

ED137 : NHDC Final response to Inspector's Actions Arising out of the Hearing Sessions

Matter 1 – Legal Requirements		
Action	Date on which Action Completed	Examination Doc Reference No.
NHDC to provide its Opening Statement to be added to the Examination Library as <a href="#">ED21</a>	10.11.2017, Enclosed as Appendix M1-1	<a href="#">ED21</a>
NHDC to provide missing correspondence/meeting notes to documents provided by Hertfordshire County Council regarding engagement in relation to education matters	23.02.2018, Enclosed as Appendix M1-2	<a href="#">ED109</a>
NHDC to provide evidence regarding engagement with the Greater London Authority in relation to out-migration from London to North Hertfordshire District	Enclosed as Appendix M1-3	ED137
NHDC to provide note setting out operation of website during consultations in respect of Local Plan, particularly the Regulation 19 consultation in October-November 2016	23.11.2017, Enclosed as Appendix M1-4	<a href="#">ED43</a>
NHDC to provide Memorandum of Understanding with Natural England regarding the main modification sought by Natural England in their representations to the Examination	24.11.2017, Enclosed as Appendix M1-5	<a href="#">ED52</a>
NHDC to clarify status of Norton Pond (as mentioned by A. Burrows - Save the World's First Garden City ( <a href="#">ED23</a> ) regarding a potential European protected site	Enclosed as Appendix M1-6	ED137

**Appendix M1 – 1**

**ED21: NHDC Opening Statement**

## **North Hertfordshire District Council Local Plan Examination**

### **Opening Statement - 13 November 2017**

Mr Inspector, on behalf of the Council I would like to formally welcome you to North Hertfordshire and thank you for giving our draft Local Plan your expert consideration.

Over several years we have been actively and constructively engaging with our residents, members, neighbours and other stakeholders to prepare a Local Plan, which we believe will meet the District's need for homes, jobs, services and infrastructure in the most sustainable manner. The Plan is ambitious in its provision in seeking to meet our full identified housing and employment needs. It is over 20 years since we identified any places that can build the homes and provide the jobs we need.

Through the process of evidence gathering, preparation, appraisal and on-going consultation, we have identified the challenges that the Plan should address. This Plan provides the necessary policy guidance to ensure delivery of development in the most suitable and sustainable locations that are well integrated into existing settlements, respect the local distinctiveness of our towns and villages, and seek to protect and enhance the natural and historic environment where possible. The Council has ensured that its strategy is underpinned by an up to date and robust evidence base.

To maximise the effectiveness of policies on strategic matters we have positively engaged in the Duty to Co-operate with our neighbouring authorities and other public bodies. These ongoing relationships will result in the delivery of significant amounts of homes and employment opportunities, across our shared housing and functional economic market areas with our neighbours both within the plan period and beyond.

Our vision is that North Hertfordshire is an attractive and vibrant place where people want to live, work and spend their leisure time. The Council's vision for the District has been evolved with our partners and the public.

Through this Local Plan new development will help to maintain and enhance the vibrancy of existing settlements and contribute to the creation of sustainable communities. New homes and jobs will have been provided for present and future generations through well designed, high quality developments that make a positive contribution to the local area. A range and mix of types of homes will have been delivered and there will be a substantial increase in

affordable housing both to own and to rent. Many communities will have embraced neighbourhood planning to deliver their local objectives.

North Hertfordshire will have a robust and prosperous local economy with a greater mix of skilled jobs, focused on locations that best support the District's growing population. The vitality and viability of our town centres will be safeguarded in a way that takes account of their distinctive role. Local businesses, services and facilities in urban and rural areas will be supported and enhanced.

Essential new and improved infrastructure will have been delivered through partnership working with service providers, government bodies, the Local Enterprise Partnerships and developers. The quality of our towns and villages should be improved, by focusing on more sustainable transport options and improving accessibility.

The rich heritage and biodiversity of the District will have been protected and enhanced where possible. New green infrastructure will have been incorporated into development providing increased resilience to changing climates, improving ecological connectivity and new spaces for sport and recreation thereby providing greater opportunities for local communities.

None of this can be achieved, however, without taking some difficult decisions, including the decision to take land out of the Green Belt. As in many authorities, the question of how best to meet our future development needs has generated significant debate in the local community. Throughout the preparation of the Local Plan, the District's residents, Parish Councils and interest groups have consistently engaged with the process and provided thorough and informative responses. A number of these have been used to improve the policies of the Plan as it has progressed. You will hear from many of these individuals and groups during the course of this examination and I would like to thank them for providing us with their views and representing their local communities. However the Council is satisfied that the draft Plan as submitted successfully reconciles often competing issues to deliver sustainable development. We are confident that the draft Plan is positively prepared, justified, effective and consistent with national policy.

We welcome the opportunity offered by the Examination to demonstrate the Plan's soundness and, in particular, to demonstrate that it represents the most appropriate, deliverable strategy for our District.

**Appendix M1 – 2**

**ED109: Missing correspondence with Hertfordshire County Council**

## North Hertfordshire Local Plan

### Note to Inspector – Examination Document 109

#### Matter 1 – Missing correspondence regarding engagement between NHDC and HCC in relation to education matters

Contents:

Appendix No.	Date	Summary of Communication
1.	August 2013	HCC response to NHDC Housing Additional Locations Options 2011 - 2031
2.	August 2013 to January 2014	Email exchanges between NHDC and HCC re. education provision
3.	5 November 2014	HCC email to NHDC with document setting out primary and secondary education requirements
4.	8 December 2014 to 11 December 2014	Email exchange between NHDC and HCC
5.	10 July 2015	HCC letter to NHDC regarding all-through school provision
6.	19 August 2015	HCC email to NHDC with Stevenage Secondary Education Need Paper to NHDC
7.	20 August 2015	NHDC email to HCC re. education need paper
8.	8 September 2015	HCC email to NHDC re. education need paper
9.	February to March 2016	Email correspondence between HCC and NHDC
10.	18 April 2016	NHDC email to HCC
11.	12 May 2016	HCC letter to NHDC
12.	24 May 2016	Meeting between NHDC and HCC
13.	17 July 2016 to 22 July 2016	Email exchange between HCC and NHDC
14.	23 January 2017	NHDC email to HCC
15.	2 February 2017	Meeting between HCC and NHDC re. education provision
16.	9 March 2017	Meeting between HCC and NHDC re. education provision
17.	23 March 2017	HCC email to NHDC re. alternative school site
18.	12 April 2017	HCC sends two transport assessments to NHDC

# Appendix 1

## HCC response to NHDC Housing Additional Locations Options 2011 – 2031

August 2013

By e-mail

**Hertfordshire County Council**  
County Hall  
Hertford SG13 8DE

Tel: 01992 588275  
Email: ailsa.davis@hertsc.gov.uk  
Contact: Ailsa Davis

Date August 2013

Dear Ms Skeels

**NORTH HERTFORDSHIRE DISTRICT COUNCIL LOCAL PLAN – HOUSING ADDITIONAL LOCATION OPTIONS**

Thank you for your email sent 2 July 2013 consulting Hertfordshire County Council on the additional/amended housing sites put forward under the previous consultation on growth levels and directions in March 2013.

This response is made by Hertfordshire Property on behalf of Children's Services, Health and Community Services, Early Years and Childcare, Youth, Libraries, Fire and Rescue Services, Gypsy Section and also on behalf of the Waste Disposal Authority.

We continue to positively welcome the ongoing opportunity being provided to engage in discussions with the Local Planning Authority (LPA) to identify the implications, where possible, for the services and service delivery. In this response we have sought to identify how the proposed housing growth level and location of new housing within North Hertfordshire could impact upon service requirements and the need for additional sites from a spatial planning perspective.

When undertaking high level school place planning related to new residential development (e.g. at Local Planning stage), a ratio of 1FE (210 pupils) per 500 dwellings is applied based on a study of 49 Hertfordshire developments undertaken by Hertfordshire County Council's (HCC) demographer (c 2008). This work produced a yield range of 1FE per 500 dwellings (42 children per 100 dwellings/97.5% confidence of not underestimating child yield) to 1FE per 850 dwellings (24.7 children per 100 dwellings/50% confidence of not underestimating child yield). The County Council applies the upper end of the range, 1FE/500 dwellings, in the first instance, for reasons of prudence.

These representations should be read in conjunction with the HCC representations dated March 2013 submitted in response to your previous Local Plan consultation regarding housing growth levels and directions.

I will now deal with each settlement where additional or amended sites have been put forward setting out HCC's infrastructure requirements:

### North East Stevenage

Reduced scale of development

Sites 226 and 227 = 925 dwellings (approx)

**1FE to 1.8FE**

Infrastructure Requirements:

- 1 new primary school
- New secondary school at Great Ashby – site of secondary school granted planning permission April 2010 should be designated as an education zone/allocation within the Local Plan to provide flexibility and ensure sufficient land is available to meet educational need
- Nursery provision for up to 46 to 78 children
- Improvements to existing Great Ashby Children's Centre
- Bowes Lion House Youth Centre in central Stevenage upgraded and extension to existing Great Ashby community centre to accommodate youth provision
- New and enlarged library as part of shared service development within town centre

Stevenage Borough Council are also proposing housing within their boundary to the north of the settlement. Any strategic housing site that spans both North Herts and Stevenage should be treated in a holistic manner in terms of infrastructure provision.

### Hitchin

*SW Hitchin strategic site* – Reduced scale of development

Site 209 = 2,880 dwellings (approx)

**3.4FE to 5.8FE**

Infrastructure Requirements:

- 3 new primary schools;
- 1 new secondary school (current limited capacity in Hitchin secondary schools required to meet existing forecast need);
- Nursery provision for up to 142 to 242 children;
- Children's centre;
- Youth provision within new community centre;
- Improvements to Hitchin library;
- Hitchin fire station would need to become a wholetime 24 hour crewed fire station. This means it will be necessary to increase the number of firefighters from the existing 14 to 28 personnel.

## East and NE of Luton

Sites 212A, 212B and 212C = 2000 dwellings (approx)

**2.4FE to 4FE (Hertfordshire County Council child yield rate of 1FE per 850 to 500 dwellings)**

**6.5FE (Luton Borough Council child yield rate of 1FE per 305 dwellings)**

In addition to;

Up to 1,400 dwellings

**1.6FE to 2.8FE (Hertfordshire County Council child yield rate of 1FE per 850 to 500 dwellings)**

**4FE (Luton Borough Council child yield rate of 1FE per 305 dwellings)**

**Total = 4FE to 6.8FE (Herts yield) or 10.5FE (Luton yield)**

Infrastructure Requirements:

- It would be prudent to seek 10.5FE worth of school provision, as the population profile on the edge of Luton is likely to reflect the existing population demographic of Luton. Following discussions with Luton BC, HCC would request either 5 x 2FE primary schools and a 10FE secondary school or a mixture of all through provision. Existing Hitchin secondary schools have no capacity to accommodate the growth from this site and there is no obvious current capacity at a secondary level that relates well to the east of Luton development elsewhere in Hertfordshire. Luton BC have also confirmed to HCC that a solution for secondary cannot rely on Luton for additional capacity, therefore the development would have to meet its own infrastructure needs.
- Nursery provision for 168 to 286 children;
- New Children's Centre
- Youth provision within new community centre
- Improvements to existing Library or mobile library service (TBC with Luton Borough Council)

## Knebworth

Site 211 = 58 dwellings (approx)

**0.06FE to 0.1FE**

In addition to;

*Non-strategic sites (priority 1,2 and 3) – Up to 979 dwellings*

**1.1FE to 2FE**

Infrastructure Requirements:

- New primary school
- Nursery provision for up to 52 to 88 children
- No capacity in existing central and southern Stevenage secondary schools. Ideally pupils would travel to new secondary in West of Stevenage if that site were to come forward or should one of the northern Stevenage strategic sites come forward, pupils

in Stevenage could be redistributed to the new secondary school in the north to free up capacity in the centre and south of the town.

- Youth facility within a new or extended community hall
- No additional Children's Centre provision, continue to use Barleyfields.

### Wymondley

Sites 229, 230 and 231 = 402 dwellings (approx)

**0.5FE to 0.8FE**

In addition to;

Site 232 (Amended site 122) – Reduced scale of development = 300 dwellings (approx)

**0.4FE to 0.6FE**

**Total = 0.9FE to 1.4FE**

Infrastructure Requirements:

- Existing village school does not have expansion potential unless additional land is acquired to increase the site area or detached playing fields are identified. School could be relocated onto a new 2FE site.
- As there is no capacity in existing Hitchin secondary schools to accommodate this housing, Wymondley expansion can only go ahead if South West Hitchin expansion goes ahead as pupils from Wymondley would go to the new Hitchin secondary schools.
- Nursery provision for 35 to 59 children.

### Baldock

Sites 200, 201 and 202 = 3,694 dwellings (approx)

**4.4FE to 7.4FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 1177 dwellings*

**1.3FE to 2.3FE**

**Total = 5.7FE to 9.7FE**

Infrastructure Requirements:

- Five new primary schools
- Nursery provision for up to 241 to 410 children
- New secondary school
- New Children's Centre
- Youth provision within new community centre
- Improvements to existing Library or mobile library service

### Barkway

Site 203 = 40 dwellings (approx)

**0.08FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 155 dwellings*

**0.3FE**

No infrastructure requirements

### Barley

Site 204 (enlarged site 27) = 61 dwellings (approx)

**0.1FE**

No infrastructure requirements

### Codicote

Sites 205, 206 and 207 = 169 dwellings (approx)

**0.3FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 134 dwellings*

**0.3FE**

Infrastructure requirements:

- Additional school places required. To be provided by expansion of existing primary school, subject to planning permission.

### Graveley

Site 208 = 8 dwellings (approx)

**0.01FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 88 dwellings*

**0.2FE**

No infrastructure requirements

### Offley

Site 213 = 9 dwellings (approx)

**0.01FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 62 dwellings*

**0.1FE**

No infrastructure requirements

#### Pirton

Site 214 = 47 dwellings (approx)

**0.09FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 146 dwellings*

**0.3FE**

No infrastructure requirements

#### Preston

Site 215 and 216 = 64 dwellings (approx)

**0.1FE**

No infrastructure requirements

#### Royston

Site 217 and 218 = 353 dwellings (approx)

**0.7FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 877 dwellings*

**1.7FE**

No infrastructure requirements

#### St Ippolyts

Sites 219, 220, 221, 222, 223, 224, 225 = 520 dwellings (approx)

**1FE**

In addition to;

*Non-strategic sites (priority 1, 2 and 3) = Up to 42 dwellings*

**0.08FE**

Infrastructure requirements:

- St Ippolyts CofE primary school site is small and would be difficult to expand due to town planning constraints. The child yield from the additional housing sites could not be accommodated by the existing primary school. The yield could be accommodated by relocating the existing school onto a new 2FE school site. Alternatively, it could be accommodated by the new primary schools in the SW Hitchin expansion. Therefore, if

the existing school is not relocated onto a new 2FE site, these additional sites should not be considered unless the SW Hitchin expansion goes ahead.

- HCC wish to object to the loss of the detached playing field for St Ippolyts CofE Primary school (site 223 Folly Lane). There are no other suitable or available sites that could be used as a replacement. The loss of the school playing field and lack of a suitable/available alternative would have a detrimental impact on the quality of education delivered at this school.

### Weston

Site 228 = 25 dwellings (approx)

**0.05FE**

No infrastructure requirements

Yours sincerely

Ailsa Davis  
Senior Planning Officer  
Hertfordshire Property

## Appendix 2

Email exchanges between NHDC and HCC re education  
provision

August 2013 – January 2014

**From:** Karen Allen  
**Sent:** 14 August 2013 01:01  
**To:** Jacqueline Nixon; Alexandra Stevens  
**Cc:** Chris Carter; Louise Symes; Simon Ellis; Richard Kelly  
**Subject:** CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

To Jacqueline,

Thank you for the CIL letter dated 30th July 2013, the County Council's perspective on this is very useful. We look forward to meeting with you at our offices on the 5th September. I understand Simon Ellis has arranged this with you.

We think it would also be very useful if we could also talk to you about education provision as Part 2 of the same meeting. In particular capacity of schools within the villages and could the new dwellings be accommodated?

Our members have asked us to look at the possibility of spreading out some of the growth within the villages as well as having some strategic sites. I attach a spreadsheet which shows possible dwelling numbers. This includes a comparison of what figures we had for the January 2013 IDP which might be useful. A number of villages remain unchanged. However, the yellow shows where the most changes could be within the villages. I have also shown some of the changes within the towns too, but I think we can just add this to the FE requirements we already know.

If there is no way of increasing capacity within a particular village, rather than discounting it, we would like to explore the alternative of looking at nearby schools capacity or increasing the capacity to accommodate growth in another village and/or other alternatives. The grouping of smaller settlements, whereby developments in one village support services in another nearby, is referred to in Paragraph 55 of the NPPF.

We have a member meeting on the 4th September, whilst I appreciate that our meeting will be the day after, it would be useful if you could give us some initial feedback before the meeting so that we can discuss the issues with our members and feedback any issues with you the following day. I would be grateful if you could therefore provide an initial response to the spreadsheet by **Friday 30th August**.

Please note that the dwelling numbers are just for discussion purposes and have not been agreed in any way by our members.

Thanks for your continued help. Should you wish to have a chat on the telephone, let me know and I can arrange a suitable time.

Karen Allen  
**Senior Planning Officer**

Direct Dial: 01462 474562

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Committee Area	A: Civil parish	F: Households at 2011	Completions 2011-2012	Completions 2012-2013	Permissions likely to happen at 1 Apr 2013	Small sites estimate	Possible dwellings (Greens)	Possibles + small + pp + comp	Growth	Jan 13 IDP figures including small +pp+ comp	
Baldock	Ashwell	802	3	1	12	6	53	75	9%	32	
Baldock	Baldock	4491	24	22	52	32	1219	1349	30%	1173	
Baldock	Bygrave	99	0	0	0	1	0	1	1%	0	
Baldock	Caldecote	8	0	0	0	0	0	0	1%	0	
Baldock	Clothall	64	0	0	0	0	0	0	1%	0	
Baldock	Hinxworth	129	2	0	0	1	0	3	2%	2	
Baldock	Newnham	43	0	0	0	0	0	0	1%	0	
Baldock	Radwell	41	4	0	4	0	0	8	20%	8	
Baldock	Rushden	97	0	0	1	1	0	2	2%	0	
Baldock	Sandon	208	0	0	9	1	0	10	5%	8	
Baldock	Wallington	51	0	0	0	0	0	0	1%	0	
Baldock	Weston	427	0	-1	2	3	25	29	7%	0	
Hitchin	Hitchin	14865	101	26	216	105	850	1298	9%	927	
Hitchin	St Ippolyts	767	2	0	12	5	194	213	28%	31	* Note 67 dw would be Land North of Pound farm and may r
Letchworth	Letchworth	14533	171	104	38	103	520	936	6%	1071	
Royston	Barkway	323	0	10	8	2	188	208	64%	51	Assuming that this could be accommodated by the reserved
Royston	Barley	279	0	0	4	2	7	13	5%	8	
Royston	Kelshall	64	0	1	0	0	0	1	2%	1	
Royston	Nuthampstead	56	0	0	0	0	0	0	1%	0	
Royston	Reed	136	0	0	0	1	31	32	24%	41	
Royston	Royston	6784	61	122	199	48	680	1110	16%	915	Assuming that existing capacity would still accommodate thi
Royston	Therfield	214	3	0	0	2	17	22	10%	3	
Southern	Codicote	1418	2	0	19	10	171	202	14%	53	Can the school be extended?
Southern	Graveley	212	0	2	1	2	8	13	6%	6	
Southern	Great Ashby	2179	0	0	0	15	0	15	1%	0	
Southern	Hexton	52	0	0	1	0	0	1	3%	0	
Southern	Holwell	159	-2	0	11	1	0	10	6%	4	
Southern	Ickleford	828	0	0	1	6	9	16	2%	9	
Southern	Kimpton	865	3	-1	9	6	107	124	14%	79	
Southern	King's Walden	399	1	1	-1	3	16	20	5%	1	
Southern	Knebworth	1948	0	0	6	14	607	627	32%	10	A new school? Where could this be?
Southern	Langley	74	0	0	1	1	0	2	2%	1	
Southern	Lilley	162	0	0	0	1	0	1	1%	0	
Southern	Offley	588	3	0	8	4	62	77	13%	70	
Southern	Pirton	502	0	1	5	4	120	130	26%	2	Can the school be extended?
Southern	Preston	152	0	0	10	1	25	36	24%	10	
Southern	St Paul's Walden	521	0	2	3	4	44	53	10%	44	
Southern	Wymondley	470	6	1	4	3	300	314	67%	7	HCC have said that the village school has limited expansion potential, unless additional land is acquired to increase the site area or detached playing fields are identified. Alternatively the school could be located to a new site. Secondary school provision needs
	<b>TOTAL</b>	<b>55010</b>	384	291	635	390	5253	6953 0.126395 5147	13%	4567	



**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 29 August 2013 09:52  
**To:** Karen Allen  
**Cc:** Richard Kelly; Louise Symes; Chris Carter; Jacqueline Nixon; David Hill  
**Subject:** RE: CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

Karen,

Yes, HCC would be looking to collect s106 for secondary but not primary in the rural areas where it has been identified there would be no infrastructure requirements as a result of the proposed housing. Royston can still accommodate the planned housing growth at middle and upper schools. However, should the forecast change, HCC would reserve the right to seek s106 contributions to expand a school where required.

Regards

**Ailsa Davis**  
**Senior Planner, Development Services**  
**Estate and Asset Management**  
Postal Point CHO315  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DE  
**t: 01992 588275 Comnet / Internal: 28275**

**From:** Karen Allen [<mailto:Karen.Allen@north-herts.gov.uk>]  
**Sent:** 29 August 2013 09:42  
**To:** Karen Allen; Ailsa Davis  
**Cc:** Richard Kelly; Louise Symes; Chris Carter; Jacqueline Nixon; David Hill  
**Subject:** RE: CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

Hi Ailsa,

I forgot to ask whether this also means that you will not be asking for s106 in relation to primary schools for those rural areas where no infrastructure issues are raised because there is capacity. I would be grateful if you could clarify please.

Thanks again

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**From:** Karen Allen  
**Sent:** 29 August 2013 08:46  
**To:** 'Ailsa Davis'  
**Cc:** Richard Kelly; Louise Symes; Chris Carter; Jacqueline Nixon; David Hill  
**Subject:** RE: CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

To Ailsa,

Thanks for getting back to me quickly. The information you have provided is very useful and should hopefully help our members next week.

In relation to the rural areas where you say no infrastructure requirements, can you clarify whether you will be wanting to collect s106 contributions in relation to the secondary schools that would serve these developments? I would assume that the dwellings would add to the cumulative totals for each town? If so I am assuming Royston would still be able to accommodate growth as there is capacity at middle and upper schools.

Thanks again

Karen Allen  
**Senior Planning Officer**

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 28 August 2013 13:52  
**To:** Karen Allen  
**Cc:** Richard Kelly; Louise Symes; Chris Carter; Jacqueline Nixon  
**Subject:** CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

Hi Karen,

Thanks for clarifying this and I'm relieved you have my reps! Please find attached the HCC reps (services) relating to the March 2013 Housing Growth Level and Direction consultation and the July 2013 additional/amended sites consultation. As discussed, these are based on the strategic sites and priority 1,2 and 3 sites that NHDC have most recently consulted on and include information on the villages.

I have checked the totals you have sent through against these responses and am satisfied that what I have said in relation to the majority of villages is still relevant. In addition I have the following comments:

#### St Ippolyts

I would draw your attention to the July 2013 reps in relation to housing at St Ippolyts. This related to a housing figure of approx 562. Your spreadsheet suggests a figure of 213 (67 of which may relate more to Hitchin Schools), leaving potentially 146 at St Ippolyts. St Ippolyts Primary is currently full and the forecast is showing that it will remain at capacity going forwards. Therefore, as stated in the July 2013 reps, the school site is small and would be difficult to expand due to town planning constraints. The child yield from the 146 houses could not be accommodated by the existing primary school. The yield could be accommodated by relocating the existing school onto a new 2FE school site. Alternatively, it could be accommodated by the new primary schools in the SW Hitchin expansion. Therefore, if the existing school is not relocated onto a new 2FE site, this level of housing should not be considered unless the SW Hitchin expansion goes ahead.

#### Codicote

As per my reps - primary school would need to be expanded and there is expansion potential from a town planning perspective. Your figure of 202 could be accommodated with expansion of the school.

#### Knebworth

New primary school required as per previous reps. HCC owns a site at Watton Road (currently a recreation ground). Not sure whether it is in right location, as close to existing school.

#### Pirton

As per my reps - school can accommodate small amount of expansion (Conservation Area).

Hope the attached and above info is useful.

Regards

**Ailsa Davis**  
**Senior Planner, Development Services**  
**Estate and Asset Management**  
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**From:** Karen Allen [<mailto:Karen.Allen@north-herts.gov.uk>]  
**Sent:** 28 August 2013 10:32  
**To:** Ailsa Davis  
**Cc:** Richard Kelly; Louise Symes; Chris Carter  
**Subject:** RE: CIL meeting on the 5th September CIL (Part 1) and Education (Part 2)

Thanks for the quick chat on the telephone. We have got your letter, which has been split up into the different areas for our analysis, hence the reason why I hadn't realised. My apologies.

It might be quicker if you sent me the original letters directly to me as my colleagues are all in a meeting at the moment.

With regards to the January 2013 IDP figures they are different to our consultation responses on the Housing Options. These were based on priority 1 and 2 sites only and form part of an evidence base to the CIL. I had been liaising with yourself, Alex and Jacqueline during 2012 in relation your requirements. Since your responses are not in relation to this I don't think you need to do a further comparison in relation to the IDP. I just included it to be of assistance more than anything else.

I would say that the latest spreadsheet I sent you doesn't necessarily represent all priority 1,2 and 3 sites + additional sites you have previously responded to. They may be a combination of just some but possibly not all. You might therefore want to check the totals I sent through against your previous responses.

Having had a quick look I can see you don't have a problem with Weston and we can deal with this one easily. However, Codicote you refer to 134 and 169 dwellings and that the school could be expanded. The figure we are now looking at is 202 which is a different number to the previous consultations. Can it still be expanded meet this? I will have a look at the rest when I get your response.

I hope this clarifies things a bit better.

Thanks  
Karen Allen  
**Senior Planning Officer**

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**From:** Ailsa Davis [mailto:Ailsa.Davis@hertfordshire.gov.uk]  
**Sent:** 25 September 2013 17:05  
**To:** Richard Kelly  
**Cc:** Alexandra Stevens; Karen Allen; Jacqueline Nixon; Matthew Wood  
**Subject:** Codicote

Richard,

We are not suggesting that you cannot provide 200 houses in Codicote. As advised previously, the way to enable the housing to come forward is to allocate a school site of sufficient size to relocate and expand the existing school. Childrens' Services have advised:

*"As long as the site allocation is sufficient to accommodate a 2fe school, how we actually deliver this can be determined by us at a later date".*

The existing school site could be redeveloped for housing as you suggest, enabling you to provide more houses in the village.

Regards

**Ailsa Davis**  
**Senior Planner, Development Services**  
**Estate and Asset Management**  
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**From:** Richard Kelly [mailto:Richard.Kelly@north-herts.gov.uk]  
**Sent:** 25 September 2013 15:19  
**To:** Ailsa Davis  
**Cc:** Alexandra Stevens; Karen Allen  
**Subject:** RE: Codicote

Hello Ailsa

Thank you for doing that extra work. As I'm sure you'll appreciate I was hoping it would yield a more constructive answer, but there we go. We don't have enough potential sites at Codicote to deliver 500 extra homes, so the idea of doing two forms of entry doesn't really work unless you are pulling in more children from outside the village.

I think the school (or rather the head) did comment on the consultation documents, but we haven't had any discussions with them about emerging thoughts. For the moment I'd hold fire on approaching them (or Diocese). I have a meeting on Friday with Cllr Brindley, our planning portfolio holder, who happens to also be the member for Codicote. We then have an informal session of our Local Plan Working Party on Monday. After those meetings I'll feed back their reactions to the possibility of not being able to allocate any sites in Codicote. We can then consider if there is a need to take discussions further.

