

Hertsmere Local Development Framework

Development Plan Document

Revised Core Strategy

Soundness and Legal Compliance Self-Assessment (CD/23)

7 March 2012



1. Introduction

- 1.1 The Council has carried out a self-assessment of how the preparation and contents of the Core Strategy Publication Document meets both the legal requirements and the tests of soundness. The self-assessment has been undertaken using the Planning Advisory Service soundness toolkit.
- 1.2 Chapter 2 of this document considers the soundness of Core Strategy, Chapter 3 considers the legal compliance of the document and its production process. Supporting documentation is set out in the appendices.
- 1.3 The appendices include:
 - A – Consultation letters sent to specific consultation bodies at each stage
 - B – Consultation letters sent to general consultation bodies at each stage
 - C – Correspondence with EERA prior to its abolition
 - D – Minutes from Executive and Full Council Meetings on 9 and 16 November 2011 respectively
 - E – Statement of Fact February 2012
 - F – Letter sent to specific consultation bodies 17 February 2012
 - G – Letter sent to general consultation bodies 21 February 2012
 - H – Newspaper cuttings for public notices 23 and 24 February 2012

2. Assessment of how the Core Strategy Publication Document meets the tests of Soundness

	Key question	Response	Evidence Provided
	Justified		
	Participation		
1	Has the consultation process allowed for effective engagement of all interested parties?	The Regulation 30 (1)(d) Statements set out how the Council has consulted on the Core Strategy since 2005. It includes a list of all the consultees who took part in the plan preparation process; The Council's Statement of Community Involvement (2006) (SCI) established a list of consultees. This document itself was subject to a period of public consultation in 2005 and adopted following a public examination in 2006; A database was also designed in 2005 to form a list of all interested parties. This has regularly been kept up to date over the last 5 years as a result of responses to consultation, and correspondence between consultation periods. The system also has an in built mechanism for categorising consultees in accordance with the Council's SCI.	CD/26 Statement of Community Involvement September 2006; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012; and CD/27 Local Development Scheme

Research and fact finding		
2	<p>Is the content of the development plan document justified by the evidence?</p>	<p>PPS12 paragraph 4.37 states that the evidence base should contain the views of the local community and others who have a stake in the future of the area, and research /fact finding evidence that the choices made by the plan are backed up by background facts. It also states evidence gathered should be proportionate to the job being undertaken by the plan, relevant to the place in question and as up-to-date as practical having regard to what may have changed since the evidence was collected.</p> <p>The Revised Core Strategy (RCS) has been prepared over a period of five years. During that time the evidence base to support the content of the document has been significantly developed and updated. The RCS has the benefit of a robust and up to date evidence base, which is listed in the 'Evidence Base and Schedule of Core Documents'.</p> <p>Those elements of the evidence base that are likely to be subject to change such as the SHLAA have been regularly reviewed and kept up to date. There have also been five periods of public participation and consultation and two deposit periods prior to submission. The responses from each public participation and consultation period were logged and a response given to each. There has also been significant joint working with other authorities to prepare the evidence base, to ensure that the evidence base considers any cross boundary issues.</p> <p>Updated Sustainability Appraisal Reports have also been prepared in accordance with the SEA Directive. This is regarded as an important feedback and support mechanism for the Core Strategy. The Local Development Scheme, initially prepared in 2006 and reviewed most recently in 2011, identifies how the Core Strategy fits in with other documents in the LDF and their timescales, and illustrates the evidence produced to support the LDF and outlines any forthcoming documents.</p>
		<p>Core Strategy Evidence Base and Schedule of Core Documents; CD/01 Hertsmere LDF: Issues and Options; CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010; CD/05 Revised Core Strategy for Submission 2011; CD/05A Revised Core Strategy Pre-Submission Version (Reg 27) errata sheet; CD/06 Revised Core Strategy Submission Version (with tracked changes); CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012; CD/26 Statement of Community Involvement September 2006; and CD/27 Local Development Scheme</p>

3	What is the source of the evidence?	<p>The evidence base has been produced using a range of sources, including documents produced within the Council, documents produced by the County Council, consultants commissioned by the Council and the County Council, and also from joint working arrangements with adjoining Authorities. The evidence base from the production of the RSS has also been used to inform the production of the Core Strategy.</p>	As above
4	How up to date and convincing is it?	<p>PPS 12 requires that evidence gathered should be proportionate to the job being undertaken by the plan, relevant to the place in question and as up-to-date as practical having regard to what may have changed since the evidence was collected.</p> <p>There have been a number of updates to studies during the preparation of the Core Strategy. The nature of the required evidence base has also changed during the production of the Core Strategy, such as changing requirements for technical studies. For example the SHLAA was not a requirement when first starting the LDF process in 2005, and was first introduced in 2007.</p> <p>As demonstrated by the schedule of evidence base the documents have been produced relatively recently, and where appropriate additional studies or updates have been undertaken to ensure that the council meets paragraph 4.37 of PPS12.</p>	

