

SCHEDULE OF CHANGES WITH JUSTIFICATIONS

N.B. Deletions are crossed through; insertions are underlined.

Page number (Para. number)	Tracked change	Comment
Front cover Phone number	<p style="text-align: center;">Hertsmere Borough Council Local Development Framework <u>Plan</u></p> <p style="text-align: center;"><u>Draft Revised</u> Statement of Community Involvement <u>For Public Consultation</u></p> <p style="text-align: center;">January- April 2013 <u>September 2006</u></p> <p>0208 207 <u>2277</u></p>	<p>These changes have been made in order to update the reference to LDF to Local Plan in light of the Coalition government's</p> <p>Change to the generic telephone number as individual numbers change.</p>
Preface	<p><u>Hertsmere's Statement of community involvement sets out the how the Council will consult the public during the preparation of development documents and when determining planning applications. The Planning and Compulsory Purchase Act 2004 introduces major changes to the way the planning policy system works. One of the aims of the planning system is to encourage effective and meaningful community involve throughout all of the stages of the place making process. Effective community involvement will give people the opportunity to say what sort of place they want to live in and how their views can make a difference. We recognise that there are benefits in linking the community strategy and the Local Plan in terms of co*-ordinated policies and consultation processes. To meet this aim, we must continuously review and update the Statement of Community Involvement (SCI).</u></p>	<p>This paragraph simplified the paragraph which it replaced as a means of provided a greater degree of understanding through the use of simpler and simpler language.</p>

Hertsmere's existing development plan Statement of Community Involvement was adopted in 2006 and since that time, Government guidance, policy and legislation setting out how the public should be consulted has changed. This Statement of Community Involvement has been revised paying particular regard to the National Planning Policy Framework (2012), the Localism Act (2011) and Local Planning Regulations (2012).

~~, which includes the structure plan, the waste and minerals local plans, the Hertsmere local plan and associated supplementary planning guidance, will be replaced by a regional spatial strategy (RSS), a local development framework (LDF), and minerals and waste development plans. The LDF will include a series of local development documents (LDDs), which will set out our policies to tackle the Borough's future economic, environmental and social needs through using and developing land. Individual LDDs can be prepared and altered separately according to changing needs and circumstances.~~

~~One of the main aims of the new plan system is to encourage effective and meaningful community involvement in preparing and reviewing LDDs. To meet this aim, we must prepare a statement of community involvement (SCI). The purpose of the statement is to set out how we plan to involve the community in preparing, altering and reviewing our LDF and in deciding planning applications.~~

~~Community involvement in the LDF is a continuous process involving all stages of preparing documents. Effective community involvement will give people the opportunity to say what sort of place they want to live in and how their views can make a difference. We recognise that there are benefits in linking the community strategy and the LDF in terms of co-ordinated policies and consultation processes.~~

~~In accordance with regulation 36 Hertsmere Borough Council adopted its Statement of Community Involvement (SCI) on 20 September 2006.~~

How can I make comments on the draft revised SCI?

This is a consultation document regarding revisions to the current adopted 2006 SCI.

This paragraph has been added in order to reference the existing SCI and further updates have also been added.

These paragraphs have been removed, either in favour of more simpler wording or because the information that they contain is out of date (such as references to the LDF, RSS etc)

Preface	<p><u>Your views are now invited on the document, and whether there are any other matters you wish to be addressed in the document. A response form is available on the planning consultation pages on Hertsmere's website which provides opportunity for your comments. Your responses should either be submitted by email to</u></p> <p><u>local.plan@hertsmere.gov.uk or should be returned to:</u></p> <p><u>Policy and Transport team</u> <u>Planning and Building Control Unit</u> <u>Hertsmere Borough Council</u> <u>Elstree Way</u> <u>Borehamwood</u> <u>Herts</u> <u>WD6 1WA</u></p> <p><u>This document is published for a period of consultation between 29th May 2013 and 5pm 12th July 2013.</u></p> <p><u>Once all representations on the document have been received, the document will be reviewed and changes made where necessary. The SPD is expected to be considered for adoption by the Council's Executive around September, 2013.</u></p> <p>Hard copies of the SCI are available for inspection at the Civic Offices during normal office hours (Monday to Thursday 8.30am – 5.15pm, Friday 8.30 – 5.00pm), Local Area Offices and Local Libraries.</p> <p>Any person aggrieved by this Statement of Community Involvement they may apply to the High Court for permission to apply for judicial review of the decision to adopt the Statement.</p> <p>Any such application must be made promptly and in any event not later than three months after the day on which the Statement was adopted (20 December 2006). Copies of any such application should be sent to the address below.</p> <p>Planning Policy Team Hertsmere Borough Council</p>	This has been added to reflect the draft consultation status of the document.
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Glossary	<p>Binding Report: Once a DPD document has been to an independent examination, the planning inspector issues a binding report that makes recommendations for how the document must be changed. We can adopt the document once we have made these changes.</p> <p>Core strategy: The Core Strategy is a document <u>DPD</u> that will contain policies that will affect the entire Borough and its surrounding area. The Core Strategy will set out the vision, aims and strategy for the Borough up to 2027<u>4</u>.</p> <p>DPD - Development Plan Document: Development Plan Documents are the series of documents that make up <u>Hertsmere's new development framework (LDF) Local Plan</u>. They include the necessary Core Strategy, Proposals Maps and Site Specific Allocations (see below), plus optional topic-based documents.</p> <p>'Go East & EERA'</p> <p>Independent examination: Once a DPD document has been made available to the community through public consultation, the document and any comments will be independently examined by a planning inspector, who checks <u>that</u> the document has been prepared in line with the relevant regulations and contains effective policies and procedures.</p> <p>LDD - Local Development Document: The Local Development Document is the general term for the documents that make up the planning framework <u>local plan</u>. They include <u>are</u> Development Plan Documents (<u>DPDs</u>) and Supplementary Planning Documents (<u>SPDs</u>).</p>	<p>To reflect that only DPDs need a binding report now, in accordance with the Local Planning Regs 2012.</p> <p>To reflect the length of time that the adopted Core Strategy covers.</p> <p>To update reference to new local plans.</p> <p>Deleted as these bodies are now defunct.</p> <p>Deleted for clarity as a DPD will only require independent examination.</p> <p>To update the terminology.</p>