Thanks

Richard Kelly  
**Principal Strategic Planning Officer**

Direct dial: 01462 474847

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 25 September 2013 14:45  
**To:** Richard Kelly  
**Cc:** Alexandra Stevens; Karen Allen  
**Subject:** Codicote

Richard,

I have gone back to Childrens' Services to see if there is a way round this and the position appears to be as follows:

As stressed previously Codicote Primary is currently full in all years (oversubscribed in some) and our forecast suggests there is already more demand than there are places. Current Childrens' Services strategy is that the neighbouring primary planning area (Welwyn) will cater for the additional demand from Codicote. However, the next nearest school - Welwyn St Mary's - is full, oversubscribed and its own Admitting Authority are very keen to provide its places to 'local' families (i.e. from Welwyn). The other schools in the planning area are further away and HCC would not necessarily expect primary aged children to travel to them from Codicote unless by choice. Furthermore, all but one are at capacity currently and we also anticipate that any surplus capacity would be used to help out the Knebworth area deficit in places.

Childrens' Services have previously looked at Codicote in terms of where its children actually live and the vast majority live in Codicote - see attached dotted map. Therefore our position remains that Codicote as a village 'swallows its own smoke' - i.e. it is self-sufficient with the school serving its primary demand. You will see that there are already children living in Langley and Old Knebworth attending the school. The majority of families living in Knebworth choose Knebworth Primary as first preference and so are unlikely to choose Codicote.

200 homes therefore is not ideal as there is nowhere for the additional children to go without having to travel, and the pupil yield is not enough to warrant a new school. Our ideal position would be for NHDC to increase the housing numbers in Codicote to a size which will yield 1FE i.e. 500, ensuring that a school site is provided within this. If not, then the only way around this as far as I can see is that NHDC allocates a school site of sufficient size to relocate and expand the existing school as you suggest below.

The other point I need to raise is whether the school is aware of the situation? If not, Childrens' Services need to make them aware sooner rather than later and before NHDC set anything in stone - as a church school we will also need to let the Diocese know. Childrens' Services are happy to go out to see them, but will need further information around what NHDC are doing and when.

Regards

**Ailsa Davis**  
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**From:** Richard Kelly [<mailto:Richard.Kelly@north-herts.gov.uk>]  
**Sent:** 19 September 2013 09:01  
**To:** Ailsa Davis  
**Cc:** Alexandra Stevens; Karen Allen  
**Subject:** RE: Little Wymondley and Codicote

Hello Ailsa

Thanks for that information, which is useful. I think we need to explore possibilities for Codicote further. The level of demand for housing is such that I can't lightly write off 200 homes at one of our best served villages in terms of the facilities it has. This would also give me a headache in finding alternative sites for those 200 homes. If the problem is with the current site, what if we were to move the school to a new 2FE site (part of our housing site 29 at the southern end of High Street might work) and redevelop the current school site for housing? How does Codicote's catchment relate to nearby school-less villages, notably Langley and Old Knebworth - could we divert children from those villages to Codicote to make 2FE work - and presumably thereby reduce pressure on St Ippolyts and Knebworth schools, which you've said are both close to capacity? How does Codicote relate to Welwyn village's schools? If there are surpluses in Welwyn, could some Codicote kids go there? Or if there's pressure on places in Welwyn could the surplus come out to Codicote?

Sorry to bombard you with questions, but I think we need to be a bit more proactive about trying to find a solution for this village.

Happy to discuss.

Regards

Richard Kelly  
**Principal Strategic Planning Officer**

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 18 September 2013 11:34  
**To:** Richard Kelly  
**Cc:** Alexandra Stevens  
**Subject:** Little Wymondley and Codicote

Richard,

Following our meeting on the 5 September, I have carried out site visits to the schools at Little Wymondley and Codicote and have discussed the planned housing numbers with Childrens' Services.

Little Wymondley

CS have confirmed an expansion to 1FE would satisfy forecast demand and also the yield from the 300 houses. Following my site visit, I consider that the school could accommodate a 0.5FE expansion from a

town planning and highway perspective, however a formal highway assessment has not been commissioned.

#### Codicote

CS have confirmed that the forecast shows that the school is full with some unsatisfied demand. Expanding the school by 0.4FE to accommodate the yield from the 200 houses is not ideal to CS, who prefer expansions to bring schools up to 1, 2 or 3FE. Having visited the site and seen the highway network around the school, I do not believe the school is capable of a 1FE expansion. However, a formal highway assessment has not been commissioned. Given the concerns over town planning and highways and the fact CS would not want to expand this school to 1.4FE (awkward size) or 2FE (too much capacity), I do not feel that the settlement could accommodate 200 houses from a primary education perspective.

Happy to talk through further if you want.

Regards

**Ailsa Davis**  
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**From:** Richard Kelly [<mailto:Richard.Kelly@north-herts.gov.uk>]  
**Sent:** 10 September 2013 15:46  
**To:** Alexandra Stevens; Ailsa Davis  
**Subject:** Little Wymondley

Hello Alex and Ailsa

Just to let you know, we had a meeting last week with the promoters of land at Little Wymondley, Richard Daniels of New Road Ltd and his consultant Neil Osborn of DLP. We did discuss the schooling situation, and they probably will be in touch with you (if they haven't already) about options for expanding the school to a full 1FE and how much leeway you'd like. We've said that probably those are for you and them to discuss in the first instance, as it'll probably be about costs etc to begin with. That said, if you think it would be useful for us to join in the conversation, just let us know.

Thanks

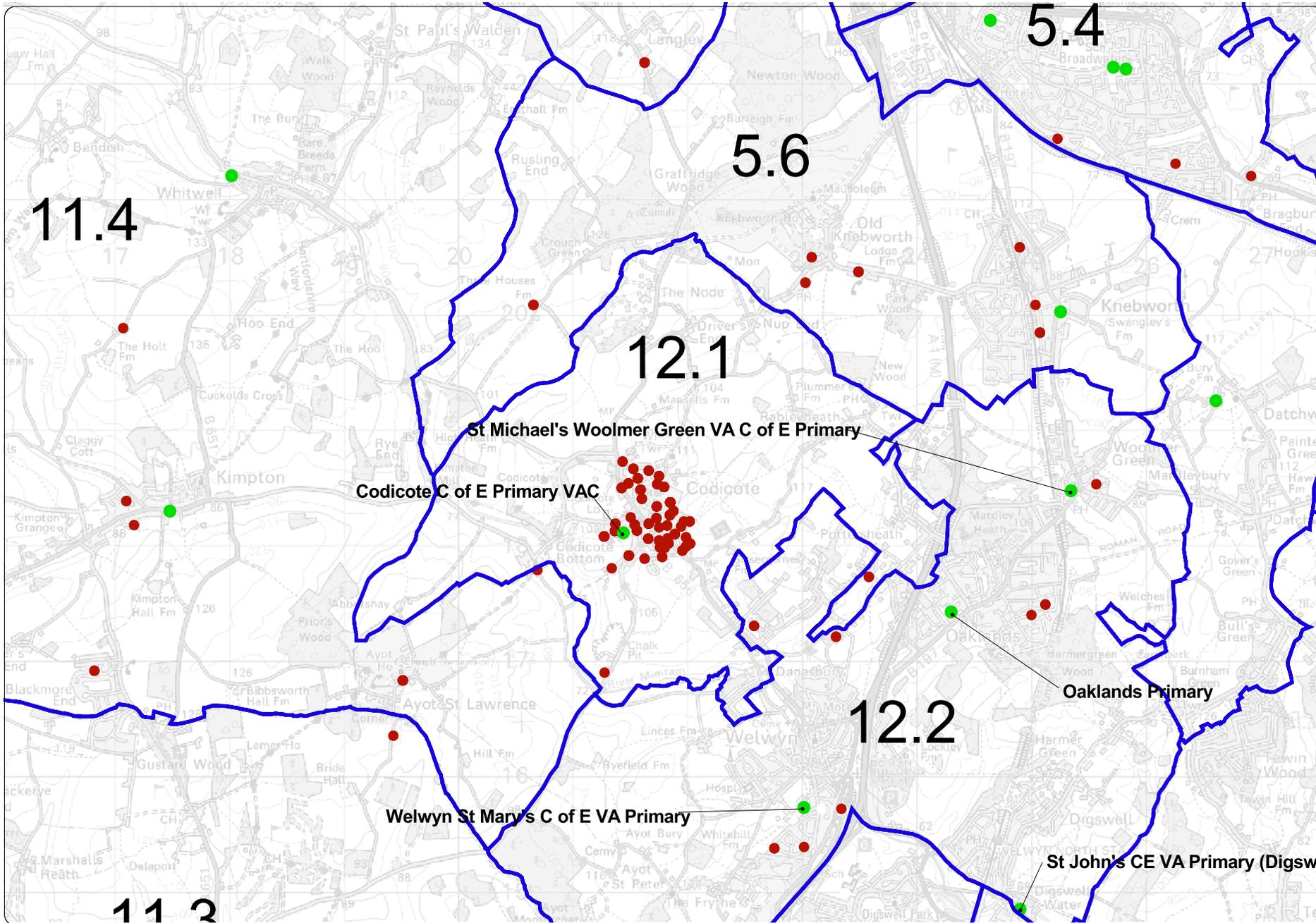
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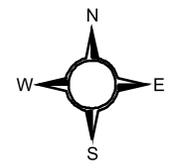
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# Home location of pupils attending Codicote C of E Primary VAC (54) - close up (School Census Jan. 2011)



- Primary planning areas
- Primary schools
- Pupils at Codicote Primary



Produced using ArcView by  
Hertfordshire County Council  
CSF Department  
29 February 2012



**From:** Ailsa Davis [mailto:Ailsa.Davis@hertfordshire.gov.uk]  
**Sent:** 30 October 2013 16:34  
**To:** Karen Allen  
**Subject:** Update to IDP

Karen,

Please see the attached document which was produced in relation to a request for more up to date costing advice 1 Form Entry + Nursery And 2 Form Entry + Nursery, New Build Primary School in Hertfordshire. The work was produced by a quantity surveyor.

This new work identifies that the estimated cost of:

- a new 1 fe primary school would be in the range of £4.2 - £4.95 million and
- the cost of a new 2 fe primary school would be in the range of £7 to £8 million

In addition, there was recently an education and skills cabinet paper which sought to begin to prioritise secondary expansions.

<http://www.hertsdirect.org/mm/17912228/17912237/enteduskillitem320130920.doc>

In that, you will note that the issue of cost was one that the report is unable to be too precise about. However, at 8.1 of the report attributes an aggregate cost to the schemes, and divided across the five schemes identified, the aggregate cost is 2.87 million pounds. Therefore, our view is that it would be reasonable to attribute an estimated cost of;

£3 million to expand a secondary school by 1 form of entry.

Jacqueline has also asked colleagues in Building's Management to commission further work to consider the potential cost of ;

3fe primary school  
5fe secondary school

and an all through 5 fe secondary/2 fe primary.

When the results of that work are known we will of course feed it through to you, hopefully so it can form part of any subsequent update of the IDP.

I also attach an updated education chapter and appendix D which reflects the latest position.

Regards

**Ailsa Davis**  
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**Cost Appraisal for  
1 Form Entry + Nursery  
And  
2 Form Entry + Nursery,  
New Build Primary School in Hertfordshire**

**June 2013**

## **Introduction**

With the market changes in the construction industry over recent years I was asked to support the Strategic Asset Management Team with early cost advice for the new build of a 1FE and 2FE primary school, based on Hertfordshire area standards (which are based on BB99).

This would assist in budget setting and be the basis for negotiation with a developer for their contribution under a Section 106 Agreement.

At this stage there has been no input from other design team members, such as an Architect, M&E or Structural Engineers.

There has also been no scheme or criteria put forward as being the current construction design brief for Hertfordshire when designing either a 1FE or 2FE primary school.

## **Construction Cost Trends**

Changes in the construction market are monitored by the Building Cost Information Service via their Tender Price Index and Building Cost Index (see Appendix 1).

The past year has seen a see-sawing in the BCIS All-in Tender Price Index which in itself could be indicative of a bottoming out in the market with a slow increase forecast in the following years.

It is the BCIS Tender Price Index that I have used to rebase all the cost information to a base of, **2<sup>nd</sup> Quarter 2013**.

## **Gross Internal Floor Areas**

A variety of areas have been quoted and used on projects and in previous estimates.

From discussions between the Strategic Asset Management Team and Children's Services it has been established that there is an HCC Accommodation Model for Primary schools covering each example of Form Entry from ½ FE to 3FE, used extensively to assess current levels of accommodation. See Appendix 2.

From this the gross internal floor area for a 1FE Primary school (including Nursery), as the basis for this report, has been agreed at 1,404 m<sup>2</sup> and for 2FE Primary school (including Nursery) at 2,338 m<sup>2</sup>.

## Source of Cost Data

Over the years, Hertfordshire have developed and built a variety of new primary schools, generally 2 Form Entry.

Having no specific design brief, I have taken the more recent of these (tendered and constructed in the last 5 years) and analysed the elemental building costs.

The basis of the net building cost is based on the range of construction projects listed in Appendix 3

I have also compared the result to a cost study carried out by colleagues in Essex which analysed projects built across the three Counties of Hertfordshire, Essex and Suffolk and where significantly half the projects were carried out through the Smarte East framework.

Using the building only construction costs I have included for Preliminaries, Overheads & Profit and rebased the data to the **2<sup>nd</sup> Quarter 2013** within Hertfordshire.

## Other Sources

During the course of this exercise I have spoken with Steve Clyne , EfM consultants, concerning the Ridgeway project (North London) and his assertion that a 1FE primary school may be built at a cost of £2.89M.

Enlightening as his approach would seem it is based on a system build PCC solution, as I understand it from Steve, he is at the stage of having instructed the contractor of his fixed budget together with a list of the employers' requirements.

At this time there has been no communication back as to what the contractors' proposals are for building within the budget and so it is unknown as to the extent of any compromises being made in the specification and what the long term effects are of operating a school following such a build and as such has not been taken account of in this exercise.

## Average Net Building Cost

From the schemes selected the **average** net building cost, rebased to **2<sup>nd</sup> Quarter 2013** has been calculated as £1,850/m<sup>2</sup> with the range being from £1,730 to £2,000/m<sup>2</sup>.

This assumes, single storey construction on a level greenfield site and excludes; site specific abnormals / constraints, site works, external drainage and services, planning constraints, professional fees, etc.

### 1FE Costing

For the Build up of the Order of Cost estimate, based on the **average** Net Building Cost;

1,404 m2 @ £1,850 =	£2,597,400
External Works (26%)	£ 675,300
Drainage (7%)	£ 181,800
External Services (4%)	£ 103,900
	-----
sub-total	£3,558,400
Contingencies (5%) (design development / unforeseen items)	£ 106,750
	-----
sub-total	£3,665,150
<b>Total Construction Budget Say</b>	<b>£3,665,000</b>

### Fees and Surveys

Feasibility Fees	£ 50,000
Surveys	£ 35,000
Professional/Design Fees	£ 450,000
Bldg Regs/Planning	£ 35,000

### Other

Loose Furniture & Equipment	£ 250,000
Signage	£ 5,000
Landscaping	£ 35,000
	-----
<b>Total</b>	<b>£4,525,000</b>

With the net building cost range established above of between £1,730 and £2,000 per m2, this would establish a range of pricing in the order of;

**Range £4.20 - £4.95M**

=====

For this early stage estimate a base cost price range is stated which excludes any allowance for risk or inflation.

This needs to be refined when applied to a specific site and cost checks take place as the design / elements become more detailed.

An elemental breakdown of the major elements for the median net building costs has been included in Appendix 4 for developing the cost plan as design for a specific project progresses.

**External Works / Services** – Has not been measured separately but is based on an average percentage addition to the main building works derived from the range of projects used.

Specific requirements may vary the allowances, particularly around;

- Hardplay
- Sports Pitch
- Car parking
- Access road / drop of area

## **Furniture & Equipment**

Furniture and Equipment has 2 main components;

1. Fixed furniture and equipment, such as blinds, pinboards and cloakroom equipment – included in the building cost.
2. Loose furniture and equipment, such as tables, desks, chairs, etc. Allowed for as an additional lump sum based on an allowance per classroom, dining room, etc.

IT equipment has not been specifically allowed for in the furniture allowance.

An example of the individual allowances for loose furniture and equipment has kindly been provided by Graham Phillips, made against the accommodation list for a 1FE Primary this is reproduced in Appendix 6.

His build up comes to in excess of £200k and includes his caveats as to what may or may not be included in the building contract.

With the mix between fixed and loose furniture open to interpretation and the fixed furniture allowance included in the building cost based on an average across the named projects I have kept the lump sum for loose furniture as my original allowance of £250,000 (£400,000 for 2FE).

## **Contingency / Risk Allowance**

Included above is a 5% contingency allowance intended to cover unforeseen items and risk associated with the design development such as changes in estimating data, third party risks, statutory requirements, procurement methodology and delays in tendering.

Not Specifically Included are;

**Construction Risks** - site conditions, ground conditions, existing services and delays by statutory undertakers.

**Client Change Risks** – scope of works/brief, quality, enhancements and time.

**Client Other Risks** - early handover, postponement, acceleration, availability of funds, liquidated damages, unconventional tender action and special contract arrangements.

**Environmental / Sustainability Strategy**

**IT**

**Inflation Allowance** – beyond 2<sup>nd</sup> Quarter 2013

When a specific site is known, some costings may need to be increased to allow for known problems or abnormal indicators.



## **BCIS / Market Influences**

The estimate base is the 2<sup>nd</sup> Quarter 2013 using the indices available at the time of producing the estimate.

I currently monitor the BCIS indices, monthly, for changes to; the Cost Indices, Tender Indices and Location Factors and as mentioned at the beginning of this report the past year has seen a see-sawing in the BCIS All-in Tender Price Index which could be indicative of a bottoming out in the market with a slow increase forecast in the following years.

With the fluctuations being experienced, the reasonable life of this estimate is towards the end of August and much depends on the monitoring of future published indices for significant trends or changes that affect the base estimate and inflation predictions.

In addition the BCIS have made revisions to the method by which they now calculate the factors in their Location Study where again it would be advisable to monitor the ongoing published location factors which may affect the costings.

The construction market belief that the downward trend in pricing has bottomed out this year, predicts a steady year on year increase of 3% for tender inflation. The expectation is that the 'real' cost of a project will increase when a programme is known and the estimate rebased to allow for tender inflation to the forecast dates for construction.

## **Conclusion**

The basic average net building rate of £1,850 per m<sup>2</sup> is a fair assessment based on past Hertfordshire projects and stands up to comparison with the average construction costs being experienced in neighbouring counties for education projects.

In taking this forward, as an early stage Order of Cost Estimate, without any design team input as to an indicative specification / design intent for the building, services or environmental strategy, there are still many areas of uncertainty where allowances have been made that will change with the specific requirements of a project.

Hence in setting an initial budget for a 1FE + primary school it is recommended that the upper limit of £4,950,000 is used and for a 2FE + primary school the upper limit of £8M, to then be followed up with a risk assessment / allowance made for the specific site.

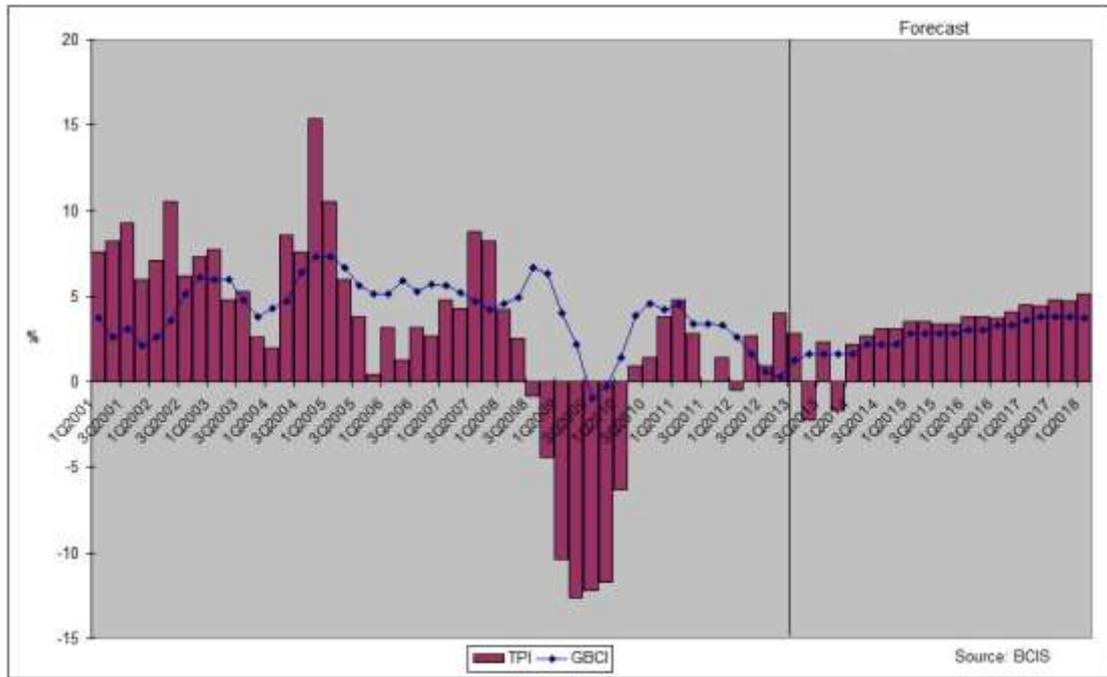
This will in turn need to be monitored against changes in indices, location factors and specific project requirements as a scheme progresses.

In particular, inflation will have a major influence on the final cost with the likelihood of the steady annual inflation increases predicted needing to be applied to the costings which, as stated in the report, are at the base of 2<sup>nd</sup> Quarter 2013.

**Gary Burton MRICS**

## Appendix 1

### Construction Market – Tender Prices and Building Costs (Annual Percentage Change)



## Appendix 2

### HCC ACCOMMODATION MODEL 28/07/2010

	1/2 FE Primary 106 Pupils			1 FE Primary 210 Pupils			1.5 FE Primary 316 Pupils			2 FE Primary 420 Pupils			2.5 FE Primary 526 Pupils			3 FE Primary 630 Pupils		
	Model			Model			Model			Model			Model			Model		
	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>
Class Bases	3	60	180	6	60	360	9	60	540	12	60	720	15	60	900	18	60	1080
Reception	1	32	32	1	63	63	2	63	126	2	63	126	3	63	189	3	63	189
Nursery	1	35	35	1	69	69	1	69	69	1	69	69	1	69	69	2	69	138
Food Bay	1	4	4	1	4	4	1	4	4	0	4	0	0	4	0	0	4	0
Food/Des/Tech/Sci	0	22	0	0	22	0	0	22	0	1	22	22	1	22	22	1	22	22
ICT	1	19	19	1	37	37	1	37	37	2	37	74	2	37	74	2	37	74
SEN Resource Base	1	8	8	1	16	16	1	16	16	1	16	16	2	16	32	2	16	32
<b>Total Basic Teaching Area</b>	<b>8</b>	<b>278</b>		<b>11</b>	<b>648</b>		<b>16</b>	<b>792</b>		<b>19</b>	<b>1027</b>		<b>24</b>	<b>1288</b>		<b>28</b>	<b>1656</b>	
Small Group Rooms	1	12	12	3	12	36	4	12	48	5	12	60	6	12	72	7	12	84
Library	1	12	12	1	24	24	1	28	28	1	34	34	1	46	46	1	53	53
<b>Total Learning Resources</b>	<b>2</b>	<b>24</b>		<b>4</b>	<b>60</b>		<b>6</b>	<b>78</b>		<b>8</b>	<b>94</b>		<b>7</b>	<b>118</b>		<b>8</b>	<b>137</b>	
Small Hall	0	80	0	0	80	0	0	80	0	0	80	0	0	80	0	1	80	80
Activity Studio	0	45	0	0	45	0	1	45	45	1	45	45	1	45	45	1	45	45
Main Hall	1	165	165	1	165	165	1	165	165	1	185	185	1	185	185	1	185	185
<b>Total Halls</b>	<b>1</b>	<b>166</b>		<b>1</b>	<b>166</b>		<b>2</b>	<b>210</b>		<b>2</b>	<b>230</b>		<b>2</b>	<b>230</b>		<b>3</b>	<b>310</b>	
<b>TOTAL TEACHING AREAS</b>	<b>11</b>	<b>467</b>		<b>16</b>	<b>774</b>		<b>22</b>	<b>1078</b>		<b>27</b>	<b>1361</b>		<b>33</b>	<b>1634</b>		<b>38</b>	<b>1882</b>	
	Model 0.5FE			Model 1FE			Model 1.5FE			Model 2FE			Model 2.5FE			Model 3FE		
	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>
SENCo Base	0	8	0	0	8	0	0	8	0	1	8	8	1	8	8	1	8	8
Secure Reception	1	4	4	1	4	4	1	4	4	1	4	4	1	4	4	1	4	4
Admin & Secure Storage	1	5	5	1	10	10	1	12	12	1	14	14	1	16	16	1	18	18
Interview Room	1	8	8	1	8	8	1	8	8	1	8	8	1	8	8	1	8	8
Headteacher	1	10	10	1	10	10	1	10	10	1	12	12	1	12	12	1	15	15
Deputy Head	0	8	0	0	8	0	0	8	0	1	8	8	1	8	8	1	8	8
Reprographics	1	4	4	1	4	4	1	6	6	1	8	8	1	8	8	1	12	12
Sick Bay	1	3	3	1	3	3	1	3	3	1	3	3	1	3	3	1	3	3
Mt/Visiting Professionals	1	12	12	1	12	12	1	12	12	1	12	12	1	12	12	1	12	12
Staffroom Social & Work	1	16	16	1	31	31	1	41	41	1	51	51	1	61	61	1	71	71
ICT Tech/Server	1	5	5	1	5	5	1	5	5	1	5	5	1	5	5	1	5	5
Caretaker's Office	1	8	8	1	8	8	1	8	8	1	8	8	1	8	8	1	8	8
<b>TOTAL STAFF AND ADMIN</b>	<b>10</b>	<b>76</b>		<b>10</b>	<b>96</b>		<b>10</b>	<b>108</b>		<b>12</b>	<b>141</b>		<b>12</b>	<b>163</b>		<b>12</b>	<b>172</b>	
Teaching Storage	1	19	19	1	37	37	1	51	51	1	62	62	1	81	81	1	94	94
Other Storage	1	18	18	1	36	36	1	51	51	1	64	64	1	82	82	1	90	90
<b>TOTAL STORAGE</b>	<b>2</b>	<b>37</b>		<b>2</b>	<b>73</b>		<b>2</b>	<b>102</b>		<b>2</b>	<b>128</b>		<b>2</b>	<b>163</b>		<b>2</b>	<b>184</b>	
<b>TOTAL NON TEACHING AREAS</b>	<b>12</b>	<b>112</b>		<b>12</b>	<b>188</b>		<b>12</b>	<b>211</b>		<b>14</b>	<b>267</b>		<b>14</b>	<b>318</b>		<b>14</b>	<b>368</b>	
	Model 0.5FE			Model 1FE			Model 1.5FE			Model 2FE			Model 2.5FE			Model 3FE		
	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>
Dining Area	1	36	36	1	72	72	1	84	84	1	88	88	1	91	91	1	96	96
Kitchen/catering	1	15	15	1	30	30	1	35	35	1	45	45	1	55	55	1	66	66
Staff Toilets	1	6	6	1	12	12	1	12	12	1	12	12	1	14	14	1	16	16
Pupil Toilets	1	35	35	1	60	60	1	76	76	1	100	100	1	130	130	1	152	152
Disabled Toilets	1	7	7	1	7	7	1	7	7	1	7	7	1	7	7	1	14	14
Circulation 20% of Net Area	1	136	136	1	225	225	1	301	301	1	374	374	1	449	449	1	536	536
Plant 2% of Net Area	1	14	14	1	22	22	1	30	30	1	37	37	1	45	45	1	54	54
Partition 3% of Net Area	1	20	20	1	34	34	1	45	45	1	56	56	1	67	67	1	80	80
<b>TOTAL NON NET AREAS</b>	<b>8</b>	<b>288.6</b>		<b>8</b>	<b>461.76</b>		<b>8</b>	<b>689.76</b>		<b>8</b>	<b>719.6</b>		<b>8</b>	<b>868.76</b>		<b>8</b>	<b>1014.6</b>	
	Model 0.5FE			Model 1FE			Model 1.5FE			Model 2FE			Model 2.5FE			Model 3FE		
	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>	No	Size m <sup>2</sup>	Total m <sup>2</sup>
<b>GRAND TOTAL</b>	<b>31</b>	<b>847.6</b>		<b>38</b>	<b>1493.8</b>		<b>42</b>	<b>1878.8</b>		<b>49</b>	<b>2307.6</b>		<b>66</b>	<b>2808.8</b>		<b>81</b>	<b>3362.6</b>	
<b>TOTAL NET AREAS</b>	<b>678</b>			<b>1123</b>			<b>1608</b>			<b>1870</b>			<b>2247</b>			<b>2882</b>		

### Appendix 3

Costings based on following past projects;

<b>Project</b>	<b>Cost Base Date</b>
Bushey Highwood	3 <sup>rd</sup> Quarter 2011
New Briars Primary School, Hatfield	4 <sup>th</sup> Quarter 2011
Watford Holywell	4 <sup>th</sup> Quarter 2011

Reference to;

Suffolk, Puddlebrook 1FE School (BCIS Analysis)

Essex, Takeley Primary School

## Appendix 4

### Basic Elemental Breakdown of Average Estimated Building Cost

Basic elemental analysis for refining cost model to value engineer an individual project, example shown for 1FE primary.

