA Business Plan to spread the impacts over activities and over time. Initially, in order to deliver the current new build programme, this will be focused on a slowing down of the investment into current stock.

Reducing the costs of running the service through efficiency and service redesign (in partnership with tenants and leaseholders).

Improved procurement of services and renegotiation of existing contracts (though these have been procured within the last year or so and will restrict potential). This would include seeking shared services with other partners and models of operation which reduce the overheads of the HRA.

Maximising the income to the HRA by altering use of parts of the stock (increased use of HRA stock for temporary accommodation and provision of low level care as part of a tenancy where rent controls do not apply).

to take account of the impact of the changes which will be considered by Cabinet (initially in November 2015 and periodically thereafter). This has demonstrated that the current new build programme can be completed. The ability to extend this further will depend on the success of the mitigations above.

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diminish.
Services to tenants will have to reduce, including proposed investment in the existing stock, to deal with the scale of resource reduction.
The new build programme at its proposed scale will have to reduce, and possibly cease, in order to provide services to tenants and balance the books.
That resources provided through RTB one for one replacement will be unused and lost to the Borough as it is returned to the Treasury as a result of the Council's inability to provide the 70% match funding and as Housing Associations reduce their supply of new affordable homes (as a result of the same legislative changes impacting on the Council).
The Council's housing stock will progressively reduce through RTB, enforced sales and reduction in new build which will reduce its ability to meet the housing needs in the Borough and achieving the strategic objective of increasing the supply of affordable homes.

Altering the tenure mix of the current new build programme to include shared ownership and market sale in order to cross subsidise new rented provision. This could incorporate an element of affordable rent to increase revenue.
Development of a partnership approach to use of RTB one for one replacement funding with local Housing Associations in order to minimise losses of resource to the Borough and to increase supply of new homes.
Fully exploring the potential of a Local Housing Company to improve the cost of delivery of new homes alongside the benefits to the General Fund.
Lobbying of government regarding the disproportionately severe impacts of the changes, though historical reasons, on DBC seeking some local amelioration.
Ensuring that our intelligence on the changing position and on developments within the sector are fully up to date through membership of ARCH, liaison with CIH and other key bodies.
The following controls are in place already with regard to the financial and strategic management of the HRA Business Plan:

- An annual refresh of the HRA Business Plan reported both to CMT and to Cabinet
- Monthly meeting between budget holders and accountants monitoring progress against original timeframes and costs
- Regular meetings of the Corporate New Build Group considering performance and new schemes

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	<ul style="list-style-type: none"> • CMT receive a fortnightly update on the new build programme • Performance Board comprising Chief Officers and cabinet members receive a report on progress before each cabinet meeting • Reports on HRA performance go the Overview and Scrutiny every quarter • The HRA is reported as part of the overall corporate financial reporting process 	
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Sign Off and Comments

Sign Off Complete

Further work on the potential of the de-pooling of service charges is underway and will be considered in the budget process for 2017/18

F7 - Funding and income is not sufficient to deliver the Council's corporate objectives

Category: Financial	Corporate Priority: Dacorum Delivers	Risk Owner: James Deane	Portfolio Holder: Graeme Elliot	Tolerance: Treating	
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
4 Very Likely	4 Severe	16 Red	3 Likely	3 High	9 Amber
Consequences		Current Controls		Assurance	
The government's austerity programme has led to reduced Local Authority funding over the last five years, resulting in the Council's need to find savings of £5m since 2010/11. Further funding reductions in excess of £3m are forecast over the next four years, which increase the risk of the Council being unable to deliver its vision for the borough, as detailed in the Corporate		The Council's Medium Term Financial Strategy and the HRA Business Plan are controls that mitigate the likelihood of this risk crystallising through the effective modelling of the future financial environment, which allows for more effective forward planning. These controls are detailed below, and have resulted in my reducing the inherent risk score from '4', Very Likely, to		There were three internal audit reviews undertaken by Mazars during 2014/15, which provide an external view of the effectiveness of the controls implemented by the Council to manage the financial risks to delivering its priorities. The audits on 'Efficiency Savings' and 'Main Accounting'	

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<p>Plan. (http://www.dacorum.gov.uk/docs/default-source/council-democracy/dacorum_corporateplan_web.pdf?sfvrsn=2)</p> <p>Sustained funding reductions of this magnitude are not only a risk to the Council's capacity to grow and enhance the community, but more fundamentally they are a risk to the continued provision of high quality frontline services to residents.</p> <p>If the Council is unable to deliver its vision or to protect its frontline service provision, it risks the following consequences: Increased community hardship as the services provided to the most vulnerable residents in the borough are impacted, leading to delays in their accessing financial and residential help.</p> <p>The impact of reducing standards of environmental services across the borough could lead to a less attractive environment and a loss of community identity and civic pride for residents.</p> <p>Reputational damage as residents become dissatisfied with their experience of interacting with the Council. This risk is exacerbated by the growth of social media and the ability of residents to share their experiences with large numbers of people instantaneously.</p>	<p>'3', 'Likely'.</p> <p>The Council's Medium Term Financial Strategy (MTFS) details the financial implications of the Corporate Plan over a five-year period. It ensures that the Council is able to forecast likely income pressures in the medium-term, and optimise the balance between its financial resources and the delivery of its priorities. The MTFS is reviewed at least annually and is approved by Full Council, thereby providing the opportunity for Members to make informed amendments to the Corporate Plan on the basis of likely funding constraints. The current version is accessible via the following link:</p> <p>http://www.dacorum.gov.uk/docs/default-source/council-democracy/mtfs-july-cabinet-2015.pdf?sfvrsn=0</p> <p>The Council's Housing Revenue Account (HRA) Business Plan maps planned income and expenditure over a thirty-year period. Government legislation that can affect the Council's delivery of social housing is incorporated within the plan and forms the basis for informed strategic decision-making.</p> <p>The Council's reviewing of its Corporate Plan together with its Communications Strategy mitigate the impact of this risk, should it occur, by keeping residents informed of the pressures faced by the Council, and consequently by managing aspiration and expectation (detail below).</p>	<p>received a Full level of assurance (the highest available), and the audit on 'Budgetary Control' received a Substantial level of assurance (the second highest available).</p> <p>These internal audit opinions provide assurance that the Council is effectively controlling the processes that will enable it to derive value for money from its available resources, and therefore to maximise the opportunity for delivering its corporate objectives.</p>
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STRATEGIC RISK REGISTER

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<p>On this basis, I have reduced the Impact score from '4', Severe, to '3', 'High.</p> <p>The Council reviews its Corporate Plan periodically to ensure that the vision for the borough remains relevant and realistic within the financial constraints outlined within the MTFS and the HRA plan. The aspirations of the Council and the community are managed through the Council's Communications Strategy both through social media, the local press and Digest.</p>	
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Sign Off and Comments

Sign Off Complete

Since the last update of the Strategic Risk Register at the end of Quarter 1, there have been no formal updates to the MTFS position reported to Cabinet in July 2017.

However, in early November confirmation was received from DCLG that the Council has been granted the four-year funding settlement for which it applied. Whilst this does not increase the funding available to the Council in the medium-term, it does mean that the funding assumptions within the MTFS have now been confirmed as correct as far as they can be (the funding settlement, even though agreed by Government until 20/21, could be subject to further change by Government, if necessary).

Work has continued on balancing the budget for 2017/18, and the first draft will be reported to Members for consideration at the Joint Scrutiny Committee meeting scheduled for 6 December.

I3 - The Borough does not secure sufficient investment in infrastructure to ensure that housing delivery and economic and community growth is sustainable in the longer term.

Category: Infrastructure	Corporate Priority: Affordable Housing	Risk Owner: Mark Gaynor	Portfolio Holder: Graham Sutton	Tolerance: Treating
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact
		Residual Risk Score		

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4 Very Likely	4 Severe	16 Red	3 Likely	3 High	9 Amber
Consequences		Current Controls		Assurance	
<p>The provision of infrastructure such as schools, health, transport and other facilities is crucial to sustainability of the local community and economy. Its funding, however, is increasingly complex and difficult as central government moves away from direct provision and expects the development process and local partnerships to deliver it. Failure to provide this infrastructure will have a number of damaging consequences:</p> <p>Reduction in the quality of life and opportunities for people in the Borough</p> <p>A serious constraint to economic growth with the impact on the contribution to service provision through Business Rates growth</p> <p>Increased community opposition to new developments, particularly housing, on the grounds that existing infrastructure will not cope</p> <p>Damage to the image of the area, worsening of community pride and social cohesion and reputational damage to the Council</p>		<p>Infrastructure is provided through the development process (s106 and Community Infrastructure Levy) and elements of funding which comes from central government (increasingly through the LEP, bidding and HCC). The responsibility for some infrastructure elements is through privatised arrangements (utilities) or arms-length government agencies such as Network Rail. The ability of the Council to control these processes is limited.</p> <p>The Council is able to promote the quantum, nature and timing of growth making it more likely that the infrastructure will be delivered. It is also able to promote partnerships and use its asset base and influence to stimulate desired development. Current controls include:</p> <p>Ensuring that the Local Plan (and its component elements such as the Core Strategy, site allocations, supporting policies and so on) is up to date and sets out very clearly the requirements of proposed development. This promotes sustainable development by design, access and movement, materials. Use of masterplanning supports what is required to be delivered to produce sustainability on larger sites.</p> <p>The approved Council's Community Infrastructure Levy Policy and schedule (CIL) provides for the levels of contributions that must be made by developers and the purpose for which they will be spent. This also includes</p>		<p>The process for setting out development delivered is through the Annual Monitoring Report. The agreed process for CIL will see an annual report setting out income due, achieved and expenditure made on agreed infrastructure.</p> <p>Regular reports are made as set out above in controls.</p>	

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an element of CIL which can be spent by local communities and act to link growth directly with infrastructure provision local people want.

Operating a 'open for business' approach to how the Council deals with potential development with a presumption of making acceptable development easier to deliver by proactive advice through the planning process. Allied to this is ensuring that the development management service is capable of achieving decision making within required time limits.

Stimulating required growth through the Council's own regeneration activity, including Hemel Evolution, Gade Zone and Heart of Maylands resulting in inward investment being more likely.

Increasing inward investment through initiatives such as Dacorum Look no Further, Ambassadors, direct provision of business advice and a supportive approach to new development.

Good market intelligence through regular liaison with local employers, landowners, developers, institutional investors and land agents regarding demand and expected assistance.

Partnership with the LEP as the main route for additional funding for infrastructure through influencing the Strategic Growth Plan (in which Hemel Hempstead and the M1 corridor is a priority) and bidding for resources for infrastructure (such as the £5M achieved for West Herts College)

Working to create key partnerships to bring forward development capable of funding major infrastructure

STRATEGIC RISK REGISTER

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	(such as Gorhambury) These controls are exercised within the following: <ul style="list-style-type: none"> • Monthly reporting to Hemel Evolution Board and Corporate Regeneration Group • Fortnightly reporting on key projects to CMT • Reporting to Performance Board before each Cabinet Meeting • A clear programme for the Local Development Framework and CIL • Quarterly reporting to Overview and Scrutiny • Regular reporting to Cabinet • Adherence to the agreed performance and project management processes 	
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Sign Off and Comments

Sign Off Complete

Mo major changes to report.

R5 - The Council does not embrace the increased use of social media as a tool for social engagement and increased community engagement.					
Category: Reputational	Corporate Priority: Dacorum Delivers		Risk Owner: Sally Marshall	Portfolio Holder: Neil Harden	Tolerance: Treating
Inherent Probability	Inherent Impact	Inherent Risk Score	Residual Probability	Residual Impact	Residual Risk Score
3 Likely	3 High	9 Amber	2 Unlikely	3 High	6 Amber
Consequences		Current Controls		Assurance	
The risk of not using social media - This will mean that our approach to engagement (i.e.		In order to mitigate these risks we have put in place a number of controls:		o Corporate Information Security Management Policy o Corporate Information Technology Security Policy o Data Protection Act Policy	

STRATEGIC RISK REGISTER

September 2016



<p>letters, workshops, printed magazines) is likely to exclude key demographic groups including younger residents and those who are more technologically minded.</p> <ul style="list-style-type: none"> - We will not be able to respond to negative posts or views which could cause significant reputational damage or risk. - We will have less opportunity to influence Government and media through the use of targeted campaigns and communications. - The organisation may not be viewed as 'technologically forward thinking' which could lead to reputational risks. This includes more difficulty in attracting hi-tech investment or exclusion from innovation pilots. <p>Managing the risk of social media</p> <ul style="list-style-type: none"> - Members of the public can use DBC's profile to raise negative or incorrect statements that damage the reputation of DBC. - Employees may breach data security rules regarding the management of private or confidential information. - Inappropriate or unacceptable content posted by employees 	<p>The risk of not using social media</p> <ul style="list-style-type: none"> - Our social media strategy sets out how we will proactively engage with residents through Twitter, Facebook, Linked In, Instagram and using online videos. - We have 18 social media accounts covering corporate and operational services including from the CSU. - We regularly use social media to actively promote campaigns, events and messages. - We interact with partners and other third parties (eg HCC) to promote joint initiatives via social media - We generate reports and analysis on scale and content of Facebook and Twitter posts. <p>Managing the risk of social media</p> <ul style="list-style-type: none"> - We employ the Crowd Control system to enable the Communications team to manage and authorise services posts and tweets. - The Crowd Control system also enables the Communications team to monitor and respond to any negative posts. - Our system provides automatic moderation of abusive messages. 	<ul style="list-style-type: none"> o Freedom of Information Policy o PSN/Government Connect (GSx) Acceptable Usage Policy o Information Security Incident Procedure o Social Media Strategy o Facebook and Twitter accounts o Social Media Management System
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STRATEGIC RISK REGISTER

September 2016



- Our social media accounts are 'identity jacked' which occurs when fake accounts are set up to look like those of DBC. This is a risk because the fake accounts can post incorrect or inappropriate information which is then associated with DBC.

- Weak authentication in the use of social media accounts can lead to them being hacked. The hacked accounts are then used to post inappropriate, derogatory or libellous comments.

- The use of social media can make it easier for 'pressure groups' to generate support behind negative campaigns.

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- We provide in-house training for all staff posting on DBC social media accounts.

- We use a subscription service that manages and secures accounts.

- All staff are required to read and sign-up to a range of policies including:

- Corporate Information Security Management Policy
- Corporate Information Technology Security Policy
- Data Protection Act Policy
- Freedom of Information Policy
- PSN/Government Connect (GSx) Acceptable Usage Policy
- Information Security Incident Procedure

Sign Off and Comments

Sign Off Complete

STRATEGIC RISK REGISTER

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In the last quarter we have continued to deliver a strong social media presence. We posted over 1,460 outbound messages, received over 319 direct messages which were responded to in accordance with our social media policy and guidance, and had a total twitter reach of 3.06 million viewers across our 18 social media accounts and networks. Some of the campaigns we have run include Community Champion Awards 2016, Hemel Evolution (Water Gardens), London Road Apsley, (36 new Council homes) and communication campaigns including the Olympics (Max Whitlock and Jessica Stretton), e-newsletter (Digital Digest) and Tring Memorial Gardens entry award for Green Flag People's Choice Award.

In terms of management and security, we have continued to manage our social media profile through a range of measures including the enforcement and implementation of our social media and ICT policies and our dedicated social media management system (Crowd Control) which is the leading risk management software in the UK. As far as is possible (and accepting freedoms of speech and communications) we manage the risk of negative social media responses through our social media management system and by having a monitoring system in place which ensures we always have staff available to respond to any issues. We have also agreed to routinely remove posts from individuals who have been restricted in the way they communicate with the Council, and all vexatious or inappropriate language is automatically deleted from our accounts as part of the risk management software.

Social media is an important tool to communicate and engage. However it also has challenges and risks and it's important that we continue to manage that as much as is possible. Given the controls we have in place, we do not consider that any changes need to be made to the risk or the likelihood of it occurring.



Report for:	Cabinet
Date of meeting:	13th December 2016
Part:	1
If Part II, reason:	

Title of report:	The Authority Monitoring Report (AMR) and Local Planning Framework Update
Contact:	<p>Cllr Graham Sutton, Portfolio Holder for Planning and Regeneration;</p> <p>James Doe, Assistant Director Planning and Regeneration (extension 2583); and</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 2015/16; • progress on the Local Planning Framework; and • agreeing a new Local Development Scheme (LDS) timetable (see Annex A).
Recommendations	<p>Cabinet is recommended to:</p> <ol style="list-style-type: none"> 1. Note the headline results from the forthcoming Authority Monitoring Report 2015/16 with regard to housing, employment and retailing; 2. Note progress on the Local Planning Framework; and 3. Agree a new Local Development Scheme timetable (see Annex A).
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 – especially those relating to affordable housing; safe and clean</p>

	<p>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 2016/17. The 2017/18 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 delivery of new housing which attracts 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, the evidence base and decision making by the Council based on it, 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:</p> <p>The Annual Monitoring Report is a requirement of the Town and Country Planning (Local Planning) (England) Regulations 2012 and is an important document to evidence the progress of the authority in meeting its key planning, housing and development objectives. The report demonstrates that good progress is being made on key objectives, which is positive to note.</p> <p>Deputy S.151 Officer</p> <p>All costs incurred within 2015/16 have been recorded within the approved 2015/16 Statement of Accounts. All the costs incurred during 2016/17 will be met from within existing approved budgets. Any costs planned to be incurred during 2017/18 are being considered within the budget proposals submitted to allow approval of the budget in February 2017.</p>
<p>Consultees:</p>	<ul style="list-style-type: none"> • Corporate Director Housing and Regeneration • Assistant Director Planning, Development and Regeneration. • Group Manager, Strategic Planning and Regeneration.
<p>Background papers:</p>	<ul style="list-style-type: none"> • Local Development Scheme 2016-18 (January 2016) • Site Allocations Pre-Submission document incorporating the Focused Changes (January 2016) • 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 2015/16 <p><i>Note: The finalised Authority Monitoring Report 2015/16 will be published in early January 2017 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:
- a) the Authority Monitoring Report (AMR) 2015/16; and
 - b) the Local Development Scheme (January 2016).

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) (AMR). 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 2015/16 is prepared by Officers. It is due to be completed in early 2017. Unfortunately, its preparation has been delayed due to the need to progress the Site Allocations DPD through the examination and hearings process (reported separately on this Cabinet agenda). 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 2015 – 31st March 2016). The order and content reflects the structure of the Core Strategy and the monitoring indicators contained 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 2015/16 will be accompanied by a technical appendix containing more detailed monitoring information for reference.
- 2.7 The County Council's county-wide development monitoring system (SmartHerts) continues to support the districts regular monitoring routines. SmartHerts has significantly improved the efficiency and quality of such monitoring processes.

Key Findings - (1) Headline figures

- 2.8 The AMR 2015/16 reports progress against key targets. Preliminary headline figures for housing, employment and retailing are set out below:

Housing:

- 700 (gross) (659 (net)) dwellings were completed over the monitoring period. The net figure is substantially above the annual Core Strategy target (430 dwellings per year), and significantly higher than the completion rate in the previous monitoring period of 379 (net). This chiefly reflects increasing levels of activities on larger sites and a continuing improving supply of commitments (2,672 (net) at 1st April 2016 compared to 2,359 (net) commitments a year ago). These factors should continue to boost future levels of completions.

Employment, economic development and retailing:

- The number of jobs in Dacorum increased by 1,800 between 2014 and 2015. There has been an increase of 5,800 jobs numbers since 2006, which puts the Borough on track to achieve and possibly exceed the Core Strategy target for 10,000 additional jobs 2006-2031.
- Based on the claimant count, unemployment in the Borough is very low (0.9%) – similar to the overall Hertfordshire rate (0.9%) and below the regional (1.1%) and national (1.6%) rates.
- The Core Strategy proposes around 131,000 sq. metres of additional office floorspace and nil net change in industry, storage and distribution floorspace 2006-2031. In practice, there has been a substantial decline in office floorspace and also a decrease in industry, storage and distribution floorspace since 2006. This reflects low demand for new office development during and since the recent economic recession and recent losses of offices to housing use through recent Government changes to planning legislation by changes to the prior approval regime.

- Despite the loss of employment space since 2006, the local economy is healthy as shown by the increase in jobs in the Borough and the low unemployment rate.
 - There is land available for substantial new employment development at Maylands Gateway within Dacorum, whilst the submitted St Albans Strategic Local Plan proposes 55 hectares of employment development on land east of Green Lane (the Gorhambury development), which would form an extension to the Maylands Business Park.
 - The Core Strategy encourages appropriate retail development in accordance with the retail hierarchy of town and local centres. Since 2009, there has been little change in retail floorspace in these centres. This is likely to continue to be the case in the future, although the new Heart of Maylands local centre is under construction.
 - Out of centre retail floorspace has increased since 2009 (e.g. the two Aldi supermarkets in Hemel Hempstead). Further significant out of centre developments have been permitted at Gossoms End, Berkhamsted (Lidl supermarket), at Jarman Park, Hemel Hempstead (retail park on a site allocated for retail development) and at Maylands Avenue/Breakspear Way, Hemel Hempstead (retail park permitted on allocated employment land as an exception to policy).
 - Dacorum experienced the highest rise in the county of apprenticeships starts in the first 2 quarters of 2015, with 525 in these two quarters alone.
 - Dacorum Borough Council, working with Hertfordshire Local Enterprise Partnership (LEP) and St Albans City and District Council, was instrumental in the securing of the Enterprise Zone for Hertfordshire, covering some 200 acres of land at Maylands at Gorhambury, and also at Rothamsted Research and the Building Research Establishment (in St Albans District).
 - The Council is continuing to work with the Hertfordshire LEP over key infrastructure projects and funding for these including access arrangements into the Gateway and for the Maylands Growth corridor.
 - Progress is being made on the Heart of Maylands project at 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 2015/16 on sites 1 and 2 which will deliver a mix of retail, community uses, public space and a mix of residential ownership types.
 - A total of £15,600 has been paid out in grants by the Council to businesses employing their first apprentice in 2015/2016. This is in addition to the Governments grant of £1,500 per apprentice.
 - The Hemel Hempstead Business Ambassadors was launched in December 2015 and now has a total of 47 members include Sopra Steria, Henkel and Gyron Internet. The aim of the scheme is to promote Dacorum as a place to invest and it has brought in an income of £38,000.
 - Dacorum saw an increase in VAT registrations resulting in a net additional 460 VAT registered businesses.
 - The Maylands Business Centre has maintained 100% occupancy during the past year. Work has now begun in 2016/17 on the business centre extension of a further 5 light industrial units, which is scheduled to be completed in Spring 2017.
- 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 can be provided, if required, at the meeting. The AMR also gives updates on the progress of the Dacorum Development

Programme and the Economic Development Strategy and key findings have been included in the bullet points above.

2.10 A full summary of the performance of the Community Infrastructure Levy (CIL) has already been reported to Cabinet last month. This information on the operation and collection of the CIL will be covered within the AMR with key points being:

- The Council collected a total of £65,119.35 in CIL receipts during 2015/16;
- A total of £9,767.90 was allocated to Town and Parish Councils in accordance with Regulation 59 of the CIL Regulations 2010 (as amended); and
- It is expected that the Council will start spending CIL receipts from 2018/19.

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

Progress during 2015/16 monitoring period

2.10 Good progress was made on the Local Planning Framework (LPF) during the 2015/16 monitoring period. Key achievements included:

- Publication of the Strategic Housing Land Availability Assessment (April 2016).
- Completion of the joint SW Hertfordshire Strategic Housing Market Assessment (February 2016) and Economy Study (February 2016) to inform the new Single Local Plan.
- 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).
- 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.
- 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.
- Submission of the Site Allocations DPD to the Planning Inspectorate for examination (February 2016).

2.11 Members should also note that Implementation of the CIL took place on 1 July 2015.

Progress post 2015/16 monitoring period

2.12 Important progress was made on the LPF after the monitoring period, with key events including:

- The hearing element of the Site Allocations DPD examination was held during the first two weeks of October 2016.

- The Inspector's interim letter following the Site Allocations hearings was received in November 2016, and requires a number of Main Modifications to be made to the submitted plan (see separate report on this agenda). Consultation on these is due to begin in December 2016.
 - The Stage 2 Green Belt review will be published in December 2016.
- 2.13 Further progress is being made with a range of technical studies covering employment land availability, the settlement hierarchy, water cycle and open space. These are anticipated to be completed early in 2017. The studies alongside other completed technical work (see list above) will support the preparation of the new Local Plan (incorporating the review of the Core Strategy).