	<p>LDF Local Develop Framework Local Plan The Local development Framework Plan <u>was previously referred to the Local Development Framework and</u> is the collection of all the individual Local Development Documents that will guide the economic, social, environmental and physical development of the Borough. Each document will be able to be updated when necessary without updating the entire framework.</p> <p>LDO - Local development order: The function of an LDO is to locally extend the scope of permitted development in response to local circumstances. <u>There is currently a LDO around the Elstree Way employment area.</u></p>	<p>To update the terminology.</p> <p>To update the information from 2006.</p>
Glossary	<p>RSS – Regional spatial strategy: The regional spatial strategy was is produced by EERA, which has now been abolished. RSS 14 was is a strategy that guides development in the East of England until 2021. It contained only regional and sub-regional issues to guide local development.</p> <p>SCI – Statement of Community Involvement: The statement of community involvement asks the community how they want to be consulted on plans and documents, and sets out the procedures we will follow when consulting on future planning documents.</p> <p>SoS - Secretary of State: Secretary of State – Proposals for DPDs and submission DPDs should be sent to the Secretary of State through the relevant Government Office and in the case of submission DPDs, also to the Planning Inspectorate.</p> <p>Site allocations DPD The Site Allocations – A DPD that sets out areas within the Borough that may be used for future developments. These developments will be a specific type, such as for housing or employment uses.</p> <p>SPD - Supplementary planning document: Supplementary planning guidance/<u>documents</u> are documents that focus on specific issues that need more detailed guidance to support the main policies <u>contained DPDs.</u></p>	<p>Deleted as no longer relevant</p> <p>Deleted for consistency. No other DPD is mentioned. There is greater detail regarding this DPD in the document.</p> <p>To update the</p>
Contents	<p>3 Local development Framework Local Plan Local development Framework Plan</p>	<p>To update the terminology.</p>

	<p>4 Local Plan DF</p> <p>5 Local Plan DF</p> <p>Appendix 2 and the authority's annual monitoring report</p>	
Para 1.1	<p>We have updated prepared Hertsmere's this statement of community involvement (SCI) as part of our local development framework plan. The SCI is a local development document (LDD), which sets out our policy for involving the community, both in preparing and revising LDDs and in development-management control decisions. The requirements for preparing this SCI are set out in Planning Policy Statement 12 and the Planning and Compulsory Purchase Act 2004, the Planning Act 2008 and the Localism Act 2011.</p>	Updating document terminology.
Para 1.2	<p><u>The previous SCI was made available for public consultation for a period of six weeks during July and August 2005. The aim of the early consultation period on the SCI was to find out how the community would like to be consulted on future planning documents. That SCI set out some ideas and aims to aid discussion to encourage people who have felt left out of the planning process in the past to contribute to the new range of documents. The comments received from the consultation period were then used to inform and make changes in arriving at a final adopted 2006 version of the SCI.</u></p>	Updating the background to the SCI.
Para 1.3 2	<p>Through this revised SCI, we aim to <u>continue to promote effective public involvement in the planning system. This will help to make sure that all sections of the community, including people who do not normally get involved in the planning process, have the opportunity to contribute to all aspects of place-making the new system.</u> We aim to involve local residents, businesses, landowners, groups and organisations, along with other stakeholders such as national and regional organisations, in the process. We will place an emphasis on making information widely accessible in all formats, and make use of the Internet, the local press and existing networks of communication.</p>	Updating the SCI as this a reviewed document and the system is no longer new.
1.4 3		Updating paragraph number in light of the additional paragraph added (1.2)

1.54	<p>We hope to increase the opportunities for involving the community by consulting the community where we can and increasing the ways in which information is made available. An earlier draft SCI was made available for public consultation for a period of six weeks during July and August 2005. The aim of the early consultation period on the SCI was to find out how the community would like to be consulted on future planning documents. The SCI set out some ideas and aims to aid discussion to encourage people who have felt left out of the planning process in the past to contribute to the new range of documents. The comments received from the consultation period have been used to inform and make changes in arriving at a final version. We will prepare all future planning documents that manage the economic, environmental and physical growth of Hertsmere in line with the procedures established by this statement.</p>	<p>The deleted section is considered to be out of date as it refers to the processes that were undertaken seven years ago.</p>
Para 2.1	<p>The Planning and Compulsory Purchase Act 2004 introduces major changes to the way the planning policy system works. The existing development plan, which includes the structure plan, the waste and minerals local plans, the Hertsmere local plan and associated supplementary planning guidance documents, will be replaced by a regional spatial strategy (RSS), a local development framework (LDF), a new Local Plan (which was previously referred to as a Local Development Framework) and minerals and waste development plans. Hertfordshire County Council will continue to prepare minerals and wastes development plans. The <u>Local Plan LDF</u> will include a series of local development documents (LDDs) which include development plan documents (DPDs), and supplementary planning documents (SPDs), which will set out our policies to tackle the Borough's future economic, environmental and social needs through using and developing land. Section 3 contains more detail on each of these types of planning documents. Individual documents within the <u>Plan framework</u> can be prepared and altered separately according to changing needs and circumstances.</p> <p>2.2 One of the main aims of the new <u>planning</u> system is to encourage effective and meaningful community involvement in preparing and reviewing LDDs. To meet this aim, we must prepare a statement of community involvement (SCI). The purpose of the <u>revised SCI statement</u> is to set out how we plan to involve the community in preparing, altering and reviewing our <u>Local Plan</u> and in the planning application process.</p> <p>2.3 Community involvement in the LDF <u>Local Plan</u> is a continuous process...</p>	<p>Updated the references to major changes to the system as the changed referred to have bedded in.</p> <p>Updated out-of-date references.</p> <p>Deleted references to 'new' system.</p> <p>Updated terminology</p>