HCC		1FE + Primary	
		BASE DATE	2Q 2013
		NUMBER of STOREYS	1
		NUMBER of PLACES	240
		G.F.A.	1,404
		<b>Example</b>	
9A1		<b>1FE Average</b>	
<b>Code</b>	<b>Element</b>	Inc prelims @	16.28%
		<b>Cost/m2</b>	<b>Cost</b>
1A1	Substructure	136	190,860
	<b>Substructure Total</b>	<b>136</b>	<b>190,860</b>
2A1	Frame PC Sum	86	120,829
2B1	Upper Floors	3	3,753
2C1	Roof Structure	148	207,352
2C4	Roof Coverings & Drainage	51	71,898
2C7	Roof Lights	37	52,442
2D1	Staircases	1	1,460
2E1	External Walls	157	220,221
2F1	Windows & External Doors	150	210,594
2F4	Windows	0	0
2F7	External Doors	0	0
2G1	Internal Walls & Partitions	109	152,377
2G4	Glazed Screens	5	6,717
2G7	W.C. Cubicles	6	8,735
2H1	Internal Doors	74	104,012
	<b>Superstructure Total</b>	<b>826</b>	<b>1,160,390</b>
3A1	Wall Finishes	28	39,276
3B1	Floor Finishes	78	109,744
3C1	Ceiling Finishes	39	54,635
	<b>Internal Finishes Total</b>	<b>145</b>	<b>203,655</b>
4A1	Fittings, Fixtures & Furniture	131	184,313
	<b>Fittings and Furnishings Total</b>	<b>131</b>	<b>184,313</b>
5A1	Sanitary Appliances	25	34,422
5B1	Service Equipment	0	0
5C1	Disposal Installations (Int. Drainage)	5	6,808
5D1	Water Installations	0	0
5E1	Heat Source	0	0
5F1	Space Heating and Air Treatment	291	408,495
5G1	Ventilation Systems	0	0
5H1	Electrical Installations	248	348,427
5I1	Gas Installations	0	0
5J1	Lifts Installations	3	3,582
5K1	Protective Installations, inc Int. CCTV	17	23,632
5L1	Communications Installations	18	25,118
5M1	ICT Infrastructure Works	0	0
5N1	Specialist Installations	0	0
5N4	BWIC with Services	5	7,699
	<b>Services Total</b>	<b>611</b>	<b>858,182</b>
	<b>TOTAL for BUILDING</b>	<b>1,850</b>	<b>2,597,400</b>

## Appendix 5

### Location Factor

Since starting this exercise, the BCIS have changed the system they use for calculating the Location Indices, which stood at 12% above the National Average for Hertfordshire.

In June this year, their recalculation lowered this to 8% with no indication of the index they would standby for the months in between.

For the purpose of the benchmarking I have kept to the original factor of 12% and advise monitoring the position over the coming months together with the National Tender Index.

The full BCIS explanation is reproduced below;

### BCIS Location Indices Updated

The BCIS Location Indices have been updated for the first time since July 2012.

13-Jun-2013

The BCIS systems used to calculate the Tender Price Studies were retired in August 2012, with the intention that they would be replaced soon after. However, around the same time, there were some concerns about the location indices, in particular the figures for Northern Ireland which were far lower than expected, and a project from the Scilly Isles which was causing the Islands' factor to increase significantly.

These anomalies warranted a review of the calculation method, as well as the transfer of the systems to the new platform. Unfortunately, it was not possible to complete this work within a reasonable period and a revised set of location indices were published on 13 June 2013, based on recalculated regional factors from projects between 2010 and 2012: the resulting regional factors being used to adjust previously published county and district factors.

The work to review and replace the BCIS Tender Price Studies is still in hand, but in due course, all of the studies will once again be updated on a regular basis.

## Appendix 6

### Furniture and Equipment

An example of the individual allowances made against the accommodation list for a 1FE Primary, provided by Graham Phillips, is reproduced below together with his caveats as to what may or may not be included in the building contract.

#### PROVISIONAL SCHEDULE OF FURNITURE & EQUIPMENT

##### 1 FE PRIMARY SCHOOL

<u>ITEM DESCRIPTION/MODEL NO.</u>	<u>QTY</u>	<u>UNIT COST</u>	<u>EXT. COST</u>
<u>CLASSROOM FURNITURE</u>			
Nursery	1	£4,000.00	£4,000.00
Reception	1	£3,000.00	£3,000.00
Year 1	1	£3,000.00	£3,000.00
Year 2	1	£3,000.00	£3,000.00
Year 3	1	£3,000.00	£3,000.00
Year 4	1	£3,000.00	£3,000.00
Year 5	1	£3,000.00	£3,000.00
Year 6	1	£3,000.00	£3,000.00
<u>LEARNING RESOURCE AREA</u>			
Library Shelving	1	£8,000.00	£8,000.00
ICT Benching	1	£8,000.00	£8,000.00
Soft seating and tabling	1	£2,000.00	£2,000.00
<u>HALL</u>			
Fixed PE Equipment	1	£5,000.00	£5,000.00
Interactive Whiteboard or Data Projector & Screen	1	£5,000.00	£5,000.00
Sound System inc.pa System	1	£5,000.00	£5,000.00
Drama Lighting	1	£20,000.00	£20,000.00
Staging	1	£7,500.00	£7,500.00
Hall Chairs, linking (100)	1	£2,500.00	£2,500.00
<u>DINING AREA</u>			
Dining Furniture for 120 people	1	£8,000.00	£8,000.00
<u>FOOD TECHNOLOGY ROOM</u>			
White Goods (Cookers/Fridge/Freezer/Dishwasher/Microwave)	1	£2,500.00	£2,500.00
Furniture	1	£500.00	£500.00
<u>MAIN SCHOOL OFFICE</u>			
Furniture	1	£5,000.00	£5,000.00
<u>MEDICAL ROOM</u>			
Furniture	1	£500.00	£500.00
<u>HEAD'S OFFICE</u>			
Furniture	1	£3,500.00	£3,500.00
<u>STAFF ROOM</u>			
Furniture (includes seating/lockers/pigeon hole units /tables)	1	£8,000.00	£8,000.00
<u>PPA ROOM</u>			
Furniture	1	£2,000.00	£2,000.00
<u>GENERAL</u>			
Interactive Whiteboards for 8 Classes*	8	£3,500.00	£28,000.00
Internal & External Litter Bins*	1	£1,000.00	£1,000.00
External Play Equipment*	1	£50,000.00	£50,000.00
External Seating*	1	£4,000.00	£4,000.00
Fire Equipment*	1	£300.00	£300.00
Washroom Equipment*	1	£300.00	£300.00
Barrier Matting*	1	£1,000.00	£1,000.00
Miscellaneous items*	1	£2,000.00	£2,000.00
Contingency / Inflation.	1	£5,000.00	£5,000.00
		TOTAL	<u>£203,600.00</u>

#### NOTES

Items marked \* may be included in the Building Contract.

#### Assumptions

That the following are all included in the Building Contract

(i) Intruder Alarm System/CCTV (ii) Fixed, Stock Cupboard and Classroom Storage Area Shelving (iii) Cloakroom Fittings (iv) Pinboarding (v) All floor finishes (vi) Data-cabling (vii) Door Entry Systems (viii) Signage (ix) Blinds

#### No allowance has been made for:

Computers for Administration and Pupils and all peripherals

## APPENDIX D - Expansion Potential of Existing Primary/Infant Schools

### Hitchin

School Name	Current Capacity (FE) at Reception	Expansion Potential (FE)
Samuel Lucas JMI	2	None
Highbury Infant School & Nursery	2	None
Highover JMI	2	None
St Andrew's CE VA Primary	1	None
Purwell Primary	1	None
Whitehill Junior	n/a	None
William Ransom Primary (The)	1.3	0.7*
Mary Exton JMI	1	1*
Wilshere-Dacre Junior	n/a	1
Strathmore Infant and Nursery	2	1
Oughton Primary and Nursery School	1	1
Our Lady's RC Primary	1	None
Ickleford Primary	1	None

\*Requires detached playing field or MUGA

### Letchworth

School Name	Current Capacity (FE)	Expansion Potential (FE)
Stonehill	1	1
Northfields Infant & Nursery	2	1
Hillshott Infant School & Nursery	2	None
Icknield Infant and Nursery	3	None
Norton St Nicholas C of E (VA) Primary	1	1*
Lordship Farm Primary	2	None
Garden City Academy	1	1
Wilbury Junior	3	None
Grange Junior	2	1
Pixmore Junior	2	None
St Thomas More RC Primary	1	1*

\*Requires detached playing field or MUGA

### Baldock Town

School Name	Current Capacity (FE)	Expansion Potential (FE)
St Mary's Infant and St Mary's Junior	2	1
St John's RC Primary	1	None
Hartsfield JMI	2	0.5

## Royston Town

School Name	Current Capacity (FE)	Expansion Potential (FE)
Icknield Walk First School	2	1
Tannery Drift	1.5	1
St Mary's RC Primary	1	0.5
Studlands Rise First	1	None
Roman Way First	1.5	None

## Knebworth

School Name	Current Capacity (FE)	Expansion Potential (FE)
Knebworth Primary	2	None

## Stevenage Town North (Stevenage North West & Stevenage North East A)

### Expansion Potential of Existing Primary/Infant Schools

School Name	Current Capacity (FE) at Reception	Expansion Potential (FE)
St Nicholas C of E Primary (Stevenage)	1	None
Almond Hill Junior	n/a	1
Letchmore Infants' and Nursery School	2	1
Fairlands JMI	3	None
Broom Barns Community Primary School	1	1
Bedwell Primary	1.5	0.5
St Vincent de Paul RC Primary	2	None
Woolenwick JM	n/a	None
Woolenwick Infant	2	None
Graveley Primary	0.5	0.5
Trotts Hill Primary and Nursery	1	1*
Martins Wood Primary	3	None
Round Diamond Primary	2	0.5*
Giles Junior and Giles Infant's School	2	1*
Leys Primary & Nursery School (The)	2.5	0.5 to 1*

\* Requires detached playing field or MUGA or relocation of another HCC service

### Expansion Potential of Existing Secondary Schools

#### Letchworth

School Name	Current Capacity (FE)	Expansion Potential (FE)
Fearnhill	6	Not known
Highfield (The)	6	Not known

## Baldock

School Name	Current Capacity (FE)	Expansion Potential (FE)
Knights Templar	7	3

## Royston

School Name	Current Capacity (FE)	Expansion Potential (FE)
Meridian (The)	7.1	Not known
Roysia Middle	3	Not known
Greneway (The)	4	Not known

## Hitchin

School Name	Current Capacity (FE)	Expansion Potential (FE)
Hitchin Boys	5.3	1
Hitchin Girls	5.3	1
Priory (The)	6	3

## Stevenage

School Name	Current Capacity (FE)	Expansion Potential (FE)
Thomas Alleyne (The)	6	*
Nobel (The)	8	*
John Henry Newman RC	7	*
Barclay (The)	6.5	*
Heathcote (The)*	n/a – school closed on 31 August 2012	*
Barnwell	10	*
Marriotts	8	*

\* Any expansion potential in the existing schools in Stevenage is required to meet the immediate demand from the existing community.

## 8. SCHOOLS

### Introduction

- 8.1 School provision is planned and monitored by Hertfordshire County Council's Childrens Services (CS) department. It has a duty to secure sufficient school places to meet demand and to promote diversity and choice. This provision includes primary, secondary, sixth-form education and special needs. Nursery places are managed and planned by Hertfordshire County Council's Early Years team.
- 8.2 The County Council also sees schools as playing a wider role in serving the needs of the community, through co-location of facilities and for other community uses. This is drawn from the wider national approach to children's services through the 'Every Child Matters' agenda and the Children's Act 2004. Agencies have a duty to work together to deliver integrated children's services with Children's centres and extended schools having a key role in delivering this requirement.
- 8.3 The County Council has a legal duty to secure sufficient school and early years places, to ensure qualitative education standards are met, to co-ordinate admissions and to provide Special Education Needs and Youth Services. However their role as the direct provider of education facilities is changing with an increase in Academy and Free School provision.
- 8.4 The Academies Act 2010 sought to greatly expand the number of Academy schools nationwide and introduced the Free Schools programme with the objective of providing a greater choice and better quality of education provision. There continues to be a rapid growth in the number of Academy and Free schools with significant implications for the planning of education provision
- 8.5 HCC has the responsibility for commissioning the provision of school places from a wide range of providers, but is the admitting authority in only one case (community schools). All other schools, including faith schools (which are either Voluntary Aided or Voluntary Controlled), federated schools (two+ schools under a single governing body), trust schools (those supported by charitable trusts), academies and free schools and independent schools, are not managed by them.
- 8.6 Where the need for a new school is identified, HCC must undertake a competitive process with the opportunity for the school to be a free school or academy first before they can provide a community school. Free schools, however do not have to be promoted on the basis of the need for school places and therefore have potential to distort basic needs planning.
- 8.7 Funding for schools has also significantly changed with the abolition of the Building Schools for the Future (BSF) programme and the implementation of the Priority Schools Rebuilding Programme. In addition, capital funding for schools will also be different. This is discussed in more detail in in the funding section below.

## Existing Provision

- 8.8 Following a period of falling rolls, Hertfordshire is now experiencing an increase in demand for school places, particularly in the primary sector across the County. The County Council produces an annual report 'Meeting the Rising Demand for School Places' which sets out forecast demand and how this will be addressed. The report originally published in 2010 is currently updated on an annual basis.
- 8.9 To help inform and manage school planning activity, the County Council produces pupil forecasts twice per annum. The latest forecasts are set out in the Pupil Forecast (primary) and Pupil Forecast (secondary) produced in Summer 2013.
- 8.10 The forecasts are based on Education Planning Areas (EPA) and take account of actual numbers of 0 to 5 year olds sourced from GP registration data, known new housing developments and historic migration patterns. The forecasts set out the total Planned Admission Number (PAN) for each school and the actual number of pupils at 2012/2013 for direct comparison.
- 8.11 Planning for schools is volatile as there are many factors that can influence pupil numbers. In order to ensure an appropriate match between supply and demand for places taking into account both parental preference and fluctuations in demand, it is prudent to plan for a 5-10% surplus in an area.
- 8.12 The current forecasts are available at the website below. They have not been included in this IDP as they change frequently.
- <http://www.hertsdirect.org/scholearn/aboutstatesch/planning/>
- 8.13 Tables 6 and 7 below provide a summary of existing school provision and their ability to cope with current circumstances over the next 5 years. These have been derived from the most recent forecasts, as outlined above. The last column provides an indication as to whether additional school places would be required should there be further housing development.
- 8.14 The County Council has undertaken a study to look at the existing capacity of schools and their capacity for expansion if required. Appendix D contains the details of each school.<sup>1</sup> Current capacity and expansion potential is identified in this appendix in terms of it's FE (Forms of Entry; 1FE = 30 pupils). Expansion potential is defined as the number of additional FE that potentially could be accommodated on the existing school site. It must be stressed that this potential is a best estimate having regard to site size and relevant planning policies - in most cases no detailed feasibility work (e.g. on highways capacity) has been carried out to confirm the deliverability of any school expansion. It should also be stressed that the theoretical town planning capacity of a school to expand does not take into account the suitability of that location to meet need from an education perspective i.e. it would not be helpful to have primary or secondary capacity in a location that is poorly related to where new development is proposed. Unfortunately for some of the secondary schools the County Council has not yet been able to carry out the exercise necessary to consider their expansion potential.

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<sup>1</sup> Information provided by Hertfordshire Property and Hertfordshire Childrens' Services, October 2013

## Primary

8.15 North Herts has a total of 48 primary schools (including infant, junior and first schools). Most of the district operates a two-tier education system, with the exception of Royston which currently has a three-tier system of first, middle and upper schools. The first schools within Royston are included within this primary section.

*Table 6: Summary of Existing Provision - Primary*

<b>Education Planning Area</b>	<b>Provision for the next 5 years to cope with current circumstances</b>	<b>Ability to cope with additional development</b>
Letchworth	Limited capacity	None. Additional school places required
Baldock Town	Limited capacity	None. Additional school places required
Baldock Villages	Sufficient capacity	A local assessment would be required to consider the impact of any development in this rural area.
Royston Town	Surplus capacity	Two existing schools would have the capacity to take more children.
Royston Villages	Sufficient capacity	A local assessment would be required to consider the impact of any development in this rural area.
Hitchin West	Sufficient capacity	Limited development growth potential without having an impact
Hitchin South & North	Sufficient capacity Hitchin South Deficiency Hitchin North	None. Additional school places will be required
Hitchin Villages South	Deficiency	None. Additional school places will be required
Knebworth	Deficiency	None. Additional school places required
The Waldens, Kimpton Breachwood Green	Surplus capacity, except Breachwood Green	Yield from some further development could be accommodated. However, this would be limited
Codicote	Deficiency	None. Additional school places will be required.
Stevenage North West	Deficiency	None. Additional school places will be required
Stevenage North East A	Deficiency	None. Additional school places will be required

## Secondary

- 8.12 North Herts has a total of 6 secondary schools within Letchworth, Baldock and Hitchin. Royston currently operates on a three-tier system with one upper school and two middle schools. The upper and middle schools within Royston are included within this secondary section.

*Table 7: Summary of Existing Provision - Secondary*

Education Planning Area	Provision for the next 5 years to cope with current circumstances	Ability to cope with additional growth
Letchworth	Sufficient capacity	Can accommodate
Baldock	Deficiency	None. Additional school places will be required
Royston	Surplus at the upper and middle at capacity from 2021/2022.	Can accommodate
Hitchin	Deficiency	None. Additional school places will be required
Stevenage	Deficiency from 2018/19	None. Additional school places will be required

## Planned/Committed Provision

- 8.12 To deal with the deficiency of primary school places in Hitchin in 2013/14, the County Council has been granted planning permission to enlarge Samuel Lucas JMI by 1FE.
- 8.13 A previous reorganisation of primary school provision in Letchworth reduced the number of surplus primary school places in the town through the closure of Westbury and Lannock Primary Schools. Pupil numbers are now starting to rise and the County Council continually monitors demand to ensure there are sufficient places available to meet the need arising from the existing community. Icknield Infants and Wilbury Junior were expanded, along with Lordship Farm Primary to address a small increase in demand for places within the town for September 2013.
- 8.14 In Royston the published admissions numbers at Roman Way and Tannery Drift was reduced to 45 places in September 2011 reducing the number of surplus places in the town.
- 8.15 Hertfordshire's strategy for meeting the challenge of planning for rising rolls is summarised in the Meeting the Rising Demand for School Places document. This document identifies both the areas across the County where further capacity is required and the Local Authority's planned approach to addressing the deficit.
- 8.16 For further information:

<http://www.hertsdirect.org/services/edlearn/aboutstatesch/planning/>

- 8.17 In its role as commissioner for school places, the Local Authority will continue to work to ensure an appropriate level of school places across the County and will need to do so within the context of the current Government's agenda around diversity and choice through the promotion of Free Schools and Academies.

### **Infrastructure Requirements**

- 8.18 The requirements for additional school places are set out in tables 8 and 9 below. These provide an estimate of the number of pupils that could be expected from the additional residential development in FE (i.e. a pupil yield of 30 children per 1 FE<sup>2</sup>). When undertaking high level school place planning related to new residential development (e.g. at Local Planning stage), a ratio of 1FE (210 pupils) per 500 dwellings is applied based on a study of 49 Hertfordshire developments undertaken by Hertfordshire County Council's (HCC) demographer (c 2008). This work produced a yield range of 1FE per 500 dwellings (42 children per 100 dwellings/97.5% confidence of not underestimating child yield) to 1FE per 850 dwellings (24.7 children per 100 dwellings/50% confidence of not underestimating child yield). The County Council applies the upper end of the range, 1FE/500 dwellings, in the first instance, for reasons of prudence.
- 8.18 The difference within the range is substantial and has significant implications for the cost of providing and funding school places. A range of 500 to 850 dwellings per FE has been given in this IDP to illustrate this difference. In reality the actual figure is expected to be somewhere between the two. The Council will need to work with the County Council to determine an appropriate balance between the range. Particularly in view of the educational requirements being a sizeable amount of the total infrastructure provision and the substantial range in costs. Equally it is also important not to under provide for education to ensure all future pupils have a school to go to. In any case, child yield calculations will need to be refined in the future when more detail is known regarding developments. This is because it is highly dependent on factors such as specific location of development, housing type and tenure, the amount of affordable housing and the amount of family housing proposed in a scheme. This flexible approach will be recognised in any systems set up for allocating funding through CIL, s106 or by other means.
- 8.19 Reference to primary pupil forecasts in the tables means a forecast of demand to 2016. Beyond this, growth of 10% in the existing population is assumed to the end of the Core Strategy plan period (2031). Primary pupil forecasts to 2016 include an assumed pupil yield from known new housing developments. For the purposes of infrastructure planning, the likely impact of housing option figures on school provision has been considered in addition to the pupil forecasts.

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<sup>2</sup> (30 pupils in each of the seven years, gives a total of 210 pupils).

**Table 8: Primary Schools**

Area	Requirements		Costs
	<b>Estimated Pupil Yield (Reception) based upon 1FE per 850 to 500 dwellings</b>	<b>Accommodating Additional Provision</b>	
<b>TOWNS</b>			
<b>Hitchin (including Ickleford)</b>	1033 dwellings would generate 1.2 to 2 FE.	Additional school places will be required via expansion of existing schools	£4.81 to £8.02 million
<b>Letchworth</b>	897 dwellings would generate 1.1 to 1.8FE.	Additional school places will be required via expansion of existing schools	£4.41 to £7.22 million
<b>Baldock</b>	1328 dwellings would generate 1.6 to 2.7 FE.	Two new schools would be required.	£6.42 to £10.83 million
<b>Royston</b>	961 dwellings would generate 1.1 to 1.9 FE.	There is currently sufficient capacity and expansion potential in the first and primary schools to allow for forecast demand and estimated pupil yield from the proposed housing.	Costs will be covered by the existing capacity.
<b>North Stevenage</b>	2,300 dwellings would generate 2.7 to 4.6 FE.	There has been an increase in primary aged children living in North and North West Stevenage. The County Council is adding additional places into existing schools to cater for existing demand. One to two schools would be required as there is limited/uncertain capacity within the existing school estate to meet the demands from new housing.	£10.83 to £18.45 million
<b>Great Ashby (NES3)</b>	357 dwellings would generate 0.4 to 0.7 FE.	The additional dwellings would result in nearby schools being taken over their acceptable capacity thresholds. Further school expansion in the vicinity would be required to deal with this.	£1.60 to £2.81 million
<b>RURAL</b>			
<b>Most schools within the rural areas can accommodate additional pupils without the need to expand. With the exception of the following:</b>			
<b>Codicote</b>	125 dwellings would generate 0.15 to 0.25 FE	Current capacity tight. Additional school places will be required.	£0.60 to £1 million
<b>Offley</b>	68 dwellings would	Based on pupil forecasts, there is likely	£0.32 to

	generate 0.08 to 0.14 FE	to be a tight match between the level of demand and the current primary capacity in the one primary school in Offley. Additional school places will be required.	£0.56 million
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**Table 9: Secondary Schools (including Middle & Upper)**

Area	Requirements		Cost
	Estimated Pupil Yield (Reception) based upon 1FE per 800 to 500 dwellings	Accommodating Additional Provision	
<b>Hitchin (includes Hexton, Holwell, Ickleford, Langley, Lilley, Offley, St Ippolyts, Wymondley).</b>	1254 dwellings would generate 1.5 to 2.5FE.	Additional school places will be required via expansion of existing schools	£4.76 to £7.93 million
<b>Letchworth</b>	897 dwellings would generate 1.1 to 1.8 FE	Additional school places will be required. There is currently sufficient capacity in the schools to allow for forecast demand and estimated pupil yield from the proposed housing.	£1.56 million for the 0.5 FE deficit by 2020/21.
<b>Baldock(includes Ashwell, Bygrave, Caldecote, Clothall, Hinxworth, Newnham, Radwell, Rushden, Sandon, Wallington &amp; Weston).</b>	1,378 dwellings would generate 1.6 to 2.8 FE	Additional school places will be required via expansion of existing school	£5.07 to £8.88 million
<b>Royston (includes Barkway, Barley, Kelshall, Nuthampstead, Reed, Therfield),</b>	1,159 dwellings would generate 1.4 to 2.3 FE	Forecasts for the upper and middle schools suggest there is sufficient capacity across the town to meet forecast demand and estimated pupil yield from proposed housing.	Existing capacity.
<b>North Stevenage</b>	2,300 dwellings would generate 2.7 to 4.6 FE	New secondary school at Great Ashby – site of secondary school granted planning permission April 2010 should be designated as an education zone/allocation within the Local Plan to provide flexibility and ensure sufficient land is available to meet educational need	£8.56 to £14.58 million
<b>Great Ashby NES3</b>	357 dwellings would generate 0.4 to 0.7 FE	Secondary school pupils living in NES3 will most likely attend Stevenage secondary schools.	£1.27 to £2.22 million

		Additional school places will be required via expansion of existing Stevenage secondary schools or new school at Great Ashby.	
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8.20 It should be noted that, at the primary school level, 2FE schools are CS's preferred model for new schools as they provide the opportunity to sustain educational improvement, enable the delivery of a broad curriculum, and have the critical mass of pupils to manage fluctuations in numbers. Hence, even if a development gives rise a need for only 1FE of additional capacity, the County Council's preferred option would be to identify a 2FE site. This will also ensure that the site is future proofed and is capable of expanding in the event that there is additional development proposed later in this plan period or a later plan period. It will therefore help to build in some inherent contingent education land supply. However, it is recognised that it will not always be possible to achieve this aim because it depends upon the availability of a suitably sized site in the right location.

8.21 CS's preferred model of secondary schools is 6-8FE (although it is acknowledged that smaller models of 4-6FE should not be discounted).

8.22 Further detailed discussions will need to take place in relation the provision of new and expanded schools. This will be an iterative process as more details are known. However, the information above provides a good basis for looking at strategic requirements.

### Costs

8.23 The costs outlined in tables 8 and 9 above are based on child yield from proposed growth and a simple formula of £4.01 million per FE for primary and £3.17 million per FE for secondary schools<sup>3</sup>. However, in reality the provision of part of an FE is not practical and would not allow for flexibility in planning for schools. Therefore, in some cases the costs are likely to be significantly higher than identified to make up the shortfall in FE provision. In addition, costs will vary depending on whether a school is being extended or built from scratch, whether any land needs to be purchased (the cost of acquiring land has not been included), the specification/design and location. Extending existing schools may also impose a requirement to secure additional playing fields.

**Comment [AD1]:** See email of 30/10/13 re: updated costs

8.24 In view of the many variables for education, the costs given in this IDP cannot be set in stone and should just be viewed as a starting point. In summary, the range of costs for education are as follows:

School Type	Total Costs (million)	Total Costs (millions) Excluding 2011 planning permissions
Primary	£28.99 to £48.89	£25.71 to £43.56
Secondary	£21.22 to £35.17	£19.63 to £32.62
<b>Total</b>	<b>£50.21 to £84.06</b>	<b>£45.34 to £76.18</b>

<sup>3</sup> Costs provided by Hertfordshire Property Secondary index base date Q1 2012 based on a new 6FE school. Primary index base date January 2011 based on a new 2 FE school.