Changes to Government policy

- 2.14 The government continues to implement changes to national planning policy and guidance and also clarify their operation. During 2016 the Housing and Planning Act completed its passage through parliament and received Royal Assent. This includes the introduction of Brownfield Registers, Permission in Principle, Self and Custom Build Housing and Starter Homes. Although Regulations setting out how some elements will be implemented are still awaited, this Act has a number of significant implications for planning. These have previously been reported to Cabinet (29 November 2016). The changes also have a number of implications for how the Council monitors its planning processes and reports these through the AMR. The Government has begun to set out how it anticipates a number of these initiatives are to be monitored (e.g. they have identified 9 potential reporting requirements for Starter Homes) to ensure their implementation, delivery and regular reporting. This work will be progressively incorporated into future AMRs.
- 2.15 On 31 August 2015, the Government published a revised Planning Policy for Traveller sites (PPTS). This updated the previous document issued in 2012, and, in particular introduced a new definition for travellers. The Council has considered the implications of this revised guidance on the Site Allocations DPD in terms of making provision for this sector of the community. Its legal advice has been that it is best to take into account the PPTS as part of progressing the Local Plan and in reassessing the traveller needs assessment.
- 2.16 A number of changes have also been made to the Planning Practice Guidance (PPG), which provides additional guidance to support the National Planning Policy Framework (NPPF). Amongst these changes is the clarification 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.
- 2.17 The PPG changes also states 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 are specifically exempted from this new approach.

- 2.18 The statement also requires 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'.
- 2.19 These changes were subject to a legal challenge which was successfully defended by the Government at the Court of Appeal. As a result, the Council re-adopted an amended Affordable Housing Advice Note in July 2016. The first version of this document published in March 2015 had been revoked due to the legal challenge process.
- 2.20 Further changes to the NPPG were consulted upon during the 2015/16 monitoring period. These included a set of recommendations made by the Local Plan Expert Group (LPEG), an independent group set up to advise Government on how to streamline the planning system. The Council submitted a response to these recommendations in April 2016. No changes have yet been brought into place as a result of these consultations, but it is understood that the Government will announce a series of amendments to the NPPF in 2017.

3. UPDATING THE LOCAL DEVELOPMENT SCHEME TIMETABLE

- 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 January 2016. 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 2015/16.
- 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 timetable has been prepared (see Annex A to this report) and Cabinet is asked to agree its adoption. This timetable will supersede that currently contained as Chart A on page 13 in the adopted LDS. The focus of the revised timetable 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 the preparatory stages of this document are now complete, progress to adoption has been delayed as a result of the need to consult on the 'Further Changes' in the 2015/16 monitoring period and delays in the Planning Inspectorate conducting the hearing element of the formal Examination process. This has had an impact on the timetable originally envisaged in the 2016 LDS. Consultation on a series of Main Modifications is now programmed to commence in December 2016, with receipt

of the Inspector's Report in March 2017, allowing adoption in late Spring 2017. Further information on this process is contained within a separate report on this agenda.

- 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 2017. While consultants have been appointed to produce many of these technical documents, the studies have still required a considerable Officer input. The new LDS timetable establishes a programme for consultation on, and completion of, the new single Local Plan itself.
- 3.6 Members should note that the revised timetable sets out the key milestones for the production, and eventual adoption of the new Local Plan for the Borough of Dacorum. There is a need to have the new Local Plan in place as soon as practicable, giving adequate opportunity for public engagement and consultation and to deal with the issues of considering new growth levels for the Borough. Legislation points to three stages of the plan-making process: plan preparation (known as the Issues and Options stage); publication of a full draft plan (known as the pre-submission version); and the processes of examination (by a planning Inspector) and adoption by the Council).
- 3.7 Officers recommend that the Issues and Options consultation takes place in Autumn 2017. This will enable the scope of this stage to be extended to include the Council's 'Preferred Options' in terms of the scale and broad location of development. Consultation on the pre-submission full plan would then take place in Spring 2018, paving the way for formal submission of the plan in autumn 2018 and then examination in early 2019.
- 3.8 It is proposed that the new LDS timetable no longer includes a detailed programme for production of the East Hemel Hempstead Area Action Plan (AAP). This is due to uncertainties regarding St Albans' plan-making programme and the fact that good progress has been made on a landowner-led masterplan for the Gorhambury land, which is likely to mean that an AAP for the whole area is no longer required. Whilst there remains reference to the joint AAP within St Albans' own LDS, this document remains similarly un-programmed. Appropriate policies for the Maylands area can be included within the new single Local Plan for the Borough.
- 3.9 As always, the revised LDS 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, take-up has been very limited to-date. At this point in time, only one Neighbourhood Plan is under preparation – for the Grovehill neighbourhood in Hemel Hempstead. This is being prepared by the Grovehill Futures Neighbourhood Forum.

Agenda Item 13



Report for:	Cabinet
Date of meeting:	13th December 2016
Part:	1
If Part II, reason:	

Title of report:	Update on Sustainable Development Advice Note and Sustainability Checklist
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>Stephane Lambert, Strategic Planning and Regeneration Officer (extension 2130).</p>
Purpose of report:	To agree an updated advice note setting out how the Council apply its policies related to sustainable development in light of the recent government policy changes.
Recommendations	<p>It is recommended that Cabinet recommend that Council:</p> <ul style="list-style-type: none"> (a) Adopt the updated Sustainable Development Advice Note and associated Sustainable Development Checklist to inform Development Control decisions; and (b) Delegate authority to the Assistant Director, Planning, Development and Regeneration to make any necessary minor editorial changes to the Advice Note (Annex A) and Checklist (Annex B), prior to their final publication.
Corporate Objectives:	The Sustainable Development Advice Note (alongside updated Sustainable Development Checklist) supports the 'Dacorum Delivers' and 'Clean and Safe Environment' objectives. It will improve efficiency and effectiveness of services through the provision of upfront and clear advice on the sustainable development. It also demonstrates that the Council is able to respond to changes in national policy in a prompt and effective

	manner. The note will continue to ensure that sustainability remain a focus for change within the borough.
Implications:	<u>Financial</u>
'Value For Money Implications'	<p>There are no direct financial implications for the Council in relation to this advice note.</p> <p><u>Value for Money</u></p> <p>Having clear guidance makes more efficient use of resources by reducing the day to day enquiries received by Officers and forms a clear basis upon which sound and consistent planning decisions can be made.</p>
Risk Implications	There are no direct risk implications related to this guidance note. The note provides detailed guidance to support the application of policies within the adopted Core Strategy. A separate Risk Assessment has been prepared for the Local Planning Framework (of which the Core Strategy is part). This is updated monthly as part of CORVU monitoring processes.
Community Impact Assessment	An Equalities Impact Assessment has been prepared for the Core Strategy, which this guidance note supports. This will be translated into a new Community Impact Assessment in due course.
Health And Safety Implications	There are no health and safety implications relating to this advice note.
Monitoring Officer/S.151 Officer Comments	<p>Monitoring Officer:</p> <p>The updated Sustainable Development Advice Note will provide clarity to developers and ensure compliance with Core Strategy policies and is therefore recommended for approval.</p> <p>Deputy S.151 Officer:</p> <p>There are no direct financial implication so f this decision. Any resource implication in the future will need to be incorporated within the budget setting framework.</p>
Consultees:	<ul style="list-style-type: none"> • Building Control • Strategic Planning and Regeneration • Development Management
Background papers:	<ul style="list-style-type: none"> • National Planning Policy Framework (NPPF). • Planning Practice Guidance (PPG). • Dacorum Borough Council's Core Strategy 2013 • Sustainable Development Advice Note 2011 • Housing Standard Review 2014 • Ministerial Statement March 2015.
Glossary of acronyms and any other abbreviations used in this report:	<p>NPPF – National Planning Policy Framework</p> <p>PPG – Planning Practice Guidance</p> <p>DHOAs – District Heating Opportunity Areas</p> <p>PV – Photovoltaic</p> <p>BRE – Building Research Establishment</p>

	DCLG – Department for Communities and Local Government SPG – Supplementary Planning Guidance SPD – Supplementary Planning Document
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Background

1. INTRODUCTION

- 1.1 The way in which buildings are designed, constructed, operated and decommissioned has a significant impact on the built and natural environment, and requires major resource inputs such as energy, water and materials. Designing and constructing buildings which help to minimise the consumption of these resources and minimise construction waste can not only reduce the borough's carbon footprint, but also reduce costs for developers and occupiers.
- 1.2 Sustainable building and construction is therefore an essential part of the response to the challenges of climate change, natural resource depletion, habitat loss and wider environmental and social issues.
- 1.3 The Sustainable Development Advice Note provides further information regarding the Council's approach, and requirements, relating to issues of sustainable design and construction. It supplements, and where appropriate updates, the adopted Core Strategy in terms of setting out how adopted policies will be applied in the light of recent Government announcements.
- 1.4 It is intended to assist developers in ensuring that new development such as an extension, a conversion, and new homes and commercial buildings maximise energy efficiencies, minimise the use of natural resources and waste, and reduce carbon emissions to avoid compromising the needs of the future.

2. THE NEED FOR UPDATED GUIDANCE

- 2.1 The Sustainable Development Advice Note which this update is intended to replace came into effect in March 2011. It required applicants to provide a Sustainability Statement for specified types of development.
- 2.2 Until July 2016 this statement was completed electronically via the Council's sustainability planner webpage CPlan. The Council no longer subscribes to this service. The role of the Sustainability Statement was to help determine the sustainability credentials of development proposals, in terms of land use, environmental considerations, community and employment needs, and in respect of design and access arrangements. In order to ensure explicit compliance with the requirements of Core Strategy Policy CS29: Sustainable Design and Construction, a separate short checklist comprising the CS29 policy criteria was also available which was applicable to all new development.
- 2.3 Developers were required to submit this completed checklist alongside their planning application to explain how each criterion had been taken into account when drawing up the scheme. For larger developments an online Energy Statement was additionally required through CPlan.

Advice Note:

- 2.4 The update of the Sustainable Development Advice Note (Annex A) is required due to changes in government guidance and the way the Council

should deal with sustainability issues following the cessation of its subscription to CPlan.

- 2.3 The Code for Sustainable Homes was a national standard for sustainable design and construction. It aimed to reduce carbon emissions and promote higher standards of sustainable design *above* the standards that existed at the time within the Building Regulations. The Council had regard to this legislation when it drew up its Core Strategy.
- 2.4 Following the technical Housing Standards Review, the Government issued a written Ministerial Statement in March 2015 withdrawing the Code for Sustainable Homes (and BREEAM guidance as it relates to residential development), aside from the management of legacy cases.
- 2.5 The Housing Standards Review has effectively seen Government move to restrict planning departments from imposing locally defined technical building standards on new developments. The aim is to provide consistent and uniform guidance for developers, removing the complication presented by numerous local standards.
- 2.6 Following the demise of the Code for Sustainable Homes the Building Regulations will be the bar against which applicants for residential schemes will have to demonstrate that they are meeting the goals of the Government's green agenda.
- 2.7 In light of these changes, Development Management will cease to set requirements upon residential applicants concerning sustainable design and construction since these are now encapsulated within the updated Building Regulations. However Development Management will continue to *encourage and guide* applicants concerning these matters. This guidance is set out in this updated advice note. The Government's position regarding non-residential developments is less clear cut, but it is understood from DCLG that BREEAM standards of 'Good' or 'Excellent' can still be sought, provided they have been subject to full viability testing.
- 2.8 Table 10 of the Core Strategy outlined expected Carbon Dioxide (CO₂) reduction targets for different types of new developments. It also referred to targets for District Heating Opportunity Areas where higher targets were set calibrated against the Code for Sustainable Homes levels. These targets will continue to be encouraged, but due to the changes summarised above, will no longer be set as requirements.

Checklist:

- 2.9 To support the updated Advice Note a revised Sustainable Development Checklist (Annex B) has been produced that will need to be submitted alongside certain types of planning applications. The following types of application for *new* development need to complete and submit this checklist:
 - All residential houses and flats
 - Residential refurbishments, conversions and change of uses for:
 - 10 or more dwellings, or
 - 500sqm or more floor space
 - Multi Occupation residential buildings with 7 or more bedrooms (e.g. retirement homes)

- Non-residential development of 500sqm or more floor space (including offices, retail and industrial, excluding parking and landscaping)
- 2.10 This checklist is slightly broader than the previous Policy CS29 checklist and reflects the Council's desire to encourage and ensure that developers are considering all means of meeting the 'green' agenda. This includes the inclusion of questions pertaining to encouraging the use of non-motorised transport and consideration of development layout to maximise solar gain. This updated checklist will therefore enable Development Management Officers to more easily assess compliance of applications against the following Core Strategy policies:
- CS8 Sustainable Transport
 - CS10 Quality of Settlement Design
 - CS11 Quality of Neighbourhood Design
 - CS12 Quality of Site Design
 - CS13 Quality of the Public Realm
 - CS28 Carbon Emission Reductions
 - CS29 Sustainable Design and Construction
 - CS30 Carbon Offsetting
 - CS31 Water Management
 - CS32 Air, Soil and Water Quality
- 2.11 Though less detailed than the questions that were required by the Sustainability Statement process as part of the former CPlan system, in evaluating previous submissions, both Officers and Applicants (the Council's customers of the planning service) comments have been that the current checklist is overly onerous and actually had little real impact in terms of improving the sustainability credentials of planning applications; as it only stated *intentions*, rather than being able to enforce *actions*. The revised checklist represents both changes in national practice and legislation, and provides for a more effective and simpler approach.
- 2.12 The Council's Solicitor-Advocate has previously advised that it is not necessary to undertake public consultation on the Advice Notes when:
- a) The changes are required to comply with Ministerial Statements; and
 - b) The changes brought in via Ministerial Statements have been subject to consultation themselves (by Government).
- 2.13 In addition, neither the Advice Note nor Checklist seek to bring into effect any new policy requirements. Rather they require applicants to demonstrate how existing Core Strategy policy requirements will be met and how these policies will be applied in the light of recent Government announcements and changes to Building Regulations.

3. UPDATING AND REVIEW

- 3.1 Should the expected review of the National Planning Policy Framework (NPPF), due in 2017, or associated changes to the national Planning Practice Guidance (PPG), clarify the position further, then the Advice Note will be updated as necessary.
- 3.2 Longer term, the Core Strategy policies relating to sustainable development will be reviewed and updated as part of the process of preparing a new Local

Plan for the Borough. This will ensure that they reflect recent Government moves to restrict local planning authorities from imposing locally defined technical building standards on new housing. Any necessary changes to the Advice Note and associated checklist will be made as part of this process and brought before Members for approval.



Sustainable Development Advice Note



December 2016

1. INTRODUCTION

1.1 What is sustainable design and construction?

1.1.1 The way in which buildings are designed, constructed, operated and decommissioned has a significant impact on the built and natural environment, and requires major resource inputs such as energy, water and materials. Designing and constructing buildings which help to minimise the consumption of these resources and minimise construction waste can not only reduce the borough's carbon footprint, but also reduce costs for developers and occupiers.

1.1.2 Sustainable building and construction is therefore an essential part of the response to the challenges of climate change, natural resource depletion, habitat loss and wider environmental and social issues.

1.2 What is the purpose of this advice note?

1.2.1 This advice note provides further information regarding the Council's approach, and requirements, relating to issues of sustainable design and construction. It supplements, and where appropriate updates, the adopted Core Strategy¹ (September 2013) and is intended to be read alongside this.

1.2.2 It is intended to assist developers in ensuring that new development such as an extension, a conversion, and new homes and commercial buildings maximise energy efficiencies, minimise the use of natural resources and waste, and reduce carbon emissions to avoid compromising the needs of the future.

¹ [http://www.dacorum.gov.uk/docs/default-source/strategic-planning/adopted-core-strategy-2013-\(pdf-7-66mb\).pdf?sfvrsn=2](http://www.dacorum.gov.uk/docs/default-source/strategic-planning/adopted-core-strategy-2013-(pdf-7-66mb).pdf?sfvrsn=2)

2. POLICY CONTEXT

2.1 National

2.1.1 The Climate Change Act 2008 sets legally binding targets for greenhouse gas emissions reductions. It aims to:

- reduce carbon dioxide emissions by at least 26% by 2020; and
- reduce carbon dioxide emissions through domestic and international action of at least 80% by 2050.

2.1.2 The Planning system has an important role to play in ensuring these objectives are met.

National Planning Policy Framework

2.1.3 The National Planning Policy Framework (NPPF) recognises the key role that planning plays in helping secure reductions in greenhouse gas emissions, improving resilience to the impacts of climate changes and supporting the delivery of renewable and low carbon energy and associated infrastructure. It notes that this is central to the economic, social and environmental dimensions of sustainable development.

2.1.4 The NPPF states that in determining planning applications, local planning authorities should expect new development to:

- comply with adopted Local Plan policies on local requirements for decentralised energy supply unless it can be demonstrated by the applicant, having regard to the type of development involved and its design, that it is not feasible or viable; and
- take account of landform, layout, building orientation, massing and landscaping to minimise energy consumption. (Paragraph 96)

2.1.5 Local planning authorities are also required to:

- have a positive strategy to promote energy from renewable and low carbon sources;
- design their policies to maximise renewable and low carbon energy development while ensuring that adverse impacts are addressed satisfactorily, including cumulative landscape and visual impacts;
- Consider identifying suitable areas for renewable and low carbon energy sources and supporting infrastructure, where this would help secure the development of such sources;
- Support community-led initiatives for renewable and low carbon energy, including development outside such areas being taken forward through neighbourhood planning; and
- Identify opportunities where development can draw its energy supply from decentralised, renewable or low carbon energy supply systems and for co-locating potential heat customers and suppliers. (Paragraph 97)

Planning Practice Guidance

2.1.6 The Planning Practice Guidance (PPG) adds further detail to the advice within the NPPF. Please refer to the website for the latest version of this advice:

<http://planningguidance.planningportal.gov.uk/>

Code for Sustainable Homes and BREEAM

2.1.7 Until March 2015 the Code for Sustainable Homes was the national standard for the sustainable design and construction of new homes. It aimed to reduce carbon emissions and promote higher standards of sustainable design above the standards that existed at the time within the Building Regulations. The standards were expressed on a scale from 1-6 with zero carbon emission being the highest at code level 6. The Council had regard to these national requirements when drawing up its Core Strategy and this is reflected in Table 10 from the Core Strategy where details of targets related to the code were given for different categories of development projected over time.

2.1.8 BREEAM was a similar national standard that applied to non-residential, and less commonly, residential development.

Housing Standard Review

2.1.9 Following the technical Housing Standards Review, Government issued a written Ministerial Statement in March 2015 withdrawing all national standards that applied to residential development. This had the impact of cancelling the Code for Sustainable Homes and BREEAM as it pertains to residential development, aside from the management of legacy cases. Legacy cases are defined as:

- those where residential developments are legally contracted to apply a code policy (e.g. affordable housing funded through the National Affordable Housing Programme 2015 to 2018, or earlier programme); and/or
- where planning permission has been granted subject to a condition stipulating discharge of a code level, and developers are not appealing the condition nor seeking to have it removed or varied.

2.1.10 The Housing Standards Review has seen Government move to restrict planning departments from imposing locally defined technical building standards on new residential developments. The aim is to provide consistent and uniform guidance for developers, removing the complication presented by numerous local standards.

2.1.11 Following the demise of the Code for Sustainable Homes (and residential BREEAM) the Building Regulations will continue to be the bar against which applicants for residential development will have to demonstrate that they are meeting the goals of the Government's green agenda. The forthcoming autumn 2016 amendments to the Conservation of Fuel and Power Part L Building Regulations will be the equivalent at the Code Level 4. In light of this change, Development Management will cease to set requirements upon residential applicants concerning sustainable design and construction since these are now encapsulated within the updated Building Regulations. However Development Management will continue to encourage and guide applicants concerning these

matters through the application of policies in the Development Plan and this advice note.

2.1.12 BREEAM standards of 'Good' and 'Excellent' can still be sought for non-residential development.

2.2 Local

Local Planning Framework

2.2.1 The Dacorum Borough Local Plan 1991-2011 was adopted in 2004. Its policies are being replaced through the Council's Local Planning Framework (LPF). The central document of the LPF, the Core Strategy, was adopted in September 2013. It includes a number of policies aimed at securing sustainable development.

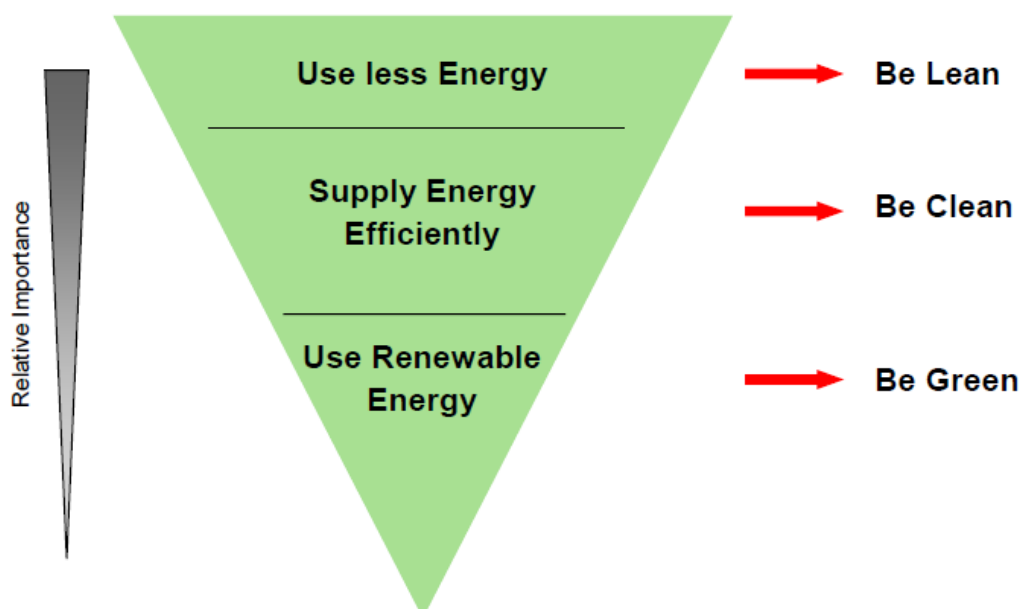
2.2.2 Key policies include the following:

Policy Number	Policy Title	Purpose
<i>Core Strategy Policies</i>		
CS8	Sustainable Transport	Outlines support for non-motorised transport and encouraging model shift to public transport.
CS10	Quality of Settlement Design	A series of policies aimed at improving the design quality of new development. Includes requirements to consider issues such as the orientation of buildings and choice of materials, which have are important factors in sustainable design and construction.
CS11	Quality of Neighbourhood Design	
CS12	Quality of Site Design	
CS13	Quality of the Public Realm	
CS28	Carbon Emission Reductions	Outlines the councils commitment to reducing carbon emissions
CS29	Sustainable Design and Construction	Outlines a series of standards that all new developments "will" be required to satisfy listed from a) to l). It also requires applicants to explain how the buildings will be designed to have a long life and adaptable layout. In instances where on-site energy or tree planting is not possible applicants would be expected to contribute towards sustainability offsetting. If a scheme would be unviable or there is not a technically feasible approach, the

		principles of the policy could be relaxed. It states that for “specific” types of development applicants should provide a Sustainability Statement. Linked to the policy was Checklist 29 that all new build applicants were required to complete that mirrored the contents of this policy.
CS30	Carbon Offsetting	Details scope for sustainability offsetting
CS31	Water Management	A series of policies aimed at supporting the management of water and in particular flood protection and prevention. Also outlines requirements to meet air, soil and water quality standards.
CS32	Air, Soil and Water Quality	

2.2.3 The Council’s approach to carbon emissions and renewable energy is guided by the energy hierarchy (Figure 1 below). Carbon emission reductions should therefore be delivered primarily through improvements to the energy efficiency performance of the building. This means that actions such as improving the air tightness of buildings will be encouraged before resorting to renewable energy technologies in order to achieve carbon emission reductions.

Figure 1: Energy Hierarchy



Opportunities for District Heating

2.2.4 In line with Government guidance in the NPPF (paragraph 97), the Council has

identified locations where renewable and low carbon energy sources should be particularly encouraged. These locations, referred to as District Heating Opportunity Areas (DHOAs), have been identified in the Hertfordshire-wide Low and Zero Carbon Study (2010) and are illustrated in Map 4 of the Core Strategy.

2.2.5 The greatest potential to accommodate high density development and hence generate a high heat demand are focussed upon the borough's larger settlements, the Maylands Business Park and large-scale green field developments. For major new development proposals² within these locations, the Council expects careful consideration to be given to the opportunities to deliver district heating networks or other forms of decentralised energy and for developers to maximise carbon emission reductions. Table 10 of the Core Strategy indicates the scale of the reductions that we would encourage above those now required by Building Regulations.

2.2.6 Further information on DHOAs will be set out within future supplementary planning documents.

Offsetting

2.2.7 The Council is currently exploring ways to apply carbon and other forms of offsetting in accordance with Policy CS30: Sustainability Offsetting. A Sustainability Offset Fund is not currently in operation, so there is no formal mechanism in place at the present time to off-set carbon emissions.

² Defined as development of 10 dwellings and above and/or 1000sqm of non-residential floor space or above.

3. GUIDANCE

3.1 Background

3.1.1 The policy approach set out in the Core Strategy is aimed at ensuring consideration is given to sustainability at all stages of the development process, as illustrated in Figure 2 below.

Figure 2: Components of Sustainable Design and Construction



3.1.2 Precise requirements will depend upon the type and scale of development proposed. Further advice relating to different types of development is set out below.