2.5	<p>We have presented our <u>The local development scheme (LDS) to the Government Office for the East of England, and the LDS originally</u> came into effect on 21 April 2005 <u>and has since been updated.</u> The most recent LDS is the 2011 version. The LDS sets out a work programme for preparing the LDDs over a three-year period. It is also the first point of reference for local communities and stakeholders to find out about our <u>Local Plan LDF</u> and the order in which documents will be developed. The SCI works alongside the LDS as it sets out how we are going to involve the community and who we are going to involve.</p>	
2.6	<p><u>The Localism Act (2011) introduced a new 'duty to cooperate' on an on-going bases as well as consulting a number of statutory groups such as neighbouring authorities or local and national agencies.</u></p>	Updated in light of the requirements of the Localism Act.
Para 2.6	<p>The minimum legal requirements for consultation and public involvement are set out in the Town and Country Planning (Local Development) (England) Regulations 2012<u>2004</u> (regulations 25 and 26). The consultation procedures and methods for the Local Development Framework <u>Local Plan</u> are contained in tables 1 to 4 of Appendix 2</p>	Updated regulations and legislation.
Para 2.7	<p>We previously consulted widely on our current local plan, which was adopted in May 2003 and <u>our Core Strategy, which was adopted on 176th January 2013...</u></p>	Update regarding Core Strategy adoption.
Heading 3	<p>What is the local development framework <u>Local Plan (LDF)</u>?</p>	Updated terminology.
3.1	<p>The local development framework <u>Local Plan</u> consists of local development documents (LDDs, which include development plan documents (DPDs) and supplementary planning documents (SPDs)... The Local Development scheme (LDS) sets out the timetables for preparing development plan documents DPDs</p>	Updated terminology
3.2	<p>The local development framework <u>plan</u> also contains two <u>three</u> procedural documents; a local development scheme (LDS), a statement of community involvement (SCI). <u>The Council will also prepare an Authority Monitoring Report which will , and an annual monitoring report. These documents will help us to monitor the effectiveness of and to manage the local development framework. plan</u></p>	Updating which documents are now considered part of the local plan and updating terminology.

3.3	Supplementary planning documents ...SPDs will cover issues such as planning and design, planning obligations and affordable housing and biodiversity.	
3.4	The Core Strategy, Proposals Map, Site Allocations, and Development control Management policies are development plan documents (DPDs), which will form part of the statutory development plan along with the regional spatial strategy . These are described in more detail below.	Delete the reference to the RSS as it is no longer applicable.
Para 3.5 Figure 1	<p>Our adopted core strategy will sets out the vision, aims and strategy for the Borough up to 2024. It contains important strategic policies including Green Belt boundaries and housing provision. Our core strategy will contain policies that will cover the whole Borough and must also take account of cross-borough issues such as road and rail networks. As a result, our core strategy underwent a wide-reaching consultation exercise spreading wider than the community of Hertsmere. A written consultation using questionnaires would be one of the most appropriate and cost-effective ways of involving a large number of people. The core strategy will include a key diagram which shows the places where development is needed.</p> <p>The Hertsmere Local development framework <u>Plan</u></p>	<p>Updating information</p> <p>Updated terminology on the title and deleted the original figure and inserted a new updated diagram.</p>
Sub - heading Para 3.7	<p>Site allocations <u>Allocations and Development control</u> Management <u>DPD</u> DPD</p> <p>The site <u>Site allocations</u> <u>Allocations and Development</u> Management <u>DPD</u> will identify site-specific allocations for a range of issues such as housing, employment, retail, leisure and community uses. It will provide the policy framework for both identified and windfall sites, providing policies not otherwise dealt with in the core strategy and will sit alongside the development management DPD, and development control DPD.</p> <p>The development control management policies <u>DPD</u> The document will also contain a collection of general development control management <u>development control management</u> policies that are not covered by other DPDs. They will set out the conditions against which planning and other applications for developing and using land will be considered.</p>	<p>Updated heading as the Site Allocations and Development Management DPDs</p> <p>Updated as the DPD will now be combined. Updated terminology regarding the fact that Development Control is now known as Development Management.</p> <p>Updated terminology.</p>

3.8	<p><u>This combined DPD will have a wide consultation process due to the wide reach of the DPDs.</u> Developers who regularly act as agents in Hertsmere will be among the key people we consult, along with other council departments, and external contacts who are regularly involved in the development control process, including parish and town councils and local community organisations and <u>other key stakeholders such as landowners and residents.</u></p>	Updated facts that the DPD will now be combined.
3.9	<p>...The only Area Action Plan that is proposed at the time of writing is the Elstree Way area Action Plan DPD which went out for consultation in January. There are no area action plans timetabled at present. Should an AAP be necessary in the future, it will be prepared in accordance with the SCI in due course.</p>	Updated with the fact that HBC have prepared a draft Area Action Plan for the Elstree Way Corridor.
3.10	<p>We will produce a number of SPDs that will provide more policy detail <u>to existing policies</u> and standards that are not contained in a Local Plan These will be based on specific subjects that need more in-depth guidance. We will consult key stakeholders, existing forums and the wider community. SPDs contain detailed guidance to help implement particular policies within the core strategy and DPDs <u>and can be updated more quickly to respond to changing needs.</u> They do not contain any new policies.</p>	Condensed existing information to make it more accessible.
3.11	<p>The current proposed SPDs are on affordable housing, planning obligations, gypsy and traveller sites, and a planning and design guide. Further SPDs may be proposed in the future, where it is considered that a particular policy or group of policies need more detailed guidance. SPDs can be updated more quickly to respond to changing needs. For any further SPDs we will consult key stakeholders, existing forums and the wider community. SPDs are not Development Plan Documents and as such are subject to only one period of public consultation. Figure 2 of Appendix 3 illustrates this process. Table 3 of Appendix 2 sets out the procedures for consultation on SPDs.</p> <p>Neighbourhood Planning</p>	Condensed existing information to make it more accessible.
3.12	<p><u>Neighbourhood planning was introduced by the Localism Act 2011. There are two main mechanisms for neighbourhood planning – Neighbourhood Plans and Neighbourhood Development Orders.</u></p>	New section regarding neighbourhood planning to reflect recent provisions for community planning in recent legislation.
3.13	<p><u>A Neighbourhood Plan is a new way of helping local communities influence the planning of</u></p>	