## Funding

- 8.29 The central government funding stream for providing additional pupil places is referred to as Basic Need. This is otherwise known as capital funding. The DfE calculate this based on an assessment of demand for additional places, and this varies from year to year. In the current year (2011?), basic need funding will meet about a third of the costs of the current primary school expansion programme. There is no funding settlement post 2012/13 and thus the level of any future Basic Need funding is unknown. However, an additional sum of £500m (nationally) will be made available in the financial year (2011/12) to help local authorities provide extra school places. Bids will not be required. Funding will be allocated on the basis of information already held by the department. It is hoped that some may flow to Hertfordshire and help support the current primary expansions programme.
- 8.30 The Building Schools for the Future (BSF) programme was one of the main sources of funding for improving existing secondary schools nationally and investing in new buildings in priority areas, such as Stevenage. However, in July 2010 the new government announced that this programme would cease and a major review of the schools capital investment programme would take place. This is known as the James' Review.
- 8.31 Following wide consultation, the group presented its final report and recommendations to the Secretary of State in April 2011. On 19 July 2011 Michael Gove published the government's response, saying that the recommendations of the review would be broadly accepted subject to a consultation process on details and implementation.
- 8.32 There were some important caveats within the Government's response when accepting the James Review recommendations. Most significantly there were reservations about the development of a single funding stream directed through the local authority. The Secretary of State is keen to ensure that such a scheme would not disadvantage any particular responsible body (e.g. individual academies) or become too bureaucratic. The move toward centralisation of procurement is likely to be implemented more slowly than first envisaged. This takes account of the many potential drawbacks of national centralisation when there are many existing good value for money procurement frameworks at local and regional level.
- 8.33 A new "Priority school rebuilding programme" will be launched instead of BSF, targeted at those schools in the worst condition. £2bn will be provided over 4 years to cover primary, secondary and special schools. It is expected that the funding will cover 100-300 schools in the poorest condition. Local authorities will be required to bid for funding for community, foundation and voluntary aided schools. Academies are able to bid either through a local authority or directly to the Department for Education. Hertfordshire officers have reviewed which schools might be put forward under this process and bids have been submitted.
- 8.34 The financial implications of the proposed changes are complex. In part they will depend on the relative condition of Hertfordshire properties to those nationally and the overall quantum of resource to be made available. But there is also a fundamental shift proposed away from allocation of substantial capital grant to the local authority to use at its own discretion. The

consultation proposes that 2012-2015 period would be used as a transitional period for the new arrangements. These changes add to the uncertain nature of planning for schools and how they will be funded.

Karen – to make things simpler you could remove paras 8.30 - 8.34 if you wish and just say something like:

8.35 The financial implications of the Government's proposed changes for Education are complex and at present not wholly clear yet . There is proposed, a fundamental shift away from allocation of substantial capital grant to the local authority to use at its own discretion, to free schools and academies. The consultation proposes that 2012-2015 period would be used as a transitional period for the new arrangements. These changes add to the uncertain nature of planning for schools and how they will be funded. In part they will depend on the relative condition of Hertfordshire properties to those nationally and the overall quantum of resource to be made available. The Government may make provision for other funding regimes, such as BSF and PSBP, which the County Council will seek to access as and when they become available.,

**From:** Ailsa Davis [mailto:Ailsa.Davis@hertfordshire.gov.uk]  
**Sent:** 21 November 2013 10:42  
**To:** Richard Kelly  
**Cc:** Karen Allen  
**Subject:** FW: Knebworth & NHDC long term housing

A similar position could be adopted with Codicote if land adjoining the school site came forward for housing.

Ailsa

**From:** Ailsa Davis  
**Sent:** 21 November 2013 10:38  
**To:** 'Richard Kelly'  
**Cc:** 'Karen Allen'  
**Subject:** Knebworth & NHDC long term housing

Hi Richard

This is the email I sent to Cllr Richard Thake when he was making enquiries last month about the expansion of Knebworth primary. This was sent following discussion with colleagues in Childrens' Services. The last para hopefully answers your question, but if you need further clarification do not hesitate to come back to me.

Thanks

Ailsa

**From:** Ailsa Davis  
**Sent:** 08 October 2013 16:03  
**To:** Richard Thake  
**Cc:** Bethan Clemence; Kate Ma; Karen Crowhurst  
**Subject:** Knebworth & NHDC long term housing

Richard,

I understand you spoke to my colleague Bethan Clemence yesterday in Childrens' Services regarding land to the south east of Knebworth, adjoining the primary school playing field in terms of whether it could assist in the expansion of the existing school as well as provide land for housing.

North Herts consulted last year on approx 1000 potential dwellings around Knebworth (see attached map from NHDC consultation). This includes the site you are referring to (site 57). Our reps advised that this level of housing would generate the need for a new 2FE primary school. Officers at North Herts have informally advised they would like any new school site to be located to the west of the railway.

I understand that the existing primary school is full and would be difficult to expand from a town planning perspective. However, if less housing were to come forward, say 500 units or less across the plan period to 2031 which included site 57, then this could assist in the expansion of the existing primary school if part of site 57 was given over to education use. There are no other reserve school sites in the village.

I hope this is useful, however if you require any additional information do not hesitate to contact me.

Regards

**Ailsa Davis**

**Senior Planner, Development Services**

**Estate and Asset Management**

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 22 January 2014 10:43  
**To:** Chris Carter  
**Subject:** Site area for new schools

Hi Chris

The attached includes the range of school sizes (FE) for primary and secondary and gives ideal site area and team game space. For all through schools we are simply adding the two areas together as nothing from the Government has told us otherwise.

In summary:

2FE primary = 2.5h  
3FE primary = 3h  
6FE secondary = 9.7h  
3FE primary and 6FE secondary all through school = 12.7h

Thanks

**Ailsa Davis**  
**Senior Planner, Development Services**  
**Estate and Asset Management**  
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**t: 01992 588275 Comnet / Internal: 28275**

**From:** Chris Carter [<mailto:Chris.Carter@north-herts.gov.uk>]  
**Sent:** 21 January 2014 12:25  
**To:** Ailsa Davis  
**Subject:** Site area for new schools

Hi Ailsa,

Further to our meeting yesterday regarding the East of Luton sites, could you give me an indication of the amount of land that would be required for different size schools?

I know it is 2HA for 2FE and 3HA for 3FE at primary, what about a 6FE secondary or an all through school for 6FE secondary and 6FE primary?

Many thanks

Chris

Chris Carter  
**Senior Planning Officer**

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**Appendix A**  
**HCC School Premises Space Standards**

<b>School Type</b>	<b>Size (fe)</b>	<b>Number of pupils</b>	<b>TOTAL CURRENT SITE practical site sizes m<sup>2</sup> (following BB99)</b>	<b>TOTAL CURRENT EXTERNAL TEAM GAME AREA Included as part of total site area. (following SPRs 1999) (m<sup>2</sup>)</b>
<b>PRIMARY</b>	1fe	210	15,000	2,500
	2fe	420	25,000	5,000
	3fe	630	30,000	10,000
<b>INFANT</b>	1fe	180	7,000	None
	2fe	270	10,000	None
	3fe	360	13,000	None
<b>JUNIOR</b>	1fe	120	11,000	2,500
	2fe	240	16,000	5,000
	3fe	360	21,200	10,000

Note 10000 sqm = 1 hectare

<b>School Type</b>	<b>Size (fe)</b>	<b>Number of Pupils ( 90% 6<sup>th</sup> Form stay on rate)</b>	<b>TOTAL CURRENT SITE practical site sizes m<sup>2</sup> (following BB99)</b>	<b>TOTAL CURRENT EXTERNAL TEAM GAME AREA Included as part of total site area. (following SPRs 1999) (m<sup>2</sup>)</b>
<b>SECONDARY</b>				
	4fe	816	71,000	40,000
	5fe	1020	84,000	45,000
	6fe	1224	97,000	55,000
	7fe	1428	110,000	60,000
	8fe	1632	123,000	65,000
	9fe	1836	136,000	75,000
	10fe	2040	150,000	75,000 +

Note 10000 sqm = 1 hectare



## Appendix 3

HCC email to Stevenage Borough Council and others  
with accompanying document setting out primary and  
secondary education requirements

5 November 2014 August 2013 – January 2014

**From:** Bob Chapman [<mailto:Bob.Chapman@hertfordshire.gov.uk>]

**Sent:** 05 November 2014 14:47

**To:** Nigel Smith

**Cc:** David Hill; MartinPaine; Kate Ma; Alice Carrington; Sarah McLaughlin; Dick Bowler; Catherine Taylor; Peter Oddy

**Subject:** RE: School place forecasts for Stevenage Planning Area

Hi Nigel

I attach tables showing Primary and Secondary education requirements in SBC. I've included separate tables for the developments that directly adjoin the borough boundary, which are in NHDC and EHDC.

I've included some short explanatory notes at the end of the tables but thought it was worth expanding on the assumptions that are used for calculating how many fe (forms of entry) are required -

When undertaking high level school place planning related to new residential development, HCC determines child yield based on a ratio of 1f.e. per 500 dwellings to be 97.5% confident of not underestimating yield. This is based on a study of 49 Hertfordshire developments undertaken by HCC's demographer (c. 2008). This work produced a yield range of 1f.e. per 500 dwellings (42 children per 100 dwellings / 97.5% confidence) to 1f.e. per 850 dwellings (24.7 children per 100 dwellings/50% confidence). The County Council applies the upper end of the range, 1f.e.per 500 dwellings, in the first instance to ensure prudent planning (this is reflected in the tables , with the lower end fe requirement shown in brackets).

Therefore, for the purpose of responding to local plan consultations , HCC uses the above standard assumptions in calculating fe requirements (when considering actual proposals or planning applications, the County Council uses specific development forecasting models to ascertain more tailored demographic profiles, including pupil yields).

We're in the process of reviewing early years data but should be able to get something to you in the near future.

We would be happy to meet with you to discuss further.

**Bob Chapman**

Senior Planning Officer, Development Services Team

Property and Technology

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[Bob.chapman@hertfordshire.gov.uk](mailto:Bob.chapman@hertfordshire.gov.uk)

**SBC LOCAL PLAN HOUSING SITES  
PRIMARY AND SECONDARY SCHOOL INFRASTRUCTURE REQUIREMENTS**

**PRIMARY SCHOOLS**

<b>Ward Name and existing schools</b>	<b>Dwellings</b>	<b>Forms of Entry (fe) required</b>	<b>Infrastructure Required</b>
Woodfield <ul style="list-style-type: none"> <li>No schools</li> </ul>	1044	Greenfield development site of 800 dwellings (site ref. 610) generates 1.6 fe (1.2fe). Remaining 244 dwellings equates to 0.5fe (0.28fe) Therefore, the overall total requirement is 2.1 fe (1.48fe)  NHDC propose 1000 dwellings on directly adjoining land (see In NHDC table below)	2fe school (site and building) as part of masterplan and required to be delivered 2017-2021. HCC would prefer the Greenfield development to come forward before development of other sites in the ward as the nearest existing schools are at or near to capacity
St Nicholas <ul style="list-style-type: none"> <li>Leys</li> <li>Giles Inf.</li> <li>Giles Jnr.</li> </ul>	0	-	-
Martins Wood Old Town Pin Green (grouped together in light of location of existing schools) <ul style="list-style-type: none"> <li>Trotts Hill</li> <li>Fairlands</li> <li>Letchmore Inf.</li> <li>Almond Hill Jnr</li> </ul>	357	0.7fe (0.42fe) requirement. Trotts Hill Primary may have potential to expand onto the adjoining Wisden Court EPH (HCC owned and which would need to be relocated). Other possibility is to convert Almond Hill Jnr to a Primary School - dependent upon results of feasibility work. Other schools at or near to capacity	1fe school expansion. Financial contributions required.
Chells <ul style="list-style-type: none"> <li>Camps Hill</li> </ul>	17	0.03fe (0.02fe) required. Could be accommodated in existing school	Financial contributions required
Manor <ul style="list-style-type: none"> <li>Lodge Farm</li> </ul>	52	0.1fe (0.06fe) required Could be accommodated in existing school	Financial contributions required

<b>Ward Name and existing schools</b>	<b>Dwellings</b>	<b>Forms of Entry (fe) required</b>	<b>Infrastructure Required</b>
<b>Symonds Green</b> <ul style="list-style-type: none"> <li>• Woolenwick Inf.</li> <li>• Woolenwick Jnr.</li> </ul>	1411	Greenfield development site at west Stevenage - 1350 dwellings generates 2.7fe (1.58fe). Remaining other sites in the Ward generate 0.12fe (0.07fe) . No significant expansion capacity in existing schools	3fe primary school/s (sites and buildings) – could be either as one 1fe school and one 2fe school or a single 3fe school. Required to be delivered 2017 – 2021 as part of the masterplan for the development.
<b>Bedwell</b> <ul style="list-style-type: none"> <li>• Bedwell</li> <li>• Broom Barns</li> <li>• St Nicholas (CoE)</li> <li>• St Vincent De Paul (RC)</li> </ul>	19	0.03fe (0.02fe). Could be accommodate in existing schools	Financial contribution
<b>Town Centre (comprising parts of Bedwell, Roebuck and Old Town Wards)</b> <ul style="list-style-type: none"> <li>• No schools</li> </ul>	2700	5.4fe (3.2fe). High proportion of flatted development suggests lower child yield assumption is appropriate	3fe primary school/s (site and buildings) - could be either as one 1fe school and one 2fe school or a single 3fe school.
<b>Bandley Hill</b> <ul style="list-style-type: none"> <li>• Ashtree</li> <li>• Featherstone Wood</li> </ul>	25	0.05 fe (0.03fe). Could be accommodated in existing schools	Financial contributions
<b>Shephall</b> <ul style="list-style-type: none"> <li>• Peartree Spring</li> </ul>	50	0.1fe (0.06fe) required. No significant expansion potential in existing school but requirement is small so should be manageable	Financial contributions
<b>Roebuck</b> <ul style="list-style-type: none"> <li>• Roebuck</li> <li>• St Margaret Clitheroe</li> <li>• Shephalbury Park</li> </ul>	87	0.17 fe (0.10fe)required. Roebuck due to be permanently expanded by 1fe from September 2015 subject to town planning permission. Additional fe requirement is small so should be manageable	Financial contributions
<b>Longmeadow</b> <ul style="list-style-type: none"> <li>• Longmeadow (contiguous to Shephalbury Park)</li> </ul>	613	1.2fe (0.72fe) required. Could be accommodated either through expansion of existing school/s or new school on site refs. 604/609	1fe school (site and building) as part of master plan required to be delivered 2017-2021

<b>IN NHDC</b>	<b>Dwellings</b>	<b>Forms of Entry (fe) required</b>	<b>Infrastructure Required</b>
Land north of Stevenage (NS1)	1000	Directly adjoining SBC Greenfield site for 800 dwellings (site ref 610), NHDC propose 1000 new dwellings that equates to 2fe (1.12fe).	2fe school (site and building) as part of masterplan of the delivery of the development.
Land at NES 3 (GA1)	357	Current outline planning application.  Possible need to expand The Leys by 0.5fe (being nearest school with expansion potential)	Financial contribution
Land north east of Great Ashby (GA2)	500	1fe (0.6fe) required. However, previous permission for secondary school on this land and there remains a need for this (in addition to 1fe primary school)	1fe school (site and building) as part of masterplan of development, with the capacity to expand to 2fe in light of demand from the existing new housing in this area.
Land west of Knebworth (KB1) <ul style="list-style-type: none"> <li>• Knebworth</li> </ul>	227	Educational requirement should be considered in conjunction with directly adjoining site (KB2 below). Overall requirement is 0.82fe (0.26fe)	1fe school (site and building)
Land west of Knebworth (KB2) <ul style="list-style-type: none"> <li>• Knebworth</li> </ul>	184	See Knebworth (KB1) above	See Knebworth (KB1) above
Land south of Cowards Lane, Codicote (CD1) <ul style="list-style-type: none"> <li>• Codicote</li> </ul>	73	Educational requirement should be considered in conjunction with the two other Codicote sites. Overall requirement 0.36fe (0.08fe)	Financial contribution for school expansion. However, Codicote school is on a constrained site so new classrooms maybe difficult to accommodate. Also, a highways assessment indicates expansion would be difficult without significant highways mitigation measures.

<b>IN NHDC</b>	<b>Dwellings</b>	<b>Forms of Entry (fe) required</b>	<b>Infrastructure Required</b>
Garden Centre (CD2)	58	See south of Cowards Lane above	See south of Cowards Lane above
Land north-east of The Close, Codicote (CD3)	48	See south of Cowards Lane above	See south of Cowards Lane above
Land at Milksey Lane, Graveley (GR1) <ul style="list-style-type: none"> <li>Graveley</li> </ul>	8	0.01fe (0.001fe). Could be accommodated in existing school	Financial contributions

<b>IN EHDC</b>	<b>Dwellings</b>	<b>Forms of Entry (fe) required</b>	<b>Infrastructure Required</b>
Land east of Stevenage	700	Self contained development on greenfield site - generates 1.4fe (0.82fe)	2fe school (site and buildings)
Villages within Stevenage school planning area (Windfalls)	100	0.2fe (0.1fe). Whether this can be accommodated in existing schools is difficult to assess without knowing the particular villages concerned and the amount of development proposed therein - more specific information on this would be helpful as there are constraints on school sites which would hinder expansion potential	Financial contributions.

## NOTES

The tables do not take into account -

- the fe requirements from permission/completions to 31 March 2014 as these requirements are assumed to already be accounted for (by way of financial contributions in S106 planning obligations)
- the total Windfall allowance of 200 dwellings across the borough, which equates to a relatively small 0.4fe (0.6fe)

### Primary school capacity

1 fe (form of entry) = 30 pupils. Therefore a 2fe primary school would have a capacity of 420 places (7 year groups x 30 places x 2fe). HCC's policy preference is for 2fe schools.

Feasibility studies are required to confirm the expansion potential of existing schools.

### Calculation of fe requirement

The fe figures in the table are based upon a child yield assumption of 1fe per 500 dwellings, albeit the figure in brackets relates to a lower child yield assumption of 1fe per 850 dwellings. The two sets of figures therefore reflect a range of child yields.

## SECONDARY SCHOOLS

STEVENAGE	Dwellings	Forms of Entry (fe) required	Infrastructure Required
<ul style="list-style-type: none"> <li>• John Henry Newman RC</li> <li>• Collenswood (vacant)</li> <li>• Thomas Alleyne</li> <li>• Barclay</li> <li>• Nobel</li> <li>• Marriotts</li> <li>• Barnwell</li> </ul>	7593 (SBC)	15.1 fe (8.9fe) required across the town as a whole. Limited capacity in existing secondary schools except 5.3fe capacity at former Collenswood secondary school. Planned housing numbers on greenfield sites at north Stevenage by SBC (800) and NHDC (1857) indicate that land at Great Ashby should be reserved as an Education Zone in the Green Belt (for Secondary/all-through school).	Strategy for provision to be determined but may include school site at Great Ashby (sites and buildings) and/or expansion/reuse of existing school sites (contributions)

### NOTES

The table does not take into account -

- the fe requirements from Permission/completions to 31 March 2014 as these requirements are assumed to already be accounted for (by way of financial contributions in S106 planning obligations)
- the total Windfall allowance of 200 dwellings across the borough, which equates to a relatively small 0.4fe (0.6fe)

Feasibility studies are required to confirm the expansion potential of existing schools.

#### Secondary school capacity

1fe (form of entry) = 30 places. Therefore a 6fe secondary school would have a capacity of 900 places (5 year groups x 30 places x 6fe), plus those students staying on into the sixth form (average staying on rate is 60% but is expected to rise). HCC's policy preference is for secondary schools of 6 to 10f.e.

#### Calculation of fe requirement

The fe figures in the table are based upon a child yield assumption of 1fe per 500 dwellings, albeit the figure in brackets relates to a lower child yield assumption of 1fe per 850 dwellings. The two sets of figures therefore reflect a range of child yields.



**From:** Chris Carter [<mailto:Chris.Carter@north-herts.gov.uk>]  
**Sent:** 05 November 2014 15:55  
**To:** Dick Bowler  
**Subject:** North East Stevenage

Dick,

Further to our previous correspondence regarding the site at North East Stevenage, we have had a response from the promoter to the effect that his client does not control all of the required land for the access but that they are of the view that the other party involved (Weston settlement) would be prepared to come to a deal with them on their area of land.

At the moment we are seeking some comment on this from the trustees to the Weston Settlement but have not yet had a response.

Regards

Chris

Chris Carter  
**Senior Planning Officer**

Direct Dial 01462 474477

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## Appendix 4

Email exchange between NHDC and HCC

8 December 2014 – 11 December 2014

**From:** Chris Carter [<mailto:Chris.Carter@north-herts.gov.uk>]  
**Sent:** 08 December 2014 14:47  
**To:** Dick Bowler  
**Subject:** RE: North East Stevenage - land ownership

Dick,

Thanks for this. I will be happy to let you know what sort of response we receive once the consultation has taken place. I would just re-iterate that a comprehensive explanation of need and how the school would be delivered would be very useful to us. I appreciate that we have discussed these matters in person, but for completeness this would be useful for us in explaining any potential change in approach to the north east of Stevenage.

On a separate but related point, you may be interested to note that our proposals maps show an intention to remove the Priory School site from the Green Belt.

Best wishes,

Chris

Chris Carter  
**Senior Planning Officer**

Direct Dial 01462 474477

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Council Offices  
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**From:** Bob Chapman [<mailto:Bob.Chapman@hertfordshire.gov.uk>]  
**Sent:** 11 December 2014 15:38  
**To:** Dick Bowler; Chris Carter  
**Cc:** Nia Morgan  
**Subject:** RE: North East Stevenage - land ownership

Hi Chris

I'll provide the explanation of need as part of our response to the imminent consultation on the Preferred Options draft Local Plan.

In terms of how new schools are delivered, Dick has advised me of the process set out below. An example of this in action is the Bishops Stortford North proposals at this link -

[http://www.hertsdirect.org/your-council/civic\\_calendar/cabinet/18306278/](http://www.hertsdirect.org/your-council/civic_calendar/cabinet/18306278/) see Item 12

1. The volume of new housing development will have a child yield that needs a new school to be provided as the existing school infrastructure has/will have no capacity to absorb that yield and/or the location is unsuitable to meet the need.
2. The LPA should ensure that the planning permissions for those developments include planning obligations that, in combination, achieve a suitable site allocation for, land transfer for, and money contributions for, the development of the new school premises; or that the developers co-operate and provide a 'developer school' that is suitable and meets standards.
3. Separate the process of achievement of the new school premises from the process of how the organization that will operate the school will be brought into being.
4. Assume that the County Council can be the party that will receive the land transfer for, and the money contributions for, the new school premises; and that it will ensure that it is actually developed and ready for the operator.
5. And if 4 happens HCC would then lease the new premises to the new operator, under the standard DfE Academy lease - i.e. for 125 years at a peppercorn rent and use restricted to school purposes.
6. The summary taken from the new guidance (attached) on how 'new' schools are to come into existence is:

### **Key points**

- The new "presumption" for an academy/Free School requires local authorities to seek proposals to establish an academy/Free School in the first instance where they identify a need for a new school.
- Local authorities must continue to plan for and secure sufficient schools for their area in line with their duties under section 14 of the Education Act 1996.
- Local authorities should assess the proposals they receive against the criteria in paragraph 12 below before forwarding all of the proposals to the Secretary of State. He will take into consideration any preference they indicate.
- Local authorities can no longer hold a school competition without the Secretary of State's consent, nor enter their own community or foundation school proposals into a competition.

- Despite the academy/Free School presumption, in certain exceptional circumstances it is still possible to publish proposals for a new maintained school outside of a competition, under sections 10 or 11 of the Education and Inspections Act 2006.
- The Secretary of State's consent is no longer required to publish certain proposals, including those for the establishment of new voluntary aided schools, primary schools resulting from infant/junior amalgamations, and new schools resulting from the reorganisation of existing faith provision.
- "Academy" is the legal term which also includes Free Schools of all types, University Technical Colleges (UTCs) and some Studio Schools, including 16-19 and alternative provision (PRU) establishments. This document uses "academy/Free School" as the collective term for these types of schools.
- "Proposer" in this document refers to the body or group that is proposing the new school.

7. And HCC is the 'promoter of last resort' of a new community school per bullet 5 above, should no satisfactory promotion of an academy/Free School occur.

8. So we are looking for the local planning authority at site allocations stage to ensure that the site needed is identified. And we would look to ensure that the local planning authority now and then uses its DC powers to ensure protection of and delivery of that site.

9. And in relation to the landowner[s] affected by the 'most suitable site', we would look for them to enter into a planning obligation to provide, free, such land and money contributions as their development child yield justifies, and beyond that we should ensure that in the s 106 agreement, or preferably a contemporaneous option to acquire - for legal and clarity reasons, there is provision for the balance of the site to 2FE capacity is purchased at fair value; and that balance is funded from other s106 contributions [or HCC cash flows in advance of receipt of those later].

10. Or the s106 for developer provided suitable school premises is transferred, lock stock and barrel [turn key solution] to a new education provider that that has been identified following the processes summarised at 6 above.

From this you will see that we view this matter as essentially a Planning Obligation lead process, for which we have much prior experience, and the part that differs is the process to identify the new school operator; and we can get on with the development processes making the assumption that Education processes will follow in due course.

I hope that this is helpful.

Regards

**Bob Chapman**

Senior Planning Officer, Development Services Team  
 Property and Technology  
 Postal point CHO 313  
 Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
 Tel 01992 588116 **Comnet / Internal:28116**  
[Bob.chapman@hertfordshire.gov.uk](mailto:Bob.chapman@hertfordshire.gov.uk)

## Appendix 5

HCC letter to NHDC regarding all-through school provision with accompanying appendices.

10 July 2015

Deputy Chief Executive  
Director of Performance and Resources



Mr S. Ellis  
North Hertfordshire District Council  
Council Offices  
Gernon Road  
Letchworth Garden City  
Hertfordshire  
SG6 3JF

**Hertfordshire County Council**  
County Hall  
Hertford  
SG13 8DE

Telephone: 01992 588132

E Mail [Alexandra.stevens@hertfordshire.gov.uk](mailto:Alexandra.stevens@hertfordshire.gov.uk)

My ref: AM01/241

Your ref:

Date 10th July 2015

## By Email

**Location:** Wandon Park, Luton (Also known as “Land East of Luton”)

**Proposal:** A mixed use development incorporating residential, retail, education and community facilities (A1-A5, C3, D1, D2) and associated development; associated roads; open space, green infrastructure and ancillary facilities – in outline.

Dear Mr Ellis

Further to our meeting on 8<sup>th</sup> June I have set out Hertfordshire County Council’s (HCC) response to the above proposal in respect of Education Services below. HCC also seeks provision towards its other services however these are the subject of separate correspondence.

As discussed, the most challenging aspect of this proposal being how to ensure the sustainability of a development of only approximately 1,050 dwellings in this location in the absence of a Master Plan for this potential housing area which could deliver 2,050 dwellings.

## Background

HCC last formally responded to this application in June 2014 stating it needed to object to the proposal at that time due to the lack of a suitable means of effectively managing the secondary education need which would be generated by the development.

Discussions on this proposal continued and the applicant offered the possibility of a site for an all through school comprising 2 forms of entry (fe) at primary which could potentially address the anticipated primary need from the remainder of the proposed housing allocation and 4fe at secondary level, which could cover the anticipated secondary need from both the current application and potentially that of the remainder of the area should it come forward.

An illustrative plan of the standalone primary school was provided to HCC in February with additional plans showing the possible all through school provided at the end of February, in advance of a site visit in March. Initial comments were passed back to the applicant on 11<sup>th</sup> March. Internal discussions also continued with possible solutions being analysed. This culminated in a meeting with you on 8<sup>th</sup> June. (I have included the formal capacity review of the plans provided at Appendix 2)

Modelling the child yield from this proposal has also continued with reviews of the mix occurring in August 2014 and revisions made to the trajectory in February 2015. More recently, additional scenarios have been undertaken exploring the requirements in the event this site did not come forward in isolation but in combination with either or both of the other areas making up this potential housing allocation.

The current application for 1,050 dwellings based on an assumed mix and trajectory (50 dwellings in the first year followed by 100 for the next 10 years) results in the following anticipated need for school places:

Primary

Peak yield of 1.98fe

Long term average of 1.21fe.

Secondary

Peak yield of 1.89 fe

Long term average of 1.11 fe

Amending the original assumptions to take a revised trajectory into account only slightly changes the peak yield to 1.92fe at primary and 1.84fe at secondary.

Site Location

The location of the above proposed development must be considered, particularly in relation to what existing schools may serve this potential residential site and the ability of those schools to accommodate children from new housing.

As previously identified, at primary level current school forecasts indicate it would not be possible for children from this proposal to be accommodated within the nearest existing Hertfordshire schools, which are predominantly in rural locations serving small local communities. Based on discussions with Luton Borough Council (LBC) it is also

understood that children in this age group could not be accommodated within Luton primary schools.

The nearest Hertfordshire secondary schools are in Hitchin, approximately 6 miles from the site. This site falls mainly within the Hitchin priority area for admissions purposes. Secondary schools in Hitchin are all full at year of admission and current forecasts indicate a need for additional places to meet rising demand from the existing community. Although there is some potential to expand provision on existing sites, information to date indicates this latent capacity is needed to meet the needs of both the existing population and planned growth within Hitchin.