5	<p>What assumptions had to be made in preparing the development plan document?</p>	<p>Chapter 1, Introduction and Context of the RCS, sets out the purpose and status of the document. It sets out the strategic planning framework and key spatial policies to guide development for the next fifteen years; It builds on public participation and consultation; It is submitted in light of the changes to and reform of national planning policy; and the Community Strategy underpins the vision of the document (RCS paragraph 1.18).</p> <ul style="list-style-type: none"> - An average of 237 new dwellings will be delivered during the 15 year period of the RCS between 2012 and 2027 (Policy CS1), The assumptions for this are set out in paragraphs 2.25-2.37. - The affordable housing threshold is informed by the Development Economics Study, which demonstrates that this is appropriate and affordable. The need for affordable housing will continue to be a significant issue for the Council as house prices in the area continue to be higher than the national average. It will also continue to be a key priority of the Council. - The RCS promotes jobs growth and employment land where a small shortfall of the need has been identified, which is supported by several studies, in relation to London Arc and Central Hertfordshire. The evidence base also comprises studies by the Council on the significance of local employment sites, and site allocations for key employment sites in the Borough, which advocate a flexible approach to maintaining the required level. - Climate change will continue to be an issue of local, national and international significance. Hertsmere will continue to recognise the Hertfordshire's Building Futures initiative, and work towards meeting set regional targets. - The need to protect European and nationally designated sites of natural and historic importance will continue to remain. The Council will continue to work with the appropriate stakeholders to reduce the impact of development on these assets which are recognised in RCS Policy CS12 and CS13. 	<p>CD/01 Hertsmere LDF: Issues and Options; CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010 CD/05 Revised Core Strategy for Submission 2011; CD/05A Revised Core Strategy Pre-Submission Version (Reg 27) errata sheet; CD/06 Revised Core Strategy Submission Version (with tracked changes); CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; and CD/21 Regulation 30(1)(e) Statement of Representation February 2012</p>
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6	Are the assumptions reasonable and justified?	<ul style="list-style-type: none"> - Development should maximise the efficient use of resources, and provide for the reduction of CO2 emissions (RCS Policy CS16). - There will continue to be an objective to protect and enhance the environment of the area, in particular, the Green Belt (RCS Policy CS12). - The RCS will continue to seek planning obligations to address and mitigate the impact that development has on services and infrastructure. - The RCS will continue to support the aims and objectives of the Countywide Local Transport Plan and associated documents, and urban transport plans for individual towns. <p>It has been prepared with appropriate scrutiny and involvement of Councillors. The RCS is also prepared to be in general conformity with regional policies, and is consistent with national policy (RCS paragraphs 1.12-1.14). It is also recognised that Sustainability Appraisal of DPDs is a statutory requirement and has been prepared for three stages during its formulation in 2008, 2010 and 2011. Its preparation is an integral part of the RCS process and its outcomes have been used to inform each stage. The above assumptions are considered reasonable based on the evidence that is referenced from the Council's Evidence Base and Schedule of Core Documents.</p>	As above
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	Alternatives		
7	Can it be shown that the council's chosen approach is the most appropriate given the reasonable alternatives?	Yes. The Council has included a range of alternatives associated with several subject areas in the RCS for example paragraphs 2.41-2.46 (housing), paragraphs 3.41-3.42 (Gypsy and Traveller), paragraphs 4.22 to 4.28 (employment). These are taken from the relevant technical papers, reports and studies and incorporated into the final RCS (2011). There is also an element of reviewing alternatives when assessing stakeholder's representations and the Council's response to those suggestions of alternatives are contained in the Statements of Representations. Representations, Sustainability Appraisals and technical studies were all considered in the formulation of each policy and in the discounting of various options.	CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010; CD/05 Revised Core Strategy for Submission 2011; CD/05A Revised Core Strategy Pre-Submission Version (Reg 27) errata sheet; CD/06 Revised Core Strategy Submission Version (with tracked changes); CD/07 Core Strategy: Schedule of Proposed Minor Amendments; CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices;
8	Have realistic alternatives been considered and is there a clear audit trail showing how and why the preferred strategy/approach was arrived at?	Yes. The Council has included a range of alternatives in the RCS, for example paragraphs 2.41-2.46 (housing), paragraphs 3.41-3.42 (Gypsy and Traveller), paragraphs 4.22 to 4.28 (employment), many of these initiate from evidence base or from the sustainability appraisal. The sustainability appraisal process has guided the Council's assessment of different policy options alongside its consideration of whether emerging options were consistent with the national policy, regional policy (including relevant Structure Plan areas), the Community Strategy and the findings of public consultation. Options were considered within a range of policy themes from which the spatial policies in this document have been developed. These alternatives are set out in the Sustainability Appraisal Report.	CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012; CD/26 Statement of Community Involvement September 2006;

9	<p>Where a balance had to be struck in taking decisions between competing alternatives is it clear how and why these decisions were made?</p>	<p>The Evidence Base contains detailed studies and reports which consider alternatives and compare impacts. The conclusions and recommendations in the evidence base studies have informed and support the chosen approach as the most appropriate amongst alternatives. In combination, these documents amount to a clear trail revealing how the proposed approach was arrived at.</p> <p>Where a balance was required the key objectives of the Community Strategy have been used to balance competing alternatives, and the Sustainability Appraisal Report provides an explanation of how alternatives were considered.</p> <p>During various stages of the plan preparation, the Council has directly engaged with consultees on ways that the document can be improved and the consultation statement demonstrates how these informed the selection of the preferred options.</p>	<p>CD/71 Hertfordshire London Arc Jobs Growth and Employment Land: Final Report & Appendices; CD/74 Employment Site Allocations Report & Appendices; CD/75 Local Significant Employment Sites: LDF Supporting Study Explanatory Report; CD/76 Local Significant Employment Sites: LDF Supporting Study Update Report; CD/77 Infrastructure Topic Paper; CD/90 Elstree Way Corridor Feasibility Study: Final report; CD/94-95 Strategic Housing Land Availability Assessment (SHLAA); CD/96 London Commuter Belt (West) Strategic Housing Market Assessment 2008 (SHMA); and CD/102 Hertfordshire Strategic Employment Sites Study: Final Report.</p>
10	<p>Does the sustainability appraisal show how the different options perform and is it clear that sustainability considerations informed the content of the development plan document from the start?</p>	<p>Yes. Sustainability Appraisals (SA) have been an integral part of the process of preparing the Core Strategy and these have been undertaken at all stages in its preparation as a way of testing the appropriateness of the strategy against sustainability objectives. SA recommendations have subsequently fed into the strategy and policies. The Final Sustainability Appraisal report (Doc Ref: CD/11, CD/12 and CD/16) describes the evolution of the Core Strategy.</p>	<p>CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices</p>

11	Does the development plan document adequately expand upon regional guidance rather than simply duplicate it?	Yes. The Core Strategy seeks to be in general conformity with the East of England Plan. There are several examples in the RCS where regional targets and principles have been identified. The Core Strategy then elaborates on these by applying them to the Borough level and in an appropriate way. For example, the Objective in the RSS states 'to improve and conserve the region's environment by:... ensuring the protection and enhancement of the region's environmental assets, including the built and historic environment, landscape and water', whereas there are three key objectives in the Core Strategy that address this (Table 4 points 2, 7 and 13). Specific policies and supporting text goes on to elaborate how the Council proposes that this will be achieved. The RCS is in general conformity with the Housing requirement and spatial vision of the East of England Plan.	CD/01 Hertsmere LDF: Issues and Options; CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010; CD/05 Revised Core Strategy for Submission 2011; CD/05A Revised Core Strategy Pre-Submission Version (Reg 27) errata sheet; CD/06 Revised Core Strategy Submission Version (with tracked changes); CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices;
12	Does the strategy take forward the regional context reflecting the local issues and objectives?	Yes. The Core Strategy is in general conformity with the East of England Plan. Having said that, the evidence base that has been used to inform the Core Strategy is locally generated to reflect the locally distinctive characteristics and issues of the area.	CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012; CD/31 East of England Plan; and CD/32 Accommodation for Gypsies and Travellers and Travelling Showpeople in the East of England - A revision to the Regional Spatial Strategy for the East of England.