<p>3.14</p> <p>3.15</p> <p>3.16</p>	<p><u>the area they live and work in. If a plan is prepared and agreed by the community in a referendum it will become part of the development plan for the area and be used in the determination of planning applications.</u></p> <p><u>A Neighbourhood Development Order can grant planning permission for certain types of development without the need to submit a planning application to the Council. The Regulations for Neighbourhood Planning came into force on 6th April 2012. The Localism Act 2011, together with these regulations, place various duties and responsibilities upon the Council.</u></p> <p><u>It is the responsibility of the Parish/Neighbourhood Forum to prepare the Plan and to undertake an inclusive consultation although the Council has a duty to assist. Conducting a wide-reaching consultation procedure is in the Parish/Neighbourhood Forum's interest as the Plan or Order can only be adopted after a referendum whereby over 50% of voters will have to support the Plan or Order for it to be adopted.</u></p> <p><u>Where the Council has a duty to publicise a plan or referendum, the Council will do so in line with the Localism Act 2011, the Neighbourhood Planning (general) Regulations 2012 and the principles in this SCI.</u></p>	
<p>4</p> <p>Heading</p> <p>4.1</p> <p>4.2</p>	<p>When can I get involved in the LDF<u>Local Plan</u>?</p> <p>We will produce our <u>Local Plan</u> DPDs in line with the procedures set out in the SCI <u>and Regulations</u>, and will consult the community when we update them. There are four main stages in DPD production: <u>Key issues</u>; pre-production; (production; examination and adoption. Figure 1 in Appendix 3 shows the development plan document process.</p> <p><u>Key issues</u> stage This stage includes two main activities: survey and evidence gathering; and initial work on a sustainability appraisal. We will consult the main stakeholders who will help us identify what evidence is needed to prepare the DPD, <u>what ought to be in the DPD</u> and start the sustainability process, as required in the regulations....</p> <p>production Production stage and publication stage Preferred Options document</p>	<p>Updated terminology</p> <p>Updated terminology.</p> <p>Updated to include</p>

<p>4.3</p> <p>4.4</p> <p>4.6</p>	<p>We will prepare a ‘Preferred Options’ draft document <u>taking into account the comments made during the key issues stage which if necessary (where pertinent points have been raised) we will consult on for six weeks. After this period of public consultation we will make any necessary amendments to the DPD . We will prepare a final document and and sustainability appraisal report.</u> We will present this proposed DPD to the Council’s Executive for approval. Once approved, we will present <u>submit</u> the document to the Secretary of State along with a final sustainability appraisal report and a statement showing how it meets the SCI. The DPD will be made available for public consultation for at least six weeks, during which time anyone can make a formal representation supporting or objecting to the content of the DPD.</p> <p>We will prepare a summary of the comments we <u>received before the submission of the document along with all other relevant supporting information</u> and make it available to the public. In the case of the site allocations DPD, where comments have been made that include proposals for alternative site allocations, we will advertise these proposals and invite further comments.</p> <p>After the examination, the inspector will produce a report with recommendations which we must follow. Neither we nor those making representations can challenge the inspector’s recommendations, unless on a point of law by applying to the High Court. <u>We will notify those that have asked us of the inspectors report.</u> We will adopt the DPD as soon as is practical, and once adopted it will become part of the <u>Local Plan</u>DE.</p>	<p>This has been amended to include a further round of public consultation over and above what the Regulations recommend where necessary.</p> <p>This has been adapted to reflect general DPDs rather than specific DPDs as this information dates easily.</p> <p>Not all people want to be notified.</p> <p>Updated terminology</p>
<p>4.10-7</p>	<p>Involvement in supplementary planning documents</p> <p>The process of preparing a SPD is similar to the process for DPDs, except that there does not have to be an independent examination. We will involve the community in preparing the document, and there is one statutory consultation stage of four to six weeks on the draft SPD. We will consult all relevant consultees. Where an area based SPD is proposed, an appropriate area-based consultation will occur. There will be a sustainability appraisal, and we will formally consult the community on the final sustainability appraisal report at the draft SPD stage. Where it is considered appropriate, a scoping exercise will be undertaken in order to inform the draft SPD. The draft SPD will be subject to a six week period of public</p>	<p>To update in information in order to bring it in line with the</p>

<p><u>4.8</u></p>	<p>consultation. After the consultation which, representations will be considered and a final draft will be presented to the Council's Executive to decide whether to prior to adopt the document or not.</p> <p>Figure 2 in Appendix 3 shows the supplementary planning document process, in the form of a flow chart.</p>	<p>Flow charts deleted as out of date</p>
<p>Heading 5</p> <p>5.1</p>	<p>How can I get involved in the LDFLocal Plan?</p> <p>There are a number of methods of involving the community in the planning process which are described below such as in the media, through our own website and social media channels (twitter) and through community news sites. There are advantages and disadvantages to all methods. We have designed this Statement of Community Involvement to encourage discussion about which methods would be the most appropriate and to encourage people who do not usually get involved in the planning process to tell us how they would prefer to get involved. These preferences will not be the same for everyone. Set out below are a few examples of how we will involve the community, using a variety of consultation methods. There may be other methods that prove to be more appropriate over time for particular documents, or for particular sections of the community. These will be monitored for their effectiveness and will be added to the list when the SCI is reviewed in the future.</p>	<p>Updated terminology</p> <p>Updated as the most effective ways of consulting the community have been assessed to inform this SCI.</p>
<p>Para 5.3</p> <p>Para 5.4</p>	<p>In addition to making longer or more technical documents available on CD..... . We will update the website in line with each stage of the consultation process. The website will also contain a section on frequently asked questions for DPDs. These will aim to answer the most common questions asked about the planning process and the specific DPDs. Our website address is www.hertsmere.gov.uk.</p> <ul style="list-style-type: none"> • Local newspapers: Watford Observer, Barnet and Potters Bar Times, Borehamwood Times, Welwyn and Hatfield Times, and Herts Advertiser • Local radio: Watford Mercury, Three Counties Radio, <u>Heart Radio</u> • TV stations: BBC London News, London Tonight • Magazines: Hertsmere News, Hertfordshire Life, Herts. Cambs. and Essex 	<p>CDs are no longer readily used. FAQs are not considered to be necessary as we provide plain English information on the website that explains most issues/stages.</p> <p>Updated after consulting with Hertsmere's Corporate Comms department who highlighted that we don't send releases to TV as standard and do not send releases to Watford Mercury.</p>

Para 5.5	Some of the proposed planning documents may be quite long and will contain a lot of detailed information. However, some of this information will not be of interest to all members of the community. We will produce summary leaflets to summarise the main points of the <u>longer</u> documents...	To provide clarification that summary leaflets are not required for all pieces of work produced.
Para 5.11	The Planning Panel is an all-party group, which has been established to inform the production and development of the <u>local development framework plan</u> . It is not a decision making group. Its recommendations will be reported to the Council's Executive for decision. Chaired by the Portfolio Holder with responsibility for planning matters, the Panel meets approximately every two months as required,	Updated terminology.
Para 5.14 Each draft and adopted document will contain information on how to request these alternative formats <u>document will be made available in different formats upon request.</u>	It is on an as required basis rather every two months.
Para 6.1	<ul style="list-style-type: none"> • central, regional and local government departments; and • national and regional county bodies and organisations. 	Updated in line with government changes.
Para 6.4	...One example of using existing forums to engage these groups was seen in a recent gypsy needs survey carried out jointly with other neighbouring authorities. Liaison representatives from the travelling community attended these meetings who provided valuable information to inform the study.	The report is no longer recent.
Para 6.7	By law, we must consult certain organisations throughout the LDF <u>Local Plan</u> process....	Updated terminology
Para 6.9	All of the organisations and individuals in both these lists are held in the <u>local development framework plan</u> database and can be easily updated.	Updated terminology
Para 6.10	When consulting organisations and groups from both the statutory and non-statutory lists, we will <u>we can provide copies</u> of the documents in a variety of formats, including electronically by e-mail or, online or via CD-ROM . We hope that by consulting voluntary	Updated ways of consulting.