Alternatively, future residents of this proposal may look towards secondary schools in Harpenden however, these existing schools are full and oversubscribed with pupils living closer. Pupils arising as a result of this proposed development would not therefore gain a place in a Harpenden school, based on existing patterns of admissions and demand.

It is also understood from LBC that all Luton secondary schools are full or forecast to be full and any opportunities to the expand capacity of these schools will be required to accommodate existing need.

### Proposed development and education requirements

The current proposal is for a development of up to 1,050 dwellings. However the potential housing allocation is for approximately 2,000 dwellings, being made up of a further two parcels, one of approximately 600 dwellings and the other 400.

In terms of the scale of the current application, modelling of the child yield to date indicates approximately 2fe of primary need would be generated. HCC's preferred size of primary school is also 2fe being considered sustainable in terms of numbers of children, economic efficiency and also curricula. Accordingly, this need can be addressed via an on-site solution where a suitable, appropriate site is provided along with the funds to develop the 2fe primary school. (A Land Specification for a primary school has been included below at Appendix 1)

The situation is not as straight forward at secondary level with the current application generating a need of approximately 2fe and HCC's preferred approach is for secondary schools of 6-10fe based on curricula offer and economic efficiencies. Where a secondary school of this size cannot be provided and existing schools cannot be expanded, secondary provision can be made via all through schools. HCC believes the minimum size of all through school consists of at least 2fe at the primary phase and 3-4fe at the secondary phase. Less than this would not be considered educationally viable to provide the breadth or depth of curriculum opportunities at KS4 and beyond, in addition small schools are at a greater risk of financial viability issues and the impact of fluctuations in demand, particularly in light of the rising budget pressures schools are experiencing.

Analysis of the existing population of primary age children living in neighbouring rural settlements who would live closer to a new secondary school within Wandon Park than to any other Hertfordshire school, is estimated to be approximately 1.5f.e. However, it is unlikely that this new school would draw significantly from the existing surrounding communities as patterns of parental preference for single sex provision and faith provision are likely to continue to be strong. There is a significant risk that an all-through school solution would not attract sufficient numbers of children required to make the school sustainable. It could be assumed approximately 1fe may be generated by the existing population, which could increase demand coupled with the yield from the Bloor Homes development to approximately 3f.e. but this would not provide sufficient demand to effectively support and sustain an all-through school solution. As a result, simply relying on sufficient numbers of children from the surrounding area to choose this school is not considered a viable option which could be supported with County Council capital investment.

Having considered this matter in detail and finding there are no suitable options to effectively manage secondary education provision from this standalone application, HCC can only suggest this matter is dealt with through long term spatial planning processes to ensure that any development taking place east of Luton is of sufficient scale to warrant provision of a new secondary school. Such a development would need to comprise at least 2,000 dwellings in order to support a new secondary school of an appropriate size to offer viable education provision for the new community it will serve.

#### Options to enable this development to be sustainable for secondary education

As identified above, 2 fe would be required at secondary level. The nearest Hertfordshire secondary schools are full at year of admission and current forecasts indicate a need for additional places to meet rising demand from the existing community. The closest secondary schools to the development are in Luton but any existing capacity within these schools is part of Luton's strategy to meet the pressure for secondary places in the south/centre of the Borough and it is therefore not possible to rely on capacity at these schools to meet the yield arising from this proposed development.

The applicants have offered an area of land for an all through school i.e. a school with 2fe at the primary phase and a 3 to 4fe secondary phase to address the secondary demand from the development and also from neighbouring settlements. However as explained above, this is not considered a viable option.

The draft Local Plan identifies this area for the development of approximately 2,050 residential dwellings comprising 1,050 dwellings within the current application, 400 dwellings on additional land under the control of the applicant and 600 dwellings on land owned by a third party. Extending the previous modelling to include either or both of these additional sites results in the following scenarios. (Details of the previous modelling work and the applied HCC child yield model in general is included within HCC's response dated 5<sup>th</sup> June 2014)

### **Scenario 1: Wandon Park & 400 dwellings**

Extending the previous model to increase the total number to 1,450 dwellings (i.e. Wandon Park proposals plus 400 dwellings on land under the applicant's control) using the Wandon assumed mix as a base and with the 400 dwelling scheme commencing after the Wandon Park proposal, results in the following child yield:

#### Primary

Peak yield of 2.47fe

Long term average of 1.7fe.

#### Secondary

Peak yield of 2.39 fe

Long term average of 1.56 fe

Outcome: This scenario would result in the need for 3fe at primary and approximately 3.5fe at secondary if the secondary pupils from the surrounding villages are taken into consideration. A development of this size would call into question the financial and educational sustainability of the secondary element of an all-through provision, particularly if the long term average is ever reached. This scenario is not ideal given the reliance on secondary aged children choosing to attend from the surrounding villages.

### **Scenario 2: Wandon Park & 600 dwellings**

Extending the previous modelling to increase the total number to 1,650 dwellings (i.e. the Wandon Park proposals and the 600 dwellings on third party land) using the Wandon Park assumed mix as a base with the 600 dwelling scheme commencing 2 years after commencement of the Wandon Park proposal (as there is currently no application in respect of this area of land) , results in the following child yield:

#### Primary

Peak yield of 3.19fe

Long term average of 1.94fe.

#### Secondary

Peak yield of 3.06 fe

Long term average of 1.79 fe

Outcome: This scenario would result in the need for just over 3fe at primary and approximately 4fe at secondary once the secondary pupils from the surrounding villages are taken into consideration. This scenario could potentially meet the minimum size for the secondary element of an all-through school although it is borderline and therefore

presents sustainability risks particularly if the long term average is ever reached. However, this scenario is not ideal given the reliance on secondary aged children choosing to attend from the surrounding villages.

### **Scenario 3: Wandon Park & 1,000 dwellings**

Extending the previous modelling to increase the total number to 2,050 dwellings (i.e. the whole area is developed) using the Wandon Park assumed mix as a base with the 600 dwelling scheme commencing two years after the Wandon Park proposal and the remaining dwellings being built at the end of the Wandon Park development, results in the following child yield:

#### Primary

Peak yield of 3.49fe

Long term average of 2.43fe.

#### Secondary

Peak yield of 3.58 fe

Long term average of 2.23 fe

Outcome: A development of 2,050 dwellings in this area would create sufficient demand for school places to enable a secondary school to be viable in the long term. This scenario combined with approximately 1fe from the surrounding villages, would result in the need for 4.5 - 5fe at secondary and up to 4fe at primary.

Although it is possible to deliver primary provision in the form of a 2/3fe school or two 2fe schools depending on which combination of applications come forward, this is not the case for secondary provision.

In the event the Wandon Park proposal is built in isolation, there would not be sufficient numbers of children to maintain a sustainable secondary education school and there are no alternative existing secondary schools which could accommodate the yield from this proposed development. In addition, the possibility that 40 of the proposed houses will be retirement dwellings thereby reducing the above figures yet further, must also be taken into consideration.

Wandon Park needs to be developed through a Master Plan approach, in conjunction with the additional housing potentially being allocated for development within this area.

In order to be confident any secondary provision will be sustainable in the long term, all three development sites (2,050 dwellings) should be developed together and Master Planned to ensure the correct quantum and timing of the required infrastructure, in addition to its long term sustainability.

### The need for a Master Plan approach

The above highlights the issues faced by HCC in respect of trying to ensure there are sufficient school places for a development of 1,050 dwellings in this location given the current situation regarding school capacity, particularly at secondary level.

Increasing the number of dwellings such that there would be a sufficient number of children to sustain a new secondary provision, either in the form of an all-through or a standalone school, is essential in order to secure the sustainability of development in this area in respect of education.

To be confident that this can be achieved, HCC recommends that development is only allowed to come forward as part of a Master Plan approach which would cover the scale and timing of the development as well as the infrastructure necessary to support it, including triggers for payment of contributions and transfer of land. Accordingly HCC would also like to stress the need for a single Section 106 deed to govern the development of this area.

HCC has previous experience of attempting to deal with large scale development where the area in question has been the subject of two separate applications and the respective applicants were not willing to work together to achieve a sustainable, coordinated approach to infrastructure provision across the site. This resulted in difficult drawn out discussions regarding education provision and ultimately a less than optimal configuration of onsite school provision included within the Section 106 completed in relation the first site. The second site being subsequently refused at Committee will now be the subject of an appeal at the same time as a second application on the site is submitted for approval. The arrangement of schools has implications for HCC in terms of efficiency and generates concerns regarding the long term sustainability of the 1fe primary schools. This issues also have implications for the future residents who may also ultimately have new schools with less curriculum opportunities. As a result HCC is still attempting to work with the developers of both sites to improve the situation by varying the existing Section 106 and including options regarding the education solution in respect of the second site.

### Conclusion

HCC would like to reaffirm its previous comments that this area needs to be Master Planned as a whole to coordinate the provision of both the residential development and the infrastructure to support it.

The development of 1,050 in this location at this time should be avoided. If this area is to be developed for housing it should be of sufficient quantum to sustain a new secondary school provision.

HCC believes the best approach for delivering development at this location would be via a single Section 106.

I trust the above is of assistance however, please contact me if you require any further information.

Yours sincerely

Alexandra Stevens  
Planning Obligations Officer  
Development Services  
Property Department

## **Potential all through school at Wandon Park**

### **Capacity Review of indicative plans from Steve Clyne**

#### Site Visit

A site visit has been undertaken by HCC Development Services and Strategic Asset Management Team and land parcels A, B and C were visited. It would appear that land parcel B is the most appropriate for a school site with regard topography and land levels, obviously further feasibility studies would need to be undertaken. The land does slope toward the woodland area on parcel B and some levelling may be required for playing field areas.

Parcel C is relatively flat and would appear to be appropriate for pitch layouts. The indicative site layout plans produced by the Developers show one pitch on parcel C, it is possible that more of that parcel will need to be given over to school playing fields following further feasibility studies. The plans show a new road cutting across parcel C and thus if further pitches were to be located on parcel C it would be a split site.

#### Site Capacity

The information from Steve Clyne presents a site area of 62,842 m<sup>2</sup> for the all through school on parcel B with one pitch on parcel C. I have calculated that following BB103 an area range of between 64,346 m<sup>2</sup> (6.4 ha) to 80,630 m<sup>2</sup> (80.6 ha) is required for an all through school providing for 4FE of Secondary education and 2FE of primary education. This calculation does not take into account any shared provision of building or external areas. If shared provision of areas is designed into a scheme then the total area could possibly be reduced. I arrived at these areas by calculating a 4FE Secondary (780 NOR including a 75% stay on rate) plus a 2FE Primary School site area (480 NOR including at 60 place nursery). All areas have been calculated using BB103 formulas which gives a range for site areas.

It would appear that the area of 6.3 ha is just short of the lower range for an all through school (2FE + 4FE) but the site size could be reduced if the school buildings are spread over several floors (more than two levels) and if MUGAs and/or all weather pitches were provided. The site area could also be reduced if the Secondary School and Primary School were to share some internal facilities and external playing field. A design scheme will need to

be worked up by the architects to see if all the facilities could fit within parcel B land with one pitch on parcel C and if the multi-storey building was acceptable in that location. .

### 5Fe and 6Fe expansion

If the school is to be future proof and accommodate 5fe or 6fe of pupils then the buildings and site areas will increase. The table below shows the variance in area showing a range from min to max as provided by BB103 guidelines.

#### **BB103 Standard Areas**

<b>4FE Secondary 2FE primary all through school</b>		
Combined site area	m <sup>2</sup>	ha
min	64346	6.4 ha
max	80630	8.1 ha

<b>5FE Secondary 2FE primary all through</b>		
Combined site area	m <sup>2</sup>	ha
min	74096	7.4 ha
max	92915	9.3 ha

<b>6FE Secondary 2FE primary all through</b>		
Combined site area	m <sup>2</sup>	ha
min	83846	8.4 ha
max	105200	10.5 ha

Attached is a table that provides the various external areas required on the site but no indicative plans have been drawn up to illustrate these different schemes. It is possible that in order to increase the secondary level to 5fe or 6fe that all of parcel C will be required or possibly more. It could also be that a dpf will be required elsewhere if the remainder of parcel C is required for residential development.

### Building Capacity

Using the EFA SoA to work out the total GIA of the school buildings the area required for a 4FE secondary schools is min GIA of 6,440 m<sup>2</sup> and a 2FE primary school will require a total

min GIA of 2,318 m<sup>2</sup>. This would give a combined total area of 8,758 m<sup>2</sup>. The developers calculation includes 4,234.8 m<sup>2</sup> for building footprint which is divided into 2,398 m<sup>2</sup> for a 2 storey secondary wing and 1,248 m<sup>2</sup> for a single storey primary school wing . These areas are smaller than the minimum recommended area given in the EFA's SoA toolkit. It would appear that the buildings will require more land take unless they are higher than two storey, if that is appropriate for this development and is agreeable with Children's Services.

End.

HCC Review of land areas for potential all through school

Wandon Park School Site Areas

Secondary Schools

<b>BB 103 Guidelines</b>	
	<b>4FE (75% stay on rate)</b>
	NOR
	<b>780</b>
<b>Recommended min site areas for all schools</b>	
soft outdoor PE	33300
hard outdoor PE (court)	1570
soft informal and social area (inf rec)	2160
hard informal and social area (playground)	980
habitat	390
float	4700
<b>min net area</b>	<b>43100</b>
non-net	7460
<b>min total site area</b>	<b>48000</b>
<b>Maximum net site area</b>	<b>48000</b>
<b>Maximum total site area</b>	<b>60140</b>

<b>Building Size (BB103 SoA Formulas)</b>	<b>4FE (75% stay on rate)</b>
<b>Range Total Gross</b>	
<b>Min</b>	6440
<b>Max</b>	7413

Primary Schools

<b>BB 103 Guidelines</b>	
	<b>2FE (7 classes)</b>
	NOR
	<b>420</b>
<b>Recommended min site areas for all schools</b>	
soft outdoor PE	8400
hard outdoor PE (court)	1030
soft informal and social area (inf rec)	1440
hard informal and social area (playground)	620
habitat	210
float	2700
<b>min net area</b>	<b>14400</b>
non-net	1736

min total site area	15986
Maximum net site area	15986
Maximum total site area	20040

<b>Building Size (BB103 SoA Formulas)</b>	<b>2fe primary</b>
<b>Range Total Gross</b>	
<b>Min</b>	<b>2318</b>
<b>Max</b>	<b>2560</b>

<b>5FE (75% stay on rate)</b>	<b>6FE (75% stay on rate)</b>
NOR	NOR
<b>975</b>	<b>1170</b>
40125	46950
1862.5	2155
2550	2940
1175	1370
487.5	585
5675	6650
<b>51875</b>	<b>60650</b>
8825	10190
<b>57750</b>	<b>67500</b>
<b>57750</b>	<b>67500</b>
72425	84710

<b>5FE (75% stay on rate)</b>	<b>6FE (75% stay on rate)</b>
7700	8960
8831	10250

<b>2FE Nursery</b>	<b>Total Areas</b>
NOR	NOR
<b>60</b>	<b>480</b>
0	8400
0	1030
120	1560
60	680
0	210
120	2820
300	14700
60	1796

#### All through school

<b>4FE Secondary 2FE primary all through</b>	
Combined site area	sqm
min	64346
max	80630

<b>5FE Secondary 2FE primary all through</b>	sqm
Combined site area	
min	74096
max	92915

<b>6FE Secondary 2FE primary all through</b>	sqm
Combined site area	
min	83846
max	105200

360	16346
360	16346
450	20490

ha
6.4 ha
8.1 ha

ha
7.4 ha
9.3 ha

ha
8.4 ha
10.5 ha

## Appendix 6

HCC email to NHDC with Stevenage Secondary  
Education Need Paper to NHDC

8 December 2014 – 11 December 2014

**From:** Alice Carrington [<mailto:Alice.Carrington@hertfordshire.gov.uk>]  
**Sent:** 19 August 2015 12:37  
**To:** Chris Carter  
**Cc:** Kate Ma  
**Subject:** Stevenage Secondary Education Need

Hi Chris

Apologies again for the delay sending this through to you, but finally attached is the Stevenage Secondary Education Need paper.

I will also send a copy to Nigel Smith and Caroline Danby at Stevenage Borough Council.

I hope you enjoy reading and any questions let me know!

Thanks

Alice

.....  
**Alice Carrington**

**Planning Officer, School Planning (East)**

Children's Services

Postal Point CHO134

Hertfordshire County Council, Room 138, County Hall, Pegs Lane, Hertford, SG13 8DN

Telephone: 01992 555725 (Comnet/Internal: 25725)

## Stevenage Secondary Education Need – August 2015

### Stevenage Secondary Need

#### Background

The County Council's previous school planning strategy for Stevenage was formulated in the context of the previous Government's Building Schools for the Future programme which was to provide a significant capital investment into rebuilding or extensively remodelling the secondary schools in the town. The strategy involved rationalising and expanding provision to meet the future need for secondary places, including the relocation of one school to a new site to the north of the Great Ashby development. This would have provided a pattern of 8 Forms of Entry (FE) secondary schools, with the exception of John Henry Newman School whose Governing Body at that time took the decision not to take part in that strategy.

However, with the Government's abolition of this programme in 2010, this strategy became undeliverable financially. Funding for only the two sample schools survived. Building schemes at The Nobel School and Marriotts School (which included the co-location of Lonsdale Special School) have seen both schools rebuilt or significantly refurbished and expanded in capacity to 8FE.

Separately, Barnwell School, currently at 9FE, which serves the south of the town, has received capital investment from the County Council to expand its buildings to enable it to offer 10FE in the future. Its occupation of the Barnwell East site (formerly known as Collenswood School) ceased at the end of the 2013/14 academic year, and it now operates over its existing main site and its neighbouring site, formerly Heathcote School.

#### Current places available

Stevenage Education Planning Area (EPA) therefore is currently served by six secondary schools offering 1366 Year 7 places.

The current admission numbers for 2015 for the 6 secondary schools are as follows:

	<b>Published Admission Numbers (PAN) 2015</b>	<b>Forms of Entry (FE)</b>
<b>The Barclay</b>	196	6.5FE
<b>Barnwell</b>	270	9FE
<b>John Henry Newman (JHN) (Catholic)</b>	226* (240)	7.5FE* (8FE)
<b>Nobel</b>	240	8FE
<b>Marriotts</b>	240	8FE
<b>Thomas Alleyne (TAS)</b>	180	6FE
<b>TOTAL</b>	<b>1352* (1366)</b>	<b>45FE* (45.5FE)</b>

(\*JHN offered 240 places by local agreement for September 2015, & plans to permanently offer 240 places from September 2016)

The area also has a Studio School offering 90 places from admissions at Year 10.

A map of the secondary and studio schools in the town is attached at Appendix A.

### **Pupil dynamics**

Historically, there has been around a 6% net inflow into Stevenage at secondary transfer, mainly as a result of children from outside the area seeking faith provision and attending the John Henry Newman Catholic School (JHN).

A number of pupils do choose to travel outside of the town for their secondary education, attending single sex schools in Hitchin or Hertford & Ware or travelling into the three tier system in Buntingford. However, due to changes in admissions criteria and rising demand in outlying adjacent areas, this outflow is likely to reduce in the future.

Although no impact on Year 7 places, The Da Vinci Studio School, which opened in September 2012, offers education provision for 14 – 19 year olds and currently has 136 pupils on roll in Key Stage 4. 68% of these pupils live within the Stevenage secondary EPA. 30% of Year 10 students come from outside Stevenage.

### **Existing population**

Stevenage has seen growth as a result of new housing, particularly to the north and west of the town.

Analysis of changes to the existing demographic suggests a very significant increase (60%) in the cohort size living closest to Thomas Alleyne (TAS) & Barclay Schools when current Year 7 pupils are compared with the pre-school aged population. The number of places offered at TAS & Barclay provides a good match to meet the future need from that area.

There are also currently around 15FE of pre-school aged children for whom Nobel is their closest school. This includes the new housing around Great Ashby where currently around 7FE of secondary aged and around 10fe of pre-school aged children live.

Further south in the town, Barnwell and Marriotts provide 18FE of Year 7 places with around 20FE of children for whom they are their nearest schools. Taking into account parental preference and the faith offer in the town (with Stevenage pupils attending JHN from across the town), this indicates an appropriate level of provision currently to serve the communities in the southern part of Stevenage.

## **Forecast demand**

### Primary

Additional primary provision has been provided to meet the recent significant increases in the primary population in Stevenage. 4FE (120 reception places) has been added in the north and west of the town since 2011, and a further 1FE (30 reception places) in the south east at Roebuck Primary School (from September 2015); a total of +5FE of additional permanent capacity to date. This will result in a total of 1400 reception places being available across the Stevenage area as a whole to meet increased need.

Current primary forecasts indicate this will provide sufficient capacity to meet forecast demand, although it is worth noting that these forecasts are based on actual pre-school aged children and therefore only extend four years into the future.

As these cohorts work their way through their primary school years, the increase will begin to impact on secondary demand.

### Secondary

There is currently 6FE of spare Year 7 capacity (with Barnwell School at 9FE) which is mainly concentrated in Barnwell School in the south, with some capacity also in The Barclay School in the north west of the town.

However, the latest summer term forecast 2015/16 indicates the rise in population coupled with likely housing growth sees a deficit of Year 7 places from 2019. Should Barnwell offer an additional +1fe and expand to its full built capacity [10FE], the forecast indicates all Year 7 places will be full and demand will exceed the places available in 2021.

Based on current places available, latest forecasts indicate a need for an additional 3FE of Yr 7 capacity in 2021/22, rising to a peak demand of around 5FE across the town in 2023/24.

This forecast includes an assumed pupil yield from new housing growth that continues to remain uncertain pending Stevenage Borough Council's (SBC) progression of its Local Plan process. It should be noted that HCC's pupil forecasts only extend 10 years into the future, beyond which children requiring a secondary school place are not yet born. Housing growth beyond 2025/26 and the needs arising from this are not taken account of within these pupil forecasts.

As a sanity check, if no housing growth was included at all (which is unlikely), modelled forecasts suggest forecast demand peaks in 2022/23 with all schools full at Year 7 (assuming current admission numbers and Barnwell's capacity at its expanded 10FE) and longer term around 5% surplus capacity to manage fluctuations in demand.

With no new housing therefore, the current capacity along with the expansion capacity at Barnwell by 1FE, provides appropriately for the rising demand from the existing community.

### **Pupil yield from housing growth**

SBC has recently advised that it is continuing to work towards a new local plan for Stevenage to cover the period to 2031. New population projections recently released by the Government point towards future housing numbers significantly higher than those proposed in its first consultation on its plan in 2013 and this is currently being considered by SBC.

The most recent indication from SBC is a significant housing growth target of potentially 7600 new homes between 2011 and 2031. If an even trajectory of house building was assumed, this would equate to 380 per annum. As this total figure includes dwellings already built, the remainder to be built would be 6073 (assuming 380 per annum between 2011 and 2031 2015). In addition, there is proposed growth to the north of Stevenage within the NHDC boundary (1857 dwellings). Together this indicates total new housing growth of 7930 to 2031.

*Working on a range of 500 to 850 new homes equating to 1 form of entry (FE) of pupils, this suggests a pupil yield from new housing of between 9FE and 16FE.*

Further work is required on timescales and phasing to determine peak yields.

Although the scale of further housing growth remains uncertain, there is a need, based on the advice provided to date, to identify up to 16FE of additional secondary education capacity to ensure future needs of the town can be met.

### **Potential capacity available across the town**

Property feasibility work on existing school sites confirms around 3.5FE of potential additional capacity is possible within the current school sites. Further buildings would be required at both TAS & Barclay to enable the schools to take more pupils. Barnwell has a current PAN of 270 and has the building capacity to expand to 300.

School	Type	Current PAN	Expansion potential	Comments
Barclay	Community	6.5FE	0.5FE	Possible to expand to 7FE. However the school would be deficient under S77 regarding all playing fields but it would be compliant on the soft outdoor PE (BB103).

				To expand beyond 0.5FE it would require additional land.
Barnwell School (combined middle and upper)	Community	9FE	1FE	This site would not be compliant on soft outdoor PE (BB103) or following S77.
John Henry Newman	Academy	7FE	0FE	Reviewed at current capacity of 7FE this site is currently deficient on soft outdoor PE (BB103) and S77 standards. Any expansion would require additional land.
Marriotts (& Lonsdale)	Community	8FE	0FE	Current capacity at 8FE and would require additional land to expand and meet standards.
The Nobel	Community	8FE	0FE	Current capacity at 8FE and would require additional land to expand and meet standards.
Thomas Alleyne	Academy	6FE	2FE	The existing access into the school is quite restricted and there doesn't appear to be great scope to improve it, particularly at the junction with the High Street. Because of this limitation, it is likely the existing car park would need to be significantly enlarged/reconfigured to accommodate not only additional staff parking but also drop-off/pick-up facilities. Some the school playing fields would be required to enable this. Further feasibility work required to confirm expansion potential.
<b>POTENTIAL TOTAL</b>			<b>3.5FE</b>	<b>Further feasibility required to confirm</b>

CAPACITY (existing school sites)				expansion potential at existing sites
Former Barnwell East (previously Collenswood)	n/a	0FE	5FE	This site is slightly deficient at 5FE following BB103 areas and S77. It could become compliant with some all - weather surface areas.

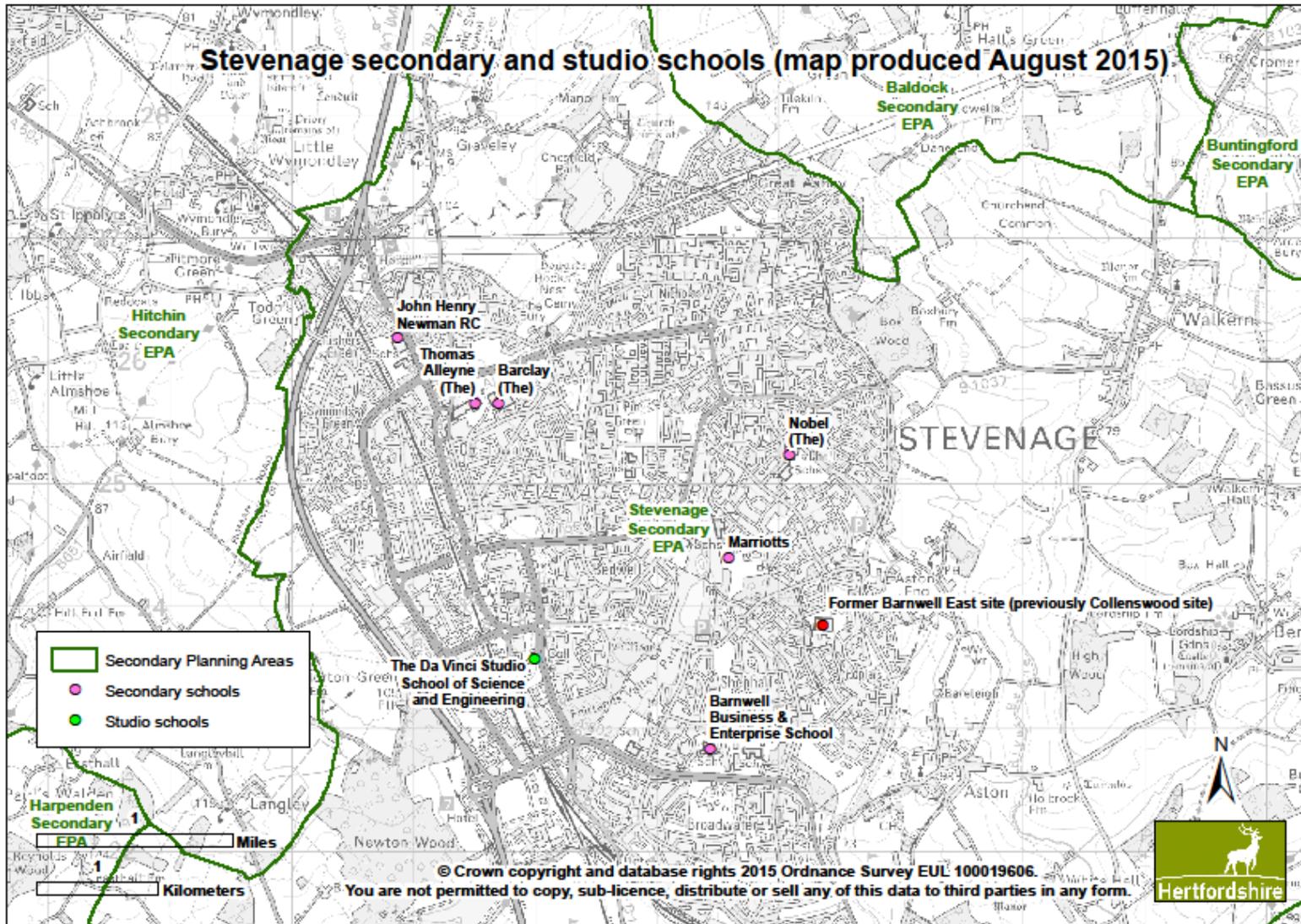
Potentially, up to 3.5FE of possible capacity may be available at existing school sites across the town (although the +1FE at Barnwell may be required to meet the needs of the existing community).

