

North Hertfordshire District Council Local Plan Examination Note to Inspector

Strategic Housing Land Availability Assessment (SHLAA)

1. The Inspector has requested that North Hertfordshire District Council (NHDC) provide further information to the Examination with regard to their Strategic Housing Land Availability Assessment (SHLAA).
2. Following the hearing session for Matters 5 (the spatial distribution of new housing) and 9 (the basis for the housing allocations and the settlement boundaries), the following action has been specified:
 - NHDC to provide SHLAA chronology including letters with call for sites etc. (*this action is set out in ED54, p.3*)

Chronology of the SHLAA

3. As explained at the examination hearing session, NHDC has conducted a number of SHLAA updates on a rolling basis since 2008. This has resulted in a significant number of sites being promoted to and / or identified by the Council for potential inclusion in the current plan over an extended period of time and from a number of sources.
4. A summary chronology detailing how the sites in each iteration of the SHLAA were identified is shown on the following page. The chronology has been informed by a review of the methodology described in relevant SHLAA reports and historic files.
5. The first SHLAAs were conducted in 2008 and 2009 jointly with Stevenage Borough Council (SBC) and form the baseline on which subsequent iterations have been based. After 2009, NHDC and SBC produced their own SHLAA updated independently of one another.
6. The sites in the original (2008) study were drawn from a number of existing sources, sites identified by the Council and sites promoted by landowners. A copy of the letter sent to landowners asking them to confirm availability of known sites and to also identify additional sites to be promoted for development is attached as Appendix A.
7. In 2009, a large number of additional sites were identified. These were promoted in response to a consultation on an 'issues and options' land allocations DPD which asked respondents to put forward potential additional land and also a formal 'call for sites' conducted as part of the SHLAA update. Copies of the call for sites letter and article on the *Planning Resource* website are attached as Appendix B.