	organisations and groups, information will be passed down to a wider area of the community.	
Para 7.1	As well as being involved in preparing the Local plan DE , the community can also get involved in the planning applications we receive....	Updated terminology.
Paragraph 7.2	Pre-application discussions help us make sure that our approach to deciding planning applications is clear and open to everyone. We welcome pre-application discussions between officers, applicants and interested groups, where they are appropriate and resources are available . These discussions may vary from a short chat with the duty officer (see paragraph 7.18)... In certain cases, these discussions may need to be kept private and confidential, normally when scheme finances are discussed	Updated as the pre-application system has moved on since 2006. WE have a formal pre-application process now.
7.4	However, case officers have many work pressures and, without careful management, pre-application discussions can be unproductive and can add significantly to the workload of planning staff. We encourage developers and applicants to prepare as much information as possible before a pre-application discussion takes place to allow officers to prepare for these meetings and provide useful advice.	Pre-apps are not for public inspection although they can be the subject of an FOI
7.5	We encourage developers to enter into early discussions with us <u>and that is why we have introduced a formal, fee payable, pre-application process...</u>	As above.
7.6	In cases which have a wider public interest <u>and for major applications</u> , we will encourage the applicant to consult the community through area forums or public exhibitions with developers, council representatives (<u>where appropriate</u>) and interested groups or members of the local community. It is important that as many people as possible have the opportunity to discuss the scheme with the developers. These events must be organised by the applicant and should be held in a suitable place near to the development site or in a neutral area. Developers should have regard to the guidance contained in PPS12, specifically, with regard to Table 7.4: Community Involvement in Planning Applications. The applicant must pay all costs associated with these pre-application events. Although we will encourage these sorts of events, developers and applicants are not obliged to carry out pre-application discussions with the community.	Updated in term of legislative requirements.
7.9	We are committed to developing a development <u>management</u> team approach between	Updated in terms of the deletion of PPS12.
		Updated terminology.

	<p>council departments to <u>provide</u> pre-application advice for large-scale development schemes. These will be made up of representatives from a number of council departments who will be able to provide <u>advice</u> on specific aspects of a development scheme. This may contain officers from development <u>management control</u>, drainage, building control, housing and environmental health departments, along with an officer from the Hertfordshire Highways Partnership.</p>	
7.10	<p><u>Local Validation List</u></p> <p><u>The council have introduced a Local Validation List for householder developments which will set the scope for the amount and type of information over and above what is compulsorily required by the national list that that will be required to be able to register, assess and determine planning applications within Hertsmeire Borough Council’s jurisdiction. It is envisaged that the addition of a local validation list will speed up the registration and planning application determination process by getting the right amount of information at the validation stage. Where applicants consider that the information that is required by the List is not necessary, a short written statement highlighting the reasons why should be provided.</u></p>	Updated to reflect the introduction of a Local Validation List.
7.11	<p><u>A Local Validation List is expected to be extended for Minor and Major applications in the future.</u></p>	
7.13	<p>We will need <u>normally</u> to display a site notice on or near to the site for certain <u>all</u> applications. <u>This is to ensure that everybody who wishes to comment on an application has the opportunity to do so. Site notices will be displayed in all cases, ese are normally sites</u> where neighbours on at least one boundary cannot be identified, sites in conservation areas, listed buildings or a site with a high public profile where it is important to tell the wider public, and major applications.....</p>	Updated to reflect the fact that HBC officer do normally put a sit notice up for all applications.
7.14	<p>For ‘major’ applications, the Council has <u>a</u> statutory duties to place notices in the local press, erect site notices, and notify a wider number and spread of neighbouring properties and land owners, along with statutory consultees such as the local electricity, gas and water providers, the Environment Agency and other Council and County Council departments, for example...</p>	

Para 7.17	Bodies such as English Nature <u>Natural England</u> will...	Updated to reflect change of name of organisation.
Para 7.18	We need to put adverts in local free newspapers for:	Some papers that are delivered free to constituents are paid for thereafter.
Para 7.20	The planning department runs a duty officer system <u>all day. We will continue this service where resources allow us to do so</u>	This is to update the fact that HBC normally runs a duty officer service through out the day but that where there are brief periods of staff shortages, this may only be available during the morning period.
Para 7.21	Most planning applications are decided by planning officers of the Council under 'delegated powers'. The scheme of delegation can be obtained by contacting us <u>or from our website</u> . Where applications have a wider public interest, both officers and councillors can decide whether an application should be discussed at a planning committee. These are often applications that we consider raise major issues of public interest. The timetable for committee meetings is available on our website (www.hertsmere.gov.uk) and by phoning our Secretariat <u>Democratic Services</u> Department on 020 8207 2277....	Updated references to the website and updated department name.
7.22	... If you wish to know more about our Council structure or individual councillors, please contact the Secretariat <u>Democratic Services</u> Department.	Updated department name.
8.3	...All consultation periods will last for at least six weeks <u>four weeks</u> . See section 6 for more information on how we will involve the community in producing local development documents.	To have regard for the regulations which allow for four week consultations for SPDs for example.
8.4	All the methods of consultation we use will be in line with the Race Relations (Amendment) Act 2000 , the Disability Discrimination Act 1995 <u>Equality Act 2010</u> , the Human Rights Act 1998 and the Freedom of Information Act 2000.	Updated change in legislation
8.6	Anyone making comments on any the core strategy (preferred options paper), statement of community involvement or development plan documents <u>DPDs or supplementary planning documents</u> SPDs will be included on an electronic consultation database and will automatically be kept informed at all stages of the process <u>where they indicate a wish to be</u> .	To update the fact that not everybody wished to be kept informed.