If this can be achieved, this leaves a further requirement for 5.5 FE – 12.5FE of additional secondary capacity to meet long term need arising from new housing growth. The former Barnwell East site could assist in meeting some of this need but, even with the 5FE it offers, additional capacity is still required to ensure sufficient secondary places for the long term.

### Conclusions

- Need to secure the former Barnwell East site for future secondary provision. This would offer 5FE of secondary capacity.
- Need to identify a further new 8FE secondary site to ensure sufficient potential for the remaining additional demand that may arise.
- Based on existing demographic, a new 8FE school site to the north of the town, on the previously identified site north of Great Ashby, would provide for an appropriate pattern of secondary provision to meet the local demand.

# Stevenage secondary and studio schools (map produced August 2015)



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## Appendix 7

NHDC email to HCC re. Education Need Paper

20 August 2015

**From:** Chris Carter [<mailto:Chris.Carter@north-herts.gov.uk>]  
**Sent:** 20 August 2015 16:04  
**To:** Alice Carrington  
**Cc:** Kate Ma; David Hill; Clare Skeels  
**Subject:** RE: Stevenage Secondary Education Need

Hi Alice,

Thanks very much for sending this through. An interesting read which clearly sets out the HCC view about the need for additional secondary capacity in the future, even taking account of the former Collenswood site.

I suppose my immediate question in the light of the three conclusions that have been drawn at the end of the document is about site selection.

The document states that the former school relocation site at Great Ashby is where the new school should be provided. However that proposal, largely, went away in 2010 after the BSF funding was stopped. Since then, time has clearly moved on and the landowner has sought to promote this site to us for housing, and as you know it was included as such in our Preferred Options consultation at the start of this year.

Can you tell me what work HCC has done to arrive at the view that this is the location in this part of the town where a school should be located. Has there been a site sifting exercise which has discounted other possible locations?

Thanks

Chris

Chris Carter  
**Senior Planning Officer**

Direct Dial 01462 474477

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## Appendix 8

HCC email to NHDC re. Education Need Paper

8 September 2015

**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 08 September 2015 09:37  
**To:** Chris Carter  
**Cc:** Alice Carrington; Kate Ma; Dick Bowler  
**Subject:** Stevenage Secondary Education Need

Chris,

Further to your email to Alice on the 20 August, I can advise Childrens' Services have passed this onto Development Services to provide you with a response.

I can advise that the Great Ashby site selection was founded on two principles under the BSF programme:

- 1) That there was an 8FE cohort of primary pupils living in the St Nicholas/Great Ashby area who would be 'exported' in whole from their neighbourhood to other parts of Stevenage to obtain secondary education and;
- 2) That there was a forecast deficit of secondary places across the whole Greater Stevenage area.

Hence, the Great Ashby site was ideally suited strategically, and the only suitable/available/deliverable site in their neighbourhood. As part of an assessment of potential alternative sites within the BSF project, sites across Stevenage were considered on a sequential basis with urban brownfield sites considered first, urban Greenfield sites second, and Green Belt sites third. The scope of search was limited to areas in north-east Stevenage for sites with a land area of at least 10 hectares (the minimum requirement for an 8FE school). Five option sites were identified. These are identified as Sites (A) Land at Canterbury Way ; (B) St Nicholas Park; (C) Land at Weston Road; (D) Land north east of Great Ashby; and (E) Land north and south of Nine Acre Spring. The five potential sites are shown on the attached plan. All sites were ruled out for various reasons, which can be seen in more detail on pages 30-31 of the planning application committee report here:

<http://www.hertsdirect.org/statweb/meetingsnov04toapr13/Development%20Control%20Committee/20100119/documents.html>

The Secondary Education Need paper sent to you on 19 August 2015 demonstrates that there is a continued need for a new secondary school to the north of Stevenage. The planning merits and circumstances surrounding the alternative sites outlined above have not changed. Therefore, the site at Great Ashby remains the only suitable/available/deliverable option.

I hope this provides you with the necessary background justification you were seeking, however if you have any other questions do not hesitate to come back to me.

Kind regards

Ailsa Davis  
Senior Planning Officer, Development Services  
Hertfordshire Property  
Postal Point CHO313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel:** 01992 588275 **Comnet/Internal:** 28275  
**Working days: Tuesday, Wednesday and Thursday**

## Appendix 9

Email correspondence between HCC and NHDC

February to March 2016

**From:** Nigel Smith [<mailto:Nigel.Smith@north-herts.gov.uk>]  
**Sent:** 11 February 2016 14:27  
**To:** Ailsa Davis  
**Cc:** David Hill; Simon Ellis; Clare Skeels  
**Subject:** Education provision in North Herts / Local Plan

Hi Ailsa,

Good to meet you this morning and put a face to the name. Following up, I said I would drop you a line regarding the outstanding issues and concerns we have regarding education provision and our emerging Local Plan. As mentioned, we anticipate that the allocation (or otherwise) of sites through the plan are likely to be subject to particular scrutiny and we will need to satisfy all the relevant tests at examination.

Broadly speaking, the issues fall into three interrelated categories which are set out below. I'd be grateful if you could give these consideration. We will need to develop a position in consultation with one another over the next few months. However, if you have any initial thoughts or concerns, please get in touch.

I've deliberately left East of Luton of this list as, with the planning applications already in / anticipated, this is already a ship that is sailing its own course.

As mentioned, we are facing a particularly tight turnaround to meet the milestones set out in our recently adopted Local Development Scheme. We are broadly working to the following timetable:

- March – Finalise analysis of new sites promoted since the 'Preferred Options' consultation
- April – Identification of a 'preferred development scenario' for testing
- May / June – Testing implications of preferred development scenario with key service providers
- July – Approval of draft Local Plan by NHDC
- August to October – Consultation on draft Local Plan

I appreciate that there will be some substantial work associated with the below. However, a number of these issues have been around for some time now and we are increasingly under pressure to progress our Local Plan. I hope we can work co-operatively with each other to work through these matters and develop a solution for North Hertfordshire.

#### Issue 1: Justification of 1FE:500 homes ratio for additional provision

We have concerns around the overall justification for additional education requests and the evidence behind it.

With particular regard to the existing evidence behind the 1:500 ratio:

- It appears to have been generated from a relatively small county-wide survey;
- That survey was conducted some time ago and does not appear to have been subject to on-going monitoring; while
- A large amount of the requirement is derived from a 'statistical adjustment' from the survey average.

Although I appreciate the need for prudence in advance planning, the implications of setting requirements at (for example) 1:600, 1:700...etc needs to be understood. This could be the difference between additional schools, or the expansion of existing premises, being required or not. There needs to be an acceptable balance between the level of risk to which HCC are exposed and the impacts on development in terms of site yields, financial viability etc.

Linked to this is the fact that all additional future demand is effectively calculated on the basis it will happen simultaneously. There needs to be further consideration of how demand is profiled over time, how changes in living patterns (declining household sizes etc.) may change demand from within the existing stock etc.

As a high-level example, applying the 1:500 ratio to our anticipated housing target figure of 14,400 homes for North Herts would suggest a total 28.8FE of additional provision over the period 2011-2031. This equates to around ~6,000 additional places at primary school level (28.8 x 30 [class size] x 7 [reception to Y6]). By way of contrast, the latest Government population projections ~ which broadly align

with our proposed housing numbers ~ only anticipate a maximum increase of ~2,500 primary-aged children over the plan period.

#### Justification for the selection of the GA2 site at Great Ashby

Should the above still lead to an identified requirement for additional provision, we require further evidence on the site-selection process which has led to the identification of this site as the preferred location for additional secondary school provision for the Stevenage School Planning area. We are obliged to consider 'reasonable alternatives' before settling on a final strategy.

As well as looking at alternate locations in / immediately around Stevenage, these alternatives may include some more 'out of the box' options – such as the concept of modest 'all through' provision at Knebworth mentioned this morning (see below), thereby relieving pressure / releasing capacity elsewhere.

#### Settlement-wide solutions

Finally, we need to come to a series of solutions that work at settlement / school planning area level in consultation with yourselves and relevant landowners and promoters.

I'm aware that HCC hold a number of reserve sites that may could provide additional capacity in the education system. Presumably there is also some scope for the expansion of existing schools – either from within existing landholdings or with the acquisition of adjoining land.

As per above, the 'missing link' in the land to the east of Knebworth has now been promoted to us and we would be interested in exploring whether there is scope for a more comprehensive / holistic approach here that could realise some wider benefits – notably the concept of secondary school provision, either as an 'all-through' school linked to the existing Primary School or as a standalone proposition.

Similarly we have had, for example, additional sites promoted at Barkway and Codicote where the relocation and expansion (respectively) of existing schools could facilitate a comprehensive solution.

This process will need to be replicated across other towns and villages.

The other end of this equation is that, utilising some of these reserve sites could release some existing school premises for redevelopment over the plan period. On the presumption that HCC would seek to maximise value of these assets, any such sites should be promoted to NHDC for potential allocation / redevelopment asap, although I appreciate there may be a degree of circular logic here!

I currently envisage / suggest that we aim to set up a series of sessions in the second half of March or early April where we can work through these on an area-by-area basis to inform the 'preferred development scenario' identified above. This will ensure there aren't any unwanted surprises when we reach the testing stage.

Apologies for the length of the email, but I think it is helpful to be clear as to the additional work we consider is required. Feel free to forward this on within your organisation to those who may need to be involved.

Thanks  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

Direct Dial: 01462 474847  
North Hertfordshire District Council  
Council Offices, Gernon Road  
Letchworth Garden City  
Hertfordshire  
SG6 3JF

**From:** Ailsa Davis [mailto:Ailsa.Davis@hertfordshire.gov.uk]  
**Sent:** 11 February 2016 15:59  
**To:** Nigel Smith  
**Cc:** David Hill; Simon Ellis; Clare Skeels  
**Subject:** Education provision in North Herts / Local Plan

Hi Nigel

Thank you for your email, which is helpful in terms of looking ahead at what needs to be done. I can advise I will be commissioning site search work to inform issue 2, which will include NE Knebworth area we discussed this morning. I am happy to work with you on issue 3.

In terms of issue 1 (child yield), I have set up an internal meeting with the relevant officers in mid-March (earliest I could get everybody in the same room) to discuss this and will come back to you.

Regards

Ailsa Davis  
Senior Planning Officer, Development Services  
Hertfordshire Property  
Postal Point CHO313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel:** 01992 588275 **Comnet/Internal:** 28275  
**Working days: Tuesday, Wednesday and Thursday**

**From:** Nigel Smith  
**Sent:** 24 February 2016 13:32  
**To:** 'Ailsa Davis'  
**Subject:** RE: Education provision in North Herts / Local Plan

Ailsa,

Please see attached trajectory as requested.

Regards  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 23 February 2016 11:28  
**To:** Nigel Smith  
**Subject:** RE: Education provision in North Herts / Local Plan

Hi Nigel

If you could re-provide it that would be very helpful. I understand that numbers/sites will change.

Thanks

Ailsa

**From:** Nigel Smith [<mailto:Nigel.Smith@north-herts.gov.uk>]  
**Sent:** 23 February 2016 10:58  
**To:** Ailsa Davis  
**Subject:** RE: Education provision in North Herts / Local Plan

Hi Ailsa,

Sorry for the delayed reply – half term got in the way. As per original email below, we are currently working towards having a preferred site list by mid-April that we can share with you. At present, I don't have a 'new' trajectory beyond anything Richard Kelly / Chris Carter may have previously provided in relation to our last consultation.

I can (re-)provide this if needed on the understanding that the numbers and some sites will be changed / added in the Spring.

Thanks  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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**From:** Ailsa Davis [<mailto:Ailsa.Davis@hertfordshire.gov.uk>]  
**Sent:** 16 February 2016 10:35  
**To:** Nigel Smith  
**Cc:** David Hill; Clare Skeels  
**Subject:** Education provision in North Herts / Local Plan

Nigel

Would it be possible to forward me your emerging LP housing trajectory? It will be treated as confidential. It would be useful to see it to help with our discussions around the child yield calculation.

Many thanks

Ailsa Davis  
Senior Planning Officer, Development Services  
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Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
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Current GB	New ref (sites in draft Local Plan)	Settlement	Housing market area																		
				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
yes	CD1	Codicote	W					24	25	24										73	
yes	CD2	Codicote	W								29	29								58	
yes	CD3	Codicote	W				24	24												48	
			Total	26	330	469	965	1083	1085	1203	1215	831	774	772	597	500	600	600	622	561	12233

*Totals by housing market area:*

S	26	184	292	733	798	779	800	800	584	574	550	525	450	500	450	412	350
C	0	131	162	145	121	113	161	119	18	0	22	22	0	0	0	10	11
W	0	0	0	24	48	25	24	29	29	0	0	0	0	0	0	0	0
A	0	15	15	13	0	0	0	0	0	0	0	0	0	0	0	0	0
L	0	0	0	50	116	150	200	250	200	200	200	50	50	100	150	200	200

S = Stevenage and A1 corridor; C = Cambridge; W = Welwyn Garden City; A = St Albans; and L = Luton.

**From:** Nigel Smith  
**Sent:** 02 March 2016 13:54  
**To:** 'Bob Chapman'  
**Cc:** David Hill; Dick Bowler; Roger Arbon; Ailsa Davis; David Hill  
**Subject:** RE: North Herts Local Plan - Potential housing sites on HCC land

Hi Bob,

From the information I have...

Sites included in the Preferred Options consultation

- Land off Clothall Road, Baldock (Preferred Options site ref BA2)
- Land east of Clothall Common, Baldock (BA3)
- Land south of Clothall Common, Baldock (BA4)
- Former Lannock School, Letchworth (LG9)
- Land north of Former Norton School, Letchworth (LG4)
- Former Norton School Playing Field, Croft Lane, Letchworth (LG10)
- Land north of Lindsay Close, Royston (RY4)

New sites promoted in response to Preferred Options consultation

- Freeman House, Radburn Way, Letchworth
- Land at Bedford Road, Ickleford

Regards  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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**From:** Bob Chapman [<mailto:Bob.Chapman@hertfordshire.gov.uk>]  
**Sent:** 02 March 2016 12:40  
**To:** Nigel Smith  
**Cc:** David Hill; Dick Bowler; Roger Arbon; Ailsa Davis  
**Subject:** RE: North Herts Local Plan - Potential housing sites on HCC land

Hi Nigel

I'll get back to shortly on a suitable date. To save me time hunting around, have you've got a list of the sites to hand that you could let me have ?

**Bob Chapman**

Senior Planning Officer, Development Services Team,  
Property  
Postal point CHO 313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel** 01992 588116 **Comnet / Internal:**28116  
[Bob.chapman@hertfordshire.gov.uk](mailto:Bob.chapman@hertfordshire.gov.uk)

**From:** Nigel Smith [<mailto:Nigel.Smith@north-herts.gov.uk>]  
**Sent:** 02 March 2016 12:09  
**To:** Bob Chapman  
**Cc:** David Hill  
**Subject:** North Herts Local Plan - Potential housing sites on HCC land

Hi Bob,

As you'll be aware, we're currently working towards the Pre-submission draft of our Local Plan.

Obviously, North of Baldock is progressing under its own steam, but there are a number of other potential residential sites that have been promoted by HCC – some of which were included in the Preferred Options consultation and others which were subsequently promoted.

Could we arrange a meeting to go through these and identify any outstanding issues, potential timescales for disposal and development etc.? It would be best to hold it here to allow relevant officers to dip in and out depending on the site / area. A Monday or a Friday would be best.

The following dates are possible. Please could you let me know if any of these are suitable for you:

- Monday 14 March – 11am
- Monday 21 March – 11am or 2pm
- Friday 1 April – 11am or 2pm

Regards  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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**From:** Ailsa Davis [mailto:Ailsa.Davis@hertfordshire.gov.uk]  
**Sent:** 22 March 2016 15:36  
**To:** Nigel Smith  
**Cc:** Jacqueline Nixon; Sarah McLaughlin; Andrea Gilmour  
**Subject:** Education provision in North Herts / Local Plan

Nigel

Further to your email of 11 Feb (copied below), we have now had an internal meeting to discuss the points you raise regarding child yield and the 1FE:500 homes ratio. Please treat this email as a holding response pending the issue of further information/evidence to you relating to an update of the HCC Property s106 toolkit model incorporating 2011 census data, which endorses the peak yield of 1FE per 500 dwellings.

More specifically, in relation to your comments below:

- Work is underway to monitor the original piece of research (county wide survey) in terms of reviewing completed developments to establish whether the 1FE:500 ratio is borne out in reality;
- As stated above, an update of the HCC Property s106 toolkit and Childrens' Services forecasting models has been undertaken to incorporate 2011 census data and is currently being written up to share;
- Can you advise what is the source of the 'latest Government population projections' you refer to? Is it the SNPP 2012 or Interim 2011?
- Site search work for a new secondary school site to serve Stevenage and North Herts has been commissioned and is due to be completed by the end of June. The results of this will be shared with you and will be submitted with the HCC Property representations to your next LP consultation.

As soon as the above information is available to share, I will forward it to you.

Regards

Ailsa Davis  
Senior Planning Officer, Development Services  
Hertfordshire Property  
Postal Point CHO313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel:** 01992 588275 **Comnet/Internal:** 28275  
**Working days:** Tuesday, Wednesday and Thursday

**From:** Nigel Smith

**Sent:** 24 March 2016 09:56

**To:** 'Ailsa Davis'

**Cc:** Jacqueline Nixon; Sarah McLaughlin; Andrea Gilmour; David Hill; Simon Ellis; Ian Fullstone; Louise Symes

**Subject:** RE: Education provision in North Herts / Local Plan

Ailsa,

Thanks for the update. Please keep us posted as you progress and of any emerging findings in terms of both pupil yields and sites. I am concerned about the timing of the site search work as it would probably arrive too late to incorporate any findings into the Publication version of the plan (in terms of Sustainability Appraisal, reporting deadlines etc.) as we are committed to reporting this to our Council in July but we are where we are.

Yes, the projections referred to are the 2012-SNPP / Household Projections.

Regards

Nigel

Nigel Smith

**Principal Strategic Planning Officer**

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## Appendix 10

HCC email to NHDC re. Education Need Paper

8 September 2015

**From:** Nigel Smith  
**Sent:** 18 April 2016 12:27  
**To:** 'Ailsa Davis'  
**Cc:** David Hill; Simon Ellis; Louise Symes; Andrea Gilmour; Jacqueline Nixon; Sarah McLaughlin  
**Subject:** RE: Education provision in North Herts / Local Plan

Ailsa,

Thanks for sending the letter and explanation through. HCC's intention to continue relying on the 1:500 ratio in response to Local Plans is noted.

On a related note, we are hoping to obtain approval for our updated list of preferred local plan housing sites this week. Once this has been finalised, we will send through to HCC (and other relevant bodies) for informal / confidential comment to inform our Infrastructure Delivery Plan and publication version Local Plan which is due to go to Council in July. If you could be aware that it is coming as we are going to have to give all parties a fairly rigid window (probably 4-6 weeks) in which to respond.

Regards  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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Appendix 11

HCC letter to NHDC

12 May 2016

**Resources  
Property**



Louise Symes  
Planning Policy Manager  
North Hertfordshire District Council  
Gernon Road  
Letchworth Garden City  
SG6 3JF

HERTFORDSHIRE PROPERTY  
Hertfordshire County Council  
County Hall  
Hertford SG13 8DE

Telephone 01992 588275  
Minicom 01992 556611  
E.Mail: ailsa.davis@hertfordshire.gov.uk  
Contact: Ailsa Davis

Date 12 May 2016

Dear Louise

**SECONDARY SCHOOL SITE SEARCH**

To support the emerging local plan in North Herts, the County Council are undertaking a secondary school site search within and around the edge of Stevenage.

The need for the site search has been identified as a consequence of the rising demand from the existing population and the requirement for additional school places from the proposed housing to the north of Stevenage within the North Herts emerging Local Plan and to the east of Stevenage, within the East Herts emerging Local Plan.

This work is being undertaken in two stages.

First, Childrens' Services and Property have undertaken assessments of the existing secondary schools in Stevenage to determine the expansion capacity of each of these sites. This work has concluded that there are insufficient spaces within existing schools to meet the demand arising from the proposed housing within Stevenage and to the north and east of Stevenage, within North Herts and East Herts. This includes the 5FE of future secondary provision at Barnwell East allocated within the emerging Stevenage Local Plan.

Second, consultants (Vincent and Goring) have been appointed to undertake a site search to identify any potential secondary school sites within Stevenage and on the edge of Stevenage within North Herts and East Herts.

The methodology that is being employed is summarised below:



Using the site search criteria of a minimum 4ha building zone and a minimum overall site area of 12 to 15ha, potential new sites are being considered in accordance with the following sequential approach:

- Urban brownfield sites
- Urban greenfield sites
- Greenfield sites on the edge of urban areas

#### **SITE SEARCH**

- Define and map a study area to include existing planning and environmental constraints.
- Identify a 'long list' of sites meeting basic site requirements to provide 6FE capacity.
- Using a proforma undertake an initial analysis and sieve of the long list of potential sites and creation of a 'short list' of sites.
- For each potential school site produce a site identification plan and aerial photograph
- Undertake a site appraisal of up to 5 shortlisted sites (from public viewpoints) to be agreed with the client.
- For each of the 5 shortlisted sites set out the further technical and environmental investigations that would be required to determine the deliverability of each site.
- For each of the 5 shortlisted sites undertake a highways appraisal to examine the potential vehicular and pedestrian access points, access to existing public transport and the potential highway impact of a 6FE secondary school on the local highway network.

#### **REPORT**

Prepare report setting out methodology, site evaluation and overall conclusions (including a site recommendation(s)) together with site plans, aerial photographs, development principles plans and proformas for each site.

This work is due to be completed by 30 June 2016 and the results will be shared with you.

Yours sincerely

*Ailsa Davis*

**Ailsa Davis  
Senior Planning Officer**

## Appendix 12

Meeting between NHDC and HCC

24 May 2016

**From:** Nigel Smith [<mailto:Nigel.Smith@north-herts.gov.uk>]  
**Sent:** 24 May 2016 16:17  
**To:** Ailsa Davis; Andrea Gilmour; Sarah McLaughlin  
**Subject:** North Herts Local Plan - site testing list

Hi Alisa (and all),

Thanks for coming in today to discuss HCC sites and education issues. As mentioned at the meeting, my apologies that you haven't received the site testing list for our local plan. My understanding was that you should have had this some time ago.

We have developed a 'preferred scenario' of housing sites to inform the next iteration of our local plan and associated infrastructure delivery plan (IDP), which is attached. It covers the whole period from 2011-2031 for completeness but obviously any completions / permissions should have already been taken into account so should be excluded. This site list is confidential and I'd be grateful if you could treat it as such – fine to send on to others in your organisation that need to see it with this caveat.

I have also identified some specific issues where it would be useful to have some further guidance from HCC on education matters. As discussed at the meeting, we have a tentative understanding with two landowners at north-east Stevenage and east of Knebworth that any allocation on their land will require further exploration of education solutions – with the possibility of some modest, all-through / secondary provision. Both sites remain subject to the results of the other infrastructure testing currently being carried out, notably on highways.

Some homes are currently assigned to an 'unspecified' location – these are the small scale windfalls and also an allowance for sites we anticipate will be identified in the next review of the plan post-2026. The third attachment sets out how the IDP is generally dealing with this issue. You may wish to use the splits set out in the attachment for consistency but, equally, I am mindful that the windfalls will end up being more widely spread (i.e. some going to the villages) whilst the 500 homes to 'broad locations' may end up being in another location altogether (West of Stevenage, new settlement etc) so please give some consideration as to how you wish to deal with these.

Our original timetable was to set a deadline of June 3<sup>rd</sup> for responses. If you can still meet that then great(!) but, given the delay, could I ask that you let us know of any major issues by 10<sup>th</sup> June (along with as much additional information as you can reasonably provide in that timescale) and a final response by Friday 17<sup>th</sup> June.

Thanks in advance for your time and apologies again.

Nigel

Nigel Smith  
**Principal Strategic Planning Officer**  
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## Appendix 13

Email exchange between HCC and NHDC

17 July 2016 – 22 July 2016

**From:** Sarah McLaughlin [mailto:Sarah.McLaughlin@hertfordshire.gov.uk]  
**Sent:** 22 July 2016 14:58  
**To:** Nigel Smith; Andrea Gilmour; Jacqueline Nixon  
**Cc:** Alexandra Stevens  
**Subject:** FW: Education provision in North Herts / Local Plan

Nigel,

We've had a brief discussion regarding your request for a report/analysis of information which supports the work done on the 2011 Census data. As I'm leave next week I thought it might be prudent to explain the current position as soon as possible.

We were not anticipating providing any further information at this stage, so it would be helpful if you could provide further clarification on information which may be required by your team, deadlines, intended use etc. We can then consider how best to meet your request. The HCC demographer is signed off until the end of July so this may delay a response. The work completed to date has been supporting our update to the HCC Toolkit which is not due to be available until this autumn.

As you are aware, Andrea is covering the Local Plan work in Ailsa's absence but is on leave today.

Kind regards,

Sarah

**From:** Sarah McLaughlin  
**Sent:** 15 July 2016 15:33  
**To:** 'Nigel Smith'  
**Cc:** Andrea Gilmour  
**Subject:** Education provision in North Herts / Local Plan

Hi Nigel,

Further to a meeting this morning, I understand that you are still awaiting some further information from HCC regarding the 1:500 ratio. I attach earlier communications for reference.

Happy to discuss if that would be easier?

Thanks,

Sarah

Sarah McLaughlin  
Principal Infrastructure Officer  
Development Services  
Property, Resources Directorate  
Postal point CHO 313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel** 01992 588110 **Comnet / Internal:** 28110 **Mobile** 07812 323488

Appendix 14

NHDC email to HCC

23 January 2017

**From:** Nigel Smith  
**Sent:** 23 January 2017 16:14  
**To:** 'Andrea Gilmour'  
**Subject:** RE: HCC Property (DS) reps on behalf of HCC services

Andrea,

Thank-you for the representations you submitted to our Local Plan consultation last year on behalf of HCC services. It would be helpful for us to meet to discuss these and consider a way forward in advance of the plan being submitted for examination.

Notwithstanding the content of your objections, we retain significant concerns over HCC's method for calculation of future requirements, especially when compared to the Government's population projections that we are required to use as the 'starting point' for our Local Plans. The detailed site- / settlement-level requirements you have identified in your representations flow from these starting assumptions.

NHDC and HCC are both scheduled to appear at the examination of Stevenage's local plan next month when the Inspector has asked to discuss the 'soundness' of the evidence underpinning education requirements. Our statement to that session is attached for your information so you can see our position set out.

In advance of that hearing, the best date for a meeting from our end would be the afternoon of Monday 6 February. Alternatively (in descending order of preference) Tuesday 7 Feb (pm), Thursday 2 Feb (am) and Friday 3 February (pm) would be possible.

Please could you let me know if you and colleagues are able to make any of the above – if you could let me know who would be best to attend from your end?

We will arrange a meeting to discuss the representations you submitted as landowner in support of the plan separately in due course.

Thanks  
Nigel

Nigel Smith  
**Principal Strategic Planning Officer**

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## Appendix 15

Meeting between HCC and NHDC re. education  
provision

2 February 2017

**From:** Andrea Gilmour [mailto:Andrea.Gilmour@hertfordshire.gov.uk]  
**Sent:** 02 February 2017 16:30  
**To:** Nigel Smith  
**Cc:** Jacqueline Nixon; Tony Bennetts  
**Subject:** RE: HCC Property (DS) reps on behalf of HCC services

Nigel

I am attaching the response to your matters statement that has been sent to the Programme Officer for the Stevenage EiP.

Of the dates you provided the only time that Tony Bennetts (County Demographer), Jacqueline Nixon and I are available is 1 to 2 pm on 7 February at County Hall. Please could you confirm that you are able to attend?

Thank you.

Andrea

Andrea Gilmour  
Principal Planning Officer, Development Services  
Property, Resources  
Postal Point CHO313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel:** 01992 556477 **Comnet/Internal:** 26477

## Appendix 16

Meeting between HCC and NHDC re. education  
provision

9 March 2017

**From:** Ian Fullstone [<mailto:Ian.Fullstone@north-herts.gov.uk>]  
**Sent:** 10 March 2017 09:23  
**To:** Jacqueline Nixon  
**Subject:** NHDC Education Study

Dear Jacqueline,

Thank you for your time yesterday at what I thought was a very productive and useful meeting.