ED84 - MATTERS 5 & 9

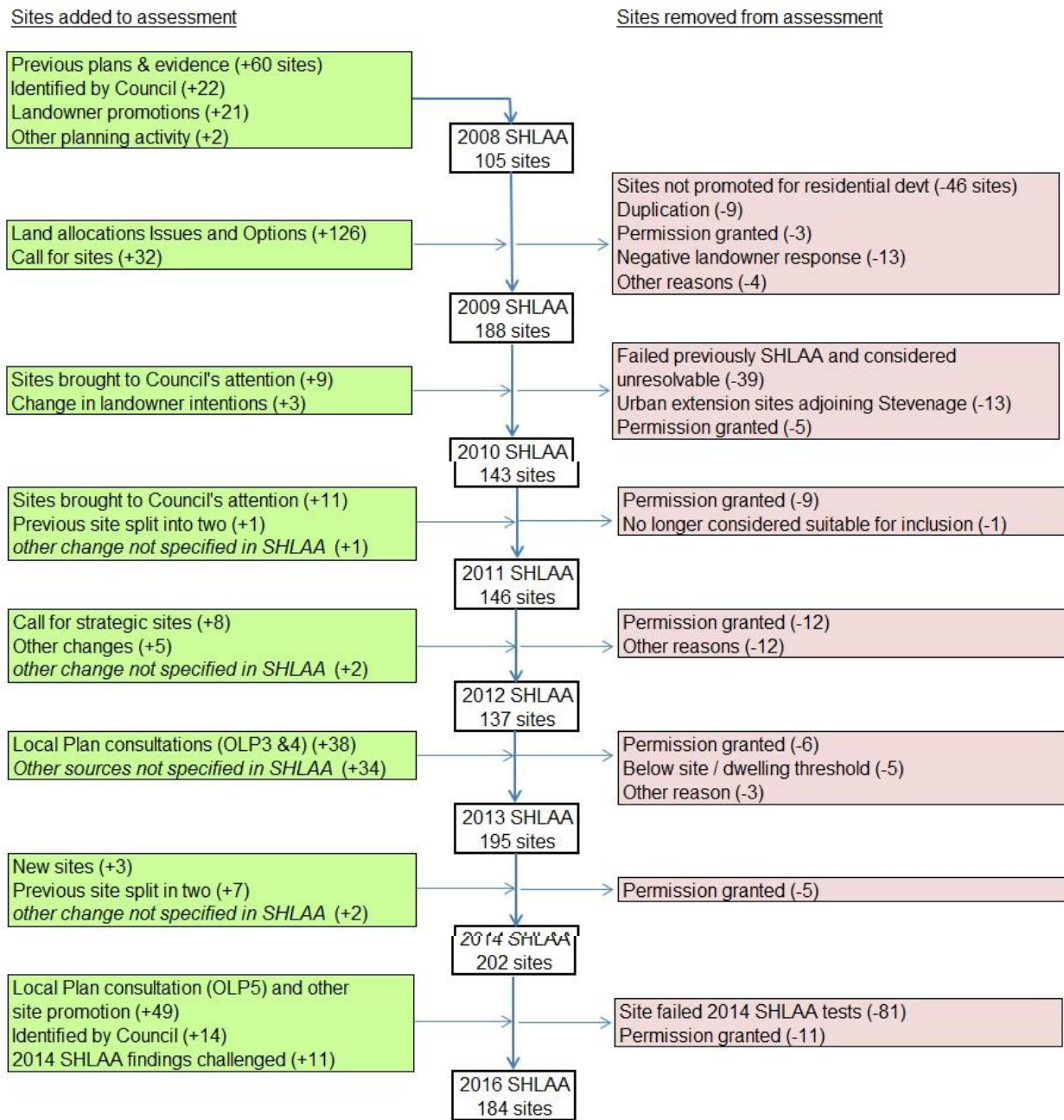


Fig.1 SHLAA chronology

Note: Site numbers for 2008 and 2009 SHLAAs are for sites wholly or partially in NHDC only and do not include sites identified wholly within SBC.

8. Each subsequent SHLAA has been based on a 'roll forward' of the preceding year's SHLAA with the site list updated to reflect new information.
9. The 2010 and 2011 updates both introduced a small number of new additional sites.
10. In 2012, a 'call for strategic sites' was conducted. This is referenced in the extract from the 2012 update attached as Appendix C along with the copy of the letter sent to known site owners asking them to reconfirm availability of their site(s).
11. In 2013, the Council carried out two Regulation 18 consultations to inform the plan currently being examined. In response to the Housing Options Growth Levels and Locations 2011-2031 consultation (OLP3), a number of potential additional sites were submitted. These were subject to further consultation in the Housing Additional Location Options consultation (OLP4).
12. The additional sites submitted in response to these consultations were included and assessed in the 2013 SHLAA update (published in March 2014). A copy of the letter sent to known site owners asking them to reconfirm availability of their site(s) is attached as Appendix D.
13. A further update was published in advance of the Preferred Options consultation on the plan (OLP5) in November 2014. Given the short gap between these iterations, there were only relatively minor changes to the site list.
14. A number of additional potential sites were submitted in response to the Preferred Options consultation along with further site brought to the Council's attention following the close of the consultation.
15. A significant volume of representations were received in response to the Preferred Options consultation objecting to the scale of greenfield and / or Green Belt development being proposed in the emerging plan. In response to this, the Council identified a number of potential brownfield development opportunities within the main towns. These were the subject of targeted approaches to landowners in early 2016. A copy of the letter is attached as Appendix E.
16. The 2016 update of the SHLAA (HOU9) was produced in March 2016. This is the version of the SHLAA from which the allocations in the Proposed Submission Local Plan (LP1) were selected¹. It is the version of the SHLAA submitted to the examination as part of the supporting evidence base for the plan.

¹ This selection process is described in HOU1 and the Council's Matters statements.