8.7	At the end of each consultation period, we will analyse the responses and prepare a summary report <u>which will normally be within the a Statement of Consultation</u> , which will be considered by our executive committee.	Updated the reference to the report that we draft for clarity.
8.9	The Council's Authority annual Monitoring Report will contain a summary of the progress of the Local Development Scheme in terms of the Local Development Documents. This will include information about the consultation exercises that have been conducted on each document. In addition to this annual monitoring, at the end of the plan-making process for each significant planning document such as the Core Strategy, we will undertake specific surveys or use the Council Customer Satisfaction Survey undertaken by MORI to assess whether the community feels they have been given sufficient opportunity to get involved in the planning system. This way, the whole process of community involvement on each planning document can be assessed.	Updated terminology to reflect new terms. Due to budget and staff restriction we can not do a follow up survey for all pieces of work undertaken.
8.12	East of England Planning Aid...	Updated information.
8.14	The local strategic partnership, known as Hertsmere Together, is made up of various public-sector agencies and their partners in the voluntary and private sectors. The Community Strategy, adopted <u>revised</u> in April 2013, is the product of a comprehensive process carried out to develop a set of aims that Hertsmere Together will work to achieve, with the long-term aim <u>of shaping a better future for the communities of Hertsmere through partnership working. of improving the quality of life of people who live in and visit Hertsmere.</u>	Updated with revised documents and updated aims.
8.15	There are benefits in linking the Community Strategy and the <u>Local Plan</u> . The <u>Local Plan</u> will	Figure deleted due to change in membership of LSP.
8.16	Entitled "Hertsmere Together (LSP) group for Hertsmere has been meeting since the beginning of 2002 and is made up of organisations involved with delivering services to residents of the borough. Members of the partnership include: Hertsmere Borough Council, Hertfordshire County Council, <u>HCC Public Health, Fire and Rescue, Community Action Hertsmere Hertsmere CVS, Herts Constabulary, Herts Valleys Clinical Commissioning Group, Forum of Faiths, Job Centre Plus, WENTA, Oaklands College, CAB and Hertsmere Leisure, Housing Associations, Town and Parish Councils. y and Hertsmere Primary Care Trust. The first table illustrates how Hertsmere Together has brought together the key specialist strategic partnerships within Hertsmere to deliver this Community Strategy. The Community Strategy is undergoing its first review and as such, the new draft structure of</u>	Updated terminology To update reference to the LSP membership.

8.17	<p>the LSP is as listed in the second table below. The next graphic illustrates Hertsmere Together's Vision.</p> <p>Deleted old LSP figure and insert new</p> <p>The different themecomponent groups, <u>including the Community Safety Partnership and Health and Wellbeing Partnership, of the LSP</u> are kept informed of changes to the planning system and are sent initial draft copies of new Local Development Documents (LDDs) before they are progressed to public consultation drafts. Meetings are organised with specific groups to discuss LDDs as they will affect these groups. Planning officers have also attended various LSP meetings to provide general information on the new system and have made detailed comments in response to the new draft Community Strategy. <u>There are also a number of networks underneath the LSP including the Forum of Faiths which are consulted with.</u></p>	<p>Old figure deleted due to out of date membership. New figure inserted regarding Hertsmere Together's vision.</p> <p>Updated LSP information.</p>
<p>Appendix 1</p> <p>Gov-ernment depart-ments</p>	<ul style="list-style-type: none"> • The Countryside Agency <u>Natural England</u> • The Environment Agency • Highways Agency • The Historic Buildings and Monument Commission for England (English Heritage) • East of England Regional Assembly • East of England Regional Development Agency • Government Office for the East of England • English Nature <u>Natural England – Essex, Hertfordshire and London Team</u> • Strategic Health Authority and Primary Care Trust • Strategic Rail Authority <u>Network Rail</u> • <u>Homes and Communities Agency</u> <ul style="list-style-type: none"> • <u>The Coal authority</u> • <u>...Marine Management Organisations</u> • Department for Education and Skills (through Government Offices) • Department for Environment, Food and Rural Affairs • Department for Transport (through Government Offices) • Department of Health (through relevant Regional Public Health Group) • Department of Trade and Industry (through Government Offices) 	<p>Updated information regarding new departments and consultation bodes as per the 2012 Regulations.</p> <p>Updated information.</p>

<p>Neighbouring LAs</p> <p>General consultation organisations</p>	<ul style="list-style-type: none"> • Ministry of Defence • Department of Work and Pensions • Department for Culture, Media and Sport • The Countryside Agency <p><u>* The Coal Authority do not wish to be contacted by HBC</u></p> <ul style="list-style-type: none"> • <u>Mayor of London (GLA)</u> • <u>Hertfordshire Police and crime Commissioner</u> 	<p>Updating with the GLA</p> <p>Updating information</p>
<p>Appendix 2</p> <p>Table 1</p> <p>LDS</p>	<p>Public consultation procedures and methods for the local development scheme, statement of community involvement and authority annual monitoring report</p> <p>Consultation and notice: Consult the Government Office for the East of England, the Planning Inspectorate and the East of England Regional Assembly. We originally submitted our LDS in March 2005 and it originally came into effect on 21 April 2005. Hertsmere's LDS has since been revised since that time with the 2011 LDS being the most up to date at the time of writing.</p> <p>When will you be involved? The LDS will be available at the civic offices and area offices. <u>Any future updated copies of the LDS will be available on our website.</u></p> <p>How will you be involved? We will monitor the LDS every year, and review it every year for the next three years and at least once every three years after that. We will accept representations to change the LDS at any time. We will consider these at the time of the LDS review.</p>	<p>To update terminology</p> <p>To update the new process.</p> <p>To update the fact that we publish this document on our website now.</p> <p>To reflect that the LDS has been long adopted.</p>