3.2 New Development

Sustainability and Energy Statements and the C29 Checklist

3.2.1 Policy CS29 requires applicants to provide a Sustainability Statement for specified types of development. Until July 2016 this statement was completed electronically via the Council's sustainability planner webpage CPlan. The statement would help determine the sustainability credentials of the proposal, in

terms of land use, environmental considerations, community and employment needs, and in its design and access arrangements. In order to ensure explicit compliance with the requirement of Policy CS29: Sustainable Design and Construction, a separate short checklist comprising the CS29 policy criteria was also available which was applicable to all new development. Developers were encouraged to submit this completed checklist alongside their planning application to explain how each criterion had been taken into account when drawing up the scheme. For larger developments an online Energy Statement was additionally required through CPlan.

3.2.2 The Council no longer use the services of CPlan. In light of the demise of the Code for Sustainable Home Development Management no longer requires applicants to submit a Sustainability or Energy Statement. The issues that these matters relate to are dealt with in part by the updated Building Regulations. However the Council still requires certain applications (defined below) to be supported by a sustainable development checklist available at:

<http://www.dacorum.gov.uk/docs/default-source/planning-development/cs29-checklist.docx?sfvrsn=0>

3.2.3 This is an updated version of the previous Policy CS29 Checklist, expanded to cover other relevant Core Strategy policy considerations. The updated checklist is entitled Sustainable Development Checklist. The following types of application for *new* development need to complete and submit this checklist:

- a. All residential houses and flats
- b. Residential refurbishments, conversions and change of uses for:
 - i. 10 or more dwellings, or
 - ii. 500sqm or more floor space
- c. Multi Occupation residential buildings with 7 or more bedrooms (e.g. retirement homes)
- d. Non-residential development of 500sqm or more floor space (including offices, retail and industrial, excluding parking and landscape areas).

3.2.4 Table 10 of the Core Strategy sets out the scale of reductions that the Council required developers to achieve in order to accord with Policy CS28: Carbon Emission Reductions and criteria (f) of Policy CS29: Sustainable Design and Construction.

3.2.5 Following the abolition of the Code for Sustainable Homes, to which this table refers, applicants will now be encouraged (as opposed to required) to meet the requirements within Table 10. (Applicants should note that the autumn 2016 amendments to the Conservation of Fuel and Power Part L Building Regulations will be set close to the Code Level 4.)

3.2.6 Please note a threshold of 10 or more residential units, rather than 5 as specified in Table 10 of the Core Strategy, will be adopted. This mirrors the threshold for classification as a 'major' development scheme as noted above.

Solar photovoltaic panels

3.2.7 In most cases, unless the building is listed or within a Conservation Area, planning permission is not required for the installation of photovoltaic (PV) panels on roofs. Listed building consent will be required if the property is listed.

3.2.8 More detailed guidance is available from the Planning Portal:

<http://www.planningportal.gov.uk/permission/commonprojects/solarpanels>

Paving of front gardens

3.2.9 If you are considering paving over your front garden planning permission may be required depending on the area, design and materials used (for further information please refer to Schedule 2 Part 1 Class F of the General Permitted Development Order 2015). Further advice about how you can provide off-street parking whilst reducing water run-off is available from the Planning Portal:

<http://www.planningportal.gov.uk/permission/commonprojects/pavingfrontgarden>

3.3 Use of Standard Conditions

3.3.1 Generally, the Council as local planning authority wishes to resolve sustainability matters at full planning application stage through the submissions of appropriate details to address matters covered by relevant development plan policies and both this advice note and the sustainability checklist, and in doing so avoid the need for pre-commencement conditions.

3.3.2 However, when these details are not submitted at full application stage, the Council will often impose one or more conditions based on the following standard conditions when determining planning applications, relating to issues pertaining to sustainable design and construction:

SUS1

Notwithstanding any details submitted as part of the planning application, prior to the commencement of the development hereby permitted, plans and details showing how the development will provide for renewable energy and conservation measures, and sustainable drainage and water conservation shall be submitted to and approved in writing by the local planning authority. The approved measures shall be provided before any part of the development is first brought into use and they shall thereafter be permanently retained.

Reason: To ensure the sustainable development of the site in accordance with the aims of policy CS29, and policies CS28 to CS32 of the Core Strategy and adopted Supplementary Planning Guidance.

SUS2

The development hereby permitted shall be carried out in accordance with the approved Sustainable Development Checklist.

Reason: To ensure the sustainable development of the site in accordance with the aims of policy CS29, and policies CS28 to CS32 of the Core Strategy and adopted Supplementary Planning Guidance.

3.4 Resources

3.4.1 With the demise of the Code for Sustainable Homes the Council, as Local Planning Authority, will no longer be able to request particular Code compliance for residential development. These issues will instead be covered through the updated Building Regulations. Applicants are no longer required to use CPlan but certain developments (defined in section 3.2.3 above) will be required to complete and submit the new Sustainable Development Checklist. This is available from www.dacorum.gov.uk/planning. The Council will continue to support the principles of sustainable design and construction which is enshrined within its planning policies. Applicants are also encouraged to refer to Building Futures for further guidance.

3.4.2 Building Futures is an online resource developed by Hertfordshire County Council in association with 8 district and borough Councils in the county. It comprises a Sustainable Design Toolkit to aid decision-making on sustainable design and construction at the initial concept, pre-application and planning application stages. By using open questions and best practice guidance, the Toolkit helps development stakeholders consider and implement the principles and practice of sustainable design in a highly visual and engaging way:

<http://www.hertslink.org/buildingfutures>

4. FURTHER INFORMATION

4.1 For further information about Sustainability and Energy Statements and how to make developments more sustainable, please visit:

- Building Futures - <http://www.hertslink.org/buildingfutures>
- DCLG - <https://www.gov.uk/government/organisations/department-for-communities-and-local-government>
- BRE – www.bream.org and www.bre.co.uk
- Energy Saving Trust - www.energysavingtrust.org.uk
- Planning Portal - www.planningportal.gov.uk
- DBC Core Strategy 2013 (in particular sections 18.18-18.23)
- DBC Supplementary Planning Guidance (SPGs) Environmental Guidelines and Supplementary Planning Documents (SPDs) Energy Efficiency and Conservation, Water Conservation.

4.2 Estimates of the costs and benefits of micro-generation and energy efficiency projects can be obtained by using Encraft's free online calculators:

<http://gateway.encraft.co.uk/home/index>

4.3 Further information about how to submit a planning application is available on the Council's website:

www.Dacorum.gov.uk/planning



Sustainable Development Checklist

December 2016

**Application No
(if known)**

Site address

Please use the sections below to explain how the proposed scheme addresses the criteria of Policy CS29 and other sustainability requirements set out within the Council's Development Plan. Where it is not possible to meet the requirements or if they are not applicable, please explain this fully. Further guidance and advice regarding the Council's approach to promoting sustainable development is set out in the Sustainable Design and Construction Advice Note:

http://www.dacorum.gov.uk/docs/default-source/planning-development/strategicplanning-11-4-05-sustainable_development_advice_note_final.pdf?Status=Master&sfvrsn=0

Please also refer to appropriate Supplementary Planning Guidance (SPG) and Supplementary Planning Documents (SPD) at:

[http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/supplementary-planning-documents-\(spds\)](http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/supplementary-planning-documents-(spds))

(a) Will building materials and timber be used from verified sustainable sources?

Response:

(b) How will the development minimise water consumption during construction?

Response:

(c) How will the proposed development recycle and reduce construction waste which may otherwise go to landfill?

Note: Policies 1, 2 and 12 of the Hertfordshire County Council Waste Core Strategy and Development Management Policies Development Plan Document 2012 seeks the re-use of unavoidable waste where possible and the use of recycled materials where appropriate to the construction. For further details follow link below.

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/wasteplan/wstdevfrmrk/wcsdmpd/>

Response:

(d) How will the proposed development seek to limit residential indoor water consumption?

Response:

(e) How will the proposed development minimise energy consumption during construction?

Response:

(f) How will the proposed development minimise carbon dioxide emissions?

Response:

(g) How will the proposed development maximise the energy efficiency performance of the building fabric, in accordance with the energy hierarchy set out in Figure 16 in the Council's Core Strategy;

Response:

(h) How will the proposed development take into account the Council's requirement for additional tree planting?

Note: *The Council encourages the planting of new trees and has set out the following expectation: to incorporate at least one new tree per dwelling. Or one new tree per 100sqm (for non-residential developments) on-site.*

Response:

(i) How will the proposed development seek to minimise impacts on biodiversity and incorporate positive measures to support wildlife?

Response:

(j) How will the proposed development seek to minimise impermeable surfaces around the curtilage of buildings and in new street design to minimise water run-off and mitigate associated flood risk?

Response:

(k) How will the proposed development seek to incorporate permeable and lighter coloured surfaces.

Response:

(l) What on-site provision is made for recycling of waste?

Response:

(m) Does the proposal encourage energy efficient modes of transport e.g. walking, cycling and public transport? Please explain how the proposal helps achieve modal shift.

Response:

(n) In what ways has consideration been given to maximising solar gains by making the best use of the sun, avoiding over-shadowing, in the size, layout and orientation of the building(s)?

Response:

(o) What measures are incorporated within the proposed development to ensure air, soil and water quality are protected?

Response:

(p) Buildings are expected to be designed to have a long life and adaptable internal layout. Please explain:-

(i) What consideration has been given to the whole life cycle of the building(s) and how the materials could be recycled at the end of the building's life; and

Response:

(ii) How the building(s) has been 'future proofed' to enable retrofitting to meet tighter energy efficiency standards and connection to decentralised community heating systems (if available)

Response:

Please include this completed checklist as part of your planning application.

Agenda Item 14



Report for:	Cabinet
Date of meeting:	13 December 2016
PART:	1
If Part II, reason:	

Title of report:	Dacorum Local Planning Framework Site Allocations Development Plan Document Proposed Modifications
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:	To agree a series of Main Modifications and associated map changes to the submitted Site Allocations DPD for consultation, in order to ensure the plan can be found 'sound' following examination.
Recommendations:	That Cabinet: <ol style="list-style-type: none"> 1) Note the post hearing letter of 1st November 2016 from the Site Allocations Planning Inspector (enclosed as Annex A); 2) Agree the schedule of Main Modifications, associated changes to the Policies Map (set out in Annex B) and accompanying Sustainability Appraisal Update Report (Annex C) for consultation; 3) Delegate authority to the Assistant Director – Planning, Development and Regeneration (in consultation with the Planning and Regeneration Portfolio Holder) to make any necessary changes to the location of the changes within the Schedules in Annex B and renumber accordingly; agree any additional minor modifications required as a result of the above and to ensure the text of the plan is up-do-date; and 4) 4) Confirm arrangements for public consultation on the Main Modifications as set out in this report.
Corporate objectives:	The Site Allocations forms part of the Council's Local Planning Framework, which as a whole helps support all 5 corporate objectives:

	<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>
Implications:	<p><u>Financial</u> Budget provision for the next stages of the statutory process i.e. consultation on the Main Modifications and adoption of the final Plan are made in the 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> Attwaters 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 continue to provide the Council with necessary legal advice and supported Officers through the hearing sessions themselves.</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 is still being employed 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</p>

	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).
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), update report that accompanies it (July 2015) and SA Submission Statement (January 2016). Where appropriate, the Main Modifications now proposed to the plan have also been subject to appraisal (see Annex C of this report)
Monitoring Officer/S.151 Officer comments:	<p><u>Monitoring Officer</u></p> <p>The proposed main and minor modifications to Site Allocations are required to ensure that the plan can be found “sound” for adoption by the Secretary of State and are therefore recommended for further consultation.</p> <p><u>Deputy Section 151 Officer</u></p> <p>There are no direct financial implications of the recommended decisions. The costs of managing the process will be managed within existing approved budgets.</p>
Consultees:	<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 and Reports of Representations submitted alongside the plan.</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 Papers that form part of the Site Allocations DPD evidence base. The</p>

	<p>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>A new Statement of Community Involvement (SCI) was adopted in July 2015, and the remainder of the Site Allocations process will need to conform with the requirements of this updated document.</p>
<p>Background papers:</p>	<ul style="list-style-type: none"> • Site Allocations DPD (incorporating Focused Changes) (January 2016) • Statement of Community Involvement (July 2016) • Local Development Scheme (January 2016), plus December 2016 timetable update • 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. • Town and Country Planning (Local Planning) (England) Regulations 2012 • Core Strategy (adopted September 2013) • Sustainability Appraisal for Pre-Submission Site Allocations DPD (September 2014) and subsequent Update Reports • SPEOSC Report (January 2015) • Cabinet Report on Site Allocations Pre-Submission (July 2015) • Cabinet Report on Focused Changes to Site Allocations and Submission (December 2015) <p>All of the above documents, and others that were submitted alongside the Site Allocations DPD itself are available from the Site Allocations examination library at www.dacorum.gov.uk</p>
<p>Glossary of acronyms and any other abbreviations used in this report:</p>	<p>DPD Development Plan Document SCI Statement of Community Involvement LDS Local Development Scheme NPPF National Planning Policy Framework NPPG National Planning Practice Guidance LPF Local Planning Framework (also referred to as Local Development Framework)</p>

BACKGROUND

1. Introduction:

- 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 will either be covered in a separate East Hemel Hempstead Area Action Plan (AAP), or, as is increasingly likely, through the new single Local Plan.

2. Examination Process:

- 2.1 The Pre-Submission version of the Site Allocations DPD (incorporating the Focused Changes) was submitted to the Planning Inspectorate for examination in February 2016, following endorsement by Cabinet and Full Council (December 2015 and January 2016 respectively). The Planning Inspectorate appointed Mrs Louise Crosby, a Senior Planning Inspector, to carry out this examination.
- 2.2 The role of this examination is to consider whether the plan submitted is 'sound' (with or without modifications). Only if found 'sound' can it be adopted by the Council and become part of the statutory development plan for the Borough.
- 2.3 A key part of the examination process is the public hearings. These were held at the Civic Centre between 4th and 13th October 2016. There were separate hearing sessions for a range of topic and site-based issues, with key sessions relating to consideration of Gypsy and Traveller pitches, and policies relating to the six Local Allocations – particular the 3 largest sites: LA1, Marchmont Farm, LA3: West Hemel Hempstead and LA5: Icknield Way, Tring.
- 2.4 The Inspector's consideration of the Local Allocations took account of the fact that the principle of releasing these sites from the Green Belt had already been established through the Core Strategy and was therefore not re-opened for consideration at this Site Allocations stage. Instead, matters related primarily to detailed site requirements and the timing of delivery.

3. Changes to the Plan:

- 3.1 Following discussion at these hearings sessions, and receipt of a formal interim note from the Planning Inspector, Members are requested to agree two sets of changes for consultation:

(a) Main Modifications:

- 3.2 Changes are required to the Site Allocations document itself to address the 'soundness' issues raised by the Site Allocations Inspector. They are referred to as 'Main Modifications (MMs)' and are set out in Part A of Annex B to this report.
- 3.3 In addition to these MMs, a series of minor modifications (mms) will also need to be made to the Site Allocations DPD. Main Modifications need to be consulted upon, whilst minor modifications can be made directly to the plan without the need for consultation.

- 3.4 The Council has been recommended by its legal adviser (Robert Jameson from Attwaters Jameson Hill) to use the following definitions to decide whether or not a change is ‘Main’ or ‘Minor’:

<i>Main Modification</i>	Changes of a more significant nature that usually relate to the inclusion of a new proposal site, a more substantial change to the wording or boundary of a designation or proposal, or impacts on the interpretation of policy.
<i>Minor Modification</i>	Changes of a minor nature that do not affect the overall strategy or the intent of the policies and proposals it contains.

- 3.5 However, where a change is likely to be locally controversial in nature (or is linked to a change of this type), Officers would advise including changes as Main Modifications even when they do not fully meet the definition. This ensures that there is scope for interested parties to provide feedback on the changes to both the Council and the Inspector, and also reduces the risk of future legal challenge.
- 3.6 It is recommended that the ability to make minor modifications is delegated to the Assistant Director for Planning, Development and Regeneration (in consultation as appropriate with the Planning and Regeneration Portfolio Holder). These minor modifications will be made to the plan following receipt of the Inspector’s Report when it is considered by Cabinet and Full Council for adoption (see ‘Next Steps’ below).
- 3.7 The introduction to the Main Modifications schedule (Annex B explains that the changes arise from a number of sources:

FC	Modification(s) made as a result of consideration of Focused Changes representations (following consultation undertaken in summer 2015 and set out in Report of Representations - Addendum [January 2016]), or required as a direct result of one of these changes to ensure consistency of approach between sites.
M	Modifications made as a result of consideration of the Inspector’s ‘Matters, Issues and Questions’ in advance of the examination hearings.
H	Modifications required by the Inspector as a result of discussion at hearing sessions.
L	Modifications required as a result of the Inspector’s post hearing note (1/11/16).

- 3.8 Cabinet has already seen and agreed the Main Modifications arising from the Focused Changes (i.e. the FC category). The Planning and Regeneration Portfolio Holder was made aware of the Modification in the ‘M’ category in advance of the Site Allocations hearing sessions and has indicated his general support for these. These generally relate to increased indicative capacities for some sites following further technical work and/or pre-application discussions.
- 3.9 At her request the Inspector has been sent an advance copy of the full Main Modifications schedule and appears to be satisfied that these changes address the concerns raised in her post Hearing Note (Annex A). This will not however be formally confirmed until receipt of her final written report (see ‘Next Steps’ below).
- 3.10 Members are asked to note that the Schedule of Main Modifications currently includes changes to four maps, which form part of Policies LA1, LA2, LA3 and LA5.

The Inspector had initially advised that these map changes should instead be included in the Schedule of Policies Map changes. However, this is currently being checked with the Planning Inspectorate, as the view of Officers, supported by the Council's external legal adviser, is that as they form part of the Policy text, they should remain as Main Modifications. Should this approach need to change, Cabinet is asked to agree that authority is delegated to the Assistant Director for Planning, Development and Regeneration to amend the schedules and renumber accordingly. The content of the maps themselves will not change.

(b) Changes to the Policies Map

- 3.11 The Policies Map (previously known as the 'Proposals Map') is a separate document from the Site Allocations DPD. However, the Council is required to keep it up-to-date and two further changes are required as a result of the proposed Main Modifications. These Policies Map (PM) changes are in addition to those already highlighted within the Map Book that accompanied the submitted Site Allocations DPD (January 2016).
- 3.12 Both changes relate to the LA5 site as follows:
- (a) PM1 - Reduce the extent of land to be removed from the Green Belt at LA5 Tring, to reflect deletion of the Gypsy and Traveller site; and
 - (b) PM2 - Extend the area covered by Leisure Proposal L/3 to include this former Gypsy and Traveller allocation.
- 3.13 These Policies Map changes must form part of the consultation process.

4. Implications of not agreeing changes to the Plan:

- 4.1 Many of the Main Modifications now proposed will be welcomed by those who submitted objections to the Site Allocations DPD, as they seek to address some of the concerns raised. However some of the MMs, especially those relating to bringing forward the timing of delivery for LA1 Marchmont Farm and LA3 West Hemel Hempstead (see primarily MM10, MM12, MM20, MM49 AND MM50 in Annex B) will raise strong objections locally.
- 4.2 When considering whether to agree the Main Modifications as set out in Annex B for consultation, Cabinet should note the following:
- (a) The Council can only adopt the Site Allocations DPD if it is found 'sound' by the Planning Inspector. The Inspector has clearly advised in her interim letter (Annex A) that Main Modifications as now proposed are required to ensure soundness.
 - (b) The Inspector's letter (Annex A) does leave the option open for the Council to carry out a fuller assessment of the impact of the Gypsy and Traveller site at LA5. However, the conclusion of any such assessment cannot be pre-empted; such work may also not be sufficient to persuade the Inspector that it is appropriate for a site to be delivered in this location and/or may require her to re-open the hearing sessions to consider this further to ensure all parties who have previously raised concerns have a chance to express their views. This would delay adoption of the Site Allocations DPD, and hence work on the new single Local Plan. The most pragmatic solution is therefore considered to be to progress the plan without traveller provision in this location and to review overall Gypsy and Traveller needs, and how these should be met, through a new Needs Assessment to support the new Local Plan.

- (c) Without the LA5 travellers site, the Council cannot demonstrate the necessary 5 year supply of Gypsy and Traveller pitches required by Government, unless another site or sites is brought forward to fill this gap. The other sites that are required to make pitch provision are LA1 and LA3. It is important to be able to demonstrate this 5 year supply of pitches to help protect against speculative Gypsy and Traveller applications, such as the recent application in Bovingdon.
- (d) Without the Site Allocations DPD being adopted, the Council is unable to demonstrate that it has a 5 year supply of bricks and mortar housing, as required by the National Planning Policy Framework (NPPF). Without this demonstrable 5 year supply the Council is vulnerable to speculative planning applications. These could include applications for the six Local Allocations, but also for other Green Belt sites that are being actively promoted across the Borough but are not allocated for development within the Site Allocations document.
- (e) Whilst the Council is confident that it can demonstrate a 5 year housing land supply when LA1 and LA3 are factored into supply calculations from 2021 onwards, moving these two sites from Part 2 (delivery from 2021) to Part 1 (delivery at any time) of the Housing Schedule will only improve this 5 year figure further (alongside the proposed changes to the capacity of other allocations) and hence strengthen the Council's position.
- (f) Irrespective of the Gypsy and Traveller issue, and subject to certain criteria being met, this earlier release is also permitted by Core Strategy Policy CS3: Managing Selected Development Sites. Paragraph 47 of the NPPF refers to the need to *'boost significantly the supply of housing'* and latest evidence from the 2016 Strategic Housing Market Assessment points to a growing need for more housing within the Borough.
- (g) Moving the position of LA1 and LA3 within the Housing Schedule will in reality have a limited impact in terms of when the development of these sites actually takes place. Paragraph 6.28 of the submitted Site Allocations DPD (previously agreed by Members) already states that these two sites *"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."*
- (h) The developers for LA3 are already engaged in pre-application discussions with the Council and made it quite clear at the Site Allocations hearings that they would be looking to submit a planning application for the site in Spring 2017, irrespective of which part of the housing schedule the site was ultimately listed within. The principal landowners of LA1 are similarly keen to deliver their site – although they have not currently taken any formal steps to progress work on a planning application.
- (i) Having received all comments on the Main Modifications, it is within the Inspector's powers to suggest changes to these Main Modifications should new information come to light that she considers makes it appropriate to do so. However, as far as Officers are aware, this is far from common practice and we

have no reason to believe that this will be the case for the Site Allocations DPD.

- (j) The wording of MM56 is subject to Cabinet agreeing the new Local Development Scheme timetable (reported separately in this Cabinet agenda). This modification sets out the latest position regarding the timing of the new Local Plan (incorporating the early partial review of the Core Strategy) (see paragraph 8.1 below).

5. Sustainability Appraisal

- 5.1 All of the Main Modifications and changes to the Policies Map set out in Annex B have been considered by the Council's independent sustainability consultants (TRL Limited), and, where appropriate, updates are proposed to the Sustainability Appraisal Report that accompanies the plan. These are set out in the Sustainability Appraisal Report Addendum (December 2016) enclosed as Annex C to this report.
- 5.2 This sustainability assessment concludes that the Main Modifications now proposed will either have no impact on sustainability considerations or will have minor positive effects. No new significant effects have been identified as a result of the Main Modifications.
- 5.3 This SA Report Addendum must be published alongside the changes to the plan and forms part of the required consultation.

6. Consultation Arrangements and Next Steps

- 6.1 Both the MMs and PMs (and associated SA Report Update) are subject to a minimum of 6 weeks consultation, as required by the relevant planning regulations. Due to this consultation taking place over the Christmas period, it is suggested that this consultation is extended to 7 weeks. Officers recommend prompt consultation on the Modifications in order to ensure continuing progress towards adoption of the Site Allocations DPD as early as possible in the new year (see paragraph 6.3 below). Assuming the consultation starts on 19th December, the deadline for representations on the changes to the plan will be 5th February 2017.
- 6.2 Consultation will be carried out in accordance with the adopted Statement of Community Involvement (July 2016) and arrangements will include:
 - Publish a formal 'Statement of Representations Procedure' and advertise locally.
 - Information on news section of the planning website.
 - Direct notification (by email or letter) of everyone on the Council's Local Plan database – which includes all those who have previously commented on the plan and those involved in the hearing sessions.
- 6.3 Following the close of the consultation, all responses will be passed to the Planning Inspector for her consideration. Provided the Inspector does not wish the Council to consult on any further Modifications to the plan she will issue her final Report into the Site Allocations examination. This is expected to be in early March 2017. Following receipt of this Report the Council must again notify everyone who has participated in the examination process and inform them of the next steps. Provided the plan (incorporating the Main Modifications) is found 'sound,' Cabinet and full Council will be requested to adopt the plan, and if this recommendation is agreed, the Site Allocations DPD will then come into full statutory effect.