Appendix A: Landowner letter for 2008 SHLAA

14 Apr 2008

Our Ref: PN11.4.10

Your Ref:

Contact Officer: Richard Kelly
Direct Line: 01462 474847
E-mail: richard.kelly@north-herts.gov.uk

Dear

Potential development sites: Strategic Housing Land Availability Assessment

The Council has a responsibility to identify sufficient land for development for a variety of purposes, including housing. You may be aware that we recently consulted upon a document called 'Land Allocations Issues & Options Paper'. We are now contacting the landowners of all the residential sites contained in that document to further help us in establishing which sites are the most suitable to be allocated for development. We believe that you own the following site(s):

<Site address>

We are interested in ascertaining whether this site, or part of this site, is likely to become available for (re)development (including change of use to other uses where appropriate) by 2021. Please note that we are currently at an early stage in the preparation of this plan. Identification of this site does not necessarily mean that the Council wishes to promote its redevelopment. At this stage, we are only interested in finding out your intentions for the site. You may have made representations during the recent public consultation on this subject, but it would be very helpful to us if all the landowners of the sites could fill in the enclosed questionnaire.

A plan of the site is also enclosed. I would be grateful if you could complete the attached form and return it to us by 30 Apr 2008. Please send your response by post to the address shown on this letter.

We would also be interested in hearing about any other land that you may own within North Hertfordshire that is not listed above and which you may wish to promote for (re)development. Please submit a site plan and completed form for any additional sites. If you have any questions regarding this issue then please do not hesitate to contact me.

Yours ,

Richard Kelly
Senior Planning Officer

Appendix B: 2009 Call for sites letter and *Planning Resource* article



North Hertfordshire and Stevenage Strategic Housing Land Availability Assessment



26th February 2009

Dear Sir / Madam

Strategic Housing Land Availability Assessment 2009 Update – Call for sites

North Hertfordshire District Council (NHDC) and Stevenage Borough Council (SBC) are currently preparing their Local Development Frameworks. The Local Development Framework (LDF) is a set of documents that will set planning policies for the next fifteen years. This will include policies that say where new housing can be built in the future.

In 2008, we carried out a study called the Strategic Housing Land Availability Assessment, or SHLAA for short. The SHLAA suggests sites to that could be allocated for housing in the LDF. We are now updating this study for 2009. We would like to hear about any sites in your (client's) ownership that you think we should consider for housing development. A map showing the study area is attached.

We will automatically include all the information that we already know about in the update. This includes all existing planning permissions, the sites considered in the 2008 SHLAA and any sites or representations made in response to subsequent consultations:

- NHDC Land Allocations Key Issues and Options consultation (Jan-Mar 2008)
- SBC Site Specific Policies Regulation 25 consultation (Nov-Dec 2008).

You do not need to tell us about these sites again unless there is any new information that you would like us to consider.

We anticipate that this update will be the last opportunity for you to suggest new sites for development before we publish the version of our LDF that we plan to send to the Government.

Please send us any information by **Friday April 3rd 2009** using the contact details provided below. If you are suggesting a site, please include a plan clearly showing the site boundary.

Yours sincerely,

Richard Kelly
North Hertfordshire District Council
Council Offices, Gernon Road
Letchworth Garden City
Hertfordshire
SG6 3JF

T: 01462 474847
E: richard.kelly@north-herts.gov.uk

Nigel Smith
Planning & Regeneration
Stevenage Borough Council
Daneshill House, Danestrete
Stevenage
SG1 1HN

T: 01438 242752
E: nigel.smith@stevenage.gov.uk

23 March 2009

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Call for Hertfordshire housing sites

Michael Donnelly, PlanningResource, 2 March 2009

North Hertfordshire District Council and Stevenage Borough Council have issued a 'call for sites' to inform the update of their Strategic Housing Land Availability Assessment (SHLAA).

The two authorities produced a joint SHLAA in 2008 but are now looking to update their findings.

Government guidance advises that the study should be reviewed on at least an annual basis.

The authorities are asking consultants, house builders, landowners and RSLs to provide information on any sites that they have not previously submitted.

It is anticipated that the revision of the SHLAA will be the last review before both authorities release their Core Strategies for pre-submission consultation.