As promised please find attached a copy of the brief for the education study we have commissioned. As agreed, Regeneris will use you as the first point of contact at HCC.

I have spoken to Policy colleagues here and they support the approach we discussed yesterday with regard a Statement of Common Ground. Hopefully you will be able to let me know HCC's view shortly.

Best Regards  
Ian

## Appendix 17

HCC email to NHDC re. alternative school site

23 March 2017

**From:** Jacqueline Nixon  
**Sent:** 23 March 2017 16:48  
**To:** 'Ian Fullstone'  
**Subject:** RE: NHDC Local Plan

Ian

Further to the letter below we have just had some initial site search work back from our consultants. It appears that we may have identified an alternative school site, although we are awaiting further details . Could Andrea Gilmour (Principal Planning Officer) and I come to talk to your team about the sites? We can both make 4<sup>th</sup> April am . Will you advise if that works for you, we are happy to come to your offices.

regards

Jacqueline Nixon

Head of Development Services  
Property  
Postal point CHO 313  
Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN  
**Tel** 01992 588104 **Comnet / Internal:** 28104

## Appendix 18

HCC sends two transport assessments to NHDC

12 April 2017

-----Original Appointment-----

**From:** Andrea Gilmour [<mailto:Andrea.Gilmour@hertfordshire.gov.uk>]

**Sent:** 12 April 2017 08:25

**To:** Andrea Gilmour; 'Richard Javes'; Claire Sime; Pierce Jenny; Louise Symes; Kate Ma; Alice Carrington; Roger Flowerday; 'Liz Fitzgerald'; Nigel Smith

**Cc:** Jacqueline Nixon; 'S.Tiley@welhat.gov.uk'

**Subject:** Stevenage Secondary School Site Search Update

**When:** 24 April 2017 15:30-17:00 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.

**Where:** Vincent and Goring Sterling Court Norton Road Stevenage SG1 2JY

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**From:** Andrea Gilmour [<mailto:Andrea.Gilmour@hertfordshire.gov.uk>]

**Sent:** 12 April 2017 08:34

**To:** 'Richard Javes'; 'Claire Sime'; 'Pierce Jenny'; Louise Symes; Kate Ma; Alice Carrington; Roger Flowerday; 'Liz Fitzgerald'

**Cc:** Jacqueline Nixon; sue tiley

**Subject:** Stevenage Secondary School Site Search Update

Dear All

In advance of our meeting on 24 April I am attaching the Transport Assessments undertaken for two additional sites to the North of Stevenage along with a summary note of the findings.

If you have any questions please let me know.

Thanks

Andrea

Andrea Gilmour

Principal Planning Officer, Development Services

Property, Resources

Postal Point CHO313

Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG13 8DN

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## Summary Note

### Stevenage/North Hertfordshire Secondary School Site Search

#### Update Report

##### Introduction

HCC commissioned Vincent and Gorbing to undertake a comparative site search to identify a suitable secondary school site to meet and identified 8FE future requirement to the north of Stevenage. The report was completed in July 2016.

Following the completion of the report a meeting was held with Stevenage Borough Council, North Herts District Council, East Hertfordshire District Council and Welwyn Hatfield Borough Council on the 15<sup>th</sup> July to review the findings and discuss a way forward.

The report identified a single site to the north of Great Ashby as the preferred location to meet the identified educational need (GA2). This was discussed with all Council's and it was noted that the site had been promoted in the emerging Local Plan as a housing site with 4ha of land for educational use, to meet the needs of a primary school and secondary school.

Whilst the identified 4ha is not a sufficient area to meet the needs of a secondary school, let alone a secondary and primary school, a Transport Assessment has been undertaken by the landowner/promoter and it has been demonstrated that the access arrangements proposed for the site would not be able to cope with a combination of residential/primary and secondary provision. Such that a secondary school could not be located in this identified area proposed for allocation.

As a consequence of this outcome, the emerging plan was reviewed and alternative sites identified as potential locations for a secondary school. These sites comprised Land at Back Lane and Land South West of Claypits Woods.

##### Further Site Identification Work.

The direction of need was the target area for further consideration, that being to the north of Great Ashby.

Land South West of Claypits Woods was initially identified, due to its proximity adjacent to the preferred GA2 site. Simultaneously we were contacted by our land agents for the site identified as Land at Back Lane.

Given both sites location adjacent to proposed development sites and access to a road network, it was decided to pursue the potential for either of these sites being suitable for a secondary school site.

All landowners/agents associated with these sites were invited to meet with HCC, with a view to sharing the work that was being undertaken and ascertaining interest in the potential of releasing their land.

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## Summary Note

Phil Jones Associates were also commissioned to undertake Transport Assessments for both sites, to enable a comparison to be made in respect of highway capacity matters and connectivity.

### Site A: Land at Back Lane.

We were approached by agents on behalf of the landowner with a view to considering Site A as a potential secondary school site. The landowner is promoting land to the north of this proposed site for circa 150 aspirational housing.

The site is located to the west of the Great Ashby Linear Park, to the north of site allocation NH8, which is open space associated with Forster Country, beyond which, towards North Road are two housing site allocations.

The site is considered to be well sited to meet the identified educational need and unlike sites towards the east would also be well placed to serve the proposed housing site allocations to the west.

The potential accessibility of the site has been considered as part of the Transport Assessment. At present the site has limited access potential, being linked to Back Lane only to the north, which is a narrow country lane unsuitable for the extent of traffic associated with a 6-8FE secondary school

The site is however well placed in respect of proposed growth to the North of Stevenage, such that connections to the west can be achieved via the new housing developments if appropriately masterplanned.

To the east the site is situated adjacent to the Linear Park, this provides access opportunities into Great Ashby, with a new road created through the end of the park area and joining at Great Ashby Way /Orwell Avenue. This access arrangement replicates that previously approved for the GA2 site, when planning permission was obtained for a secondary school in that location, such that the principle can be deemed to be acceptable.

Having considered the cumulative impacts of both residential development and the addition of a school, the following highway enhancements would be required:

- Mitigation at the Great Ashby Way, east of Orwell Avenue;
- A controlled pedestrian crossing on Great Ashby Way, east of Orwell Avenue;
- High quality pedestrian/cycle routes from the site allocations west of the proposed school;
- Mitigation at the Great Ashby Way/Bray Drive roundabout.

In respect of other material planning considerations, the site is an open space, with some sporadic trees through the site and denser belts to the boundaries to the south. In general planning terms, the constraints associated with the development of this site are therefore primarily associated with the delivery of an appropriate access arrangement.

The site has been suggested to the County Council as a potential school site by the landowners' agent's, the site can therefore be deemed to be available. The delivery of appropriate access arrangements falls within land owned by both HCC and Stevenage Borough Council, such that there is no additional third party land ownership that would prevent the site from being delivered.

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## Summary Note

There are no foreseen planning constraints that would prevent the site from being developed in a sympathetic manner, addressing matters pertaining to character and appearance of the area, neighbour amenity and highway safety. Accordingly, it is considered that the site is deliverable.

Finally, in respect of sustainability, the site is located adjacent to both the existing and proposed residential areas, and as set out within the Transport Assessment, would readily serve a wide catchment area, enabling non-car modes of transport to be a primary mode of transport. The site is therefore considered to be sustainable.

### Site B: Land South West of Claypit Woods

The land is in private ownership and is not currently available for development. The landowner has been contacted and verbally advised that they were not willing to release their site for development. It is therefore assumed that the development of this site could only occur following the compulsory purchase of the site.

The site is located to the north of Great Ashby, to the north of site allocation GA2 and GA1 to the south west and is currently agricultural land. Access to the site is via Back Lane to its southern boundary.

The site is considered to be well sited to meet the identified educational need within Great Ashby and demand from some of the proposed housing allocations to the north of Great Ashby generally.

The potential accessibility of the site has been considered as part of the Transport Assessment. At present the site has limited access potential, being linked to Back Lane only to the south, which is a narrow country lane unsuitable for the extent of traffic associated with a 6-8FE secondary school

Due to the location of the site to the north of the area, the ability to provide suitable connections is restricted. Access could only be provided to the south, resulting in the need to widen Back Lane and provide connections through to GA1 and GA2. These connections would be over additional third party and could not be provided solely within Council land.

The ability to acquire this land is currently unknown and development of this nature will significantly change the character and appearance of the area, particularly Back Lane.

Having considered the cumulative impacts of both residential development and the addition of a school, the following highway enhancements would be required:

- A controlled pedestrian crossing on Great Ashby Way, east of Orwell Avenue;
- Additional pedestrian/cycle routes to the south and through site allocations;
- Parking restrictions on estate roads.

In respect of other material planning considerations, the site is an agricultural field, with some tree belts to the boundaries of the land. In general planning terms, the constraints associated with the development of this site are therefore primarily associated with the delivery of an appropriate access arrangement.

## Summary Note

The site is not currently available and the landowner has stated that they are not interested in releasing the site. Furthermore, to deliver the access improvements required to gain access into the site, further third party land is required. We have endeavoured to contact all third parties, however a number have not replied. We cannot therefore state that the site is deliverable.

There are no foreseen planning constraints that would prevent the site from being developed in a sympathetic manner, addressing matters pertaining to character and appearance of the area and neighbour amenity, however, the ability to deliver the site access arrangements may be more challenging. Accordingly, it is considered that the site is not deliverable.

Finally, in respect of sustainability, the site is located adjacent to both the existing and proposed residential areas, and as set out within the Transport Assessment, would readily serve a wide catchment area, however, access arrangements are limited and the site is slightly out on a limb to the north of the proposed developed area. Accordingly, it is not considered that this site is the most sustainable location for this development.

### Conclusions

The area has been considered thoroughly in respect of trying to find a suitable site for development of a much needed school, especially when having regard to the additional housing growth adjacent.

Following the exclusion of the preferred site at GA2, consideration has been given to two alternative locations also to the north of Great Ashby. Following the completion of a Transport Assessment on both sites, it is clear that Site A, Land at Back Lane, is more accessible and will provide access to secondary education for all of the proposed housing sites to the north of Stevenage, as opposed to those located towards the east. This site would also offer the ability to provide a more joined up holistic development to the north of Stevenage, than the individual developments that would result without this site to the centre of the areas.

Both sites are similarly constrained in respect of material planning issues, but Site B does not benefit from good highways connections or pedestrian links, in addition the land is not currently available for development.

Overall, Site A is better located and can be deemed to be available, deliverable and sustainable. Whilst not in the preferred location for the direction of need, as set out in the Site Search Report, it is considered to be the most desirable sites available and should be promoted via the emerging Local Plan process.

LF 27<sup>th</sup> March 2017

**From:** Louise Symes  
**Sent:** 12 April 2017 13:36  
**To:** 'Andrea Gilmour'  
**Cc:** Ian Fullstone; Nigel Smith  
**Subject:** RE: Stevenage Secondary School Site Search Update

Dear Andrea

Thank you for the information , both Nigel Smith and I will be attending the meeting.

Regards Louise

## **Appendix M1-3**

**ED137: Duty to Co-operate & Objective assessment of housing needs: Migration from London / the London Plan**

## Note to Inspector

### Duty to Co-operate & Objective assessment of housing needs: Migration from London / the London Plan

1. The Inspector has requested that North Hertfordshire District Council (NHDC) provide further information to the Examination regarding the plan's relationship with, and treatment of issues in relation to, housing needs from London.
2. Following the hearing session for Matters 1 (the Duty to Co-operate) and 3 (the need for housing and the housing requirement), the following actions have been specified:
  - NHDC to provide evidence regarding engagement with the Greater London Authority in relation to out-migration from London to North Hertfordshire District (*this action is set out in ED53, p.1*);
  - NHDC to check Inspector's Report into Further Alterations to the London Plan ['FALP'] and provide reference as to what was said regarding acceptability of using longer term migration trends (*this action is set out in ED53, p.3*);

### Context for actions

3. The current London Plan, which incorporates 'FALP', sets cumulative targets for the London Boroughs to deliver approximately 42,000 homes per annum. This is set against a central projection in the GLA's Strategic Housing Market Assessment indicating a need for between approximately 49,000 and 62,000 homes per annum. The current London Plan therefore underprovides new homes against identified needs<sup>1</sup>.
4. In discussion of Matter 1, NHDC accepted that (potential) migration from London was a strategic, cross-boundary issue of relevance to the plan, as per the Inspector's' Question 1.2. This gave rise to the first of the actions set out above.
5. At the Matter 3 hearings, the Council, assisted by Mr Lee of Opinion Research Services (ORS), set out the evidence underpinning the Strategic Housing Market Assessment (HOU4) and the updated assessment of overall housing need (HOU3). This included, in particular, the justification for the use of ten-year migration trends as opposed to the five-year trends underpinning the Government's household projections which form the 'starting point' for consideration of housing needs<sup>2</sup>.

---

<sup>1</sup> London Plan paragraphs 3.16 to 3.18 and Table 1, <https://www.london.gov.uk/what-we-do/planning/london-plan/current-london-plan/london-plan-chapter-3/london%E2%80%99s-housing>, accessed 28 February 2018

<sup>2</sup> Planning Practice Guidance, What is the starting point to establish the need for housing?, Paragraph: 015 Reference ID: 2a-015-20140306, <https://www.gov.uk/guidance/housing-and-economic-development-needs-assessments>

6. Following discussion, the second action above was identified.

### Revised draft London Plan

7. Subsequent to the Matter 1 and Matter 3 hearing sessions, the draft London Plan was published for consultation in December 2017.
8. In contrast to 'FALP' the draft plan now sets out to broadly balance future housing supply within London with the objective assessment of needs. The Plan sets draft targets to provide ~65,000 new homes per year<sup>3</sup> against an assessed need of 66,000 new homes per year<sup>4</sup>. The assessed need includes allowances for any existing backlog of need<sup>5</sup>.
9. This uplift in capacity is achieved as a result of the identification of additional opportunities within London and a strategy of intensification across the capital, as identified through the 2017 London SHLAA<sup>6</sup>.
10. This draft strategy significantly reduces the potential scale of any unmet need and / or the likelihood of London seeking the assistance of authorities outside of London to meet that need when compared to the current position in 'FALP'.
11. Consultation on the draft plan closed on 2 March 2018. Examination in public is anticipated later in 2018 with the final plan anticipated to be published in autumn 2019<sup>7</sup>.
12. Notwithstanding this material change in circumstances, the specific actions are addressed below along with a brief explanation of the relevant assumptions in the Council's housing evidence.

### SHMA assumptions and relationship to FALP / London Plan

13. The original SHMA (HOU4) was based on trends from the 10-year period 2001-11 when net migration from London to North Hertfordshire averaged 644 persons per year.
14. The assumptions used by FALP were based on actual migration 2011-12, trends from the 5-year period 2007-12 for 2012-17, and adjusted trends for the period 2017-31. The combined impact was an average of 641 persons per year. The assumptions in FALP and HOU4 are therefore essentially the same.

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<sup>3</sup> Draft London Plan, Table 4.1, p.146

<sup>4</sup> Draft London Plan, paragraph 4.1.1., p.148

<sup>5</sup> The 2017 London Strategic Housing Market Assessment, paragraphs 0.19 and 0.20, p.6

<sup>6</sup> See Draft London Plan, paragraph 4.1.7, p.149

<sup>7</sup> As per timetable published at <https://www.london.gov.uk/what-we-do/planning/london-plan/new-london-plan/what-new-london-plan>, accessed 28 February 2018.

15. The updated assessment of objectively assessed needs (HOU3) used actual migration figures from 2011-15 and an average for the 10-year period 2005-15 for the remaining years. This results in an average net migration from London to North Hertfordshire of 684 persons per year, slightly higher (+6%) than the FALP assumptions.
16. At the time that HOU3 was produced, the latest GLA figures suggested average net migration from London to North Hertfordshire of 701 persons per year. The latest GLA figures yields 709 persons per year.
17. Whilst this latest figure is fractionally higher than the migration assumptions in HOU3 (+4%), the difference probably represents only 10 or 11 dwellings annually, or approximately 200 homes over the plan period. This is considerably lower than the uplift for market signals that is already factored into the Objectively Assessed Needs for housing.

#### Response to original requests

18. Attached at Appendix 1 is a meeting note from the Wider South East Summit on 11 December 2015 which makes reference, at paragraph 2.1, to a meeting that took place in early 2015 between the Mayor of London's demography/housing experts and key Strategic Housing Market Assessment (SHMA) consultancies working in the WSE<sup>8</sup>. That meeting was held at City Hall on 20 January 2015.
19. This meeting was attended by Opinion Research Services (ORS) who completed the following evidence base documents for the Council on the objective assessment of housing needs and other related matters:
  - HOU2 – Housing Market Areas in Bedfordshire and Surrounding Areas (December 2015)
  - HOU3 – Updating the Overall Housing Need (August 2016)
  - HOU4 – Stevenage and North Hertfordshire Strategic Housing Market Assessment Update (June 2015)
  - HOU5 – Stevenage and North Hertfordshire SHMA Update Volume 2: Establishing the need for all types of housing (August 2016).
20. Attached at Appendix 2 are extracts from the Inspector's Report on Further Alterations to the London Plan (FALP) with regard to the use of migration trends.

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<sup>8</sup> This note is published at <https://www.london.gov.uk/about-us/organisations-we-work/policy-and-infrastructure-collaboration-across-wider-south-east>

### Conclusions

21. Based on the information above, the Council does not consider it necessary for the Plan, or the assessment of housing needs, to make any specific allowances or migration assumptions in excess of those already set out.
22. The migration assumptions in the SHMA (HOU4) and updated assessment of overall housing need (HOU3) are broadly consistent with those used in 'FALP' and the recent consultation on a new draft London Plan.
23. Although the housing targets for London arising from 'FALP' underprovide housing when measured against need, the draft London Plan seeks to remedy this. The latest assessment of housing need underpinning the draft London Plan includes allowance for any existing backlog of need arising from under provision of housing and other relevant factors.
24. No specific request has been made of NHDC to accommodate any housing needs arising from London in the Plan.

## **Appendix 1 – Wider South East Summit Note**

**Annex 2 – Towards a common understanding of the evidence****1. Towards a common understanding of the evidence**

- 1.1 For context, it is important to understand that most data analysis for planning/infrastructure in South East and East is undertaken at the local level following the abolition of regional strategies, whilst GLA continues to undertake London-wide analysis for the statutory, strategic London Plan and other Mayoral responsibilities. Further to discussions at the recent Wider South East (WSE) Roundtables, SSPOLG (the existing Spatial Planning Officer Liaison Group with officers from London, East and South East) has initiated a technical 'stocktake' exercise, which provides an overview of available data on various strategic issues in London, the East and South East of England. This exercise, which is ongoing, will help create a shared understanding of each area's evidence bases and highlight shared strategic priorities, such as demographic trends and transport infrastructure. It will also help to identify data inconsistencies between the three areas and any strategic data gaps where additional research may be required. To support common understanding of strategic data issues, an officer group could be established to help ensure partners are clear about the methodologies and assumptions used, and what this means for their local areas. There may also be scope for joint commissioning of additional research.
- 1.2 The following represents an initial overview of issues/opportunities that are being considered. This has been informed by the technical stocktake exercise. The Roundtables concluded that the initial focus of co-operation should be on housing & transport/infrastructure to underpin economic prosperity, and then on environmental quality. Progress and timescales for investigating these issues will depend on the availability of resources across the three areas:

- Population and household projections: The GLA is expanding its models to allow production of projection scenarios across England. This capability could facilitate more in-depth co-operation across the WSE, and GLA projections could be considered alongside ONS projections, which are traditionally/widely used by WSE local authorities.
- Employment and economic projections: GLA Economics is currently considering the feasibility of extending its employment projections to cover the WSE. It will be decided by the GLA within the next couple of months if this is possible. There are other economic models, including for example the East of England Forecasting Model. Officers could explore compatibility between different models.
- Current strategic growth locations: It may be useful to bring together on one diagram the strategic growth locations set out in Local Plans across the WSE.
- Transport modelling: TfL will engage the WSE on the new Mayoral Transport Strategy, and will share its latest information on commuting patterns. It may also be desirable to produce evidence for common priorities in terms of specific strategic transport schemes that could unlock growth.

In addition to the issues above relating to the emerging priority issues, existing work is also underway on:

- Minerals and waste: Discussions at SSPOLG indicate that better waste management data is required in particular on hazardous waste and construction, demolition and excavation waste. In terms of minerals better data on movements and destinations of aggregates needs to be surveyed. Existing technical advisory groups are likely to lead/co-ordinate this work.
- Water supply and flood risk: Initial discussions with the Environment Agency and the relevant Water Resource Groups are taking place.

**2. Local Authorities working together**

- 2.1. SSPOLG initiated a meeting in early 2015 between the Mayor of London's demography/housing experts and key Strategic Housing Market Assessment (SHMA) consultancies working in the WSE. The Mayor of London's concerns about the

CLG/ONS population/household projections were raised and his alternative approach to inform their future work on SHMAs within the WSE was explained. (The GLA projections show different housing demand than ONS projections as the two data sets treat the impacts of recession differently). The meeting was a valuable opportunity for experts to work together towards a better understanding of the demography and housing projections and it was agreed that this group will meet periodically to improve the understanding and co-operation between relevant experts from across the WSE to contribute to the development of more consistent evidence underpinning Local Plans.

2.2. Demography experts from the WSE have also been invited to regularly attend the GLA's Population Statistics User Group. This is a forum for local authorities, now offering those outside London the opportunity to engage with counterparts in London on demography issues. However, it has to be noted that there is only a limited pool of expertise within WSE local authorities due to its specialist nature.

2.3. There is of course further scope to explore joint opportunities in other areas, such as: economic development, transport and environment. SSPOLG could initiate this, but in the light of scarce resources this needs to be done in a focused and effective way. As part of considering effectiveness, the shared understanding of the data could also support bidding documents/investment discussions and could be shared with wider partners, such as LEPs.

### **3. Data made available by the GLA**

3.1. SSPOLG was established in 2013, and since then efforts have been made to improve the common understanding of the technical data available to councils across London and the WSE. The GLA produces/analyses a range of London-wide data to inform the London Plan and other Mayoral responsibilities. Following the abolition of regional strategies outside London, little comparable data is available in the East and South East of England, where data is predominately produced/analysed at local level to meet local need.

3.2. The Mayor of London has made available strategic data on demography and related key issues with officer colleagues within the WSE. The most up-to-date GLA datasets and pieces of research are the following:

- Migration flows for each WSE district to/from London - for the years 2002 to 2014 and for 2013/14 broken down by age are available on the website referred to in paragraph 3.4. They reflect the Government's latest internal migration data for mid-2014. For further details please also see the following research report: <http://data.london.gov.uk/dataset/ons-2014-mid-year-population-estimates--london-analysis>
- Household projections for each WSE district for every year up to 2037 - also comparing those based on CLG's 2012 and 2008 Sub-national Population Projections are available on the website referred to in paragraph 3.4. However, GLA's own trend-based projections are only available for London. A key concern for many is that CLG's household projections are not based on longer-term (10-year) migration trends.
- Overview of LEPs' Strategic Economic Plans in the Greater South East (April 2015) – focuses on key housing and transport objectives and is available on the website referred to in paragraph 3.4.

3.3. Other related issues for example on GLA research into Barriers to Housing Delivery (a common concern) and the Mayor's 2050 Infrastructure Plan are also being discussed by the SSPOLG.

3.4. The papers of all SSPOLG meetings are available here:

<https://www.london.gov.uk/about-us/organisations-we-work/policy-and-infrastructure-collaboration-across-wider-south-east>

#### **4. Full Review of the London Plan**

4.1. The following sets out an indicative timetable for a Full Review of the London Plan, which is likely to be requested by any new London Mayor (election in May 2016):

- May 2016: New London Mayor
- Autumn 2016: London Plan initial high-level consultation
- Autumn 2017: London Plan consultation draft
- 2018/19: Earliest new London Plan Examination in Public
- 2019/20: Publish new London Plan at the latest.

4.2. Key components of the technical evidence required to underpin the development of this new London Plan are listed below. This list is not comprehensive and will evolve further over the next few months. The Mayor of London will endeavour to engage the authorities within the WSE as and when that is appropriate.

- Populations, household and employment projections
- Strategic Housing Market Assessment and Strategic Housing Land Availability Assessment
- Density study
- Opportunity Areas review
- Office, industrial, retail and Town Centre review
- Regional Flood Risk Appraisal
- Infrastructure Plan related outputs
- Spatial options modelling.

## **Appendix 2 – Extracts from Inspector’s report into ‘FALP’**

<b>Page</b>	<b>Paragraph</b>	<b>Issue</b>	<b>Inspector's Comments</b>
4	8	Duty to Co-operate	It was argued at the hearing that London Boroughs could prepare their Local Plans in the absence of a spatial development strategy but Section 24(1)(b) of the 2004 Act requires such plans to be in general conformity with the FALP. The FALP sets out housing targets that the London Boroughs will be expected to plan for and sets out other requirements which will guide the preparation of development plan documents. In my view, therefore, the duty to co-operate does apply to the preparation of the spatial development strategy in London. The Strategic Housing Market Assessment (SHMA) and Strategic Housing Land Availability Assessments (SHLAA) supporting the FALP are London wide in their scope but are also activities which will support the preparation of development plan documents. The SHMA, which includes assumptions relating to migration, is also likely to be material to the preparation of local plans outside London.
7	24	Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.	The PPG advises that the starting point in assessing objectively assessed need for new housing should be the latest household projections produced by the Department of Communities and Local Government (DCLG). However, the PPG also recognises that DCLG's projections may require adjustment to reflect factors affecting local demography. The Mayor has chosen not to rely on DCLG's projections for reasons set out in detail in his statement to the EiP. In brief, the Mayor considers that the methodology underpinning the Office for National Statistics (ONS) 2011 subnational population projections (SNPP) has led, in London, to distorted projections of births, deaths and internal migration flows.
7	25	Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.	The Mayor's approach to population projections was explained at the Technical Seminar and is set out in FA/KD/03g. The GLA's assessment is thorough, based on sound methodology and on logical assumptions. The Mayor's contention that the GLA's population projections have proven to be more accurate than the 2011 based SNPP when measured against the ONS mid-year population data is not disputed. DCLG's household projections for London are based on the 2011 based SNPP and, in the circumstances, I am satisfied

Page	Paragraph	Issue	Inspector's Comments
			<p>that the Mayor is justified in carrying out his own assessment. The projections are also used by TfL, by many London Boroughs with regard to projected school rolls and to inform other Mayoral strategies. The benefits of using a consistent set of statistics to inform the wide range of plans and strategies being implemented across London weighs in favour of the Mayor's approach.</p>
8	26	<p>Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.</p>	<p>The GLA accepts that there is a significant degree of uncertainty regarding the impact of the recession and recovery on migration. Net domestic out migration from London fell from around 70-80,000 per annum (pa) pre 2008 to 32,000 pa the year after. Levels have begun to increase as the economy has recovered but the trend is difficult to predict. The reasons for this are set out in the SHMA and are far too long and complicated to go into in detail here but are mainly due to difficulties in obtaining accurate/reliable data and the volatility of migration flows which can be affected significantly by changes in the economy, government policy and world events.</p>
8	27	<p>Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.</p>	<p>The SHMA considered three migration scenarios, one based on migration trends being unaffected by the economic recovery, the second assuming a return to pre-recession 'norms' and the third, mid-way between the other two representing a partial return to previous trends. These scenarios resulted in London's population being estimated to rise from 8.2m in 2011 to between 9.8m and 10.4m in 2036. The high and low variants are both plausible and the Mayor is criticised for choosing the central path. However, given the inherent uncertainties set out above and the tentative state of the economic recovery, it seems reasonable not to plan on the basis of the 'extremes'</p>
8	28	<p>Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.</p>	<p>The central projection assumes that London's population in 2036 will be 10.11m. The GLA's demographers then applied the same methodologies and assumptions used by DCLG to formulate household projections. The outcome is that meeting London's objectively assessed need (including the backlog) over 10 years would require a build rate of 62,000 dwellings per annum (dpa). Meeting need over 20 years would require a rate of 49,000 dpa.</p>

Page	Paragraph	Issue	Inspector's Comments
8	29	Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.	Concerns are raised by community groups that the SHMA does not take sufficient account of affordability and does not distinguish between affordable rent, social rent or take sufficient account of minority groups. However, the SHMA complies with the PPG with regard to the assessment of affordable housing and also includes assessments of groups such as students, the disabled and the elderly. The SHMA does not refer to market signals but does recognise the significant problems of affordability in London.
8	30	Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.	The GLA acknowledge that the projections are uncertain, particularly with respect to migration, and this is the main reason why a review of the Plan is planned to start in 2016. However, it seems to me, having considered all the evidence and the submissions, that they are reasonable and probably the best available assessment of objectively assessed housing need for London at this time.
14	55	Whether the FALP's strategies, targets and policies will enable London Boroughs to meet the full, objectively assessed needs for market and affordable housing in Greater London.	I am satisfied that the Mayor's population and household projections, SHMA and SHLAA are based on good evidence and robust methodology. The household projections and the SHMA point to the urgent need to address the requirement for new housing in London. The GLA is exploring ways to address the need and through the FALP seeking to provide a solution. In addition to the measures described above the Mayor is seeking to reduce the number of vacant homes and encouraging alternative sources of supply such as self build and the private rented sector which can deliver houses faster than traditional build for sale schemes. This is to be supported as is the focus on regeneration and meeting London's needs through the development of brownfield land. However, the strategy has significant and potentially serious implications for delivery and for existing communities which will have to face the consequences of intensifying development in the existing built up area.