	Effective		
	Deliverable		
13	Has the council clearly identified what the issues are that the development plan document is seeking to address?	The Hertsmere Together Community Strategy sets out a vision for the Borough until 2021. The RCS's spatial vision will give direction to the development and infrastructure needed to deliver the objectives of the Community Strategy over the next decade and beyond. At the heart of the Core Strategy is the vision that drives its objectives and policies. It takes a long term view of what the Borough will look like by 2027 (Table 3). The RCS clearly identifies the issues that need to be addressed in the LDF. The Hertsmere Issues and Options for the LDF highlighted key principles. These are reflected in RCS Table 4 and again in the overarching policy SP1. Key spatial objectives by settlement are then set out in Table 5. Subsequent supporting text and policies are strategic and are considered to lead the way to site specific and development management policies in forthcoming DPDs in order to address the Borough's main priorities.	CD/01 Hertsmere LDF: Issues and Options; and CD/05 Revised Core Strategy for Submission 2011
14	Have priorities been set so that it is clear what the development plan document is seeking to achieve?	Yes. In developing the RCS, account has been taken of the wider priorities and aspirations for the Borough identified by the Community Strategy. The RCS has been structured to reflect the priorities and themes of the Community Strategy as follows: Spatial vision and development strategy, housing, employment and economy, open land and the environment, building sustainable communities, transport and parking, town centres and shopping, and finally the implementation and monitoring framework.	CD/01 Hertsmere LDF: Issues and Options; CD/05 Revised Core Strategy for Submission 2011; and CD/26 Statement of Community Involvement September 2006
15	Are there any cross-boundary issues that should be addressed and, if so, have they been adequately addressed?	Throughout the production of the RCS, and wherever possible, the Council has worked collaboratively with the County Council and neighbouring authorities (both in Hertfordshire and London). The Council has well established arrangements for joint working, consultation and discussions. The Council holds regular meetings and discussions with neighbouring authorities. For example through the production of the RCS, the Council has met with Watford, St Albans, Welwyn Hatfield and the County Council, and also had discussions with Three Rivers, Dacorum, and London Borough of Enfield. Within these discussions, the Local Authorities have considered cross	CD/01 Hertsmere LDF: Issues and Options; CD/05 Revised Core Strategy for Submission 2011; CD/26 Statement of Community Involvement September 2007; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012;

		<p>boundary issues, and discussed matters such as housing markets and infrastructure capacity. In addition, the Council has met with key delivery agencies such as the Highways Agency and the Environment Agency to agree on issues relating to the delivery and implementation of the RCS. The Council is also currently working with Thames Water and Sports England to discuss matters as part of the work being undertaken in preparing Statements of Common Ground. Hertsmere sits on a number of Countywide and Sub Regional groups such as the Hertfordshire Planning Group (HPG), HPG Development Plans committee and HPG Landscape. These groups consider key and emerging spatial planning work, seeking joint working and agreement within the County where possible. The Implications of the Localism Act, infrastructure requirements, gypsy and traveller accommodation, CIL, SUDs and County monitoring have all been considered, with joint working progressed on issues such as Strategic and Green Infrastructure and CIL viability.</p> <p>The Council has worked with a number of neighbouring authorities in the production of evidence which underpins the Core Strategy. Joint working, particularly with authorities in South Hertfordshire on the production of the evidence has allowed the sharing of ideas, best practice and where possible cooperation on ideas and policies. The shared evidence base includes:</p> <ul style="list-style-type: none"> • The London Commuter Belt Strategic Housing Market Assessment which was produced in cooperation with Hertfordshire County Council, Dacorum Borough Council, St Albans District Council, Three Rivers District Council, Watford Borough Council, Welwyn Hatfield Borough Council, and including Hertsmere Borough Council. The Assessment considers housing need within the South West Hertfordshire Housing Market. • The Gypsy Accommodation Needs Study and the Accommodation needs of Gypsies and Travellers in South and West Hertfordshire. This joint working project was initially commissioned by Hertsmere, with 	<p>CD/54 GreenArc Strategic Green Infrastructure Plan (with Hertfordshire); CD/59-61 Hertfordshire Infrastructure and Investment Strategy; CD/71 Hertfordshire London Arc Jobs Growth and Employment Land: Final Report & Appendices; CD/73 Hertfordshire Economic Development Strategy 2006 - 2011; CD/82 Hertfordshire Renewable and Low Carbon Energy Technical Study; CD/86-87 Central Hertfordshire Employment Land Review (CHELR); CD/88 An assessment of the accommodation needs of Gypsies and Travellers in South and West Hertfordshire; CD/96 London Commuter Belt (West) Strategic Housing Market Assessment 2008 (SHMA); CD/98 Scott Wilson Accommodation Needs Gypsy and Travellers Sites South and West Hertfordshire; and CD/102 Hertfordshire Strategic Employment Sites Study: Final Report</p>
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		consider CIL viability and charging schedules.	
16	Does the development plan document contain clear objectives?	The Core Strategy contains 15 objectives (RCS Table 4) which are individually linked to the core policies in the document. The objectives were derived from the Spatial Vision and the Community Strategy. There are also a number of spatial objectives specific to each settlement in the Borough RCS Table 5). RCS Policy SP1 also sets out the strategic and overarching spatial policy as a result of the objectives in Table 4 and 5, from which all other policies are linked to.	CD/05 Revised Core Strategy for Submission 2011
17	Are the objectives specific to the place; as opposed to being general and applicable to anywhere?	<p>The objectives are considered specific to the Borough and have been derived from the Spatial Vision. The Core Strategy has been informed by the Hertsmere Sustainable Community Strategy, which has been approved by the Council's Local Strategic Partnership (LSP) and has been through consultation with the public. The objectives also reflect previous consultations held for the Core Strategy.</p> <p>Table 5 sets out spatial objectives by settlement, these were established during the issues and options consultation, and refined through the plan preparation process.</p>	CD/05 Revised Core Strategy for Submission 2011; and CD/29 Hertsmere Together: Community Strategy 2010-2021
18	Is there a direct relationship between the identified issues and the objectives?	Yes. The objectives are derived from the Community Strategy, which was first published in 2006 and again in 2010. The LSP has also been engaged during Pre-Submission publication and has been involved in all stages of Core Strategy preparation. The Hertsmere LDF Issues and Options contained a list of options for different subject areas for the Core Strategy. Public participation has helped the Council determine the final 15 objectives and list of spatial objectives.	CD/01 Hertsmere LDF: Issues and Options; CD/05 Revised Core Strategy for Submission 2011; CD/29 Hertsmere Together: Community Strategy 2010-2021; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; and CD/19 Regulation 30(1)(d) Statement of Consultation February 2012
19	Is it clear how the policies will meet the objectives?	Yes. Each of the objectives are linked to the bullet points in Policy SP1, which in turn is reflected in individual and more detailed policies. The policies are broadly split into five subject area, and there are 29 RCS policies that expand on the objectives in Table 4. It was noted in the Sustainability Appraisal (2011) that due to some changes to the RCS policies over time there should be an increase in the level of detail in policy SP1 to ensure that all policies linked in completely with each other. This change was made in November 2011.	CD/05 Revised Core Strategy for Submission 2011; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices

20	Are there any obvious gaps in the policies, with regard to the objectives of the development plan document?	No. The Council considers that the plan covers all objectives within the policies contained in the Core Strategy.	CD/05 Revised Core Strategy for Submission 2011; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; and CD/21 Regulation 30(1)(e) Statement of Representation February 2012
21	Are there realistic timescales related to the objectives?	Yes. The proposed plan period covers 15 years, which will be up to 2027. When the Issues and Options document was written it was thought that 2021 would constitute the necessary 15 years. The RCS is supported by a range of evidence base documents, including the SHLAA which expressly identifies timescales for accommodating housing growth. The Infrastructure Topic Paper also considers the timescales for infrastructure delivery.	CD/01 Hertsmere LDF: Issues and Options; CD/05 Revised Core Strategy for Submission 2011; CD/27 Local Development Scheme; and CD/94-95 Strategic Housing Land Availability Assessment (SHLAA)
22	Are the policies internally consistent?	Table 2 of the Core Strategy demonstrates how the Policies are mutually supportive of other plans and strategies.	CD/29 Hertsmere Together: Community Strategy 2010-2021; and CD/30 Hertsmere Borough Council Corporate Strategy 2009-2013
23	Does the development plan document contain material which: is already in another plan; should be logically be in a different plan; should not be in a plan at all?	<p>No. The RCS identifies the aims and objectives national and regional planning policy, and recognises the overall influence on Hertsmere. Together with the Community Strategy, Corporate Strategy and County Council, the RCS provides a Borough specific plan which is consistent with other strategies and policies. There is no content in the RCS which should logically be included in a different plan, or should not be included at all.</p> <p>The RCS has been prepared to be in general conformity with regional planning policy, and consistent with national policy, as well as other relevant legislation, but does not repeat what is already covered in these documents. Where necessary, the RCS cross-references to other relevant documents.</p>	CD/29 Hertsmere Together: Community Strategy 2010-2021; CD/30 Hertsmere Borough Council Corporate Strategy 2009-2013; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; CD/21 Regulation 30(1)(e) Statement of Representation February 2012; CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices
24	Does the development plan document explain how its key policy objectives will be achieved?	<p>Table 17 of the Core Strategy sets out responsible agencies for the policies and delivery mechanisms for them.</p> <p>The Infrastructure Topic Paper draws on the delivery plans of key delivery agencies. Organisations such as the County Council will play a key role in implementing the necessary</p>	CD/05 Revised Core Strategy for Submission 2011 CD/27 Local Development Scheme

		infrastructure to support the Core Strategy. Land owners and developers have promoted their sites as part of SHLAA to contribute towards potential housing delivery in the area.	
25	If there are development management policies, are they supportive of the strategy and objectives?	The majority of policies in the RCS are strategic and overarching in nature. RCS Policy CS16 is specific in terms of the targets for energy and CO2 reductions for new development, which has been derived from LDF Core Strategy Objective 5 and 7 from Table 4.	CD/05 Revised Core Strategy for Submission 2011
26	Have the infrastructure implications of the strategy/policies clearly been identified?	The Council has been and will continue to be in consultation with major utility bodies and other statutory consultees including the County Council, to discuss infrastructure such as roads, education, water and sewerage. An Infrastructure Topic Paper had been compiled as part of the evidence base, and the Council was part of a group of Hertfordshire Authorities who undertook work on a Hertfordshire Infrastructure and Investment Strategy (HIS), which is also part of the evidence base.	CD/59-61 Hertfordshire Infrastructure and Investment Strategy; and CD/77 Infrastructure Topic Paper
27	Are the delivery mechanisms and timescales for implementation of the policies clearly identified?	Yes. Table 17 identifies monitoring indicators which are linked to chapters and policies in the RCS, and identifies the responsible agencies, and implementation or delivery mechanisms necessary to meet those indicators. It is especially notable that during the deposit period for the DPD from 28 November 2011-9 January 2012, some of the representations received resulted in changes and clarification to Table 17. These changes included the natural environment, the built environment, and transport and accessibility indicators.	CD/05 Revised Core Strategy for Submission 2011; CD/07 Core Strategy: Schedule of Proposed Minor Amendments; and CD/08 Statements of Common Ground
28	Is it clear who is going to deliver the required infrastructure and does the timing of the provision complement the timescale of the strategy/ policies?	The Implementation and Monitoring tables outline those bodies that will be responsible for delivering elements within each policy. They presently are in line with policies. The AMR will be an integral part of monitoring the implementation of these policies and the timescales. The Regulation 30 Statement of Consultation indicates how the Council has discussed infrastructure with the relevant bodies.	CD/05 Revised Core Strategy for Submission 2011; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; and CD/19 Regulation 30(1)(d) Statement of Consultation February 2012