Any information should be sent to the Planning Policy Team, Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN or emailed to planningpolicy@stevenage.gov.uk by Friday April 3rd 2009.

michael.donnelly@haymarket.com

Appendix C: 2012 landowner letter and SHLAA extract

4 Jul 2012

Our Ref: PN11.4.10

Your Ref:

Contact Officer: Richard Kelly

Direct Line: 01462 474847

E-mail: shlaa@north-herts.gov.uk

Dear

Potential development sites: Strategic Housing Land Availability Assessment

The Council has a responsibility to identify sufficient land for development for a variety of purposes, including housing. To assess how much land may be available, we are preparing a Strategic Housing Land Availability Assessment (SHLAA). We are writing to you because we believe that you own or control the following site(s):

<<site>>

This is one of a number of sites which we are considering whether or not to allocate for residential development in our forthcoming Local Plan. The sites we are considering have previously been the subject of public consultation through the Land Allocations consultations of 2008 and 2009, with the exception of some sites which were covered by the Stevenage & North Herts Action Plan (SNAP) consultation of 2007.

Although for many sites we already have correspondence with the landowners concerning their aspirations for the site, we are keen to have up to date information as to landowners' intentions. If you have previously made substantive representations regarding this site, it is not necessary to duplicate those now, but we would be grateful for simple confirmation that you are still actively interested in having the site allocated for development.

Please note that the identification of this site does not necessarily mean that the Council wishes to promote its development. At this stage, we are only interested in finding out your intentions for the site. Indeed, we are aware that some sites on the list have applied for development since 2008 and had permission refused.

I would therefore be grateful if you could complete the attached form and return it to us by 20 July 2012.

Yours sincerely,

Richard Kelly
Senior Planning Officer

2. Introduction

- 2.1 The Strategic Housing Land Availability Assessment (SHLAA) is a study which looks at locations where new housing can be located. It identifies a number of potential sites and assesses whether they are suitable for development, whether they are going to be available for development and whether the broad form of development is likely to be achievable for those sites.
- 2.2 As such, the SHLAA forms a major piece of evidence when preparing development plan documents, both in informing appropriate targets for housing and in assessing which sites could be used to meet those targets once they are set.
- 2.3 A SHLAA has been produced annually for North Hertfordshire since 2008. The first two, in 2008 and 2009, were prepared jointly with Stevenage Borough Council. Early in 2010 officers from the two councils agreed that a full joint update would not be appropriate for 2010, given that Stevenage had reached the point of submitting its Core Strategy and was therefore a stage ahead of North Hertfordshire.
- 2.4 Since then, there has been a change in government and the new government has signalled its intention to abolish the whole tier of regional plans, which is likely to lead to the demise of the East of England Plan with its housing targets. In future, housing targets will be left to local councils to determine.
- 2.5 This is not to say that local councils will be given completely free choice in their selection of a housing target. The government has made clear that it is pro-growth, and the National Planning Policy Framework requires local councils to significantly boost housing supply. In particular, local councils need to plan to meet objectively assessed needs for development, taking into account migration.
- 2.6 Separately from this SHLAA, the council is therefore engaged in further work to identify an appropriate level of housing. For the time being, councillors have asked officers to investigate the implications of a 10,700 target for the period 2011-2031. As part of this work, a "call for strategic sites" was carried out in November 2012. This yielded a number of sites which are included in this SHLAA as strategic sites. They are classed as those for over 1,000 dwellings, which is the size from which a new two-form entry primary school would be expected.

Appendix D: Copy of 2013 landowner letter

12 December 2013

Our Ref: PN11.4.10
Your Ref:

Contact Officer: Richard Kelly
Direct Line: 01462 474847
E-mail: shlaa@north-herts.gov.uk

Dear

Potential development sites: Strategic Housing Land Availability Assessment - Update

The Council has a responsibility to identify sufficient land for development for a variety of purposes, including housing. To assess how much land may be available, we are preparing a Strategic Housing Land Availability Assessment (SHLAA). We are writing to you because we believe that you own or control the following site(s):

<<site>>

This is one of a number of sites which we are considering whether or not to allocate for residential development in our forthcoming Local Plan. The sites we are considering have been consulted on as part of either the Local Plan Housing Options paper (February 2013) or the Housing Additional Location Options paper (July 2013). Many of the sites have also appeared in earlier draft documents too.