<p>SCI</p>	<p>Consultation and notice The original SCI was adopted in 2006 and we<u>We will consult</u> stakeholders at an early stage, <u>in line with regulations 25 and 26 (see table 2).</u></p> <p>We had<u>will</u> also invited<u>invite</u> all identified consultation groups to comment on their preferred methods of consultation at the pre-submission stage. <u>We will present the document to the Secretary of State in October and November 2005, in line with regulations 28 and 29 (see table 2).</u></p> <p>When will you be involved? We sent letters to all identified groups in February 2005 to collect up-to-date contact details.</p> <p>We will publish the pre-submission draft document on the website and send it to all consultation groups <u>when we update the document and publish a notice in local newspapers during June and July 2005.</u></p> <p><u>We will consult for a period of six weeks.</u></p> <p>At the submission stage, there will be a six-week period of consultation, expected to be held in November/ December 2005.</p> <p>How will you be involved? We will consult statutory consultees and all identified consultation groups.</p> <p>Objections that cannot be sorted out at the submission stage will be considered by an inspector or at an independent examination in April 2006. We hope to adopt the SCI in September 2006. We will monitor the SCI every year and review it every three years.</p>	<p>Out of date information</p> <p>The 2012 Regs no longer require formal publication in a newspaper. Many of HBC's planning documents have an article written up about the local newspaper in any case.</p>
<p><u>Authority Report (AMR) annual monitoring report</u></p>	<p>Consultation and notice We will produce the AMR each November to be published on the Council's website to present to the Secretary of State. We will work with key stakeholders such as the County Council Information Unit on how we collect information and the format of the document.</p> <p>When will you be involved?</p>	<p>AMRs are no longer required to be presented to the SoS.</p>

<p>(AMR)</p>	<p>N/A We will invite appropriate stakeholders to comment on a draft document before we adopt it. We will use comments to shape the format of future annual monitoring reports.</p> <p>How will you be involved? We will hold meetings with stakeholders as appropriate. We will review the AMR every year. We will publish it on our website and make copies available for inspection at parish offices and local libraries. You can also buy a copy from us.</p>	
<p>Table 2 (DPDs)</p> <p>Activity <u>Key Issues (also known as preparation of a Local Plan Pre-submission consultation on issues and alternative options (Regulation 1825)</u></p>	<p>Table 2: Public consultation procedures and methods for development plan documents <u>(DPDs)</u></p> <p>As the timetable of our Local Development Scheme may change please visit the Council’s website on www.hertsmere.gov.uk for the latest version of this scheme. <u>The ‘regulations’ refers to the relevant stated regulation taken from the Town and Country Planning (Local Planning) (England) Regulations 2012.</u></p> <p>Consultation and notice</p> <ul style="list-style-type: none"> • <u>We will notify people and invite them to make representations at an early stage of local plan preparations so that we take the main issues of what the DPD ought to contain into account</u> • <u>specific and</u> general consultation organisations, • We will consult LSP partners on an ongoing basis. • We will issue a press release. • We will hold workshops for key stakeholders, <u>if necessary.</u> • We will notify councillors and parish councils. • <u>We will issue a local press release.</u> • Articles and questionnaires will be available on our website. • We will use mailing lists to invite comments from <u>appropriate</u> individuals, local groups, amenity groups, landowners, developers and so on. <p>When Will you be involved?</p>	<p>For consistency as this (DPD) has been shortened throughout the SCI</p> <p>For clarity.</p> <p>Updated regarding the 2012 Regs</p> <p>Updated to take into account of Reg 18 of the 2012 Regs.</p>

<p><u>Production stage & Publication stage (Reg 19)</u></p> <p>Pre-submission public involvement on a draft Local Plan on preferred options and draft DPDs (regulation 19(26))</p>	<p>We will consult on the core strategy issues and alternative options document, and will publish the initial sustainability appraisal report during November/ December 2005.</p> <p><u>We will notify people at the very start of creating a DPD so that they can tell us what they think the DPD ought to contain.</u></p> <p>We will consult on the site allocations issues and alternative options document, and publish an initial sustainability appraisal report during February and March 2007.</p> <p>We will consult on the development control policies issues and alternative options document, and publish an initial sustainability appraisal report during February and March 2007.</p> <p>Consultation and notice</p> <ul style="list-style-type: none"> • <u>Before submitting the draft of the Local Plan DPD, we:</u> • Preferred options will make the DPD and other submission documents including a statement of representations procedure be available for inspection (including on the website). • We will publish notices in local newspapers. • Any person may make representations during a period of <u>no less than the six weeks</u> from the date of the notice. • We must consider these representations. • <u>If necessary we may re-draft a document and consult for a further 6 weeks.</u> • The consultation period will last for up to six weeks. • We will publish a summary paper of preferred options. • Articles and questionnaires will be made available on our website. • We will use mailing lists to invite comments from individuals, local groups, amenity groups, landowners, developers and so on. <p>When will you be involved?</p> <p>We will consult on the core strategy preferred options document during November 2006.</p> <p>We will consult on the site allocations preferred options document during June 2007.</p>	<p>To update regarding the 2012 Regulations</p> <p>This is an additional stage that we may choose to do if there are any pertinent points that have been raised after the Reg 18 consultation.</p> <p>Removed all specific references as these date easily.</p>
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<p>Submission to the Secretary of State and the second public participation on stage (regulations 28 and 29)22</p>	<p>We will consult on the development control policies preferred options document during September and October 2007.</p> <p><u>We will notify people that are would like to be notified of any formal public consultation period (either on the production of the draft DPD or on the publication of the draft DPD).</u></p> <ul style="list-style-type: none"> • DPDs and associated papers (including statements of consultation, <u>representations</u> and public involvement) will be available for inspection (including on the website) and sent to DPD organisations. • We will publish notices in local newspapers. • We will contact <u>notify</u> all identified consultation groups and people who have asked to be contacted <u>that the submission documents are available for inspection.</u> • The consultation period will last for six weeks from the date of submission. <p>Consultation and notice</p> <p><u>We will notify the people / bodies that wish to be notified of the submission of the DPD</u></p> <p>How will you be involved?</p> <p>We will consult all DPD organisations and all other identified consultation groups.</p> <p>We will publish the documents on the website and in local newspapers.</p> <p>We will write to neighbours and nearby residents <u>of site specific DPDs.</u></p>	<p>Updated regarding the 2012 Regulations</p> <p>The regs remove the requirement to advertise in local papers.</p>
<p>Regulation 33</p>	<p>No longer referred to in the local regs – deleted in the table</p>	<p>Updated regarding the 2012 Local Regs</p>
<p>...regulation 234)</p>	<p>Consultation and notice</p> <p>...In some cases, we will hold a pre-examination meeting,</p> <p>...Publish notices in newspapers</p> <p>when will you be involved?</p> <p>We expect that the examination for the core strategy will be held in February and March</p>	<p>Updated regarding the 2012 Local Regs</p>