29	Is it clear who is intended to implement each part of the strategy/ development plan document?	The Implementation and Monitoring tables outline those bodies that will be responsible for delivering elements within each policy. They presently are in line with policies. The AMR will be an essential part of monitoring the implementation of these policies and the timescales.	CD/05 Revised Core Strategy for Submission 2011; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012
30	Where actions required to implement policy are outside the direct control of the council, is there evidence of commitment from the relevant organisation to implement the policies?	The Council has been and will continue to be in consultation with major utility bodies and other statutory consultees to discuss infrastructure such as roads, education, water and sewerage. An Infrastructure Topic Paper had been compiled as part of the evidence base: this summarises the delivery plans of infrastructure providers. The Council was part of a group of Hertfordshire Authorities who undertook work on a Hertfordshire Infrastructure and Investment Strategy (HIIIS), which is also part of the evidence base.	CD/26 Statement of Community Involvement September 2007; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; and CD/21 Regulation 30(1)(e) Statement of Representation February 2012 CD/59-61 Hertfordshire Infrastructure and Investment Strategy; and CD/77 Infrastructure Topic Paper
31	Does the development plan document reflect the concept of spatial planning?	Yes. Table 5 identifies key objectives in relation to the main settlements in the Borough, including those smaller settlements within the Green Belt. Table 6 sets out a settlement hierarchy, and describes the main role and character of the town(s). This is reflected spatially in the key diagram on page 33. The Council has been working closely with various partners in order to deliver an effective DPD.	CD/05 Revised Core Strategy for Submission 2011; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representation March 2009; and CD/21 Regulation 30(1)(e) Statement of Representation February 2012

32	Does it go beyond traditional land use planning by bringing together – and integrating – policies for development, and the use of land, with other policies and programmes from a variety of organisations that influence the nature of places and how they function?	Yes. The Core Strategy recognises the influence of a range of disciplines which have an impact on, and are impacted on by spatial planning, including social, environmental and economic responsibilities. These reflect national and regional policy, and local concerns and issues, and are set out in the 'Spatial Vision and Development Strategy' (RCS Ch.2) for the Borough.	CD/01 Hertsmere LDF: Issues and Options; CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010; and CD/05 Revised Core Strategy for Submission 2011
33	Does the development plan document take into account matters which may be imposed by circumstance, notwithstanding the council's views about the matter?	The Core Strategy has been prepared within the context of regional and national planning policies. It also addresses requirements of European Directives. However, the policies are based on locally derived evidence base to address locally distinctive issues. The Council is aware that there are government proposals to reform the development plan system, as set out in the draft National Planning Policy Framework. These proposals may lead to a reversion to the development plan terminology in place prior to 2004 and a focus on a single Local Plan, but the Council considers it important to have a statutory plan in place, providing greater certainty for local residents, the business community and other stakeholders, in terms of how future growth is being planned. The Core Strategy is being submitted on that basis rather than waiting for the required legislation and regulations to be introduced which may change the format or title of an individual development plan, but not its overall policy content.	CD/05 Revised Core Strategy for Submission 2011

	Flexible		
34	Is the development plan document flexible enough to respond to a variety of, or unexpected changes in, circumstances?	<p>Where relevant, the wording of the policies has carefully been framed to allow flexibility for applicants to make a case through the development management process if the required standards could not be achieved or there are changing circumstances that need to be taken into account.</p> <p>The Council will be monitoring the performance of the policies as part of the Annual Monitoring Report to assess whether they are achieving their intended objectives.</p> <p>The Core Strategy builds in contingency measures to address changing circumstances for example Para 2.31, Para 3.20 and Policy CS3 seek that the delivery of housing is monitored and set out an alternative option. Policy CS8 seeks an area of safeguarded land for employment uses in the future following a Plan review, should such a need be identified</p>	CD/05 Revised Core Strategy for Submission 2011; CD/28 Hertsmere Annual Monitoring Report 2010/11; and CD/94-95 Strategic Housing Land Availability Assessment (SHLAA)
35	Is the development plan document sufficiently flexible to deal with any changes to, for example, housing figures from an emerging regional special strategy?	See response to 34 above.	CD/28 Hertsmere Annual Monitoring Report 2010/11
36	Does the development plan document include the remedial actions that will be taken if the strategies/policies are failing?	See response to 34 above.	CD/05 Revised Core Strategy for Submission 2011; CD/28 Hertsmere Annual Monitoring Report 2010/11

Monitoring			
37	Does the development plan document contain targets and milestones that relate to the delivery of the policies, including housing trajectories where the plan contains housing allocations?	<p>The AMR will play a major part in monitoring the phasing and implementation of policies and will discuss what may be required in order to aid implementation of a policy. The Implementation and Monitoring chapter outlines targets for monitoring the policies set out in the DPD. Table 17, housing trajectory.</p> <p>The housing trajectory provides an indication of housing delivery over the period of the Core Strategy.</p> <p>Evidence such the Employment Land Review, Annual Monitoring Report, SHLAA, Infrastructure Topic Paper and Viability Assessment demonstrates that the targets are capable of delivery.</p>	CD/05 Revised Core Strategy for Submission 2011; CD/28 Hertsmere Annual Monitoring Report 2010/11
38	Is it clear how these are to be measured and are these linked to the production of the annual monitoring report?	The Sustainability Appraisal for the Pre-Submission Core Strategy highlights significant effects as a result of appraising the document. The AMR will highlight and monitor these effects in order to deliver an appropriate DPD. The Implementation and Monitoring chapter also highlights who will be responsible for delivering the policies and through which mechanisms such as the Site Allocations DPD, Green Infrastructure Strategy, and Local Transport Plan.	CD/05 Revised Core Strategy for Submission 2011; CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices; and CD/28 Hertsmere Annual Monitoring Report 2010/11
39	Are suitable targets and indicators present (by when, how and by whom)?	The Council is committed to preparing an Annual Monitoring Report at the end of each year. It will provide a consistent means of monitoring the performance of policies in the Core Strategy and a way of communicating that information to the wider public. The AMR reports on particular indicators and will monitor the effectiveness of the policies and changes that may be required to the policy. The AMR also analyses trajectories for housing, employment and other development trends.	CD/05 Revised Core Strategy for Submission 2011; CD/28 Hertsmere Annual Monitoring Report 2010/11

	National policy		
40	Does the development plan document contain any policies or proposals that are not consistent with national planning policy?	No. The Council considers that the plan is consistent with national policy. The Core Strategy delivers national policy at the local level. Consequently, it contributes significantly to the delivery of national planning policy. There are no instances where policies are considered to depart from national policy.	CD/05 Revised Core Strategy for Submission 2011
41	If yes, is there a local justification?	Not applicable	Not applicable
42	Does the development plan document contain policies that do not add anything to existing national guidance?	No. The Council considers that the plan is consistent with national policy. There are no instances where policies depart from national policy.	CD/05 Revised Core Strategy for Submission 2011
43	If so, why have they been included?	Not applicable	Not applicable