Although for many sites we already have correspondence with the landowners concerning their aspirations for the site, we are keen to have up to date information as to landowners' intentions. If you have previously made substantive representations regarding this site, it is not necessary to duplicate those now, but we would be grateful for simple confirmation that you are still actively interested in having the site allocated for development.

Please note that the identification of this site does not necessarily mean that the Council wishes to promote its development. At this stage, we are only interested in finding out your intentions for the site. Indeed, we are aware that some sites on the list have applied for development since 2008 and had permission refused.

I would like to make it clear that the Council is not seeking the submission of any new sites for consideration, we are simply seeking to have the most robust and up to date information that we can regarding site availability and deliverability. As such, we would also be grateful if you could give any indication of the timescale within which you would expect this site to come forward if it was allocated for development by the Council, by using the attached survey form.

I would therefore be grateful if you could complete the attached form and return it to us by 10 January 2014. E-mails should be sent to shlaa@north-herts.gov.uk

Yours ,
Richard Kelly
Principal Strategic Planning Officer

Appendix E: 2016 brownfield site landowner letter

25 February 2016

Our Ref: PN11.4.10

Your Ref:

Contact Officer: David Hill

Direct Line: 01462 474453

E-mail: shlaa@north-herts.gov.uk

Dear

Potential Brownfield Development Sites: Strategic Housing Land Availability Assessment - Update

North Hertfordshire District Council has a responsibility to identify sufficient land for development for a variety of purposes, including housing. To assess how much land may be available, we are preparing an update of our Strategic Housing Land Availability Assessment (SHLAA). We are writing to you because we believe that you own or control some or all of the following site(s):

<<site>> (map attached)

The Council is investigating potential brownfield sites across North Hertfordshire to ensure that we have investigated brownfield options sufficiently before allocating development in Greenfield and Green Belt locations.

As such, this is one of a number of sites which we are considering for potential development in our forthcoming Local Plan. Most of the sites we are considering have been consulted on as part of either the Local Plan Housing Options paper (February 2013) or the Housing Additional Location Options paper (July 2013). The Council also identified a preferred list of sites in the Preferred Options Local Plan (2014).

We would be grateful for simple confirmation that you are interested in having the site allocated for development. Please note that the identification of this site does not necessarily mean that the Council wishes to promote it for development. At this stage, we are only interested in finding out your intentions for the site. Indeed, we are aware that some sites on the list have applied for development since 2008 and had permission refused.

As such, we would also be grateful if you could give any indication of the timescale within which you would expect this site to come forward if it was allocated for development by the Council, by using the attached survey form.

I would therefore be grateful if you could complete the attached form and return it to us by **18 March 2016**. E-mails should be sent to shlaa@north-herts.gov.uk

Yours sincerely,

David Hill
Senior Planning Officer

Appendix E: 2016 brownfield site landowner letter

North Hertfordshire District Council: Potential development sites response form

NHDC site ID:	Site name:
	Current use:

Is this site likely to become available for (re)development prior to 2031?

Yes

No

If you have answered "No" to the above question, please sign and date this form and return using the details provided. If you have answered "Yes" to the above question, please complete the remainder of this form.

When is this site likely to become available for (re)development?

Now or before 2016

Between 2016 and 2021

Between 2021 and 2026

Between 2026 and 2031

Which of the following uses would you be interested in (re)developing this site for?
(Please tick all that apply)

Housing

Employment (B1-B8)

Retail (A1)

Offices (B1a)

Leisure / Indoor Sports

Other commercial

Community / health facilities

Education

Open Space / recreation

Outdoor sports facilities

Other (please specify):

Do you consider that the building(s) that are currently on this site could be converted to accommodate these uses?

Yes

No

not applicable

Please include any other information you consider relevant at this point:

Signed..... Date.....

Name..... Position.....

Note: Identification of this site by North Hertfordshire District Council does not necessarily mean that the Council supports or wishes to promote its (re)development. Submission of this form does not guarantee allocation of the land identified in the attached plan for (re)development in any adopted documents, nor does it bind the Council to favourable consideration of any applications for planning permission which may be submitted on this land.