<p>Inspector's recommendations (regulation 235)</p>	<p>2008. We will give six weeks' notice.</p> <p>We expect that the examination for the development control policies DPD will be held in March 2009. We will give six weeks' notice.</p> <p><u>If a pre-meeting will be held you will be notified then. If not, you will be notified at least six weeks before the examination</u></p> <p>Consultation and notice</p> <ul style="list-style-type: none"> Recommendations made after the independent examination will be made available for inspection <u>at the inspection points</u> (including on the website). <p>When will you be involved?</p> <p>We expect to receive the inspector's recommendations for the core strategy in June 2008.</p> <p>We expect to receive the inspector's recommendations for the site allocations DPD in February 2009.</p> <p>As <u>soon as practicable after the Inspectors report is received.</u></p>	
<p>Adopting the DPD (regulation 236)</p>	<p>Consultation and notice</p> <ul style="list-style-type: none"> The adopted DPD, and adoption statement, <u>sustainability statement and details of the inspection points</u> will be available for inspection <u>at the inspection points</u> (including on the website). <p>We will publish notices in local newspapers.</p> <ul style="list-style-type: none"> We will send a copy of the adoption statement to contact all identified consultation groups and everyone who has asked to be contacted. <p>When will you be involved?</p> <p>We expect to adopt the core strategy in July 2008.</p> <p>We expect to adopt the development control policies DPD in September 2009.</p>	<p>Updated regarding the 2012 Local Regs</p> <p>Updated regarding the 2012 Local Regs</p>

	<p><u>N/A</u></p>	
<p>Table 3 (SPDs)</p> <p>Public involvement (regulation 12 & 35) 17 and 18)</p>	<p>Table 3: Public consultation procedures and methods for supplementary development documents <u>(SPDs)</u></p> <p>As the timetable of our Local Development Scheme may change please visit the Council’s website on www.hertsmere.gov.uk for the latest version of this scheme. <u>The ‘regulations’ refers to the relevant stated regulation taken from the Town and Country Planning (Local Planning) (England) Regulations 2012.</u></p> <p>Consultation and notice</p> <ul style="list-style-type: none"> • The document will be made available for inspection <u>at the inspections points contained in this SCI</u> (including on the website) and sent to DPD organisations. • We will publish details of the consultation on our website notices in local newspapers. • Any person may make representations during <u>the consultation period</u> four to six weeks from the date of the notice. We must consider those representations. • We will allow the maximum six week period for public involvement. <u>at least four weeks</u> for public involvement • We will issue press releases. • We will carry out a targeted consultation with local residents (for site-specific SPDs). • We will carry out a targeted consultation with amenity organisations, professional organisations, developers and so on (for policy-based SPDs). <p>When will you be involved? Consultation on draft SPD:</p> <ul style="list-style-type: none"> • planning and design guide (Winter 2005/06); • affordable housing (June 2007); and • planning obligations (September 2007). <p><u>During the period of public consultation.</u> We will then consider representations made on these SPDs.</p> <p>How will you be involved?</p>	<p>For consistency as this (SPD) has been shortened throughout the SCI</p> <p>For clarity.</p> <p>For clarity</p> <p>The Regs no long require advert notices.</p> <p>To reflect what the Regs allow. Not all SPDs will require six weeks.</p> <p>Out of date SPDs.</p>

<p>Adoption (regulation 14 and 3519)</p>	<p>For specific sites, we will carry out residents' surveys and targeted consultation such as local area forums and focus groups, involving local residents and businesses, as well as other consultees <u>where necessary</u>.</p> <p>For issues-based SPDs, we will involve appropriate groups and organisations in developing options and approaches. If the issue also has a wider public interest, we will carry out general surveys.</p> <p>Consultation and notice</p> <ul style="list-style-type: none"> The adopted SPD, adoption statement and statement of formal representations <u>consultation</u> will be available for inspection <u>at the inspection points</u> (including on the website). We will contact everyone who has <u>specifically</u> asked to be told when we adopt the SPD. For site-specific SPDs, we will contact neighbours or nearby residents. <p>When will you be involved? Delete out of date SPDs</p>	<p>Update for clarity</p>
<p>Table 4</p>	<p>Regarding: Employment land use, need and available study, Urban capacity and availability study, Housing needs study.</p>	
<p>Appendix 3 Table 4</p>	<p>Other consultation methods <u>where appropriate</u></p>	<p>Updated to clarify that all other methods will only be utilised where appropriate</p>
<p>Appendix 4 Table 4 (re numbered after deleting table 4</p>	<p>Applications that do not meet the conditions of the local development framework plan <u>are within or adjacent to a</u> conservation area</p> <p>Telecommunications</p> <p>a. it is not in line with <u>Local plan DE</u> or would affect a public right of way;</p>	<p>Updated terminology</p> <p>To provide clarification regarding</p>

Appendix 3	Figure 1 and 2 deleted	The diagram was taken from an old policy document and the DPD process on particular is out of date
Appendix 6	<p>PPS1: Delivering Sustainable Development (ODPM, 2005)</p> <p>Community Involvement in Planning: the Government's Objectives (ODPM, 2004)</p> <p>Hertsmere Together: A Community Strategy for Hertsmere 2003 – 2020 (HBC, 201003)</p> <p>Participatory Planning for Sustainable Communities, (ODPM International Research Team, 2003)</p> <p>PPS12: Local Development Frameworks (ODPM, 2004)</p> <p>The Relationships between Community Strategies and Local Development Frameworks, (ODPM, 2003)</p> <p>The Town and Country Planning (Local Development) (England) Regulations 2004 and The Town and Country Planning (Transitional Arrangements) (England) Regulations 2004 (ODPM, 2004)</p> <p>Creating Local Development Frameworks: A Companion Guide to PPS12 (ODPM, 2004)</p> <p><u>The Town and Country Planning (Local Planning) (England) Regulations 2012.</u></p> <p><u>Planning and Compulsory Purchase Act 2004.</u></p> <p><u>The Town and Country Planning (Development Management Procedure) (England) Order 2010.</u></p> <p><u>National Planning Policy Framework (2012)</u></p> <p><u>The Town and Country Planning (Local Planning) (England) Regulation 2012.</u></p>	Updated to delete referenced to deleted policies, plans, legislation and guidance documents and inserting the up-to-date legislation, policy and guidance documents

	<p><u>The Neighbourhood Planning (General Regulations) 2012</u></p> <p><u>The Localism Act 2011</u></p> <p><u>The Planning Act 2008</u></p>	
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