7. Local Allocation Master Plans:

- 7.1 Cabinet will recall that in addition to the policies on Local Allocations LA1-LA6 within the Site Allocations DPD itself, a master plan has also been prepared for each site. These master plans were not before the Site Allocations Inspector for consideration. However, they are important in helping ensure that the six sites are delivered as the Site Allocations DPD intends. Any necessary changes to these master plans to ensure consistency with the requirements of the final Site Allocations DPD will be made, before Cabinet are asked to agree the final documents for publication.
- 7.2 It is intended that the master plans will be adopted by the Council for development control purposes at the same time as the final Site Allocations DPD.

8. Review:

- 8.1 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. This will ultimately replace the current Local Planning Framework (LPF). On the advice of the Inspector, this commitment is proposed to be reiterated and updated within the Site Allocations DPD (see MM56). Technical work to inform this new plan is already at an advanced stage and it is planned that an 'issues and options' document will be published for consultation in Spring 2017.

Ian Kemp
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Laura Wood
Team Leader
Strategic Regeneration & Planning
Dacorum Borough Council
Civic Centre
Marlowes
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HP1 1HH

1st November 2016

Dear Ms Wood,

At the end of the hearing sessions in relation to the Council's Site Allocation Local Plan (the Plan) I indicated that I had some concerns in relation to site LA5, but that I would give the matter further thought and then contact you in writing.

I have reflected on what I heard at the hearing sessions where this site was discussed, as well as the submitted written evidence. On the basis of this verbal and written evidence I have serious concerns that the gypsy and traveller site element of site LA5 is unsound. This is because of the lack of a formal assessment by the Council to assess its likely impact on the Chilterns Area of Outstanding Natural Beauty (AONB) and in particular whether it would conserve and enhance the natural beauty of the AONB.

While I realise that all 3 of the gypsy and traveller sites in the Plan are necessary to meet the identified need over the Plan period, I am aware that the Council are in the process of preparing a comprehensive Local Plan that will be based on a range of updated evidence, including a new gypsy and traveller needs assessment. At the hearings you explained that you expected to adopt this Local Plan in 2018 and that you were in the process of updating your Local Development Scheme (LDS) accordingly. So, in reality the important thing is that you can demonstrate that you have a 5 year supply of deliverable gypsy and traveller sites and that you are committed to having an adopted full local plan in the foreseeable future.

It would appear that a 5 year supply of deliverable gypsy and traveller sites would be provided by sites LA1 and LA3 and I heard at the hearing sessions that the developers of site LA3 are committed to providing the gypsy and traveller site element of their site and that its provision is considered to be viable. Moreover, at the hearings you advised that you would be taking a relaxed position in relation to the delivery of the local allocations (not just LA5), given the limited time between now and 2021. While Core Strategy (CS) Policy CS3 states that local allocations will be

delivered from 2021, it also says that 'the release date of any local allocation may be brought forward in order to maintain a five year housing land supply'. The slight early release of sites LA1 and LA3 could be justified because of the need to provide a 5 year supply of land for gypsy and traveller pitches.

In terms of the phasing of LA5, given that it would no longer provide for the identified gypsy and traveller need, the wording of this policy could be amended to ensure compliance with policy CS3 or left as it is to help boost the supply of housing land in the borough. This is especially so given the lead in time that would be necessary to delivery houses on the site from 2021 and the demonstrable need to provide a cemetery here in the short term.

In conclusion, for the Plan to be found sound the Council will need to, as a minimum, advance main modifications to remove reference to the provision of a gypsy and traveller site as part of LA5; make it clear that sites LA1 and LA3 can come forward immediately and include some text which shows that the Council is committed to adopting the emerging full local plan in accordance with the latest LDS – so 2018? Consequential changes to other parts of the Plan are also likely to be needed and the map book will also need amending.

In reaching these conclusions I have also had regard to concerns expressed by some representors in relation to the proposed public open space to be provided as part of LA5, which is also within the AONB. However, this element of the proposal was considered at the CS stage and the adopted CS says that, among other things, LA5 will provide playing fields and open space. It also recognises the need for a transition between the AONB and the proposed development. Moreover, policy L/3 says that this will be a mix of parkland and informal open space and that this could include pitches for outdoor sports and will provide a neighbourhood play area. I am satisfied that this element of the proposal has been fully considered and that it can be designed to provide the soft edge and transition with the AONB talked about in the CS. By comparison the gypsy and traveller site which was added at a much later stage to the allocation would be materially different in nature not only because of its proposed location, jutting into the AONB, but its lack of defensible boundaries, its distance from other built development and the inevitable built up nature of it.

Can you please forward a copy of the proposed main modifications arising from this note to me prior to advertising them, along with all of the others proposed? Please also advise which main modifications the Council consider need to be subject to further sustainability appraisal. I will than look at the proposed main modifications and your opinion in terms of sustainability appraisal and respond accordingly.

Yours sincerely

Louise Crosby
INSPECTOR



Dacorum Borough Council

Local Planning Framework

DACORUM SITE ALLOCATIONS DPD EXAMINATION IN PUBLIC

Schedules of

- (A) Proposed Main Modifications; and
- (B) Changes required to the Policies Map

December 2016

Introduction

This document sets out the 'Main Modifications' that have been identified as necessary to make Dacorum Borough Council's 'Site Allocations DPD, incorporating Focused Changes' (January 2016) 'sound' and are published for consultation (Schedule A below). These are denoted by an 'MM' prefix.

The Main Modifications Schedule is accompanied by the Sustainability Appraisal Report Addendum which also forms part of the consultation.

Schedule (A), listing the Main Modifications includes:

- The section and page number of the plan that the modification relates to, in order to help the reader identify what areas of the plan are proposed for modification.
- A code to denote the source of the modification. There are three sources as follows:

FC	Modification(s) made as a result of consideration of Focused Changes representations (and set out in Report of Representations - Addendum [January 2016]), or required as a direct result of one of these changes to ensure consistency of approach between sites.
M	Modifications made as a result of consideration of the Inspector's 'Matters, Issues and Questions' in advance of the examination hearings.
H	Modifications required by the Inspector as a result of discussion at hearing sessions.
L	Modifications required as a result of the Inspector's post hearing note (1/11/16).

- Where relevant, the Policy Number, Paragraph Number and Page Number has been referenced (the Page Number refers to the page number within the January 2016 version of the plan).
- Deleted text is shown via ~~striketrough~~, whilst new text is underlined.

The Council is also proposing some 'Minor Modifications' to the plan. However, as these do not affect the wording of policies or the overall intent of the plan, they are not subject to consultation and therefore not included as part of Schedule (A) or this consultation process.

For completeness the Council has also included a schedule of the changes that are required to the Policies Map to illustrate the implications of the Main Modifications spatially. These are set out in Schedule (B) below. These are also published on the Council's website for comment and denoted by a 'PM' prefix.

Any responses to the consultation must relate to Main Modifications and/or Policies Map changes only i.e. to an item with an MM or PM prefix. Responses to the Main Modifications will be considered by the Planning Inspector before she issues her Final Report.

Details of how to respond to the consultation are available on the Council's website:


www.dacorum.gov.uk/siteallocations

(A) Proposed Main Modifications


Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification																														
PROMOTING SUSTAINABLE DEVELOPMENT																																		
MM1	Page 19	Schedule of Mixed Use Proposals and Sites	<p>Schedule of Mixed Use Proposals and Sites</p> <p><u>'The net capacity figures specified provide an estimate of expected dwelling capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant polices and guidance.'</u></p>	H																														
MM2	Page 20	MU/2	<p>Proposal: Replacement hospital, new 2 form entry primary school and housing (200 400 homes)</p> <p><i>Note: This change links to MM47 in the housing schedule.</i></p>	M																														
MM3	Page 20	Proposal MU/3	<p>Planning Requirements: Insert the following sentence after sentence 1:</p> <p><u>"Development brief required."</u></p>	M																														
STRENGTHENING ECONOMIC PROSPERITY																																		
MM4	Page 45	Table 1	<p>Amend the entry for Jarman Fields in Table 1 (Out of Centre Retail Locations (updated)) as follows:</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Main uses</th> </tr> </thead> <tbody> <tr> <td colspan="2"><i>Out of centre retail locations</i></td> </tr> <tr> <td colspan="2">Hemel Hempstead</td> </tr> <tr> <td>• Sainsbury, Apsley Mills Retail Park, London Road (Sainsbury, Apsley)</td> <td>Food retailing</td> </tr> <tr> <td>• Remainder of Apsley Mills Retail Park, London Road (Apsley Mills)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• Two Waters, London Road (Two Waters)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• Dunelm Homebase and Wickes, London Road (London Road)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• B&Q, Two Waters Road (Cornerhall)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• London Road/Two Waters Way (Two Waters) <i>(new site — see Map Book Section 6)</i></td> <td>Food retailing</td> </tr> <tr> <td colspan="2">Berkhamsted</td> </tr> <tr> <td>• Gossoms End / Billet Lane <i>(new site — see Map Book Section 6)</i></td> <td>Food retailing</td> </tr> <tr> <td colspan="2">Tring</td> </tr> <tr> <td>• Tesco, London Road (Tring)</td> <td>Food retailing</td> </tr> <tr> <td colspan="2"><i>Out of centre retail and leisure locations</i></td> </tr> <tr> <td>• Jarman Fields <i>(new site — see Map Book Section 6)</i></td> <td>Food retailing and bulky non-food goods <u>(excluding clothing and footwear unless ancillary to the main use of a unit)</u>. Leisure uses.</td> </tr> </tbody> </table>	Location	Main uses	<i>Out of centre retail locations</i>		Hemel Hempstead		• Sainsbury, Apsley Mills Retail Park, London Road (Sainsbury, Apsley)	Food retailing	• Remainder of Apsley Mills Retail Park, London Road (Apsley Mills)	Bulky, non-food goods	• Two Waters, London Road (Two Waters)	Bulky, non-food goods	• Dunelm Homebase and Wickes, London Road (London Road)	Bulky, non-food goods	• B&Q, Two Waters Road (Cornerhall)	Bulky, non-food goods	• London Road/Two Waters Way (Two Waters) <i>(new site — see Map Book Section 6)</i>	Food retailing	Berkhamsted		• Gossoms End / Billet Lane <i>(new site — see Map Book Section 6)</i>	Food retailing	Tring		• Tesco, London Road (Tring)	Food retailing	<i>Out of centre retail and leisure locations</i>		• Jarman Fields <i>(new site — see Map Book Section 6)</i>	Food retailing and bulky non-food goods <u>(excluding clothing and footwear unless ancillary to the main use of a unit)</u> . Leisure uses.	M
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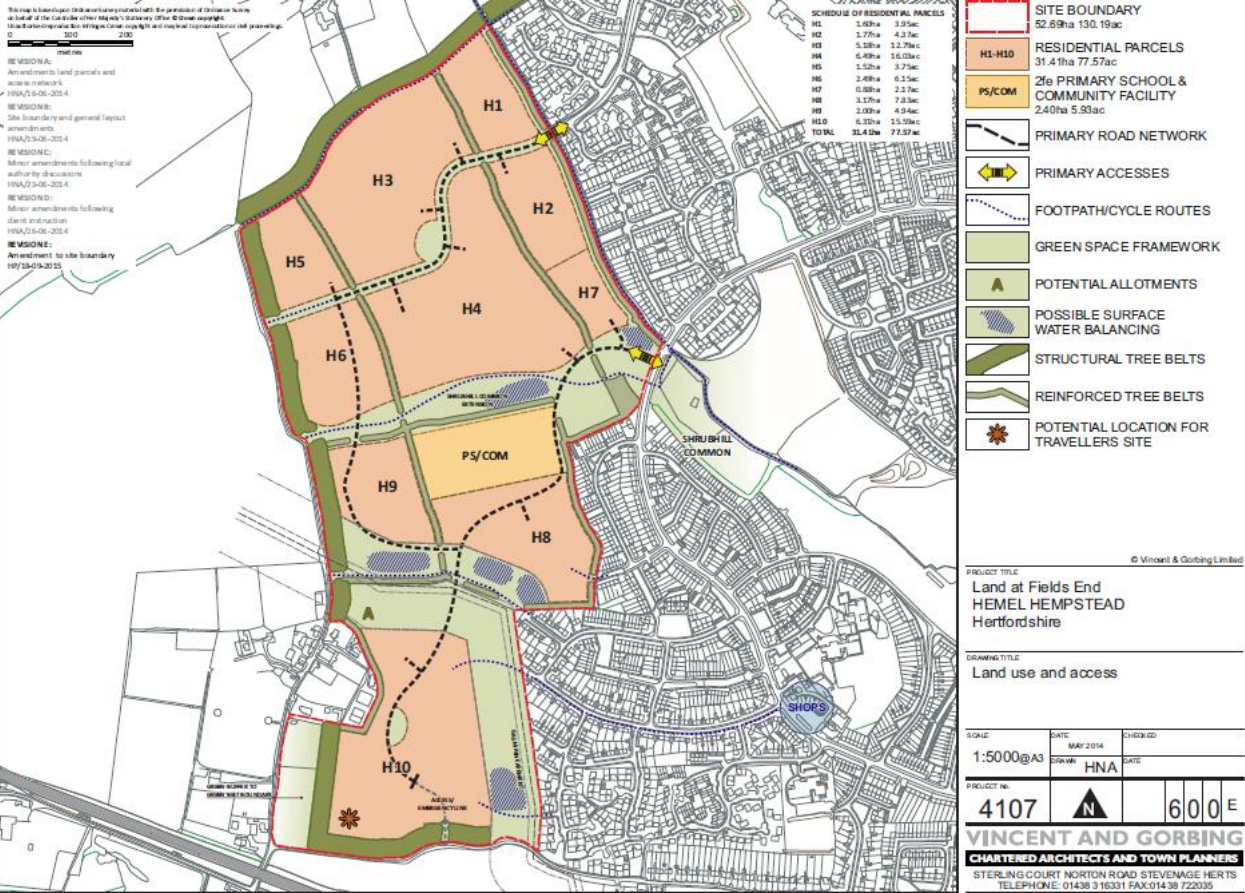
Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification																				
MM5	Page 45	Proposal S/1	Amend Focused Change SC6 as follows: 'Acceptable uses are retail and leisure uses. Approximately 7,000 sqm (gross) of retail floorspace is acceptable, except for the sale and display of clothing and footwear, unless ancillary to the main use of an individual unit. <u>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.</u> '	FC																				
PROVIDING HOMES AND COMMUNITY SERVICES																								
MM6	Page 49	Introduction	Amend paragraph 6.3 to take into account consequential changes to the phasing of the Local Allocations: 'Core Strategy Policies CS2: Selection of Development Sites and CS35: Infrastructure and Developer Contributions require all development to provide, or make adequate contribution towards, infrastructure and services. The Core Strategy does not set out any absolute requirements regarding the timing of new homes except in the case of the release of the Local Allocations, which are <u>were</u> seen as being delivered from 2021 onwards (Policy CS3: Managing Selected Development Sites). They may be released earlier in order to secure a five year housing land supply. However, a decision has now been taken to bring forward <u>the three largest Local Allocations (LA1, LA3 and LA5) earlier (see paragraph 6.27). These Local Allocations will help further boost the 5 year housing supply position. They should be made available for delivery, as and when required.</u> New homes are generally directed to the towns and larger villages in accordance with the settlement hierarchy (Policy CS1: Distribution of Development), although the largest share of this will be taken by Hemel Hempstead as a Main Centre for Development and Change.	L																				
MM7	Page 52	The Housing Programme	Amend bullet point three to paragraph 6.16 to take into account consequential changes regarding the deletion of the traveller site at LA5: <ul style="list-style-type: none"> Gypsy and Traveller pitches to be delivered through the Local Allocations (see Policies LA1 <u>and</u> LA3 and LA5); and 	L																				
MM8	Page 52	Table 3	<p>Table 3: Housing Programme 2006 – 2031</p> <table border="1"> <thead> <tr> <th>Source</th> <th>No. of homes (net)</th> </tr> </thead> <tbody> <tr> <td>Completions 2006 - 2015</td> <td>3,377*</td> </tr> <tr> <td>Commitments as at 1st April 2015</td> <td>2,569*</td> </tr> <tr> <td>Housing schedule (comprising new allocations, Mixed Use Allocations and Local Allocations)**</td> <td>3,246 <u>3,653</u></td> </tr> <tr> <td>SHLAA sites***</td> <td>644</td> </tr> <tr> <td>Other (non SHLAA) sites****</td> <td>423</td> </tr> <tr> <td>Defined locations in Hemel Hempstead*****</td> <td>315</td> </tr> <tr> <td>Windfall in Residential Areas of the main settlements*****</td> <td>500</td> </tr> <tr> <td>Gypsy and Traveller pitches*****</td> <td>17 <u>12</u></td> </tr> <tr> <td>Total</td> <td>11,091 <u>11,498</u></td> </tr> </tbody> </table> <p>* Source: 2014/15 AMR (as at 1st April 2015).</p>	Source	No. of homes (net)	Completions 2006 - 2015	3,377*	Commitments as at 1 st April 2015	2,569*	Housing schedule (comprising new allocations, Mixed Use Allocations and Local Allocations)**	3,246 <u>3,653</u>	SHLAA sites***	644	Other (non SHLAA) sites****	423	Defined locations in Hemel Hempstead*****	315	Windfall in Residential Areas of the main settlements*****	500	Gypsy and Traveller pitches*****	17 <u>12</u>	Total	11,091 <u>11,498</u>	H
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			<p><i>Notes:</i></p> <p>* <u>Data from 2014/15 AMR (as at 1st April 2015)</u></p> <p>** <u>The contribution from the housing schedule has been adjusted to take into account progress on sites and to avoid double counting with other sources of housing land.</u></p> <p>*** <u>This is based on sites from the 2008 SHLAA study.</u></p> <p>**** <u>This source includes new sites not identified in the 2008 SHLAA such as emerging schemes identified through early discussions with landowners / developers.</u></p> <p>***** <u>“Defined locations in Hemel Hempstead” cover the contribution from the Heart of Maylands project in the Maylands Business Park and the redevelopment of the Grovehill Local Centre.</u></p> <p>***** <u>Windfall site opportunities i.e. small unidentified new build and conversion housing sites but excluding any contribution from garden land in built-up areas.</u></p> <p>***** <u>Comprises provision from sites LA1 and LA3.</u></p> <p><i>Note: The changes to the dwelling capacities for allocated sites require a consequential update to the housing trajectory in Appendix 2.</i></p>	
MM9	Page 53	Paragraph 6.21	<p><u>‘The housing schedule provides for an indicative capacity of 3,656 4,075 dwellings. The net capacity figures specified provide an estimate of expected capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant policies and guidance.’</u></p>	H
MM10	Pages 53 and 54	Paragraphs 6.23-6.30	<p>Amend paragraphs 6.23-6.30 to take into account direct and consequential changes to the phasing of the Local Allocations:</p> <p>6.26 Core Strategy Policy CS3: Managing Selected Development Sites controls the timing of delivery, stating that the Local Allocations will be delivered from 2021. This approach is principally to ensure a steady release of housing land over the plan period, to encourage earlier opportunities for homes on previously developed land within the settlements, to boost supply over the latter half of the housing programme (where identified urban sites decline), and to maintain housing activity for the development industry and wider local economy. In the short to medium term, housing supply in the Borough is strong without their contribution.</p> <p>6.27 Following further consideration of local housing needs and the role the sites will play in delivering other essential local infrastructure, the delivery of Local Allocations <u>LA1 Marchmont Farm, Hemel Hempstead, LA3 West Hemel Hempstead, and LA5: Icknield Way, west of Tring has have been brought forward into Part 1 of the Schedule of Housing Proposals and Sites. These Local Allocations can make a significant contribution to boosting the 5-year housing supply, good progress is being made towards their earlier delivery, and LA1 and LA3 will enable a 5-year supply of traveller pitches to be secured.</u> Whilst no specific delivery date has been set in each case, this will follow the formal release of the <u>these sites</u> from the Green Belt i.e. after adoption of the Site Allocations DPD.</p> <p>6.28 The remaining Local Allocations (i.e. LA1, LA2, LA3, LA4 and LA6) are included in Part 2 of the Schedule of Housing Proposals and Sites and will bring forward completed homes from 2021 onwards. No detailed phasing of <u>these three individual sites</u> is warranted as they vary significantly in size, character, and location, and these factors will naturally regulate their release over time. 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 from <u>from</u> 2021.</p> <p>6.29 Earlier release of these Local Allocations may be justified so as to maintain a five year housing land supply, in accordance with Core Strategy Policy CS3: Managing Selected Development Sites, <u>although this is seen as unlikely</u></p>	L

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification
			<p>given the early release of LA1, LA3 and LA5. Decisions on such action will be informed by the Annual Monitoring Report process.</p> <p>6.30 <u>In the interim</u>, <u>a</u>All Local Allocations will be safeguarded and managed as open land or other appropriate temporary <u>open</u> uses until developed for their allocated use(s).</p>	
MM11	Page 56	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>  <p>The map shows the Marchmont Farm site layout with various features and annotations. Key elements include:</p> <ul style="list-style-type: none"> Existing pedestrian links retained and enhanced. (indicated by red dashed lines) Potential for emergency pedestrian / cycle link with Laidon Square. (indicated by a blue dashed line) Green pedestrian link along Picotts End Lane. (indicated by a green dashed line) Landscape buffer to define the extent of the traveller's site. (indicated by a red dashed line) Landscaped buffer along whole western edge to minimise visual impact from Picott's End and across the Gade Valley. (indicated by a red dashed line) SUDs feature incorporated as part of open space at lowest point of the site. (indicated by a blue area) Traveller's pitches. (indicated by a hatched area) Existing hedgerow retained as part of the open space. (indicated by a green area) Pedestrian access to Link Road. (indicated by a blue dashed line) <p>Legend:</p> <ul style="list-style-type: none"> Margaret Lloyd Park Extension to Margaret Lloyd Park New open space Development plots Roundabout access road Primary vehicular route Secondary vehicular route Pedestrian and cycle connection Main pedestrian routes Tree lined streets Landscape buffer Primary residential frontage Secondary residential frontage Enhanced footpath alongside Margaret Lloyd Park <p>Marchmont Farm Preferred option Masterplan</p>	FC
MM12	Page 56	Policy LA1	<p>Amend bullet point 1 in the 'Delivery and Phasing' section as follows:</p> <p>'LA1 is scheduled to come forward from 2021 onwards available for immediate development, in accordance with Policies CS3: Managing Selected Development Sites, SA1: Identified Proposals and Sites, SA8: Local Allocations and the Schedule of Housing Proposals and Sites.'</p>	L
MM13	Page 56	Policy LA1	<p>Delete the following text in bullet point 2 in the 'Delivery and Phasing' section (suggested as Focused Change MC18) as follows:</p>	FC and L


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			<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 phasing of the site will seek to deliver the Gypsy and Traveller pitches within an early phase, subject to technical and viability considerations, to ensure a 5 year supply of Gypsy and Traveller provision. 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>	
MM14	Page 57	Policy LA1	<p>Amend MC19 sixth bullet point in the 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3:</p> <p>'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u>, in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'</p>	H
MM15	Page 58	Policy LA2	<p>Delete the following text (suggested as Focused Change MC21):</p> <p>'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.'</p> <p>and replace with the following text:</p> <p><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></p>	FC
MM16	Page 59	Policy LA2	<p><i>Minor amendments to framework plan to make clear that there is no vehicular access linking with existing residential areas (via Townsend).</i></p>	FC

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MM17	Page 59	Policy LA2	<p>Amend MC22 sixth bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3:</p> <p>'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u>, in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'</p>	H
MM18	Page 62	Policy LA3	<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. 	FC

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MM19	Page 63	Policy LA3	<p>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.</p>  <p>SCHEDULE OF RESIDENTIAL PARCELS</p> <table border="1"> <tr><td>H1</td><td>2.89ha</td><td>3.35ha</td></tr> <tr><td>H2</td><td>1.77ha</td><td>4.37ha</td></tr> <tr><td>H3</td><td>1.38ha</td><td>2.27ha</td></tr> <tr><td>H4</td><td>6.49ha</td><td>16.09ha</td></tr> <tr><td>H5</td><td>1.52ha</td><td>3.77ha</td></tr> <tr><td>H6</td><td>2.49ha</td><td>6.23ha</td></tr> <tr><td>H7</td><td>0.88ha</td><td>2.37ha</td></tr> <tr><td>H8</td><td>3.37ha</td><td>7.83ha</td></tr> <tr><td>H9</td><td>2.99ha</td><td>4.94ha</td></tr> <tr><td>H10</td><td>6.35ha</td><td>15.59ha</td></tr> <tr><td>TOTAL</td><td>32.89ha</td><td>77.57ha</td></tr> </table> <p>LEGEND</p> <ul style="list-style-type: none"> SITE BOUNDARY: 52.89ha 130.19ac RESIDENTIAL PARCELS: 31.47ha 77.57ac 2b PRIMARY SCHOOL & COMMUNITY FACILITY: 2.40ha 5.93ac PRIMARY ROAD NETWORK PRIMARY ACCESSES FOOTPATH/CYCLE ROUTES GREEN SPACE FRAMEWORK POTENTIAL ALLOTMENTS POSSIBLE SURFACE WATER BALANCING STRUCTURAL TREE BELTS REINFORCED TREE BELTS POTENTIAL LOCATION FOR TRAVELLERS SITE <p>PROJECT TITLE: Land at Fields End, HEMEL HEMPSTEAD, Hertfordshire COMMUNITY TITLE: Land use and access SCALE: 1:5000@A3 DATE: MAY 2014 DRAWN: HNA CHECKED: DTC PROJECT NO: 4107 VINCENT AND GORRING CHARTERED ARCHITECTS AND TOWN PLANNERS STERLING COURT, NOTTON ROAD, STEVENAGE, HERTS TELEPHONE: 01438 316331 FAX: 01438 722035</p>	H1	2.89ha	3.35ha	H2	1.77ha	4.37ha	H3	1.38ha	2.27ha	H4	6.49ha	16.09ha	H5	1.52ha	3.77ha	H6	2.49ha	6.23ha	H7	0.88ha	2.37ha	H8	3.37ha	7.83ha	H9	2.99ha	4.94ha	H10	6.35ha	15.59ha	TOTAL	32.89ha	77.57ha	FC
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MM20	Page 64	Policy LA3	<p>Amend bullet point 1 in the 'Delivery and Phasing' section as follows:</p> <p>'LA3 is scheduled to come forward from 2021 onwards available for immediate development, in accordance with Policies CS3: Managing Selected Development Sites, SA1: Identified Proposals and Sites, SA8: Local Allocations and the Schedule of Housing Proposals and Sites.'</p>	L																																	
MM21	Page 64	Policy LA3	<p>Delete the following text in bullet point 2 in the 'Delivery and Phasing' section (suggested as Focused Change MC25) as follows:</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>'The phasing of the site will seek to deliver the Gypsy and Traveller pitches within an early phase, subject to technical and</p>	FC and L																																	