3. Assessment of how the Core Strategy Publication Document meets the legal requirements

Stage 1: Inception

Activity	Response	Evidence
<p>1. Is the development plan document identified in the adopted local development scheme and have you recorded the timetable for its production?</p>	<p>The Core Strategy has been identified in the LDS including each stage of its production and the timetable for its completion. Updates to the LDS timetable also include this DPD. The Hertsmere Local Development Scheme was published in August 2006 with subsequent updates produced in May 2007, January 2009, July 2010 and November 2011. The progress of the Local Development Framework is also included within the Annual Monitoring Report</p>	<p>CD/27 Local Development Scheme</p>
<p>2. Have you considered how community engagement will be programmed into the preparation of the development plan document?</p>	<p>The Core Strategy has been identified in the LDS including each stage of its production and the timetable for its completion. The Hertsmere Statement of Community Involvement was adopted in 2006, setting out opportunities for engaging in plan making and the approaches the Council will take.</p>	<p>CD/26 Statement of Community Involvement; and CD/27 Local Development Scheme</p>
<p>3. Have you considered the appropriate bodies you should consult?</p>	<p>The Hertsmere Statement of Community Involvement was adopted in 2006, sets out the organisations to be consulted in Plan Making. Consultation Statements have also been produced after consultation stages.</p> <p>The SCI sets out the range of individuals and organisations that would be consulted on the development plan. In particular, the specific consultation bodies as set out in The Town and Country Planning (Local Development) (England) Regulations 2004 (as amended) have been informed at each stage of the plan's preparation and were sent hard copies of the main consultation</p>	<p>CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>

	<p>document and other supporting documents. The Council maintains a consultation database. All consultees have been informed directly at each stage of consultation on the Core Strategy either by letter or email and public notices have been published in the local newspapers.</p>	
<p>4. Is baseline information being collected and evidence being gathered to keep the matters which affect the development of the area under review?</p>	<p>Baseline information on a wide range of data has been collected and monitored to ensure that the objectives, policies and proposals in the Core Strategy are relevant, achievable and effective. The Core Strategy draws on an extensive evidence base which has been gathered during the preparation of the plan to inform its content where appropriate evidence base has been updated or superseded.</p> <p>Baseline information on matters such as housing supply, retail, economic activity, health and sustainability indicators is gathered each year through the Annual Monitoring Report.</p>	<p>CD/01 Hertsmere LDF; Issues and Options; CD/02 Core Strategy: Preferred Options; CD/03 Core Strategy: Submission Version (Withdrawn); CD/04 Revised Core Strategy: Consultation Draft (Reg 25); CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27); CD/28 Hertsmere Annual Monitoring Report 2010/11; CD/112 Hertsmere Annual Monitoring Report 2008/9; CD/113 Hertsmere Annual Monitoring Report 2009/10;</p> <p><u>Evidence Base pre 2007 consultation</u> CD/43 Hertsmere Annual Business Inquiry; CD/46 Hertsmere Borough Housing Needs Survey; CD/48 Building Futures; CD/55 Hertfordshire Biodiversity Action Plan; CD/57 HCC Meeting the rising demand for school places; CD/62 A Local Area Agreement for Hertfordshire; CD/65 Hertfordshire Local Transport Plan: Intalink Strategy; CD/66 Hertfordshire Local Transport Plan: Rail Strategy; CD/73 Hertfordshire Economic Development Strategy; CD/92-93 Urban capacity study and update; CD/81 Watling Chase Greenway Strategy; CD/86-87 Central Hertfordshire Employment Land Review; CD/88 An assessment of the accommodation needs of gypsies and travellers in South and West Hertfordshire</p> <p><u>Evidence Base 2007 to 2009</u> CD/47 Hertsmere Crime and Disorder Reduction Partnership Plan; CD/49 HCC Adult Care Services Additional Care Home Capacity; CD/50 HCC Children and Young People's Plan; CD/51 HCC Minerals Local Plan; CD/52 HCC Supporting People Strategy; CD/53 Hertfordshire 2021: A Brighter Future;</p>

		<p>CD/56 Hertfordshire Constabulary Hertfordshire Policing Plan; CD/75 Local Significant Employment Sites; CD/79 Town Centres and Shopping report; CD/80-80A Retail Topic Paper; CD/98 Scott Wilson Accommodation Needs Gypsy and Travellers Sites South and West Hertfordshire; CD/99 Strategic Flood Risk Assessment; CD/101 Investing our future: the Regional Economic Strategy for the East of England;</p> <p><u>Evidence Base post 2009</u> CD/54 GreenArc Strategic Green Infrastructure Plan; CD/58 HCC Meeting the rising demand for school places; CD/59-61 Hertfordshire Infrastructure and Investment Strategy; CD/63 Hertfordshire Local Transport Plan 3; CD/64 Hertfordshire Local Transport Plan: Bus Strategy; CD/67 Hertfordshire Local Transport Plan: Rights of Way Improvement Plan; CD/68 Hertfordshire Local Transport Plan: Walking Strategy; CD/70 Roads in Hertfordshire; CD/71 Hertfordshire London Arc Jobs Growth and Employment Land; CD/72 Hertsmere BC Development Economics Study; CD/74 Employment Site Allocations Report and Appendices; CD/76 Local Significant Employment Sites Update report; CD/77 Infrastructure Topic Paper; CD/82 Hertfordshire Renewable and Low Carbon Energy Technical Study; CD/83 Hertsmere Open Space Study; CD/85 Hertsmere Green Infrastructure Plan; CD/90-91 Elstree Way Corridor Feasibility Study and Transport Modelling; CD/94-95 Strategic Housing Land Availability Assessment; CD/96 London Commuter Belt (West) Strategic Housing Market Assessment; CD/100 Thames Catchment Flood Management Plan; CD/102 Hertfordshire Strategic Employment Sites Study; CD/103 Draft Inter Urban Route Strategy Issues Mapping</p>
<p>5. Is baseline information being collected and evidence being</p>	<p>Evidence studies and baseline information were formulated during the period leading up to the Issues and Options. This in turn informed the Sustainability Appraisal Scoping Report and</p>	<p>CD/01 Hertsmere LDF; Issues and Options; and CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices</p>

gathered to set the framework for the sustainability appraisal?	baseline data, and then the Sustainability Appraisal objectives. As evidence base has emerged this has been incorporated within the sustainability appraisal.	
6. Have you consulted the statutory environment consultation bodies for five weeks on the scope and level of detail of the environmental information to be included in the sustainability appraisal report?	Yes. The Scoping Report for the Sustainability Appraisal of the LDF was produced and subject to public consultation and participation between 29 September and 3 November 2005. A summary of responses can be found in Appendix 1 of the SA and SEA in 2007. There has also been an update to the baseline data, which can be found in the latest SA in 2011.	CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices

Stage 2: Plan preparation - frontloading phase

Activity	Response	Evidence
<p>7. Have you notified the specific consultation bodies that have an interest in the subject of the development plan document and invited them to make representations about its contents?</p>	<p>The Statement of Consultation Regulation 30(1)(d) lists all those consulted at the earlier stages - including Issues and Options, Preferred Options, and Proposed Submission. Appendix A of this report contains a sample copy of the consultation letters sent to specific consultation bodies at each stage. A consultation report has been published in March 2009 and in February 2012, which includes minutes taken at various meetings and notes during consultation events. A response form was also used during the each consultation period to aid consultees response if necessary. Response forms and a summary of all responses are found in the Statement of Representations Reg 30(1)(e) in March 2009 and February 2012. Full representations made between 28 November 2011 and 9 January 2012 can be found in the submission material on the Council's website. The Council selected specific consultation bodies in line with the Planning and Compulsory Purchase Act and Regulations. No groups were excluded in the SCI. In December 2011 the Coal Authority expressed a wish not to be consulted any further.</p>	<p>CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>
<p>8. Have you notified the general consultation bodies that you consider have an interest in the subject of the development plan document and invited them to make representations about its contents?</p>	<p>The Statement of Consultation Regulation 30(1)(d) lists all those consulted at the earlier stages - including Issues and Options, Preferred Options, and Proposed Submission. Appendix B of this report contains a sample copy of the consultation letters sent to general consultees. A consultation report has been published in March 2009 and February 2012, which includes minutes taken at various meetings and notes during consultation events. A response form was also used during the each consultation period to aid consultees response if necessary. Response forms and a summary of all responses are found in the Statement</p>	<p>CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>

Activity	Response	Evidence
	<p>of Representations Reg 30(1)(e) in March 2009 and February 2012. Full representations made during 28 November 2011 and 9 January 2012 can be found in the submission material on the Council's website.</p> <p>General consultation bodies include all organisations, amenity groups and consultants not included in the specific list. This list was compiled with a view to exceeding the minimum requirements of the Planning and Compulsory Purchase Act and Regulations. Key target groups were identified and this contributed to the list of general consultees in line with the Community Strategy.</p>	
<p>9. Are you inviting representations from people resident or carrying out business in your area about the content of the development plan document?</p>	<p>Yes. The Council has about 1200 individuals and businesses (excluding specific and general consultees) on the LDF database, which is maintained on a regular basis. These consultees are informed by email and letter directly at all stages of the plan preparation work. The consultation report includes the names of individuals and organisations who responded to the consultation.</p>	<p>CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>
<p>10. Are you engaging with stakeholders responsible for delivery of the strategy?</p>	<p>The Council has consulted with a range of organisations to establish infrastructure needs, when required and the mechanism for delivery, including the County Council in its various capacities, agencies and developers. Delivery was also included in the Infrastructure Topic Paper and the Hertfordshire Infrastructure and Investment Strategy. Delivery organisations were also consulted at each stage of the production of the Core Strategy. Key stakeholders who are important to the delivery such as house builders, Registered Housing Providers, retailers, and environmental bodies have also been consulted at each stage.</p>	<p>CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; CD/21 Regulation 30(1)(e) Statement of Representations February 2012; CD/59-61 Hertfordshire Infrastructure and Investment Strategy CD/77 Infrastructure Topic Paper</p>
<p>11. Are you taking into account representations made?</p>	<p>The Council has taken into consideration feedback from the community at each stage of the consultation. The Statements of Representation and Consultation set out how the Council has taken submitted comments into account, also providing</p>	<p>CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27); CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>

Activity	Response	Evidence
	reasons and justification where changes were and were not made.	
12. Does the consultation contribute to the development and sustainability appraisal of alternatives?	The evidence base and stakeholders representations have helped contribute to the development of different alternatives. Sustainability Appraisal has been undertaken at each stage of the Core Strategy process. This has helped in evaluating the effects of policies and proposals.	CD/20 Regulation 30(1)(e) Statement of Representations March 2009; CD/21 Regulation 30(1)(e) Statement of Representations February 2012; CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices
13. Is the participation: <ul style="list-style-type: none"> • following the principles set out in your statement of community involvement • integrating involvement with the sustainable community strategy • proportionate to the scale of issues involved in the development plan document? 	Consultation on the Core Strategy has been carried out in accordance with the SCI. A linked consultation exercise on the Sustainable Community Strategy and the LDF has been undertaken. The Council has organised different methods of consultation, including events, leaflets and public meetings at different stages of the plan making process. The nature of consultation events were organised so to be appropriate to the issues that were thought to be raised and the key target groups identified in the SCI. For example, during exhibitions held for the Core Strategy leaflets and posters were used to display and convey information, which was considered to be relevant, and/or sensitive, in particular housing targets and Green Belt issues. The response rates to each consultation are recorded in the statements of consultation. A response form was also used for consultation periods, and the use of this was also recorded.	CD/26 Statement of Community Involvement; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; CD/21 Regulation 30(1)(e) Statement of Representations February 2012; CD/29 Hertsmeire Together: Community Strategy 2010/11
14. Are you keeping a record of: <ul style="list-style-type: none"> • the individuals or bodies invited to make representations • How this was done • The main issues raised? 	A record of public consultation events, consultation letters, public notices etc, have been documented. Consultation reports providing a record of all representations made throughout the preparation of the Core Strategy have been published at the key stages and publicly made available at the Council's Offices and local libraries.	CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; CD/21 Regulation 30(1)(e) Statement of Representations February 2012;

Activity	Response	Evidence
	Each representation was summarised in the appendices of the statements of representations, and the main issues identified in a list in the main part of the document.	
15. Are you developing a framework for monitoring the effects of the development plan document?	Chapter 9 of the Core Strategy sets out the Monitoring Framework which itself aligns with the indicators and targets in the Council's Annual Monitoring Report. Details are provided in Table 17, page 87 of the Core Strategy.	CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27)
16. Have you arranged to send copies of documents used in consultation to the Government Office and Planning Inspectorate?	Yes. Copies of letters were sent to the Government Office for East England (GO EAST) prior to its abolition. The Planning Inspectorate was included in the list of Specific consultees and notified during each consultation exercise. Samples of these letters can be found in Appendices A and F	