**Appendix M1 – 4**

**ED43: NHDC note on operation of its website**

### Note to the Inspector

Note to Inspector on the operation of the NHDC website during periods of public consultation for the Local Plan, particularly the Regulation 19 consultation in October and November 2016.

#### Local Plan Regulation 19 Consultation

In accordance with the Statement of Community Involvement and its predecessors, during consultation periods for the Local Plan all of the documentation has been made available on the NHDC website. The Council invited comments to be made either in writing, by email or there was the ability to make comments online using an online consultation portal.

It was recognised that the online consultation software used for the Housing Growth Targets and Locations February 2013, Housing Additional Locations, July 2013 and the Local Plan Preferred Options, December 2014 was not the easiest software to navigate for members of the public. The Council made a decision to replace the software and a new system was put in place before the Local Plan Regulation 19 consultation took place.

The Council uses a basic monitoring service for the main NHDC website, which shows that the website was briefly unavailable on 17 October 2016 at 09:35 for 7 minutes. No other downtime was reported for October and November 2016.

The consultation software used for the Local Plan Regulation 19 consultation is hosted externally. The company who host the online consultation software have confirmed that the uptime for the OpusConsult system for October and November 2016 was 99.99% with 5 minutes of downtime which was a server update at 2:03am on October 18th 2016.

The consultation software was set to be switched off automatically at 23:59 on 30 November 2016. After that time it would not have been possible to use the software to make representations. Any emails which were received after 23:59 on 30 November 2016 were not counted as representations to the plan, but a log was kept by the Council, which is included in the Consultation Statement, LP6. Therefore it can be reasonably be concluded that the Regulation 19 consultation software operated to a very high standard.

#### Development Management Consultation System

It was suggested at the hearings that there might have been an issue with the consultation portal. The Council considers that this relates to the software used for consultation on planning applications. The Council uses different software for consultation on planning applications which is run independently.

Consultation for the planning application 16/0214/1 : Land to the west of Cockernhoe / East of Copthorne, Cockernhoe for the erection of 660 dwellings (Class C3), together with associated public open space, landscaping, highways and drainage infrastructure works was ongoing during the Regulation 19 consultation period, with the consultation period starting on 5 September 2016 and ending on 30 November 2016. The Council's planning application portal did suffer some periods of

NORTH HERTFORDSHIRE DISTRICT COUNCIL LOCAL PLAN EXAMINATION  
ED 43 MATTER 1

downtime during October and November 2016. The known periods of disruption were recorded on the following dates:

03/10/2016, 04/10/2016, 17/10/2016, 27/10/2016, 31/10/2016, 02/11/2016, 21/11/2016, 22/11/2016.

There are no time periods available to indicate how long the disruption occurred. A usual period is between 1 – 2 hours but can be longer. This system is in the process of being replaced.

**Appendix M1 – 5**

**ED52: Statement of Common Ground between NHDC and Natural England**

# STATEMENT OF COMMON GROUND

BETWEEN

**NORTH HERTFORDSHIRE DISTRICT COUNCIL (NHDC)**

AND

**NATURAL ENGLAND**

IN RESPECT OF

**THE NORTH HERTFORDSHIRE LOCAL PLAN, PROPOSED SUBMISSION VERSION,  
NOVEMBER 2016**

## 1 Introduction

- 1.1 This Statement of Common Ground has been prepared jointly by North Hertfordshire District Council (NHDC) and Natural England.
- 1.2 The Statement sets out the confirmed points of agreement between NHDC and the Natural England with regard to the North Hertfordshire Local Plan and supporting evidence base, which will assist the Inspector during the Examination of the Local Plan.
- 1.3 Local Authorities are required through the Duty to Co-operate (the Duty) to engage constructively and actively on an on-going basis on planning matters that impact on more than one local planning area.
- 1.4 The National Planning Policy Framework (NPPF) sets out the requirement that public bodies should cooperate on planning issues that cross administrative boundaries and, at Paragraph 156, identifies a series of strategic priorities:
  - The homes and jobs needed in the area.
  - The provision of retail, leisure, and other commercial development.
  - The provision of infrastructure for transport telecommunications, waste management, water supply, wastewater, flood risk and coastal change management.
  - The provision of minerals and energy (including heat).
  - The provision of health, security, community and cultural infrastructure and other local facilities.
  - Climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment including landscape.
- 1.5 The NPPF requires Local Planning Authorities to work collaboratively with other bodies to make sure that these strategic priorities are properly co-ordinated across local boundaries and clearly reflected in individual Local Plans.

- 1.6 Local Planning authorities are expected to demonstrate evidence of having effectively cooperated to plan for issues with cross-boundary impacts when their Local Plans are submitted for examination.

## **2 Background**

- 2.1 This Statement of Common Ground relates to the representations made by Natural England to the District Council's Proposed Submission Local Plan (2016) regarding a number of matters.

## **3 Duty to Cooperate**

- 3.1 As set out in the Council's Duty to Cooperate statement the District Council has continuously engaged with Natural England over the duration of the plan's production.
- 3.2 Natural England has continuously responded to public consultations and liaised with Officers as the Local Plan process has developed which has helped inform both the strategy and policy framework within the plan.
- 3.3 Comments received from Natural England have been used to draft the different iterations of the plan so that it delivers the infrastructure and framework required to support sustainable development for water and wastewater infrastructure.

## **4 Agreed Matters**

- 4.1 NHDC and Natural England **agree** that the draft North Hertfordshire Local Plan, November 2016 is sound insofar as it relates to matters covered by the Duty to Cooperate. NHDC and Natural England commit to continuing their active and on-going co-operation through to Local Plan adoption and implementation.
- 4.2 Natural England's representation to the Proposed Submission plan identified suggested changes to a number of policies. In some instances, changes were identified for both the strategic and detailed policies. As the plan is to be read as a whole, changes have largely been proposed to the strategic policies, this ensures that the matters are dealt with at the highest level. The relevant changes are contained in the Council's Schedule of Proposed Additional Modifications and are detailed in Appendix 1 along with changes to the SA/SEA.
- 4.2 Natural England's representation to the Proposed Submission Local Plan also suggested additional wording for inclusion within Policy SP11. These are now agreed and are listed in Appendix 2 of this document.
- 4.3 Natural England's representation also identified the need for additional work in relation to mitigation of the impact of housing development on Therfield Heath SSSI and the Sustainability Appraisal. These matters are also described in more detail below.
- 4.4 Subject to the changes detailed in Appendices 1 and 2 and the information available at this time, it is **agreed** that the strategy and policies within the NHDC Local Plan

provide a sound basis for the protection and enhancement of the environment up to 2031 in accordance with national and European legislation. It is also **agreed** that the plan provides appropriate framework for water and wastewater infrastructure in the district up to 2031. The agreed changes to Policy SP11 specifically limits development to 2026 unless the required capacity at Rye Meads STW, including any required sewer connections are available.

- 4.5 It is **agreed** that the Council's Local Plan Habitats Regulations Assessment report provides an accurate assessment of the district, and in concluding that no significant effects are likely, it is agreed that no Appropriate Assessment is needed to support the North Hertfordshire Local Plan.
- 4.6 It is **agreed** that there are no outstanding issues in relation to the Habitats Regulation Assessment in the area of North Hertfordshire (in addition to the changes set out in the schedule of minor modifications (appendices 1 and 2 of this document)

### **Therfield Heath SSSI**

- 4.7 It is **agreed** that following preparation of the plan, planning applications have been submitted on the three largest sites around Royston (RY1, RY2 and RY10). Following submission of additional information by the applicant in relation to site RY1 and a planning application for 279 homes, it is agreed that Natural England consider that the identified impacts on Therfield Heath Site of Special Scientific Interest (SSSI) arising from the development of this site can be appropriately mitigated with measures secured via planning conditions or obligations as advised and have withdrawn their previous objection to the development of this site.
- 4.8 It is **agreed** that impacts arising from the proposed allocations within Royston and surrounding areas on Therfield Heath SSSI (both alone and in combination) can be appropriately mitigated and that a mitigation strategy will be developed in consultation with Natural England and that this will be agreed prior to the adoption of the Local Plan.
- 4.9 It is **agreed** that this resolves the objections made by Natural England on these matters at the Regulation 19 consultation stage.'

### **Area of Outstanding Natural Beauty**

- 4.10 It is **agreed** that the sites to the East of Luton (SP19) do not have a material impact on the AONB (or its setting) as confirmed by the landscape assessments accompanying the planning applications<sup>1</sup> in this area. The SA/SEA (and associated landscape assessment) however state that the allocations can only accommodate small scale development, with respect to non-AONB landscapes of high value.

### **Sustainability Appraisal**

- 4.11 Minor changes to scoring were **agreed** in relation to RY1 to accord with concerns NE had with the possible impact of recreation on Therfield Heath SSSI. In addition, the impact of recreational pressure on all designated sites needed to figure in the key

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<sup>1</sup> 16/02014/1 and 17/00830/1

sustainability issues table and also the overall residual significant impacts of the plan, although this is only true of Therfield Heath.

- 4.12 In relation to the East of Luton sites (SP19), Natural England's representations suggested some further justification was needed regarding where the unmet need is to be met. Natural England still considers that the SA does not currently allow allocations EL1, EL2 and EL3 to be adequately assessed against all other potential sites within the Luton HMA beyond the North Hertfordshire District but otherwise agrees that the Council's Sustainability Appraisal provides a sound assessment of the plan and accords with the SEA Directive.
- 4.13 North Hertfordshire District Council considers that the SA is proportionate and reasonable in its approach to the sites East of Luton. It is **agreed** the Luton Housing Market Area Growth Study has been published and the SA/SEA has been updated to take this into account. Additional wording has been added to the SA/SEA to reflect this updated position and to justify the sites in that location.



Mr John Torlesse  
Manager – West Anglia  
Area Team  
Signed on behalf of  
**Natural England**  
24 November 2017



Cllr David Levett  
Executive Member for Planning and  
Enterprise  
Signed on behalf of  
**North Hertfordshire District Council**  
22 November 2017

Appendix 1: Submitted Proposed Modifications to the Plan / SASEA

**Changes to Plan (\*please note para. 4.138 has additional proposed changes in Appendix 2)**

Policy / para	Page	Change	Reason
Policy SP1(c)(iv)	31	Protect key elements of North Hertfordshire's environment including <b>biodiversity</b> , important landscapes...	Representations by Natural England [15697]
Policy SP11 [new criterion]	55	<b>Work with utilities providers, East Hertfordshire District Council and relevant agencies to ensure additional wastewater treatment capacity is delivered without harm to protected European sites.</b>	Representations by Natural England [15697]
After para 4.138 [new para.]	56	<b>Wastewater from some parts of North Hertfordshire is treated at Rye Meads on the Hertfordshire / Essex border. This site lies within a protected site of European importance and currently has capacity to serve additional development until 2026. We will work with the relevant bodies to ensure long-term wastewater treatment solutions are available which will not have an adverse impact upon the Lee Valley Special Protection Area.*</b>	Representations by Natural England [15697]
Policy SP12 [new criterion]	56	<p><b>a. Protect, enhance and manage designated sites in accordance with the following hierarchy of designations:</b></p> <ul style="list-style-type: none"> <li>• <b>Internationally designated sites</b></li> <li>• <b>Nationally designated sites</b></li> <li>• <b>Priority species &amp; habitats</b></li> <li>• <b>Locally designated sites</b></li> </ul>	Representations by Natural England [15697], Hertfordshire County Council [310] and Royal Society for the Protection of Birds [855]

<p>After para 4.144 [new paras, moved from paras 11.41- 11.45]</p>	<p>56</p>	<p><b>Whilst there are no biodiversity sites designated at the European level in the District, for example Ramsar sites, Special Areas of Conservation or Special Protection Areas, there are a number of nationally designated sites. This includes six Sites of Special Scientific Interest (SSSIs) as shown on the Proposals Map and eight designated Local Nature Reserves (LNRs).</b></p> <p><b>Ancient woodland is a nationally agreed designation for land that has been woodland since at least 1600 AD. The District's woodlands will be managed over the plan period to provide recreation and amenity for local residents, and also to ensure their survival to benefit biodiversity.</b></p> <p><b>Species or Habitats of Principal Importance as identified in S41 of the Natural Environment and Rural Communities Act 2006 are defined at the national level and the Hertfordshire Biodiversity Action Plan<sup>[x]</sup> sets out an approach to biodiversity at the county level. In addition to this, the Hertfordshire Local Nature Partnership (LNP) Guiding Principles have informed the policies in this Plan.</b></p> <p><b>The District has over 300 designated Wildlife Sites<sup>[y]</sup>. The Hertfordshire Environmental Records Centre updates the list of designated Wildlife Sites on a regular basis. Sites identified or designated as Wildlife Sites are afforded protection as sites of substantive nature conservation value.</b></p> <p><b>Local Geological Sites are given the same level of protection as Wildlife Sites and are considered important for their educational or historical value. There are currently 11 Local Geological Sites in North Hertfordshire.</b></p> <p><b>[x] Hertfordshire Environmental Forum (2006) A Biodiversity Action Plan for Hertfordshire, <a href="http://www.hef.org.uk/nature/biodiversity_vision/index.htm">http://www.hef.org.uk/nature/biodiversity_vision/index.htm</a></b></p> <p><b><a href="#">[y] Please refer to the list held by the Hertfordshire Environmental Records Centre for the current list of designated Wildlife Sites</a></b></p>	<p>Consequential to suggested changes to Policy SP12</p>
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Policy NE6	117	<p>POLICY NE6: <del>Designated</del> <b>Biodiversity and geological sites</b></p> <p>...</p> <p><del>a. Protect, enhance and manage designated sites in accordance with the following hierarchy of designations:</del></p> <ul style="list-style-type: none"> <li><del>• Internationally designated sites</del></li> <li><del>• Nationally designated sites</del></li> <li><del>• National Planning Policy Framework sites</del></li> <li><del>• Locally designated sites</del></li> </ul> <p>a. Submit an ecological survey and demonstrate that adverse effects can be <b>avoided and / or</b> satisfactorily minimised by following the hierarchy below...</p> <p>...</p> <p>b. Manage construction impacts by:</p> <ol style="list-style-type: none"> <li>i. Demonstrating how existing wildlife habitats <b>supporting priority species</b> will be retained, safeguarded and managed during construction; and</li> <li>ii. Providing a buffer of complimentary habitat for all connective features of wildlife habitats, <del>or</del> <b>priority habitats and species</b></li> </ol> <p>...</p> <p>Development proposals on non-designated sites that include important habitats and species will be expected to meet <del>parts (b) to (d)</del> <b>the requirements</b> of this policy...</p>	<p>Representations by Herts &amp; Middlesex Wildlife Trust [5907], Natural England [15697] and Royal Society for the Protection of Birds [855]</p>
Para 13.297	204	<p>....is one of the key considerations. <b>The district council is preparing a mitigation strategy to identify specific requirements for sites in Royston to mitigate the potential impact on the SSSI.</b> Our evidence base concludes that,</p>	<p>Representations by Natural England [15697] – and further discussion</p>

## Changes to SA SEA

Representation	Consultee	NHDC response	Change to be made to Submission SA
<p><b>Policy SP19: Sites EL1, EL2 &amp; EL3 – East of Luton</b></p> <p>There hasn't been an adequate assessment of alternatives. The Sustainability Appraisal (SA) should set out the alternative locations/sites considered to meet the housing need elsewhere or alternative ways of meeting the need, as well as the rationale for selecting the allocation site. We note that only 150 homes are required to meet North Hertfordshire's housing requirement with the remaining 1950 homes addressing needs that cannot be physically accommodated within Luton. Thus, alternatives for this 1950 should be presented both within Luton and other neighbouring local authorities.</p>	<p>Representations by Natural England [15697] (Rep 5526)</p>	<p>Alternatives were considered, but no reasonable alternatives were identified to providing EL1, EL2 and EL3 to contribute to the housing need in the Luton Housing Market Area. However, it is acknowledged that this wasn't outlined in the Draft SA report.</p>	<p>Information on the approach to selecting EL1, EL2 and EL3 to be added to section 4 of the report as follows:</p> <p>The four local authorities in the Luton Housing Marking Area (HMA) commissioned a study to consider reasonable alternatives for delivering the housing need for the HMA and to help meet unmet need arising from Luton BC. The four authorities on the Steering Group for the study comprise Central Bedfordshire Council (CBC), Luton Borough Council (Luton BC), Aylesbury Vale District Council (AVDC), and North Hertfordshire District Council (NHDC).</p> <p>As outlined in this study<sup>[1]</sup>, it is possible to meet this need within the HMA. As part of the study, sites EL1, EL2 and EL3 (jointly named East Luton) are assessed as having a high deliverability and medium viability. NHDC has concluded that there are no reasonable alternatives to developing these sites to contribute to the need for the HMA and unmet need arising from Luton. That is because:</p> <ul style="list-style-type: none"> <li>• The duty to co-operate as set out in the NPPF and PPG requires the Council to make every effort to secure cooperation</li> </ul>

<sup>[1]</sup> Luton HMA Growth Options Study, LUC in association with BBP Regeneration, November 2016

Representation	Consultee	NHDC response	Change to be made to Submission SA
			<p>on strategic issues. In this regard meeting, unmet need arising from Luton - The sites to the east of Luton are in close proximity to Luton (within the HMA) and are deliverable within the timescale and their selection is justified through the plan process;</p> <ul style="list-style-type: none"> <li>• The NPPF outlines that housing need should be met within a HMA (i.e. it is not reasonable to seek sites outside the HMA for this purpose) - Whilst large portions of the HMA lie outside the North Hertfordshire district area, it is not in the authority's jurisdiction to make judgements regarding the acceptability of these alternative sites. As neighbouring authorities plans emerge the provision of need within the HMA will become clearer. The HMA Growth Study has highlighted that the need can be accommodated within the HMA boundary and so alternatives outside the HMA boundary cannot be considered as reasonable at this time; and</li> <li>• There are no other reasonable alternative sites within the North Hertfordshire part of the HMA that can contribute significantly to meeting the need. The HMA area is assessed in the growth study through constraints mapping and absolute constraints cover a large majority of the area within North</li> </ul>

Representation	Consultee	NHDC response	Change to be made to Submission SA
<p><b>Table 6: Key sustainability issues -</b> Specific reference needs to be made to the issue of recreational disturbance on ecological designated sites under the heading 'Environmental protection. This is a key issue at, for example, Therfield Heath SSSI and should be a prominent element of the assessment of sites.</p>	<p>Representations by Natural England [15697] Rep 5526</p>	<p>Impacts on ecological sites were considered in each appraisal. Table 6 (and table 17) noted the pressure that key habitats are under pressure from a number of sources, including new development.</p>	<p>Hertfordshire outside of the allocated sites.</p> <p>Add recreational disturbance as a cause of pressure on habitats in tables 6, 17 and Appendix 2.</p>
<p><b>Table 7: Appraisal framework -</b> The SA objectives and sub objectives make no reference to geodiversity and soils. We would also expect to see an objective relating to Green Infrastructure.</p>	<p>Representations by Natural England [15697] Rep 5526</p>	<p>Protecting soil quality is included within objective 3(d). Geodiversity was included within objective 3(d) but this was not made clear. Impacts on RIGS sites has now been included in the significance criteria (appendix 5) and we have reviewed the appraisals to ensure that potential impacts on RIGS sites have been considered. It is considered that green infrastructure is adequately addressed by a combination of objective 2(b) and 3(a).</p>	<p>Significance criteria for objective 3(d) changed to reference impacts on RIGS sites (appendix 5) and reflect this in appraisal matrices for preferred sites(appendix 6).</p>
<p><b>Table 9: Residual significant sustainability effects of the Plan -</b> Residual effects should include increased recreational pressure on ecological sites such Therfield Heath SSSI and appropriate monitoring should be added to Table 10 -</p>	<p>Representations by Natural England [15697] Rep 5526</p>	<p>As noted below, it is acknowledged that there are likely to be significant negative effects on the SSSI due to recreational pressures.</p>	<p>See below</p>

Representation	Consultee	NHDC response	Change to be made to Submission SA
<p><b>2 Context, baseline and sustainability objectives</b>  We would have expected to see a list of important ecological features in this section. As a minimum, nationally designated sites within and in close proximity to the district should be included.</p>	Representations by Natural England [15697] Rep 5526		Main reported amended to note the presence of the 6 SSIs and the 3 European sites within 15km of the District.
<p><b>2.16 Royston - RY1 –formerly site 218 – West of Ivy Farm</b> The site assessment of RY1 has given assigned a ‘?’ indicating uncertainty for SA Objective 3a (will the site protect and enhance biodiversity). Given that we consider current mitigation to be insufficient to prevent impacts on the adjacent SSSI this site should be assigned a negative or major negative score. It is notable that would leave the site scoring negatively in all of the Environmental Protection SA Objectives as well as for soils and a number of other sustainability criteria. There is no cumulative assessment of impacts arising from the sum of development in Royston and no consideration of alternatives.</p>	Representations by Natural England [15697] Rep 5526	A cumulative impact assessment of development in Royston is included within the report -this is cluster A listed and shown in map form in para 7.2 in the report. Potential impacts on Therfield Heath are identified and listed in table 31, and mitigation measures identified. Given the concern expressed by Natural England it is agreed that stronger mitigation measures are needed to address potential disturbance and it is agreed that the site should be assigned a negative score for objective 3a. With regard to options for sites, a wide range of sites have been considered to meet the identified housing need and assessed as described in the report.	Appendix 6 – the summary and matrix for this site amended to reflect a negative score for objective 3a. Mitigation Table (Appendix 9) page 87 amended so that in the row noting impact on Therfield Heath SSSI the last sentence in the column regarding recommendations/mitigation reads: It is recommended that a Mitigation Strategy be developed in consultation with Natural England to ensure that developers of these sites contribute towards appropriate measures to protect the SSSI from recreational pressures. The mitigation strategy should include appropriate monitoring”. Row also amended to show that the residual effect is uncertain (because it is not clear whether the proposed mitigation will fully mitigate the potentially significant effect). Row also amended to correct the typographical error which is in the published version. In the main report, tables 9, 31, 35 and 36 amended to reflect this change

Appendix 2: Additional Proposed Modifications to the Proposed Submission Local Plan

Para / page	Page	Change	Reason
Policy SP11 [New criteria e]	55	<b>Co-operate with utilities and service providers to ensure that appropriate capacity is available to serve new development; and Ensure new development does not have an adverse effect on the Lee Valley Special Protection Area. New development post 2026 will only be permitted if the required capacity is available at Rye Meads STW, including any associated sewer connections.</b>	Representations by Natural England [1569]
After para 4.138 [new para.]	56	<b>Wastewater from some parts of North Hertfordshire is treated at Rye Meads on the Hertfordshire / Essex border. This site lies within a protected site of European importance and currently has capacity to serve additional development until 2026. <del>We will work with the relevant bodies to ensure long-term wastewater treatment solutions are available which will not have an adverse impact upon the Lee Valley Special Protection Area.</del> New development post 2026 will only be permitted if the required capacity is available at Rye Meads STW, including any associated sewer connections.</b>	Representations by Natural England [1569]

**Appendix M1 – 6**

**ED137: Note on Norton Pond and the Great Crested Newt**

## **North Hertfordshire District Council Local Plan Examination Note to Inspector**

### **The presence of the great crested newt at Norton Pond, Letchworth**

1. The Inspector has requested that North Hertfordshire District Council clarify the status of the Norton Pond site in Letchworth regarding a potential European protected site. In particular, whether the site should have been included in the Council's Habitat Regulation Assessment (HRA) Screening Report (Document Reference SOC4) discussed under Matter 1.
2. The HRA Screening Report considers the European Sites which may be affected by the emerging Local Plan and contains a screening to establish whether any effects will trigger a requirement for more detailed Appropriate Assessment.
3. For the purposes of the HRA Screening Report, European Sites are those designated as Special Areas of Protection and Special Areas of Conservation. Sites that are being considered for protection are also included.
4. At the Matter 1 hearing session, participants contended that Norton Pond was a protected European Site and should have been considered in the HRA Screening Report.
5. Ecological site surveys undertaken in summer 2016 by the Letchworth Garden City Heritage Foundation confirmed Norton Pond as a breeding ground for the great crested newt.
6. The great crested newt is a European Protected Species. Great crested newts are listed on Appendix II of the Bern Convention and on Annexes II and IV of the EU Natural Habitats Directive. In England and Wales the great crested newt is protected under Schedule 2 of the Conservation of Habitats and Species Regulations 2010 and under Schedule 5 of the Wildlife and Countryside Act 1981 (as amended).
7. The species are protected by law, resultantly any disturbance or damage to the newts or their habitat requires a mitigation licence<sup>1</sup>. Currently Natural England issues such licences on a site by site basis. Whilst Norton Pond therefore enjoys a degree of protection in that it provides the habitat of a European Protected Species, the Pond is itself not a European Site by default.
8. Natural England has confirmed that the site is not designated as a Special Area of Conservation, nor a Special Protection Area. Natural England have further confirmed

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<sup>1</sup> Natural England's standing advice on Great Crested Newts is published at <https://www.gov.uk/guidance/great-crested-newts-protection-surveys-and-licences>

ED137: MATTER 1

they are unaware of any intention to notify Norton Pond as a Site of Special Scientific Interest. This correspondence from Natural England to NHDC is attached as Appendix A to this note.

9. There is therefore no requirement for Norton Pond to be considered, or have been considered, as a European Site in the context of the HRA Screening Report.
10. The Council's Statement of Common Ground with Natural England (ED52) agrees that the Local Plan Habitats Regulations Assessment report provides an accurate assessment of the district. It is agreed that in concluding that no significant effects are likely, no Appropriate Assessment is needed to support the North Hertfordshire Local Plan (ED52, paragraph 4.5, p.3).

ED137: MATTER 1

## Appendix A: Emails from Natural England re. status of Norton Pond.

From: Melvin, Jamie (NE) [<mailto:Jamie.Melvin@naturalengland.org.uk>]  
Sent: 04 January 2018 11:47  
To: Jamie Alderson  
Subject: RE: Renovation of Norton Pond, Letchworth Garden City, Letchworth Garden City Heritage Foundation

Hi Jamie,

I suspect things have already moved on but have only just picked this up.

I can confirm that Norton Pond is not designated as an SAC or an SPA. Natural England has no records relating to this feature and cannot therefore comment on its environmental value.

Kind regards,

Jamie Melvin  
Planning Lead Adviser - West Anglia  
Natural England, County Hall, Spetchley Road, Worcester WR5 2NP  
Tel: 02080261025  
<http://www.gov.uk/natural-england>

We are here to secure a healthy natural environment for people to enjoy, where wildlife is protected and England's traditional landscapes are safeguarded for future generations.

In an effort to reduce Natural England's carbon footprint I will, wherever possible, avoid travelling to meetings and attend via audio, video or web conferencing.

Natural England offers two chargeable services - The Discretionary Advice Service (DAS) provides pre-application, pre-determination and post-consent advice on proposals to developers and consultants as well as pre-licensing species advice and pre-assent and consent advice. The Pre-submission Screening Service (PSS) provides advice for protected species mitigation licence applications.

These services help applicants take appropriate account of environmental considerations at an early stage of project development, reduce uncertainty, reduce the risk of delay and added cost at a later stage, whilst securing good results for the natural environment.

ED137: MATTER 1

-----Original Message-----

From: Melvin, Jamie (NE) [<mailto:Jamie.Melvin@naturalengland.org.uk>]

Sent: 23 November 2017 13:06

To: Simon Meecham

Subject: RE: Renovation of Norton Pond, Letchworth Garden City, Letchworth Garden City Heritage Foundation

I took a call about this earlier this week. As far as I am aware there is no intention to notify Norton Pond as a SSSI.

Jamie