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			<u>viability considerations, to ensure a 5 year supply of Gypsy and Traveller provision. 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>	
MM22	Page 64	Policy LA3	Amend third bullet point in 'Delivery and Phasing' section as follows: No abnormal costs have been identified that would undermine the ability of this site to provide appropriate contributions towards infrastructure in accordance with Core Strategy Policy CS35: Infrastructure and Developer Contributions. The site is also proposed as zero CIL rated in the Council's Draft Charging Schedule <u>located in Zone 4 within the CIL Charging Schedule for which there is no charge for residential development.</u> Contributions will therefore be secured through Section 106.	M
MM23	Page 64	Policy LA3	Amend MC26 sixth bullet point in 'Delivery and Phasing' section as follows: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewerage <u>sewage</u> treatment capacity is available to support the timely delivery of this site.'	H
MM24	Page 66	Policy LA4	Delete the following text (suggested as Focused Change MC28): '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.' 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>	FC
MM25	Page 66	Policy LA4	Amend this bullet point of the 'Delivery and Phasing' section as follows: <i>'Contributions may also be required towards offsetting loss of wildlife resource and, following early liaison with Hertfordshire County Council (Ecology) <u>Ecology</u>.'</i>	M
MM26	Page 67	Policy LA4	Amend MC29 sixth bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewerage <u>sewage</u> treatment capacity is available to support the timely delivery of this site.'	H
MM27	Page 68	Policy LA5	Delete the existing text for bullet point 3 at the start of the policy, as follows: '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.'	FC

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			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: '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.'	
MM28	Page 68	Policy LA5	Delete bullet point 4 at the start of the policy, as follows: 'A traveller site of 5 pitches in the western fields'	L
MM29	Page 68	Policy LA5	Amend bullet point 5 at the start of the policy, as follows, to reflect the deletion of the proposed traveller site (see Main Modification MM28 above): 'Open space (around 6.4 <u>6.5</u> hectares) in the western fields'	L
MM30	Page 68	Policy LA5	Amend the existing text for sentence 2 of paragraph 2 in the policy, as follows, to reflect the deletion of the proposed traveller site (see Main Modification MM28 above): 'Additional guidance on the employment, Gypsies and Travellers , cemetery and open space proposals is included in this Site Allocations document as follows'	L
MM31	Page 68	Policy LA5	Delete bullet point 2 in paragraph 2 of the policy, as follows, to reflect the deletion of the proposed traveller site (see Main Modification MM28 above): 'Policy SA9: Sites for Gypsies and Travellers'	L
MM32	Page 69	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: ' <u>Locate car parking (at least 30 spaces) for the cemetery in the development area, adjacent to the cemetery extension.</u> '	FC
MM33	Page 69	Policy LA5	Delete key development principle 12, as follows: 'Locate the Gypsy site in the western fields. Provide a landscape screen and take road access from Aylesbury Road, west of the cemetery extension.'	L
MM34	Page 70	Policy LA5	Replace existing indicative spatial layout map with the amended version below which: (a) deletes the words 'and other facilities' from the label for 'Cemetery car park', for consistency with changes made to the draft master plan; and	FC and L

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification
			<p>(b) deletes the proposed traveller site and extends the public open space onto the land shown previously for the traveller site</p> 	
MM35	Page 71	Policy LA5	<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 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>	M

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification								
MM36	Page 71	Policy LA5	Amend MC35 seventh bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'	H								
MC37	Page 74	Policy LA6	Amend MC38 sixth bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'	H								
MM38	Pages 73-76	Gypsy and Travellers	Amend the Gypsy and Travellers section as follows: Gypsy and Travellers 6.33 National policy for Gypsies and Travellers is set out in the Planning Policy for Traveller Sites (<u>August 2015 March 2012</u>) (PPTS), which accompanies the NPPF. This guidance encourages fair and equal treatment for travellers, and urges local planning authorities to identify need and plan for future provision in appropriate locations. It recognises the sensitivity of new sites in rural areas, particularly the Green Belt, and seeks to limit the number and scale of new traveller site development in open countryside. 6.34 Core Strategy Policies CS21: Existing Accommodation for Travelling Communities and CS22: New Accommodation for Gypsies and Travellers set out how this policy will be applied at the local level. As with conventional housing, the approach is to safeguard existing provision (Table 4). Protection of existing and future sites is essential given the difficulty in identifying sites within and outside of the built-up areas. Both existing sites are owned and managed by Hertfordshire County Council. Table 4: Existing Authorised Gypsy and Traveller Sites <table border="1"> <thead> <tr> <th>Site</th> <th>Number of authorised pitches</th> </tr> </thead> <tbody> <tr> <td>Three Cherry Trees Lane, Hemel Hempstead</td> <td>30</td> </tr> <tr> <td>Cheddington Lane, Long Marston</td> <td>6</td> </tr> <tr> <td>Total</td> <td>36</td> </tr> </tbody> </table> 6.35 A Traveller Needs Assessment has been completed ¹ for both Gypsy and Travellers and travelling showpeople. It identified a need for 17 new pitches to address natural growth of Gypsy and Travellers already resident in the Borough over the lifetime of the plan. These needs will be met, <u>as far as is practical</u> , through the provision of suitable sites through the plan process. Potential locations have been suggested and assessed through technical work and consultation with the Gypsy Community, their representatives and the wider community. 6.36 The Traveller Needs Assessment advises that the best <u>suggests that one</u> way to accommodate sites is as part of larger housing developments. This approach will aid integration of sites with the settled community; reduce the	Site	Number of authorised pitches	Three Cherry Trees Lane, Hemel Hempstead	30	Cheddington Lane, Long Marston	6	Total	36	L
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¹ Dacorum Borough Council and Three Rivers District Council Traveller Needs Assessment (January 2013)

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification												
			<p>marginalisation of the travelling communities and ensure occupants of the sites have good access to local services and facilities such as health and education.</p> <p>6.37 12 nNew pitches will be provided <u>through the two</u> as part of the three largest Local Allocations (see Policies LA1: Marchmont Farm, <u>and</u> LA3: West Hemel Hempstead and LA5: Icknield Way, west of Tring). <u>These Local Allocations are available for delivery at any time (see Part 1 of the Schedule of Housing Proposals and Sites).</u> Splitting provision over these <u>two</u> three sites will help ensure that the needs of both Irish Travellers and Romany Gypsies are met and that sites can remain small-scale. The precise location and design of the new sites will be guided by the relevant site master plans.</p> <p>6.38 Local Allocation LA5: Icknield Way, west of Tring is available for delivery at any time (see Part 1 of the Schedule of Housing Proposals and Sites). The Council will consider the need to bring forward the Gypsy and Traveller pitches on either LA1: Marchmont Farm or LA3: West Hemel Hempstead earlier than currently programmed (i.e. before 2021); should provision be required to ensure a 5 year supply of pitches. Decisions on such action will be informed by the Annual Monitoring Report process.</p> <p>6.38 <u>The provision of pitches through the early delivery of LA1 and LA3 will ensure that a 5 year supply of deliverable sites can be met. Longer term needs will be reconsidered through a new gypsy and traveller needs assessment that will support work on a new Local Plan (incorporating an early partial review of the Core Strategy). This new assessment will take into account the implications of the new definition of travellers set out in the PPTS. The Council expects to adopt its new Local Plan in 2019 (see Chapter 18 Monitoring and Review).</u></p>													
MM39	Page 76	Policy SA9	<p>Amend Policy SA9 to delete reference to the traveller site at LA5:</p> <div data-bbox="931 1161 2062 1854" style="border: 1px solid black; padding: 10px;"> <p>POLICY SA9: Sites for Gypsies and Travellers</p> <p>New accommodation for Gypsies and Travellers will be provided as part of Local Allocations LA1 <u>and</u> LA3 and LA5:</p> <table border="1" data-bbox="946 1367 2033 1545"> <thead> <tr> <th>Site Reference</th> <th>Site</th> <th>Number of Pitches</th> </tr> </thead> <tbody> <tr> <td>LA1</td> <td>Marchmont Farm, Hemel Hempstead</td> <td>5</td> </tr> <tr> <td>LA3</td> <td>West Hemel Hempstead</td> <td>7</td> </tr> <tr> <td>LA5</td> <td>Icknield Way, west of Tring</td> <td>5</td> </tr> </tbody> </table> <p>Applications for additional sites will be determined in accordance with Core Strategy Policy CS22: New Accommodation for Gypsies and Travellers, and other relevant policies and guidance.</p> <p>All new pitches should meet the criteria of Policy CS22 and, where appropriate, satisfy any specific site requirements under Policies LA1 <u>and</u> LA3 and LA5 and associated master plans.</p> </div>	Site Reference	Site	Number of Pitches	LA1	Marchmont Farm, Hemel Hempstead	5	LA3	West Hemel Hempstead	7	LA5	Icknield Way, west of Tring	5	L
Site Reference	Site	Number of Pitches														
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MM40	Page 77	Schedule of Housing Proposals and Sites	Amend note 9 as follows: <i>9) Delivery of Local Allocations LA1: Marchmont Farm, Hemel Hempstead LA3: West of Hemel Hempstead, and LA5: Icknield Way, West of Tring will take place following removal of the sites from the Green Belt.</i>	L
MM41	Page 78	Schedule of Housing Proposals and Sites	<u>Schedule of Housing Proposals and Sites</u> 'The housing schedule provides for an indicative capacity of 3,656 <u>4,075</u> dwellings. <u>The net capacity figures specified provide an estimate of expected capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant policies and guidance.</u>	H
MM42	Page 78	Proposal H/2	Amend the text of Proposal H/2 as follows: Net Capacity: 460 <u>350</u> Planning Requirements: <u>There is potential for the capacity to be exceeded if fully justified against these constraints, and subject to viability considerations and achieving a high quality design that protects the local character.</u>	M
MM43	Page 79	Proposal H/5	Amend the text of Proposal H/5 as follows: Net Capacity: 45 <u>36</u> Planning Requirements: <u>Application to be approved for 36 homes subject to completion of legal agreement.</u>	M
MM44	Page 80	Proposal H/9	Amend the text of Proposal H/9 as follows: Net Capacity: 25-35 <u>31</u> Planning Requirements: <u>Application approved for 31 homes.</u>	M
MM45	Page 81	Proposal H/12	Amend the text of Proposal H/12 as follows: Net Capacity: 50 <u>66</u> Planning Requirements: <u>Application approved for 43 homes but revised scheme being pursued for higher capacity.</u>	M
MM46	Page 82	Proposal H/14	Amend the text of Proposal H/14 as follows: Net Capacity: 45 <u>11</u> Planning Requirements: <u>Application approved for 11 homes.</u>	M
MM47	Page 84	Proposal MU/2	Amend the text of Proposal MU/2 as follows: Net Capacity: 200 <u>400</u>	M
MM48	Page 85	Proposal MU/8	Amend the text of Proposal MU/8 as follows: Net Capacity: 44 <u>23</u> Planning Requirements: <u>Application approved for 23 homes.</u>	M
MM49	Page 85	(c) Local Allocations	Amend section (c) of Part 1 of the Schedule of Housing Proposals and Sites as follows: (c) Local Allocations	L

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification																																		
			<p>Sites in this schedule have a total net capacity of 200 1450 homes.</p> <table border="1"> <thead> <tr> <th colspan="2">Hemel Hempstead</th> </tr> <tr> <th colspan="2">Proposal LA1</th> </tr> </thead> <tbody> <tr> <td>Location:</td> <td>Marchmont Farm</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>16.2</td> </tr> <tr> <td>Net Capacity:</td> <td>300-350</td> </tr> <tr> <td>Planning Requirements:</td> <td>See Policy SA8 and LA1: Marchmont Farm</td> </tr> <tr> <th colspan="2">Proposal LA3</th> </tr> <tr> <td>Location:</td> <td>West Hemel Hempstead</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>51</td> </tr> <tr> <td>Net Capacity:</td> <td>900</td> </tr> <tr> <td>Planning Requirements:</td> <td>See Policy SA8 and LA3: West Hemel Hempstead</td> </tr> <tr> <th colspan="2">Tring</th> </tr> <tr> <th colspan="2">Proposal LA5</th> </tr> <tr> <td>Location:</td> <td>Icknield Way, west of Tring</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>8</td> </tr> <tr> <td>Net Capacity:</td> <td>180-200</td> </tr> <tr> <td>Planning Requirements:</td> <td>See Policy SA8 and LA5: Icknield Way, west of Tring</td> </tr> </tbody> </table>	Hemel Hempstead		Proposal LA1		Location:	Marchmont Farm	Site Area: (Ha)	16.2	Net Capacity:	300-350	Planning Requirements:	See Policy SA8 and LA1: Marchmont Farm	Proposal LA3		Location:	West Hemel Hempstead	Site Area: (Ha)	51	Net Capacity:	900	Planning Requirements:	See Policy SA8 and LA3: West Hemel Hempstead	Tring		Proposal LA5		Location:	Icknield Way, west of Tring	Site Area: (Ha)	8	Net Capacity:	180-200	Planning Requirements:	See Policy SA8 and LA5: Icknield Way, west of Tring	
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MM50	Pages 85 and 86	Part 2 Schedule of Housing Proposals and Sites	<p>Amend Part 2 of the Schedule of Housing Proposal and Site as follows:</p> <p>PART 2. SITES PROPOSED FOR DEVELOPMENT TO BE DELIVERED FROM 2021 ONWARDS</p> <p>(a) Local Allocations</p> <p>Sites in this schedule have a total net capacity of 4,430 180 homes.</p> <table border="1"> <thead> <tr> <th colspan="2">Hemel Hempstead</th> </tr> <tr> <th colspan="2">Proposal LA1</th> </tr> </thead> <tbody> <tr> <td>Location:</td> <td>Marchmont Farm</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>16.2</td> </tr> <tr> <td>Net Capacity:</td> <td>300-350</td> </tr> <tr> <td>Planning Requirements:</td> <td>See Policy SA8 and LA1: Marchmont Farm</td> </tr> <tr> <th colspan="2">Proposal LA2</th> </tr> <tr> <td>Location:</td> <td>Old Town</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>2.8</td> </tr> <tr> <td>Net Capacity:</td> <td>80</td> </tr> </tbody> </table>	Hemel Hempstead		Proposal LA1		Location:	Marchmont Farm	Site Area: (Ha)	16.2	Net Capacity:	300-350	Planning Requirements:	See Policy SA8 and LA1: Marchmont Farm	Proposal LA2		Location:	Old Town	Site Area: (Ha)	2.8	Net Capacity:	80	L														
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MM51	Page 90	Proposal C/1	<table border="1"> <tr> <td colspan="2">Proposal C/1</td> </tr> <tr> <td>Location:</td> <td>Land west of Tring</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>1.6</td> </tr> <tr> <td>Planning Requirements:</td> <td>Provision of detached extension to Tring Cemetery. Access from Aylesbury Road. Site to be well landscaped (particularly along its boundaries), appropriate to its location within the Chilterns Area of Outstanding Natural Beauty – design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. Undertake protected species surveys and incorporate appropriate requirements into any planning application to ensure there would be no adverse impacts. To also include appropriate parking area (of at least 30 spaces) and ancillary building and yard within the adjacent development area (i.e. land excluded from the Green Belt) to meet service needs.</td> </tr> </table>	Proposal C/1		Location:	Land west of Tring	Site Area: (Ha)	1.6	Planning Requirements:	Provision of detached extension to Tring Cemetery. Access from Aylesbury Road. Site to be well landscaped (particularly along its boundaries), appropriate to its location within the Chilterns Area of Outstanding Natural Beauty – design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. Undertake protected species surveys and incorporate appropriate requirements into any planning application to ensure there would be no adverse impacts. To also include appropriate parking area (of at least 30 spaces) and ancillary building and yard within the adjacent development area (i.e. land excluded from the Green Belt) to meet service needs.	H																												
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MM52	Page 91	Proposal C/2	<table border="1"> <tr> <td colspan="2">Proposal C/2</td> </tr> <tr> <td>Location:</td> <td>Amaravati Buddhist Monastery, St Margarets Lane, Great Gaddesden</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>3.0</td> </tr> <tr> <td>Planning Requirements:</td> <td>Phased approach to redevelopment of existing 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 to take 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 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.</td> </tr> </table>	Proposal C/2		Location:	Amaravati Buddhist Monastery, St Margarets Lane, Great Gaddesden	Site Area: (Ha)	3.0	Planning Requirements:	Phased approach to redevelopment of existing 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 to take 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 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.	H
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MM53	Page 93	Proposal L/3	<table border="1"> <tr> <td colspan="2">Proposal L/3</td> </tr> <tr> <td>Location:</td> <td>Land west of Local Allocation LA5: Icknield Way</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>6.5</td> </tr> <tr> <td>Planning Requirements:</td> <td>Proposal linked to bringing forward public open space as part of Local Allocation LA5. Provide an east-west footpath / cycleway from the development area to the A41 roundabout. Provide a mix of parkland and informal open space and consider inclusion of pitches for outdoor sports. Retain and enhance existing hedgerows and tree belts and provide new native tree planting and wildlife habitats. Provide a neighbourhood equipped play area. Detailed design Design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. See site master plan.</td> </tr> </table>	Proposal L/3		Location:	Land west of Local Allocation LA5: Icknield Way	Site Area: (Ha)	6.5	Planning Requirements:	Proposal linked to bringing forward public open space as part of Local Allocation LA5. Provide an east-west footpath / cycleway from the development area to the A41 roundabout. Provide a mix of parkland and informal open space and consider inclusion of pitches for outdoor sports. Retain and enhance existing hedgerows and tree belts and provide new native tree planting and wildlife habitats. Provide a neighbourhood equipped play area. Detailed design Design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. See site master plan.	H
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MM54	Page 93	Proposal L/4	<p>Amend the text of Proposal L/4 (Focused Change SC10) as follows:</p> <table border="1"> <tr> <td colspan="2">Proposal L/4</td> </tr> <tr> <td>Location</td> <td>Dunsley Farm, London Road, Tring</td> </tr> <tr> <td>Site Area (Ha):</td> <td>2.7</td> </tr> <tr> <td>Planning Requirements:</td> <td>Proposal linked to the potential future redevelopment of Tring Secondary 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></td> </tr> </table>	Proposal L/4		Location	Dunsley Farm, London Road, Tring	Site Area (Ha):	2.7	Planning Requirements:	Proposal linked to the potential future redevelopment of Tring Secondary 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>	FC
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MM55	Page 134	Paragraph 18.6	<p>Delete the existing text for sentence 2 in paragraph 18.6, as follows:</p> <p>'With regard to the Local Allocations, Core Strategy Policy CS3: Managing Selected Development Sites, allows these sites to be brought forward in advance of their current delivery date, should certain criteria be met.'</p>	L								

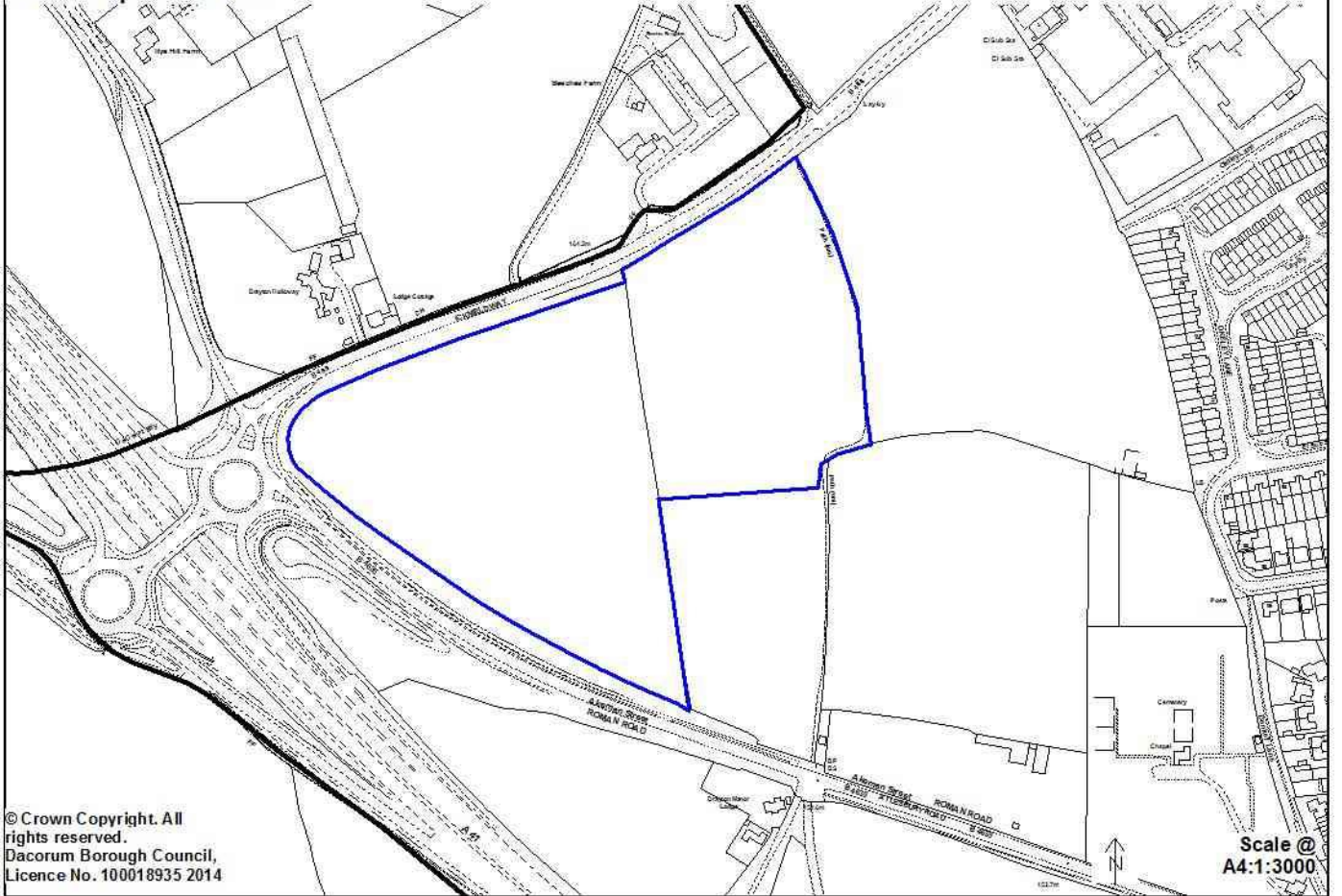
Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Source of Modification
			and replace with the following text, which takes account of the Inspector's recommendations on sites LA1, LA3 and LA5: 'With regard to the Local Allocations, <u>Policy SA8 (Local Allocations)</u> states that sites LA1, LA3 and LA5 are available for immediate development. Sites LA2, LA4 and LA6 will be considered under Core Strategy Policy CS3: Managing Selected Development Sites. <u>This policy</u> allows these sites to be brought forward in advance of their current delivery date (2021), should certain criteria be met.'	
MM56	Page 135	Section 18, below paragraph 18.8	Insert the following new text below paragraph 18.8: <u>Review</u> <u>18.9 Core Strategy paragraphs 29.7-29.10 indicate the Council's commitment to carry out an early partial review of the Core Strategy. It has now been decided that this document will take the form of a single Local Plan. The new plan, once adopted, will replace the Core Strategy, the Site Allocations Development Plan document and the remaining saved policies in the Dacorum Borough Local Plan 1991-2011.</u> <u>18.10 The timetable for preparing the new Local Plan is set out in the Council's Local Development Scheme (LDS). This timetable sets out the Council's intention to have the new Local Plan in place in 2019.</u>	L

(B) Changes Required to the Policies Map

Policies Map Modification Number	Page Number	Site Allocations Map Book Reference	Amendment Required
PM1	Page 10	GB/9	Replace the existing GB/9 'amended map' with the revised version below which retains the land proposed previously for a traveller site within the Green Belt.

<p>PM2</p>	<p>Page 90</p>	<p>L/3</p>	<p>Revert to the boundary of L/3 contained in the Site Allocations Pre-Submission document (September 2014), as shown below, to reflect the deletion of the proposed traveller site.</p>

Leisure space at LA5



DRAFT



Dacorum Site Allocations Development Plan Document

**Main Modifications to the Pre-Submission Site Allocations
Development Plan Document (incorporating Focused
Changes)**

Sustainability Report Addendum

DRAFT

December 2016

PROJECT REPORT: RPN3826

Dacorum Site Allocations Development Plan Document

Main Modifications to the Pre-Submission Site Allocations Development Plan Document (incorporating Focused Changes)

Sustainability Appraisal Report Addendum

DRAFT

December 2016

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Prepared for: Dacorum Borough Council, Strategic Planning and Regeneration

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Appendices

Appendix A: Screening of Proposed Main Modifications

Appendix B: Updated Assessments

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1 Introduction

1.1 Background

During the development of the Dacorum Site Allocations DPD a Sustainability Appraisal (SA), incorporating Strategic Environmental Assessment (SEA), has been undertaken, with a series of SA reports having been produced at key stages in the process.

During that process a range of Sustainability Reports and Working Notes have been published to communicate the findings of the combined SA/SEA process and enable consultation. These documents have been informed by reports and working notes produced during the associated process to develop the Dacorum Core Strategy DPD.

For the Site Allocations DPD, three SA Working Notes were produced in the period between November 2006 and April 2014 and then a full SA Report was prepared to accompany the Pre-Submission Site Allocations document during the consultation from September to November 2014.

To take into account the Focused Changes that were made to the Site Allocations DPD following the consultation on the Pre-Submission DPD, an SA Report Addendum was produced in July 2015. This Addendum provided new or revised assessments for those Focused Changes that were considered to potentially affect the findings of the original SA Report – all in a positive direction. The other Focused Changes and minor changes were judged as having little or no influence on the SA Report findings.

Further minor changes were proposed to the Site Allocations DPD prior to Submission and for the purposes of completeness it was necessary to determine whether any of these changes would have implications in relation to the findings in the SA Report and its Addendum. An SA Submission Statement (January 2016) was therefore prepared for this purpose.

Following the Submission of the DPD but prior to the Examination, an additional SA Report Addendum (May 2016) was prepared in order to provide information in relation to how alternatives were considered during the development of the Site Allocations DPD, and in particular to pull together within a single document certain information previously reported in various SA Working Notes. The Addendum also provided clarification in relation to some other issues that were raised in correspondence from the Inspector (Examination documents PC3a and PC3b).

Following discussions with the Inspector and other stakeholders during the Examination Hearings, a further schedule of Proposed Main Modifications has now been produced. Consultation on these proposed Main Modifications will take place for eight weeks, commencing in late December 2016. During this consultation, representations on the soundness of the Main Modifications will be sought. For completeness the Council has also included a schedule of the changes that are required to the Policies Map to illustrate the implications of the Main Modifications spatially. These changes will also form part of the consultation.

This third SA Report Addendum has been produced to document the sustainability appraisal of the changes in schedule of Proposed Main Modifications and changes to the Policies Map and forms part of the consultation process.

This Addendum should be read alongside the SA Report (September 2014) (Examination document SUB20), the SA Report Addendum (July 2015) (Examination document SUB13); the SA Submission Statement (January 2016) (Examination document SUB5) and the SA Report Addendum (May 2016) (Examination document SA22).

2 Methodology

2.1 Introduction

The aim of this stage of the SA/SEA process is to determine whether there are likely to be any significant sustainability effects arising from the Main Modifications to the Site Allocations DPD and to consider whether there is a need to update the findings documented in previous SA Reports.

2.2 Screening

It would not be proportionate to undertake a full assessment on all of the proposed modifications and it was therefore necessary to identify those Main Modifications and Policies Map changes which could potentially result in significant effects or alterations to the previous assessments, so that the assessment could focus on those specific modifications. This was undertaken through an initial screening process which considered the significance of the proposed modification and whether it would have implications of the previous findings of the SA. The screening was undertaken on all the proposed Main Modifications and Policies Map changes.

The screening used three levels of categorisation for the potential implications of each of the proposed modifications on the original sustainability appraisal as follows:

- No implications for the SA;
- Implications (either positive or negative) for SA objectives but no update to previous assessments required; or
- Modification requires an additional/updated assessment.

2.2.1 Habitats Regulations Assessment

Alongside the sustainability appraisal screening of the proposed Main Modifications, consideration was also given to the potential implications of the modifications on the findings of the Habitats Regulations Assessment.

2.3 Assessment

Those changes that the screening process identified as requiring an additional/updated assessment were then assessed against the SA Objectives using the methodology utilised for all previous rounds of Sustainability Appraisal. Details of this methodology are provided in Section 6.1 of the SA Report (September 2011).

3 Assessment Findings

3.1 Screening

3.1.1 Main Modifications

The results of the screening process for the Main Modifications are detailed in Schedule A in Appendix A to this report and can be summarised as follows:

The 56 proposed Main Modifications were categorised as follows:

- 45 Main Modifications - No implications for the SA, either due to the minor nature of the policy change or due to the change being to supporting text;
- 7 Main Modifications – Minor implications (either positive or negative) for SA objectives but no update to SA findings required findings required (see Section 3.2); and
- 4 Main Modifications - Modification requires an update to the original assessment (see Section 3.3 and Appendix B). NB: these all relate to Policy LA5: Icknield Way, West of Tring.

3.1.2 Changes required to the Policies Map

The results of the screening process for the Policies Map changes are detailed in Schedule B in Appendix A to this report and can be summarised as follows:

- Neither of the two policies map modifications have implications for the SA or HRA as they simply illustrate the implications of the Main Modifications spatially. Any effects would be considered during the screening of the relevant Main Modifications.

3.2 Minor Implications

The screening process identified 7 proposed Main Modifications that are likely to have positive implications for some SA Objectives but which did not warrant any further assessment. The SA Objectives covered are as follows:

SA1: Biodiversity

- In relation to additional policy text for Policy LA3: West Hemel Hempstead that will help to reduce adverse effects on biodiversity (MM18).
- In relation to strengthened policy text for Policy LA4: Hanburys, Shootersway, Berkhamsted that will help to reduce adverse effects on biodiversity (MM25).
- In relation to additional planning requirements for Proposal L/4 Dunsley Farm, London Road, Tring (MM54).

SA12: Health

- In relation to additional planning requirements for Proposal L/4 Dunsley Farm, London Road, Tring (MM54).

SA15: Housing

- In relation to increased housing provision (additional 190 units) at site allocation H/2 (MM42).
- In relation to increased housing provision (additional 21 units) at site allocation H/5 (MM43).
- In relation to increased housing provision (additional 16 units) at site allocation H/12 (MM45).
- In relation to increased housing provision (additional 200 units) at site allocation MU/2 (MM47).

NB: only those Main Modifications where the estimated dwelling capacity has been changed by 10 or more units have been considered to have implications for the previous assessments.

None of these changes require an update to the original findings of the SA, as in all cases the effects identified did not alter the previous scorings identified for the policy against the relevant SA objective.

3.3 Detailed Assessment

Four of the Main Modifications relating to Policy LA5: Icknield Way, West of Tring (MM28, MM29, MM33 and MM34) were identified as having implications for the previous assessment of this policy and therefore an updated assessment has been prepared to take account of these Main Modifications (see Appendix B).

Assessment significance criteria

The results of the assessment utilise the following criteria to categorise the nature of the effect.

Symbol	Description
✓✓	Very sustainable - Option is likely to contribute significantly to the SA/SEA objective
✓	Sustainable - Option is likely to contribute in some way to the SA/SEA objective
-	Neutral – Option is unlikely to impact on the SA/SEA objective
?	Uncertain – It is uncertain how or if the Option impacts on the SA/SEA objective
x	Unsustainable – Option is likely to have minor adverse impacts on the SA/SEA objective
x.x	Very unsustainable – Option is likely to have significant adverse impacts on the SA/SEA objective

Policy LA5: Icknield Way, West of Tring

Assessment

The detailed assessment is included in Appendix B. A summary of the scoring against each of the SA objectives is shown in the table below. It should be noted that none of the overall scores have been changed as a result of the Main Modifications.

The amended assessment findings for the ‘Landscape & Townscape’ (SA11) and ‘Housing’ objectives (from Appendix B) are also copied below. The text uses strikethrough and bold text to show deletions and additions to the original assessment (SA Report, September 2014).

SA Objectives (Abridged)																			
1. Biodiversity	2. Water quality/quantity	3. Flood risk	4. Soils	5. GHG Emissions	6. Climate Change Proof	7. Air Quality	8. Use of brownfield sites	9. Resource Efficiency	10. Historic & Cultural Assets	11. Landscape& Townscape	12. Health	13. Sustainable Locations	14. Equality/ Social Inclusion	15. Good Quality Housing	16. Community Identity and Participation	17. Crime and Fear of Crime	18. Sustainable Prosperity and Growth	19. Fairer Access to Services	20. Revitalise Town Centres
x	-	-	x	?	-	x	x	-	-	x	✓ x	x	x	✓	-	-	✓	✓	✓

11	Landscape & Townscape	The site is in the Green Belt. and The area proposed for built development (eastern fields) is located adjacent to the Chilterns AONB, with the associated open space (Policy L/3) and cemetery extension (Policy C/1) in the western fields both being within the AONB. Development of this site would be visible from Icknield Way and the Chilterns AONB, which could have adverse visual impacts. Limiting the effect of the new development on views from the AONB and creating a soft edge and transition with the AONB could help to mitigate these effects. Buildings will be limited to two storeys, except where a higher element would create interest and focal points in the street scene, and this supports this objective.	x
15	Good quality housing	This site would provide 180-200 dwellings, including 40% affordable housing. A mix of homes will be provided, accommodating both smaller households and family homes. The site will provide a traveller site of 5 pitches.	✓

3.4 Implications for Habitats Regulations Assessment

A Habitats Regulations Assessment (HRA) was undertaken for the Dacorum Core Strategy and this concluded that there would be no significant effects, as a result of either air pollution or recreation disturbance, on Chiltern Beechwoods SAC from either individual developments or cumulative effects from the implementation of the Core Strategy. Natural England agreed with the conclusions of the HRA and the avoidance and mitigation proposed.

The SA report for the Site Allocations Pre-Submission (September 2014) identified that whilst the Site Allocations DPD provides a greater level of detail to the location of development to that which was included in the Core Strategy, it does not put forward any sites that are of a scale and/or location that would alter the findings of the HRA of the Core Strategy. Based on their review of the Pre-Submission Site Allocations DPD Natural England were satisfied with this conclusion.

The changes proposed in the Focused Changes to the Site Allocations (July 2015) were screened to determine whether there were any that were of a nature that could alter the findings of the Core Strategy HRA. This additional screening process concluded that none of the Focused Changes were of a scale and/or location that would alter the findings of the previous HRA.

The additional minor changes proposed to the Site Allocations (see SA Submission Statement (January 2016)) were screened to determine whether there were any that are of a nature that could alter the findings of the Core Strategy HRA. As for the Focused Changes, the result of this additional screening process was that it was considered that none of the minor changes were of a nature (in terms of scale and/or location) that would alter the findings of the previous HRA.

None of the proposed Major Modifications or associated Policy Map changes have been found as having any implications for the existing findings of the Habitats Regulations Assessment. See Appendix A for the screening of the Main Modifications and Policy Map changes. Therefore the conclusions of the Core Strategy HRA Report continue to remain unchanged.

4 Conclusion and Next Steps

4.1 Conclusion

Of the Main Modifications to the Site Allocations DPD and associated changes to the Policies Map that are being proposed, only four, all related to Policy LA5, have warranted an update to the previous assessment through the SA/SEA process. The updated assessment for that policy did not identify any new significant effects.

For the changes which were identified as likely to have some effects, but not at a level significant to warrant additional assessment, the changes supported SA objectives covering biodiversity, health and housing.

Overall the changes do not affect the outcomes of the SA which found that generally the Site Allocations DPD is likely to have positive Borough-wide effects across the range of sustainability topics.

In addition the changes have been found to not have any implications for the previous findings of the Habitats Regulation Assessment.

4.2 Next Steps

The Main Modifications, Policies Map changes and the accompanying SA Report Addendum (this document) will be subject to consultation for a seven-week period. Following the close of the consultation, all responses will be passed to the Planning Inspector for her consideration. Provided the Inspector does not wish the Council to consult on any further Modifications to the plan she will issue her final Report into the Site Allocations examination. Provided the plan (incorporating the Main Modifications) is found 'sound,' Cabinet and full Council will be requested to adopt the plan, and if this recommendation is agreed, the Site Allocations DPD will then come into full statutory effect.

When the Site Allocations DPD is adopted it will be accompanied by an SA Adoption Statement. In line with the SEA Regulations, the SA Adoption Statement will provide the following information:

- How environmental/sustainability considerations have been integrated into the Site Allocations;
- How the SA Report has been taken into account;
- How opinions expressed in relation to the consultations on the Site Allocations and SA Report have been taken into account;
- The reasons for choosing the Site Allocations as adopted, in the light of the other reasonable alternatives dealt with; and
- The measures that are to be taken to monitor the significant environmental/sustainability effects of the implementation of the Site Allocations.

Appendix A: Screening of Proposed Main Modifications

Schedule A below sets out the ‘Main Modifications’ (denoted by an ‘MM’ prefix) that have been identified as necessary to make Dacorum Borough Council’s ‘Site Allocations DPD, incorporating Focused Changes’ (January 2016) ‘sound’.

Schedule (A), listing the Main Modifications includes:

- The section and page number of the plan that the modification relates to, in order to help the reader identify what areas of the plan are proposed for modification.
- Where relevant, the Policy Number, Paragraph Number and Page Number has been referenced (the Page Number refers to the page number within the January 2016 version of the plan).
- Deleted text is shown via ~~strikethrough~~, whilst new text is underlined.

For completeness the Council has also included a schedule of the changes that are required to the Policies Map to illustrate the implications of the Main Modifications spatially. These are set out in Schedule (B) below. These are denoted by a ‘PM’ prefix.

For purposes of the Sustainability Appraisal (SA) and Habitats Regulations Assessment (HRA), in both these schedules an additional column has been added to consider whether the Main Modifications and/or Policy Map changes have any implications for the previous findings of the SA and/or HRA. Updates to the assessments deemed to be necessary are documented in Appendix B.

(A) Proposed Main Modifications				
Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
PROMOTING SUSTAINABLE DEVELOPMENT				
MM1	Page 19	Schedule of Mixed Use Proposals and Sites	<p><u>Schedule of Mixed Use Proposals and Sites</u></p> <p><u>‘The net capacity figures specified provide an estimate of expected dwelling capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant policies and guidance.’</u></p>	<p>Change in procedural detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>
MM2	Page 20	MU/2	<p>Proposal: Replacement hospital, new 2 form entry primary school and housing (200 <u>400</u> homes)</p> <p><i>Note: This change links to MM47 in the housing schedule.</i></p>	<p>Implications of change in housing number considered under MM47.</p> <p>No implications for HRA.</p>


Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA																														
MM3	Page 20	Proposal MU/3	Planning Requirements: Insert the following sentence after sentence 1: “ <u>Development brief required.</u> ”	Change in procedural detail. No update to SA findings required. No implications for HRA.																														
STRENGTHENING ECONOMIC PROSPERITY																																		
MM4	Page 45	Table 1	<p>Amend the entry for Jarman Fields in Table 1 (Out of Centre Retail Locations (updated) as follows:</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Main uses</th> </tr> </thead> <tbody> <tr> <td colspan="2">Out of centre retail locations</td> </tr> <tr> <td colspan="2">Hemel Hempstead</td> </tr> <tr> <td>• Sainsbury, Apsley Mills Retail Park, London Road (Sainsbury, Apsley)</td> <td>Food retailing</td> </tr> <tr> <td>• Remainder of Apsley Mills Retail Park, London Road (Apsley Mills)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• Two Waters, London Road (Two Waters)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• Dunelm Homebase and Wickes, London Road (London Road)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• B&Q, Two Waters Road (Cornerhall)</td> <td>Bulky, non-food goods</td> </tr> <tr> <td>• London Road/Two Waters Way (Two Waters) (new site — see Map Book Section 6)</td> <td>Food retailing</td> </tr> <tr> <td colspan="2">Berkhamsted</td> </tr> <tr> <td>• Gossoms End / Billet Lane (new site — see Map Book Section 6)</td> <td>Food retailing</td> </tr> <tr> <td colspan="2">Tring</td> </tr> <tr> <td>• Tesco, London Road (Tring)</td> <td>Food retailing</td> </tr> <tr> <td colspan="2">Out of centre retail and leisure locations</td> </tr> <tr> <td>• Jarman Fields (new site — see Map Book Section 6)</td> <td>Food retailing and bulky non-food goods (excluding clothing and footwear unless ancillary to the main use of a unit). Leisure uses.</td> </tr> </tbody> </table>	Location	Main uses	Out of centre retail locations		Hemel Hempstead		• Sainsbury, Apsley Mills Retail Park, London Road (Sainsbury, Apsley)	Food retailing	• Remainder of Apsley Mills Retail Park, London Road (Apsley Mills)	Bulky, non-food goods	• Two Waters, London Road (Two Waters)	Bulky, non-food goods	• Dunelm Homebase and Wickes, London Road (London Road)	Bulky, non-food goods	• B&Q, Two Waters Road (Cornerhall)	Bulky, non-food goods	• London Road/Two Waters Way (Two Waters) (new site — see Map Book Section 6)	Food retailing	Berkhamsted		• Gossoms End / Billet Lane (new site — see Map Book Section 6)	Food retailing	Tring		• Tesco, London Road (Tring)	Food retailing	Out of centre retail and leisure locations		• Jarman Fields (new site — see Map Book Section 6)	Food retailing and bulky non-food goods (excluding clothing and footwear unless ancillary to the main use of a unit). Leisure uses.	Minor change in supporting text detail, amending the ‘main uses’ for Jarman Fields that were included in Table 6 in the Core Strategy. No update to SA findings required. No implications for HRA.
Location	Main uses																																	
Out of centre retail locations																																		
Hemel Hempstead																																		
• Sainsbury, Apsley Mills Retail Park, London Road (Sainsbury, Apsley)	Food retailing																																	
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• Jarman Fields (new site — see Map Book Section 6)	Food retailing and bulky non-food goods (excluding clothing and footwear unless ancillary to the main use of a unit). Leisure uses.																																	

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
MM5	Page 45	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. <u>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.</u>	No update to SA findings required as this amendment to the previous significant change (SC) will not result in any new or amended effects from those previously reported for Proposal S/1. No implications for HRA.
PROVIDING HOMES AND COMMUNITY SERVICES				
MM6	Page 49	Introduction	Amend paragraph 6.3 to take into account consequential changes to the phasing of the Local Allocations: 'Core Strategy Policies CS2: Selection of Development Sites and CS35: Infrastructure and Developer Contributions require all development to provide, or make adequate contribution towards, infrastructure and services. The Core Strategy does not set out any absolute requirements regarding the timing of new homes except in the case of the release of the Local Allocations, which are <u>were</u> seen as being delivered from 2021 onwards (Policy CS3: Managing Selected Development Sites). They may be released earlier in order to secure a five year housing land supply. However, a decision has now been taken to bring forward <u>the three largest Local Allocations (LA1, LA3 and LA5) earlier (see paragraph 6.27).</u> These Local Allocations will help further boost the 5 year housing supply position. They should be made available for delivery, as and when required. New homes are generally directed to the towns and larger villages in accordance with the settlement hierarchy (Policy CS1: Distribution of Development), although the largest share of this will be taken by Hemel Hempstead as a Main Centre for Development and Change.	Update to supporting text. No update to SA required. The implications of the policy changes described are considered under MM12 and MM20. No implications for HRA.
MM7	Page 52	The Housing Programme	Amend bullet point three to paragraph 6.16 to take into account consequential changes regarding the deletion of the traveller site at LA5: <ul style="list-style-type: none"> Gypsy and Traveller pitches to be delivered through the 	Update to supporting text. No update to SA required. The implications of the policy changes


Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA																				
			Local Allocations (see Policies LA1 <u>and</u> LA3 <u>and</u> LA5); and	described are considered under MM39. No implications for HRA.																				
MM8	Page 52	Table 3	<p>Table 3: Housing Programme 2006 – 2031</p> <table border="1"> <thead> <tr> <th>Source</th> <th>No. of homes (net)</th> </tr> </thead> <tbody> <tr> <td>Completions 2006 - 2015</td> <td>3,377</td> </tr> <tr> <td>Commitments as at 1st April 2015</td> <td>2,569</td> </tr> <tr> <td>Housing schedule (comprising new allocations, Mixed Use Allocations and Local Allocations)**</td> <td>3,246 <u>3,653</u></td> </tr> <tr> <td>SHLAA sites***</td> <td>644</td> </tr> <tr> <td>Other (non SHLAA) sites****</td> <td>423</td> </tr> <tr> <td>Defined locations in Hemel Hempstead*****</td> <td>315</td> </tr> <tr> <td>Windfall in Residential Areas of the main settlements*****</td> <td>500</td> </tr> <tr> <td>Gypsy and Traveller pitches*****</td> <td><u>17-12</u></td> </tr> <tr> <td>Total</td> <td>11,091 <u>11,498</u></td> </tr> </tbody> </table> <p><i>* Source: 2014/15 AMR (as at 1st April 2015).</i></p> <p><u>Notes:</u></p> <p>* <u>Data from 2014/15 AMR (as at 1st April 2015)</u></p> <p>** <u>The contribution from the housing schedule has been adjusted to take into account progress on sites and to avoid double counting with other sources of housing land.</u></p> <p>*** <u>This is based on sites from the 2008 SHLAA study.</u></p> <p>**** <u>This source includes new sites not identified in the 2008 SHLAA such as emerging schemes identified through early discussions with landowners / developers.</u></p> <p>***** <u>“Defined locations in Hemel Hempstead” cover the contribution from the Heart of Maylands project in the Maylands Business Park and the redevelopment of the Grovehill Local Centre.</u></p> <p>***** <u>Windfall site opportunities i.e. small unidentified new build and</u></p>	Source	No. of homes (net)	Completions 2006 - 2015	3,377	Commitments as at 1 st April 2015	2,569	Housing schedule (comprising new allocations, Mixed Use Allocations and Local Allocations)**	3,246 <u>3,653</u>	SHLAA sites***	644	Other (non SHLAA) sites****	423	Defined locations in Hemel Hempstead*****	315	Windfall in Residential Areas of the main settlements*****	500	Gypsy and Traveller pitches*****	<u>17-12</u>	Total	11,091 <u>11,498</u>	Update to evidence base. No update to SA findings required. No implications for HRA.
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Total	11,091 <u>11,498</u>																							

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			<p><u>conversion housing sites but excluding any contribution from garden land in built-up areas.</u> ***** Comprises provision from sites LA1 and LA3.</p> <p><i>Note: The changes to the dwelling capacities for allocated sites require a consequential update to the housing trajectory in Appendix 2.</i></p>	
MM9	Page 53	Paragraph 6.21	<p>'The housing schedule provides for an indicative capacity of 3,656 <u>4,075</u> dwellings. <u>The net capacity figures specified provide an estimate of expected capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant policies and guidance.'</u></p>	<p>Update to evidence base and additional procedural text. No update to SA findings required. No implications for HRA.</p>
MM10	Pages 53 and 54	Paragraphs 6.23-6.30	<p>Amend paragraphs 6.23-6.30 to take into account direct and consequential changes to the phasing of the Local Allocations:</p> <p>6.26 Core Strategy Policy CS3: Managing Selected Development Sites controls the timing of delivery, stating that the Local Allocations will be delivered from 2021. This approach is principally to ensure a steady release of housing land over the plan period, to encourage earlier opportunities for homes on previously developed land within the settlements, to boost supply over the latter half of the housing programme (where identified urban sites decline), and to maintain housing activity for the development industry and wider local economy. In the short to medium term, housing supply in the Borough is strong without their contribution.</p> <p>6.27 Following further consideration of local housing needs and the role the sites will play in delivering other essential local infrastructure, the delivery of Local Allocations <u>LA1 Marchmont Farm, Hemel Hempstead, LA3 West Hemel Hempstead, and LA5: Icknield Way, west of Tring</u> has <u>have</u> been brought forward into Part 1 of the Schedule of Housing Proposals and Sites. <u>These Local Allocations can make a significant contribution to boosting the 5-year housing supply, good progress is being made towards their earlier delivery, and LA1 and LA3 will enable a 5-year supply of traveller pitches to be secured. Whilst no specific delivery date</u></p>	<p>Update to supporting text. No update to SA required. The implications of the policy changes described are considered under MM12 and MM20. No implications for HRA.</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			<p>has been set in <u>each case</u>, this will follow the formal release of the <u>these sites</u> from the Green Belt i.e. after adoption of the Site Allocations DPD.</p> <p>6.28 The remaining Local Allocations (i.e. LA1, LA2, LA3, LA4 and LA6) are included in Part 2 of the Schedule of Housing Proposals and Sites and will bring forward completed homes from 2021 onwards. No detailed phasing of <u>these three individual</u> sites is warranted as they vary significantly in size, character, and location, and these factors will naturally regulate their release over time. 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 <u>from</u> 2021.</p> <p>6.29 Earlier release of these Local Allocations may be justified so as to maintain a five year housing land supply, in accordance with Core Strategy Policy CS3: Managing Selected Development Sites, <u>although this is seen as unlikely given the early release of LA1, LA3 and LA5.</u> Decisions on such action will be informed by the Annual Monitoring Report process.</p> <p>6.30 <u>In the interim,</u> aAll Local Allocations will be safeguarded and managed as open land or other appropriate temporary <u>open</u> uses until developed for their allocated use(s).</p>	
MM11	Page 56	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>	<p>As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum.</p> <p>No implications for HRA.</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			 <p>Existing pedestrian links retained and enhanced.</p> <p>Potential for emergency / pedestrian / cycle link with Ladder Square.</p> <p>Grade pedestrian link along Potts End Lane.</p> <p>Landscape buffer to define the extent of the traveller's site.</p> <p>Landscape buffer along whole western edge to minimise visual impact from Potts End and across the Gable Valley.</p> <p>SUDs feature incorporated as part of open space at lowest point of the site.</p> <p>Marchmont Farm Preferred option Masterplan</p> <p>Margaret Lloyd Park</p> <p>Extension to Margaret Lloyd Park</p> <p>New open space</p> <p>Development plots</p> <p>Roundabout access road</p> <p>Primary vehicular route</p> <p>Secondary vehicular route</p> <p>Pedestrian and cycle connection</p> <p>Main pedestrian routes</p> <p>Tie link streets</p> <p>Landscape buffer</p> <p>Primary residential frontage</p> <p>Secondary residential frontage</p> <p>Enhanced footpath alongside Margaret Lloyd Park</p> <p>Pedestrian access to Link Road</p>	
MM12	Page 56	Policy LA1	<p>Amend bullet point 1 in the 'Delivery and Phasing' section as follows:</p> <p>'LA1 is scheduled to come forward from 2021 onwards <u>available for immediate development</u>, in accordance with Policies CS3: Managing Selected Development Sites, SA1: Identified Proposals and Sites, SA8: Local Allocations and the Schedule of Housing Proposals and Sites.'</p>	<p>Change to timing of development.</p> <p>The effects previously reported for LA1, in the SA Report (September 2014) and in relation to MC17 in the SA Report Addendum (July 2015), remain unchanged.</p> <p>Whilst the timings of some of the predicted effects may change, the nature and scale of the effects will remain unchanged. No update to SA findings is therefore required.</p> <p>No implications for HRA.</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
MM13	Page 56	Policy LA1	<p>Delete the following text in bullet point 2 in the 'Delivery and Phasing' section (suggested as Focused Change MC18) as follows:</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 phasing of the site will seek to deliver the Gypsy and Traveller pitches within an early phase, subject to technical and viability considerations, to ensure a 5 year supply of Gypsy and Traveller provision. 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>Change in procedural detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>
MM14	Page 57	Policy LA1	<p>Amend MC19 sixth bullet point in the 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3:</p> <p><u>'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, in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'</u></p>	<p>Minor change in policy detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>
MM15	Page 58	Policy LA2	<p>Delete the following text (suggested as Focused Change MC21):</p> <p>'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.'</p> <p>and replace with the following text:</p> <p><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</u></p>	<p>Minor change in policy detail.</p> <p>As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum.</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			<u>be harmful to the historic character.'</u>	No implications for HRA.
MM16	Page 59	Policy LA2	<p>Minor amendments to framework plan to make clear that there is no vehicular access linking with existing residential areas (via Townsend).</p> 	<p>As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum.</p> <p>No implications for HRA.</p>
MM17	Page 59	Policy LA2	<p>Amend MC22 sixth bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3:</p> <p>'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u>, in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'</p>	<p>Minor change in policy detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>
MM18	Page 62	Policy LA3	<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 the archaeological, heritage and ecological assets within the site and safeguard those</u> adjoining the development. 	<p>As reported in the SA Submission Statement (January 2016) this modification has positive implications for SA Objective 1 'Biodiversity' as it will help to reduce adverse effects on</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
				biodiversity. However there is no overall change to the original 'minor negative' assessment against this SA Objective, which relates to the loss or damage to some habitats that will result from development of this greenfield site. No implications for HRA.
MM19	Page 63	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>	Minor change in policy detail. As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum. No implications for HRA.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
MM20	Page 64	Policy LA3	<p>Amend bullet point 1 in the 'Delivery and Phasing' section as follows:</p> <p><u>'LA3 is scheduled to come forward from 2021 onwards available for immediate development, in accordance with Policies CS3: Managing Selected Development Sites, SA1: Identified Proposals and Sites, SA8: Local Allocations and the Schedule of Housing Proposals and Sites.'</u></p>	<p>The effects previously reported for LA3, in the SA Report (September 2014), in relation to MC24 in the SA Report Addendum (July 2015) and in the SA Submission Statement (January 2016), remain unchanged.</p> <p>Whilst the timings of some of the predicted effects may change the nature and scale of the effects will remain unchanged. No update to</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
				SA findings is therefore required. No implications for HRA.
MM21	Page 64	Policy LA3	<p>Delete the following text in bullet point 2 in the 'Delivery and Phasing' section (suggested as Focused Change MC25) as follows:</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 phasing of the site will seek to deliver the Gypsy and Traveller pitches within an early phase, subject to technical and viability considerations, to ensure a 5 year supply of Gypsy and Traveller provision. 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>	Change in procedural detail. No update to SA findings required. No implications for HRA.
MM22	Page 64	Policy LA3	<p>Amend third bullet point in 'Delivery and Phasing' section as follows:</p> <p>No abnormal costs have been identified that would undermine the ability of this site to provide appropriate contributions towards infrastructure in accordance with Core Strategy Policy CS35: Infrastructure and Developer Contributions. The site is also proposed as zero CIL rated in the Council's Draft Charging Schedule <u>located in Zone 4 within the CIL Charging Schedule for which there is no charge for residential development.</u> Contributions will therefore be secured through Section 106.</p>	Change in procedural detail. No update to SA findings required. No implications for HRA.
MM23	Page 64	Policy LA3	Amend MC26 sixth bullet point in 'Delivery and Phasing' section as follows:	Minor change in policy detail. No update to SA findings required.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewerage <u>sewage</u> treatment capacity is available to support the timely delivery of this site.'	No implications for HRA.
MM24	Page 66	Policy LA4	Delete the following text (suggested as Focused Change MC28): '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.' 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>	Change in procedural detail. As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum. No implications for HRA.
MM25	Page 66	Policy LA4	Amend this bullet point of the 'Delivery and Phasing' section as follows: <i>'Contributions may also be required towards offsetting loss of wildlife resource and, following early liaison with Hertfordshire County Council (Ecology) Ecology.'</i>	This modification has minor positive implications for SA Objective 1 'Biodiversity' as it will help to reduce adverse effects on biodiversity. However there is no overall change to the original 'minor negative' assessment against this SA Objective, which relates to the loss or damage to some habitats that will result from development of this greenfield site. No implications for HRA.
MM26	Page 67	Policy LA4	Amend MC29 sixth bullet point in 'Delivery and Phasing' section as	Minor change in policy detail.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewerage <u>sewage</u> treatment capacity is available to support the timely delivery of this site.'	No update to SA findings required. No implications for HRA.
MM27	Page 68	Policy LA5	Delete the existing text for bullet point 3 at the start of the policy, as follows: '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.' 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: '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.'	Minor change in policy detail. As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum. No implications for HRA.
MM28	Page 68	Policy LA5	Delete bullet point 4 at the start of the policy, as follows: 'A traveller site of 5 pitches in the western fields'	Policy LA5 assessment updated to reflect this modification. See Appendix B. No implications for HRA.
MM29	Page 68	Policy LA5	Amend bullet point 5 at the start of the policy, as follows, to reflect the deletion of the proposed traveller site (see Main Modification MM28 above): 'Open space (around 6.4 <u>6.5</u> hectares) in the western fields'	Policy LA5 assessment updated to reflect this modification. See Appendix B. No implications for HRA.
MM30	Page 68	Policy LA5	Amend the existing text for sentence 2 of paragraph 2 in the policy, as follows, to reflect the deletion of the proposed traveller site (see Main	Minor change in policy detail. No update to SA findings required.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			Modification MM28 above): 'Additional guidance on the employment, Gypsies and Travellers , cemetery and open space proposals is included in this Site Allocations document as follows'	No implications for HRA.
MM31	Page 68	Policy LA5	Delete bullet point 2 in paragraph 2 of the policy, as follows, to reflect the deletion of the proposed traveller site (see Main Modification MM28 above): 'Policy SA9: Sites for Gypsies and Travellers '	Minor change in policy detail. No update to SA findings required. No implications for HRA.
MM32	Page 69	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: <u>'Locate car parking (at least 30 spaces) for the cemetery in the development area, adjacent to the cemetery extension.'</u>	Minor change in policy detail. As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum. No implications for HRA.
MM33	Page 69	Policy LA5	Delete key development principle 12, as follows: 'Locate the Gypsy site in the western fields. Provide a landscape screen and take road access from Aylesbury Road, west of the cemetery extension.'	Policy LA5 assessment updated to reflect this modification. See Appendix B. No implications for HRA.
MM34	Page 70	Policy LA5	Replace existing indicative spatial layout map with the amended version below which: (a) deletes the words 'and other facilities' from the label for 'Cemetery car park', for consistency with changes made to the draft master plan; and (b) deletes the proposed traveller site and extends the public open space onto the land shown previously for the traveller site	Policy LA5 assessment updated to reflect this modification. See Appendix B. No implications for HRA.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
MM35	Page 71	Policy LA5	<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 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>Update to procedural detail.</p> <p>As reported in the SA Submission Statement (January 2016) this modification has no implications for the findings of the SA Report and its Addendum.</p> <p>No implications for HRA.</p>

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
MM36	Page 71	Policy LA5	Amend MC35 seventh bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'	Minor change in policy detail. No update to SA findings required No implications for HRA.
MM37	Page 74	Policy LA6	Amend MC38 sixth bullet point in 'Delivery and Phasing' section as follows, for consistency with change made to equivalent text in Policy LA3: 'Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades <u>that are required as a result of the development</u> , in order to ensure that sufficient sewerage and sewage treatment capacity is available to support the timely delivery of this site.'	Minor change in policy detail. No update to SA findings required No implications for HRA.
MM38	Pages 73-76	Gypsy and Travellers	Amend the Gypsy and Travellers section as follows: Gypsy and Travellers 6.33 National policy for Gypsies and Travellers is set out in the Planning Policy for Traveller Sites (August 2015 March 2012) (PPTS), which accompanies the NPPF. This guidance encourages fair and equal treatment for travellers, and urges local planning authorities to identify need and plan for future provision in appropriate locations. It recognises the sensitivity of new sites in rural areas, particularly the Green Belt, and seeks to limit the number and scale of new traveller site development in open countryside. 6.34 Core Strategy Policies CS21: Existing Accommodation for Travelling Communities and CS22: New Accommodation for Gypsies and Travellers set out how this policy will be applied at the local level. As with conventional housing, the approach is to safeguard existing provision (Table 4). Protection of existing and future sites is essential given the difficulty in identifying sites within and outside of the built-up areas. Both existing sites are	Update to supporting text. No update to SA required. The policy changes described are considered under MM39. No implications for HRA.

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA								
			<p>owned and managed by Hertfordshire County Council.</p> <p>Table 4: Existing Authorised Gypsy and Traveller Sites</p> <table border="1" data-bbox="817 411 1487 699"> <thead> <tr> <th data-bbox="819 413 1319 523">Site</th> <th data-bbox="1323 413 1485 523">Number of authorised pitches</th> </tr> </thead> <tbody> <tr> <td data-bbox="819 526 1319 603">Three Cherry Trees Lane, Hemel Hempstead</td> <td data-bbox="1323 526 1485 603">30</td> </tr> <tr> <td data-bbox="819 606 1319 651">Cheddington Lane, Long Marston</td> <td data-bbox="1323 606 1485 651">6</td> </tr> <tr> <td data-bbox="819 654 1319 697">Total</td> <td data-bbox="1323 654 1485 697">36</td> </tr> </tbody> </table> <p>6.35 A Traveller Needs Assessment has been completed¹ for both Gypsy and Travellers and travelling showpeople. It identified a need for 17 new pitches to address natural growth of Gypsy and Travellers already resident in the Borough over the lifetime of the plan. These needs will be met, <u>as far as is practical</u>, through the provision of suitable sites through the plan process. Potential locations have been suggested and assessed through technical work and consultation with the Gypsy Community, their representatives and the wider community.</p> <p>6.36 The Traveller Needs Assessment advises that the best <u>suggests that one</u> way to accommodate sites is as part of larger housing developments. This approach will aid integration of sites with the settled community; reduce the marginalisation of the travelling communities and ensure occupants of the sites have good access to local services and facilities such as health and education.</p> <p>6.37 12 n<u>New</u> pitches will be provided through the two as part of the</p>	Site	Number of authorised pitches	Three Cherry Trees Lane, Hemel Hempstead	30	Cheddington Lane, Long Marston	6	Total	36	
Site	Number of authorised pitches											
Three Cherry Trees Lane, Hemel Hempstead	30											
Cheddington Lane, Long Marston	6											
Total	36											

¹ Dacorum Borough Council and Three Rivers District Council Traveller Needs Assessment (January 2013)

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			<p>three largest Local Allocations (see Policies LA1: Marchmont Farm, <u>and</u> LA3: West Hemel Hempstead <u>and</u> LA5: Icknield Way, west of Tring). <u>These Local Allocations are available for delivery at any time (see Part 1 of the Schedule of Housing Proposals and Sites).</u> Splitting provision over these two <u>three</u> sites will help ensure that the needs of both Irish Travellers and Romany Gypsies are met and that sites can remain small-scale. The precise location and design of the new sites will be guided by the relevant site master plans.</p> <p>6.38 Local Allocation LA5: Icknield Way, west of Tring is available for delivery at any time (see Part 1 of the Schedule of Housing Proposals and Sites). The Council will consider the need to bring forward the Gypsy and Traveller pitches on either LA1: Marchmont Farm or LA3: West Hemel Hempstead earlier than currently programmed (i.e. before 2021), should provision be required to ensure a 5 year supply of pitches. Decisions on such action will be informed by the Annual Monitoring Report process.</p> <p>6.38 <u>The provision of pitches through the early delivery of LA1 and LA3 will ensure that a 5 year supply of deliverable sites can be met. Longer term needs will be reconsidered through a new gypsy and traveller needs assessment that will support work on a new Local Plan (incorporating an early partial review of the Core Strategy). This new assessment will take into account the implications of the new definition of travellers set out in the PPTS. The Council expects to adopt its new Local Plan in 2019 (see Chapter 18 Monitoring and Review).</u></p>	

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA												
MM39	Page 76	Policy SA9	<p>Amend Policy SA9 to delete reference to the traveller site at LA5:</p> <div style="border: 1px solid black; padding: 5px;"> <p>POLICY SA9: Sites for Gypsies and Travellers New accommodation for Gypsies and Travellers will be provided as part of Local Allocations LA1 and LA3 and LA5:</p> <table border="1"> <thead> <tr> <th>Site Reference</th> <th>Site</th> <th>Number of Pitches</th> </tr> </thead> <tbody> <tr> <td>LA1</td> <td>Marchmont Farm, Hemel Hempstead</td> <td>5</td> </tr> <tr> <td>LA3</td> <td>West Hemel Hempstead</td> <td>7</td> </tr> <tr> <td>LA5</td> <td>Icknield Way, west of Tring</td> <td>5</td> </tr> </tbody> </table> <p>Applications for additional sites will be determined in accordance with Core Strategy Policy CS22: New Accommodation for Gypsies and Travellers, and other relevant policies and guidance.</p> <p>All new pitches should meet the criteria of Policy CS22 and, where appropriate, satisfy any specific site requirements under Policies LA1 and LA3 and LA5 and associated master plans.</p> </div>	Site Reference	Site	Number of Pitches	LA1	Marchmont Farm, Hemel Hempstead	5	LA3	West Hemel Hempstead	7	LA5	Icknield Way, west of Tring	5	<p>The modification has implications for the assessment of LA5. See Appendix B for the updated assessment for that Local Allocation.</p> <p>No implications for HRA.</p>
Site Reference	Site	Number of Pitches														
LA1	Marchmont Farm, Hemel Hempstead	5														
LA3	West Hemel Hempstead	7														
LA5	Icknield Way, west of Tring	5														
MM40	Page 77	Schedule of Housing Proposals and Sites	<p>Amend note 9 as follows:</p> <p><i>9) Delivery of Local Allocations LA1: Marchmont Farm, Hemel Hempstead LA3: West of Hemel Hempstead, and LA5: Icknield Way, West of Tring will take place following removal of the sites from the Green Belt.</i></p>	<p>Update to supporting text. No update to SA required. The implications of the policy changes are considered under MM12 and MM20.</p> <p>No implications for HRA.</p>												
MM41	Page 78	Schedule of Housing Proposals and Sites	<p>Schedule of Housing Proposals and Sites</p> <p><u>'The housing schedule provides for an indicative capacity of 3,656 4,075 dwellings. The net capacity figures specified provide an estimate of expected capacity and should not be treated as maxima. Final dwelling capacities will be tested through the planning application process, where</u></p>	<p>Update to procedural detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>												

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			<u>detailed schemes will be expected to demonstrate compliance with specified planning requirements and other relevant policies and guidance.</u>	
MM42	Page 78	Proposal H/2	Amend the text of Proposal H/2 as follows: Net Capacity: 460 <u>350</u> Planning Requirements: <u>There is potential for the capacity to be exceeded if fully justified against these constraints, and subject to viability considerations and achieving a high quality design that protects the local character.</u>	This modification has positive implications for SA Objective 15 'Good quality housing' as it will increase the provision of housing, including affordable housing, however it does not change the already 'minor positive' assessment. No implications for HRA.
MM43	Page 79	Proposal H/5	Amend the text of Proposal H/5 as follows: Net Capacity: 45 <u>36</u> Planning Requirements: <u>Application to be approved for 36 homes subject to completion of legal agreement.</u>	This modification has positive implications for SA Objective 15 'Good quality housing' as it will increase the provision of housing, including affordable housing, however it does not change the already 'minor positive' assessment. No implications for HRA.
MM44	Page 80	Proposal H/9	Amend the text of Proposal H/9 as follows: Net Capacity: 25-35 <u>31</u> Planning Requirements: <u>Application approved for 31 homes.</u>	Clarification of housing number. No update to SA findings required. No implications for HRA.
MM45	Page 81	Proposal H/12	Amend the text of Proposal H/12 as follows: Net Capacity: 50 <u>66</u> Planning Requirements: <u>Application approved for 43 homes but revised scheme being pursued for higher capacity.</u>	This modification has positive implications for SA Objective 15 'Good quality housing' as it will increase the provision of housing, including affordable housing,

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
				however it does not change the already 'minor positive' assessment. No implications for HRA.
MM46	Page 82	Proposal H/14	Amend the text of Proposal H/14 as follows: Net Capacity: 45 <u>11</u> Planning Requirements: <u>Application approved for 11 homes.</u>	Minor change to housing number. No update to SA findings required. No implications for HRA.
MM47	Page 84	Proposal MU/2	Amend the text of Proposal MU/2 as follows: Net Capacity: 200 <u>400</u>	This modification has positive implications for SA Objective 15 'Good quality housing' as it will increase the provision of housing, including affordable housing. No implications for HRA.
MM48	Page 85	Proposal MU/8	Amend the text of Proposal MU/8 as follows: Net Capacity: 44 <u>23</u> Planning Requirements: <u>Application approved for 23 homes.</u>	Minor change to housing number. No update to SA findings required. No implications for HRA.

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MM49	Page 85	(c) Local Allocations	<p>Amend section (c) of Part 1 of the Schedule of Housing Proposals and Sites as follows:</p> <p>(c) Local Allocations</p> <p><i>Sites in this schedule have a total net capacity of 200 1450 homes.</i></p> <table border="1" data-bbox="748 491 1585 1145"> <thead> <tr> <th colspan="2" data-bbox="748 491 1585 528">Hemel Hempstead</th> </tr> <tr> <th colspan="2" data-bbox="748 528 1585 564">Proposal LA1</th> </tr> </thead> <tbody> <tr> <td data-bbox="748 564 983 601">Location:</td> <td data-bbox="983 564 1585 601">Marchmont Farm</td> </tr> <tr> <td data-bbox="748 601 983 638">Site Area: (Ha)</td> <td data-bbox="983 601 1585 638">16.2</td> </tr> <tr> <td data-bbox="748 638 983 675">Net Capacity:</td> <td data-bbox="983 638 1585 675">300-350</td> </tr> <tr> <td data-bbox="748 675 983 722">Planning Requirements:</td> <td data-bbox="983 675 1585 722">See Policy SA8 and LA1: Marchmont Farm</td> </tr> <tr> <th colspan="2" data-bbox="748 722 1585 759">Proposal LA3</th> </tr> <tr> <td data-bbox="748 759 983 796">Location:</td> <td data-bbox="983 759 1585 796">West Hemel Hempstead</td> </tr> <tr> <td data-bbox="748 796 983 833">Site Area: (Ha)</td> <td data-bbox="983 796 1585 833">51</td> </tr> <tr> <td data-bbox="748 833 983 869">Net Capacity:</td> <td data-bbox="983 833 1585 869">900</td> </tr> <tr> <td data-bbox="748 869 983 917">Planning Requirements:</td> <td data-bbox="983 869 1585 917">See Policy SA8 and LA3: West Hemel Hempstead</td> </tr> <tr> <th colspan="2" data-bbox="748 917 1585 954">Tring</th> </tr> <tr> <th colspan="2" data-bbox="748 954 1585 991">Proposal LA5</th> </tr> <tr> <td data-bbox="748 991 983 1027">Location:</td> <td data-bbox="983 991 1585 1027">Icknield Way, west of Tring</td> </tr> <tr> <td data-bbox="748 1027 983 1064">Site Area: (Ha)</td> <td data-bbox="983 1027 1585 1064">8</td> </tr> <tr> <td data-bbox="748 1064 983 1101">Net Capacity:</td> <td data-bbox="983 1064 1585 1101">180-200</td> </tr> <tr> <td data-bbox="748 1101 983 1145">Planning Requirements:</td> <td data-bbox="983 1101 1585 1145">See Policy SA8 and LA5: Icknield Way, west of Tring</td> </tr> </tbody> </table>	Hemel Hempstead		Proposal LA1		Location:	Marchmont Farm	Site Area: (Ha)	16.2	Net Capacity:	300-350	Planning Requirements:	See Policy SA8 and LA1: Marchmont Farm	Proposal LA3		Location:	West Hemel Hempstead	Site Area: (Ha)	51	Net Capacity:	900	Planning Requirements:	See Policy SA8 and LA3: West Hemel Hempstead	Tring		Proposal LA5		Location:	Icknield Way, west of Tring	Site Area: (Ha)	8	Net Capacity:	180-200	Planning Requirements:	See Policy SA8 and LA5: Icknield Way, west of Tring	<p>Update to schedule. No update to SA required. The implications of the policy changes are considered under MM12 and MM20.</p> <p>No implications for HRA.</p>
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MM50	Pages 85 and 86	Part 2 Schedule of Housing Proposals and Sites	<p>Amend Part 2 of the Schedule of Housing Proposal and Site as follows:</p> <p>PART 2. SITES PROPOSED FOR DEVELOPMENT TO BE DELIVERED FROM 2021 ONWARDS</p> <p>(a) Local Allocations</p> <p><i>Sites in this schedule have a total net capacity of 4,430 180 homes.</i></p>	<p>Update to schedule. No update to SA required. The implications of the policy changes are considered under MM12 and MM20.</p> <p>No implications for HRA.</p>																																		

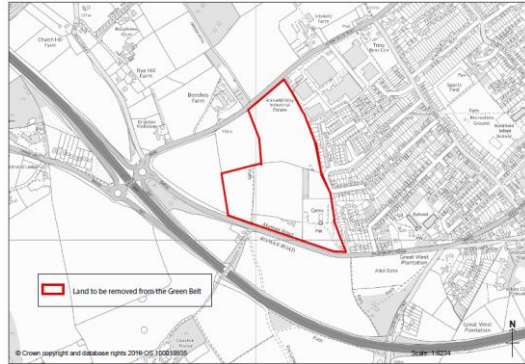
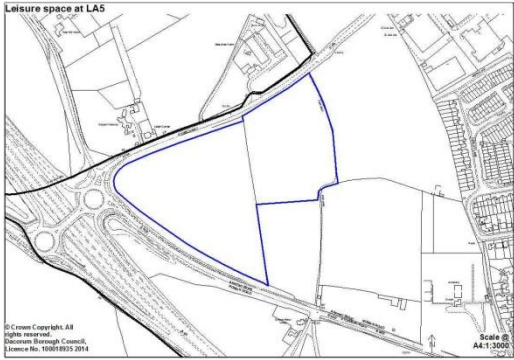
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MM51	Page 90	Proposal C/1	<table border="1"> <thead> <tr> <th colspan="2">Proposal C/1</th> </tr> </thead> <tbody> <tr> <td>Location:</td> <td>Land west of Tring</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>1.6</td> </tr> <tr> <td>Planning Requirements :</td> <td>Provision of detached extension to Tring Cemetery. Access from Aylesbury Road. Site to be well landscaped (particularly along its boundaries), appropriate to its location within the Chilterns Area of Outstanding Natural Beauty – design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. Undertake protected species surveys and incorporate appropriate requirements into any planning application to ensure there would be no adverse impacts. To also include appropriate parking area (of at least 30 spaces) and ancillary building and yard within the adjacent development area (i.e. land excluded from the Green Belt) to meet service needs.</td> </tr> </tbody> </table>	Proposal C/1		Location:	Land west of Tring	Site Area: (Ha)	1.6	Planning Requirements :	Provision of detached extension to Tring Cemetery. Access from Aylesbury Road. Site to be well landscaped (particularly along its boundaries), appropriate to its location within the Chilterns Area of Outstanding Natural Beauty – design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. Undertake protected species surveys and incorporate appropriate requirements into any planning application to ensure there would be no adverse impacts. To also include appropriate parking area (of at least 30 spaces) and ancillary building and yard within the adjacent development area (i.e. land excluded from the Green Belt) to meet service needs.	<p>Minor change in policy detail.</p> <p>No change to SA findings, as updated in the SA Report Addendum (July 2015), required.</p> <p>There will be a requirement to take account of the Chilterns AONB through the application of Policy CS24 of the Core Strategy, which requires development to have regard to the policies and actions set out in the Chiltern Conservation Board's Management Plan and associated guidance. The Conservation Board are also consulted as a matter of course on relevant planning applications.</p> <p>No implications for HRA.</p>
Proposal C/1												
Location:	Land west of Tring											
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Planning Requirements :	Provision of detached extension to Tring Cemetery. Access from Aylesbury Road. Site to be well landscaped (particularly along its boundaries), appropriate to its location within the Chilterns Area of Outstanding Natural Beauty – design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. Undertake protected species surveys and incorporate appropriate requirements into any planning application to ensure there would be no adverse impacts. To also include appropriate parking area (of at least 30 spaces) and ancillary building and yard within the adjacent development area (i.e. land excluded from the Green Belt) to meet service needs.											
MM52	Page 91	Proposal C/2	<table border="1"> <thead> <tr> <th colspan="2">Proposal C/2</th> </tr> </thead> <tbody> <tr> <td>Location:</td> <td>Amaravati Buddhist Monastery, St Margarets Lane, Great Gaddesden</td> </tr> <tr> <td>Site Area: (Ha)</td> <td>3.0</td> </tr> </tbody> </table>	Proposal C/2		Location:	Amaravati Buddhist Monastery, St Margarets Lane, Great Gaddesden	Site Area: (Ha)	3.0	<p>Minor change in policy detail.</p> <p>No change to SA findings, as updated in the SA Report Addendum (July 2015), required.</p> <p>There will be a requirement to take account of the Chilterns AONB through the application of Policy CS24 of the Core Strategy, which requires development to have regard to the policies and actions set out in the Chiltern Conservation</p>		
Proposal C/2												
Location:	Amaravati Buddhist Monastery, St Margarets Lane, Great Gaddesden											
Site Area: (Ha)	3.0											

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required		Implications for the SA and/or HRA								
			Planning Requirements :	Phased approach to redevelopment of existing 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 to take 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 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.	Board's Management Plan and associated guidance. The Conservation Board are also consulted as a matter of course on relevant planning applications. No implications for HRA.								
MM53	Page 93	Proposal L/3	<table border="1"> <tr> <td colspan="2" data-bbox="748 756 927 783">Proposal L/3</td> </tr> <tr> <td data-bbox="748 786 927 813">Location:</td> <td data-bbox="931 786 1590 813">Land west of Local Allocation LA5: Icknield Way</td> </tr> <tr> <td data-bbox="748 817 927 871">Site Area: (Ha)</td> <td data-bbox="931 817 1590 871">6.5</td> </tr> <tr> <td data-bbox="748 874 927 1203">Planning Requirements:</td> <td data-bbox="931 874 1590 1203"> Proposal linked to bringing forward public open space as part of Local Allocation LA5. Provide an east-west footpath / cycleway from the development area to the A41 roundabout. Provide a mix of parkland and informal open space and consider inclusion of pitches for outdoor sports. Retain and enhance existing hedgerows and tree belts and provide new native tree planting and wildlife habitats. Provide a neighbourhood equipped play area. Detailed design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. See site master plan. </td> </tr> </table>		Proposal L/3		Location:	Land west of Local Allocation LA5: Icknield Way	Site Area: (Ha)	6.5	Planning Requirements:	Proposal linked to bringing forward public open space as part of Local Allocation LA5. Provide an east-west footpath / cycleway from the development area to the A41 roundabout. Provide a mix of parkland and informal open space and consider inclusion of pitches for outdoor sports. Retain and enhance existing hedgerows and tree belts and provide new native tree planting and wildlife habitats. Provide a neighbourhood equipped play area. Detailed design details to be discussed with the Chilterns Conservation Board to ensure the proposal does not have an adverse effect on the AONB and its setting. See site master plan.	Minor change in policy detail. No change to SA findings, as updated in the SA Report Addendum (July 2015), required. The Chiltern Conservation Board are not a statutory consultee that otherwise might need to be mentioned in policy text. There will be a requirement to take account of the Chilterns AONB through the application of Policy CS24 of the Core Strategy, which requires development to have regard to the policies and actions set out in the Chiltern Conservation Board's Management Plan and associated guidance. The Conservation Board are also
Proposal L/3													
Location:	Land west of Local Allocation LA5: Icknield Way												
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Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA								
				consulted as a matter of course on relevant planning applications. No implications for HRA.								
MM54	Page 93	Proposal L/4	<p>Amend the text of Proposal L/4 (Focused Change SC10) as follows:</p> <table border="1"> <thead> <tr> <th colspan="2">Proposal L/4</th> </tr> <tr> <th>Location</th> <td>Dunsley Farm, London Road, Tring</td> </tr> </thead> <tbody> <tr> <td>Site Area (Ha):</td> <td>2.7</td> </tr> <tr> <td>Planning Requirements :</td> <td>Proposal linked to the potential future redevelopment of Tring Secondary 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 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></td> </tr> </tbody> </table>	Proposal L/4		Location	Dunsley Farm, London Road, Tring	Site Area (Ha):	2.7	Planning Requirements :	Proposal linked to the potential future redevelopment of Tring Secondary 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 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>As reported in the SA Submission Statement (January 2016) this modification has positive implications for SA Objective 1 'Biodiversity' as it will help to reduce adverse effects on biodiversity and potentially result in enhancement. As a result, the previous neutral assessment reported in the SA Report Addendum becomes a 'minor positive' assessment.</p> <p>The change also has positive implications for SA Objective 12 'Health', however it does not change the already 'minor positive' assessment.</p> <p>No implications for HRA.</p>
Proposal L/4												
Location	Dunsley Farm, London Road, Tring											
Site Area (Ha):	2.7											
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MM55	Page 134	Paragraph 18.6	<p>Delete the existing text for sentence 2 in paragraph 18.6, as follows:</p> <p>'With regard to the Local Allocations, Core Strategy Policy CS3: Managing Selected Development Sites, allows these sites to be brought forward in advance of their current delivery date, should certain criteria be met.'</p> <p>and replace with the following text, which takes account of the Inspector's recommendations on sites LA1, LA3 and LA5:</p> <p>'With regard to the Local Allocations, <u>Policy SA8 (Local Allocations) states</u></p>	<p>Update to supporting text. No update to SA required. The implications of the policy changes described are considered under MM12 and MM20.</p> <p>No implications for HRA.</p>								

Main Modification Number	Page Number	Site Allocations Reference / Section	Amendment Required	Implications for the SA and/or HRA
			<p><u>that sites LA1, LA3 and LA5 are available for immediate development. Sites LA2, LA4 and LA6 will be considered under Core Strategy Policy CS3: Managing Selected Development Sites. This policy allows these sites to be brought forward in advance of their current delivery date (2021), should certain criteria be met.'</u></p>	
MM56	Page 135	Section 18, below paragraph 18.8	<p>Insert the following new text below paragraph 18.8:</p> <p><u>Review</u></p> <p><u>18.9 Core Strategy paragraphs 29.7-29.10 indicate the Council's commitment to carry out an early partial review of the Core Strategy. It has now been decided that this document will take the form of a single Local Plan. The new plan, once adopted, will replace the Core Strategy, the Site Allocations Development Plan document and the remaining saved policies in the Dacorum Borough Local Plan 1991-2011.</u></p> <p><u>18.10 The timetable for preparing the new Local Plan is set out in the Council's Local Development Scheme (LDS). This timetable sets out the Council's intention to have the new Local Plan in place in 2019.</u></p>	<p>Update to procedural detail.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>

(B) Changes Required to the Policies Map				
Policies Map Modification Number	Page Number	Site Allocations Map Book Reference	Amendment Required	Implications for the SA and/or HRA
PM1	Page 10	GB/9	<p>Replace the existing GB/9 'amended map' with the revised version below which retains the land proposed previously for a traveller site within the Green Belt.</p>  <p>The map shows a residential area with a red outline indicating the land to be removed from the Green Belt. A legend below the map shows a red square with the text 'Land to be removed from the Green Belt'. The map includes a north arrow and a scale of 1:10,000.</p>	<p>Update to map to reflect changes to Policy LA5 which have been assessed in Appendix B.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>
PM2	Page 90	L/3	<p>Revert to the boundary of L/3 contained in the Site Allocations Pre-Submission document (September 2014), as shown below, to reflect the deletion of the proposed traveller site.</p>  <p>The map shows a residential area with a blue outline indicating the boundary of L/3. The map includes a north arrow and a scale of 1:10,000. The text 'Leisure space at LA5' is visible at the top of the map.</p>	<p>Update to map to reflect changes to Policy LA5 which have been assessed in Appendix B.</p> <p>No update to SA findings required.</p> <p>No implications for HRA.</p>

Appendix B: Updated Assessments

This appendix includes the updated assessments for Policy LA5 which reflect the Main Modifications that are being proposed for that Local Allocation (see Appendix A).

The assessment table uses strikethrough and bold text to indicate the changes to the assessment for Policy LA5 that was included in the Publication SA Report.

As for all previous stages of SA, the assessment uses the scoring criteria and SA Objectives outlined below.

Key to Assessment Scores

The following table outlines the symbols and abbreviations used to document the results of the assessment process.

Significance Assessment	Description
✓✓	Very sustainable - Option is likely to contribute significantly to the SA/SEA objective
✓	Sustainable - Option is likely to contribute in some way to the SA/SEA objective
?	Uncertain – It is uncertain how or if the Option impacts on the SA/SEA objective
–	Neutral – Option is unlikely to impact on the SA/SEA objective
✘	Unsustainable – Option is likely to have minor adverse impacts on the SA/SEA objective
✘✘	Very unsustainable – Option is likely to have significant adverse impacts on the SA/SEA objective

SA Objectives

The table below outlines the Sustainability Objectives that have been used to focus the assessment process and details the reference term which is used in the assessment tables for the sake of brevity.

SA Objective	Reference Term
1 To protect, maintain and enhance biodiversity and geodiversity at all levels, including the maintenance and enhancement of Biodiversity Action Plan habitats and species in line with local targets	Biodiversity

2	To protect, maintain and enhance water resources (including water quality and quantity) while taking into account the impacts of climate change	Water quality/ quantity
3	Ensure that new developments avoid areas which are at risk from flooding and natural flood storage areas	Flood risk
4	Minimise development of land with high quality soils and minimise the degradation/loss of soils due to new developments	Soils
5	Reduce the impacts of climate change, with a particular focus on reducing the consumption of fossil fuels and levels of CO ₂	Greenhouse gas emissions
6	Ensure that developments are capable of withstanding the effects of climate change (adaptation to climate change)	Climate change proof
7	Achieve good air quality, especially in urban areas	Air Quality
8	Maximise the use of previously developed land and buildings, and the efficient use of land	Use of brownfield sites
9	To use natural resources, both finite and renewable, as efficiently as possible, and re-use finite resources or recycled alternatives wherever possible	Resource efficiency
10	To identify, maintain and enhance the historic environment and cultural assets	Historic & cultural assets
11	To conserve and enhance landscape and townscape character and encourage local distinctiveness	Landscape & Townscape
12	To encourage healthier lifestyles and reduce adverse health impacts of new developments	Health
13	To deliver more sustainable patterns of location of development.	Sustainable locations
14	Promote equity & address social exclusion by closing the gap between the poorest communities and the rest	Equality & social exclusion
15	Ensure that everyone has access to good quality housing that meets their needs	Good quality housing
16	Enhance community identity and participation	Community Identity & participation
17	Reduce both crime and fear of crime	Crime and fear of crime
18	Achieve sustainable levels of prosperity and economic growth	Sustainable prosperity and growth
19	Achieve a more equitable sharing of the benefits of prosperity across all sectors of society and fairer access to services, focusing on deprived areas in the region	Fairer access to services
20	Revitalise town centres to promote a return to sustainable urban living	Revitalise town centres

Policy LA5: Icknield Way, West of Tring

NB. This table does not include assessment for the parts of the LA5 which are covered by E/1 (extension to the industrial estate), C/1 (extension to the cemetery) and L/3 (provision of new open space), as these were assessed separately in the Publication SA Report (September 2014).

SA Objective		Icknield Way, West of Tring	
1	Biodiversity	The site is greenfield and there would therefore be loss of some habitats.	x
2	Water quality/ quantity	No predicted effects. Ensuring sufficient sewerage and sewage treatment capacity supports this objective.	-
3	Flood risk	The site is in a low flood risk zone.	-
4	Soils	This site is greenfield land, and development would result in soil sealing.	x
5	Greenhouse gas emissions	The site is located near a local centre and is adjacent to the town's main employment area. However it is located 2km from the town centre. This could increase the use of the car to access town centre facilities and services, thereby increasing the growth of ghg emissions. Pedestrian and cycle routes will permeate the site which should help to encourage walking and cycling on the site. There is also uncertainty around the level of out-commuting that may result from building the large number of houses on this site. If this is by car on the A41, there is the potential for growth in ghg emissions.	?
6	Climate change proof	No predicted effects.	-
7	Air Quality	The site is located near a local centre and is adjacent to main employment area. However it is located 2km from the town centre. This could increase the use of the car, increasing the possibility of adverse effects on local air quality. Pedestrian and cycle routes will permeate the site which should help to encourage walking and cycling on the site.	x
8	Use of brownfield sites	This site is located in greenfield.	x
9	Resource efficiency	No predicted effects.	-
10	Historic & cultural assets	This site is located in an area classified as "20 th century agriculture" (HLC). The site is adjacent to Tring cemetery, which is a locally listed historic park and garden, protecting the green and open setting of this designation should mitigate any potential adverse effects.	-
11	Landscape & Townscape	The site is in the Green Belt. and The area proposed for built development (eastern fields) is located adjacent to the Chilterns AONB, with the associated open space (Policy L/3) and cemetery extension (Policy C/1) in the western fields both being within the AONB. Development of this site would be visible from Icknield Way and the Chilterns AONB, which could have adverse visual impacts. Limiting the effect of the new development on views from the AONB and creating a soft edge and transition with the AONB could help to mitigate these effects. Buildings will be limited to two storeys, except where a higher element would create interest and focal points in the street scene, and this supports this objective.	x
12	Health	Developing this site would allow for open space, but it would not be big enough for all the leisure space aspirations for Tring.	✓
		This site is close to the A41, which means there would be noise disturbance which could affect the health and well-being of the new residents.	x

SA Objective		Icknield Way, West of Tring	
13	Sustainable Locations	The site is located near the local centre and is adjacent to main employment area. However it is located 2km from the town centre.	×
14	Equality & social exclusion	The site is located near the local centre and is adjacent to main employment area. However it is located 2km from the town centre. A new toddler's play area will be developed.	×
15	Good quality housing	This site would provide 180-200 dwellings, including 40% affordable housing. A mix of homes will be provided, accommodating both smaller households and family homes. The site will provide a traveller site of 5 pitches.	✓
16	Community Identity & participation	No predicted effects.	-
17	Crime and fear of crime	No predicted effects. The site will be designed to be safe and secure.	-
18	Sustainable prosperity and growth	The new housing should help to support the local services in the town, maintaining their viability and boosting the local economy.	✓
19	Fairer access to services	This option provides new housing which could result in improved services and jobs for the town and should help to support the local services, thereby maintaining their viability.	✓
20	Revitalise town centres	The new housing should help to support the local services in the town, maintaining their viability and boosting the local economy, thereby helping to support sustainable urban living.	✓
Summary of Assessment		<p>As development of site would lead to built development on greenfield land, within the Green Belt and close adjacent to the Chilterns AONB, adverse effects have been forecast for the biodiversity, soils, use of brownfield sites and landscape & townscape SA objectives. The development requirements seek to mitigate these impacts through careful layout, design, density and landscaping. For example, limiting the effect of the new development on views from the AONB and creating a soft edge and transition with the AONB could help to mitigate these effects. The site is adjacent to Tring cemetery, which is a locally listed historic park and garden, protecting the green and open setting of this designation should mitigate any potential adverse effects.</p> <p>This site is located near to a local centre and is adjacent to the town's main employment area. However it is located 2km from the town centre. This could increase the use of the car to access town centre facilities and services, thereby increasing the growth of greenhouse gas emissions and other emission to air. Pedestrian and cycle routes will permeate the site which should help to encourage walking and cycling on the site. There is also uncertainty around the level of out-commuting that may result from building the large number of houses on this site. If this is by car on the A41 there is the potential for increased levels of emissions.</p> <p>Development of this site would provide for around 180-200 dwellings, including 40% affordable housing. However, the site is close to the A41, which means noise disturbance could affect the health and well-being of the new residents. The new housing on the site should help to support the local services in the town, maintaining their viability and boosting the local economy.</p>	



Report for:	Cabinet
Date of meeting:	13 December 2016
PART:	1
If Part II, reason:	

Title of report:	MEETING TIMETABLE 2017/18
Contact:	Councillor Harden, Portfolio Holder for Residents and Corporate Services Author/Responsible Officer: Jim Doyle, Group Manager (Democratic Services), ext. 2222
Purpose of report:	To seek approval of the Meeting Timetable for 2017/18
Recommendations:	That Cabinet recommends Council approve the Meeting Timetable for 2017/18 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 Comments	Monitoring Officer: No comments to add to the report

	Deputy S.151 Officer: There are no direct financial implications of the recommendations.
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 2017/18.
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, Licensing and Appeals.
3. The three main Overview and Scrutiny Committees have been scheduled seven meetings in the year. In addition, a number of "Call-in Contingency" dates have been set aside 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. Considerations made when compiling the timetable include:
 - the Dacorum Community Safety Partnership (DCSP) has to meet when it does due to them considering end of financial year statistics, therefore should meet in April and October
 - the timetable starting point is organised around DCC and Full Council
 - needing to align O&S committees with the Quarterly Performance reporting schedule
 - budget setting process
 - Audit regime - Audit of Accounts
 - date of Annual Council
 - LGA Conference dates
 - same day of the week for ease/consistency
 - Member availability – e.g. SPAE Chair cannot do first Tuesday of the month
 - dates of Elections
 - dates of School Holidays

Dacorum Borough Council – Meeting Timetable 2017/2018

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	
MON	1 BANK HOLIDAY								1 BANK HOLIDAY					MON
TUES	2			1					2				1	TUES
WEDS	3			2			1 Member Development		3				2	WEDS
THUR	4 ELECTION	1		3			2		4	1 DCC	1		3 Election	THUR
FRI	5	2		4	1		3	1	5	2	2		4	FRI
SAT	6	3	1	5	2		4	2	6	3	3		5	SAT
SUN	7	4	2	6	3	1	5	3	7	4	4	1	6	SUN
MON	8 Appeals	5 Appeals JNC	3 Appeals	7 Appeals	4 Appeals JNC	2 Appeals	6 Appeals	4 Appeals JNC	8 Appeals	5 Appeals	5 Appeals JNC	2 BANK HOLIDAY	7 BANK HOLIDAY	MON
TUES	9	6 F&R OSC	4 F&R OSC	8	5 F&R OSC	3 F&R OSC	7 F&R OSC	5 Joint Budget OSC	9 F&R OSC	6 Joint Budget OSC	6 F&R OSC	3	8	TUES
WEDS	10	7 H&C OSC	5 H&C OSC	9	6 H&C OSC	4 MDSG	8 H&C OSC	6 MDSG H&C OSC	10	7 Audit	7 Health in Dacorum	4	9	WEDS
THUR	11	8	6 DCC	10	7 DCC	5 Call-in contingency	9 DCC	7 Standards	11 DCC	8	8 Standards	5 DCC	10	THUR
FRI	12	9	7	11	8	6	10	8	12	9	9	6	11	FRI
SAT	13	10	8	12	9	7	11	9	13	10	10	7	12	SAT
SUN	14	11	9	13	10	8	12	10	14	11	11	8	13	SUN
MON	15	12	10	14	11	9	13	11	15	12	12	9 Appeals	14 Appeals	MON
TUES	16 Group meetings	13 Call-in contingency	11 Group meetings	15	12 SPAE OSC	10 SPAE OSC	14 Group meetings	12 Cabinet Licensing	16 Group meetings	13 Cabinet	13 Call-in contingency	10	15 Group meetings	TUES
WEDS	17 Annual Council	14 MDSG	12 Council	16	13 Health in Dacorum	11 H&C OSC	15 Council	13 Health in Dacorum	17 Council	14 H&C OSC	14 MDSG	11	16 Annual Council	WEDS
THUR	18	15 DCC	13	17 DCC	14 Member Development	12	16	14 DCC	18	15	15 DCC H&C OSC	12	17	THUR
FRI	19	16	14	18	15	13	17	15	19	16	16	13	18	FRI
SAT	20	17	15	19	16	14	18	16	20	17	17	14	19	SAT
SUN	21	18	16	20	17	15	19	17	21	18	18	15	20	SUN
MON	22	19	17	21	18	16	20	18	22	19	19	16	21	MON
TUES	23 Cabinet Licensing	20 SPAE OSC	18 SPAE OSC	22 Licensing	19 Cabinet Licensing	17 Cabinet	21 SPAE OSC	19 Call-in contingency	23 SPAE OSC	20 Group meetings	20 SPAE OSC	17 Group meetings	22 Cabinet Licensing	TUES
WEDS	24 DCSP	21 Health in Dacorum	19 Audit	23	20 Audit	18 DCSP	22 Audit	20	24 H&C OSC	21 Council	21	18 Council	23 DCSP	WEDS
THUR	25 DCC	22 Standards	20 Member Development	24	21 Standards	19 DCC	23	21	25 Member Development	22 DCC	22 Member Development	19	24 DCC	THUR
FRI	26	23	21	25	22	20	24	22	26	23	23	20	25	FRI
SAT	27	24	22	26	23	21	25	23	27	24	24	21	26	SAT
SUN	28	25	23	27	24	22	26	24	28	25	25	22	27	SUN
MON	29 BANK HOLIDAY	26	24	28 BANK HOLIDAY	25	23	27	25 CHRISTMAS DAY	29	26	26	23	28 BANK HOLIDAY	MON
TUES	30	27 Cabinet Licensing	25 Cabinet Licensing	29	26 Group meetings	24 Licensing	28 Cabinet Licensing	26 BOXING DAY	30 Cabinet Licensing	27 Licensing	27 Cabinet Licensing	24 Cabinet Licensing	29	TUES
WEDS	31	28 Audit	26	30	27 Council	25	29	27	31	28 Member Development	28 Audit	25	30	WEDS
THUR		29 Member Development	27 DCC	31	28 DCC	26	30 DCC	28			29	26 DCC	31	THUR
FRI		30	28		29	27		29			30 BANK HOLIDAY	27		FRI
SAT			29		30	28		30			31	28		SAT
SUN			30			29		31				29		SUN
MON			31			30						30		MON
TUES						31								TUES

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DCSP = Dacorum Community Safety Partnership
 JNC = Joint Negotiating Committee
 DCC = Development Control Committee
 School holiday dates are shaded
 H & C OSC = Housing & Community Overview & Scrutiny Committee
 SPAE OSC = Strategic Planning & Environment Overview & Scrutiny Committee
 F & R OSC = Finance & Resources Overview & Scrutiny Committee

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