Stage 3: Plan preparation - formulation phase

Activity	Response	Evidence
<p>17. Are you preparing reasonable alternatives for evaluation during the preparation of the development plan document?</p>	<p>Yes. The evidence base and sustainability appraisal reports form part of the submission documentation. These proposed and assessed different alternatives to various proposals, including housing, Green Belt, employment land, energy and CO2 reduction, transport matters and town centres. Public participation and consultation also assisted the Council in evaluating proposed alternatives.</p>	<p>Evidence Base and Schedule of Core Documents; CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices</p>
<p>18. Have you assessed alternatives against:</p> <ul style="list-style-type: none"> • consistency with national policy • general conformity with the regional spatial strategy? 	<p>Yes. Consistency with national policy and general conformity with regional policies was a key determinant when assessing options.</p>	<p>As above</p>
<p>19. Are you having regard to:</p> <ul style="list-style-type: none"> • adjoining regional spatial strategies, the spatial development strategy for London, or Welsh Spatial Plan (as appropriate) • the National Planning Framework for Scotland? 	<p>The Core Strategy is in General Conformity with the East of England Plan.</p> <p>All adjoining authorities, including the Greater London Authority are part of the 'specific consultee' list identified in the SCI, and recognised in the Statements of Consultations and Representations</p> <p>The Council has worked with adjoining authorities in cross boundary issues; this has included regular meetings and joint evidence base.</p>	<p>CD/26 Statement of Community Involvement; CD/31 East of England Plan; and CD/32 Accommodation for gypsies and travellers and travelling showpeople in the East of England – A revision to the RSS for the East of England</p>
<p>20. Are you having regard to:</p> <ul style="list-style-type: none"> • the sustainable community strategy of the authority or 	<p>The Core Strategy and the Hertsmere Sustainable Community Strategy (SCS) share the same vision for the Borough. Both reflect the corporate priorities of the Council and its partners. The Core Strategy acknowledges the role of the SCS. Chapter 1 of the</p>	<p>CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27); CD/29 Hertsmere Together: Community Strategy; CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and</p>

Activity	Response	Evidence
<p>other authorities whose area comprises part of the area of the council</p> <ul style="list-style-type: none"> any other local development documents adopted by the council? 	<p>Proposed Submission document shows how the SCS has been integrated into the Core Strategy. The guiding principles and priorities of the SCS are reflected in the structure of the document and the approach to the development of policies.</p> <p>The Core Strategy is the first Development plan Document to be produced by the Council as part of its LDF.</p>	<p>CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>
<p>21. Do you have regard to other matters and strategies relating to:</p> <ul style="list-style-type: none"> resources the regional development agencies' regional economic strategy the local transport plan and transport facilities and services waste strategies hazardous substances and accidents? 	<p>There are a number of strategies that the Core Strategy relies on, with influence from the County Council in their various roles. There is also consideration to infrastructure provision and the relationship to the forthcoming charging schedule as part of the Community Infrastructure Levy. Table 2 lists the spatial implications of various plans, programmes and strategies that have influence. The policies of the Core Strategy conform with other key documents such as the County Council's Local Transport Plan 3.</p>	<p>CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27); CD/47 Hertsmere Crime and Disorder Reduction Partnership; CD/49 HCC Adult Care Services Additional Care Home Capacity; CD/50 HCC Children and Young People's Plan; CD/51 HCC Minerals Local Plan; CD/52 HCC Supporting People Strategy; CD/56 Hertfordshire Constabulary Hertfordshire Policing Plan; CD/58 HCC Meeting the rising demand for school places; CD/59-61 Hertfordshire Infrastructure and Investment Plan; CD/62 A Local Area Agreement for Hertfordshire; CD/63-68 Local Transport Plan; CD/70 Roads in Hertfordshire; CD/77 Infrastructure Topic Paper; and CD/101 Inventing Our Future: the Regional Economic Strategy for the East of England.</p>
<p>22. Are you having regard to the need to include policies on mitigating and adapting to climate change?</p>	<p>Policy CS15 and CS16 of the Core Strategy seek to mitigate and adapt development to the impacts of climate change.</p>	<p>CD/05 Revised Core Strategy: Pre-Submission Version (Reg 27)</p>
<p>23. Have you undertaken the necessary sustainability appraisal of alternatives,</p>	<p>Sustainability Appraisal has been undertaken at each stage of the plan making process. This has been made available for public comment.</p>	<p>CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and</p>

Activity	Response	Evidence
including consultation on the sustainability appraisal report?		CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices
24. Are you setting out clear reasons for any preferences between alternatives?	There is reference to alternatives in the Housing and Employment chapters of the Core Strategy. The way that the Core Strategy has evolved since Issues and Options is evident between drafts of the DPD. The Core Strategy process has also been guided by the Sustainability Appraisal process.	CD/01 Hertsmere LDF: Issues and Options; CD/02 Core Strategy Preferred Options 2007; CD/03 Core Strategy Pre-Submission version 2008; CD/04 Revised Core Strategy 2010; CD/05 Revised Core Strategy for Submission 2011; CD/05A Revised Core Strategy Pre-Submission Version (Reg 27) errata sheet; CD/06 Revised Core Strategy Submission Version (with tracked changes); CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices; and CD/13 and CD/17 Core Strategy Sustainability Appraisal Report and Appendices
25. Have you taken into account any representations made on the content of the development plan document and the sustainability appraisal?	Consultation reports have been published at key stages - Issues and Options, Preferred Options and Proposed Submission. The Council has considered each comment and prepared a response showing how issues and matters raised have been taken forward. These reports have been published on the Council's website.	CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012
26. Are you keeping a record?	The Council maintains a database of consultees.	
27. Where sites are to be identified or areas for the application of policy in the development plan document, are you preparing	The key diagram in the Revised Core Strategy identifies a number of indicative designations, and has been part of consultation exercises since 2007. The proposals map is not being amended through the RCS stage but through the Site Allocations DPD.	CD/05 Revised Core Strategy for Submission 2011

Activity	Response	Evidence
<p>sufficient illustrative material to:</p> <ul style="list-style-type: none"> • enable you to amend the currently adopted proposals map • inform the community about the location of proposals? 		
<p>28. Are the participation arrangements compliant with the statement of community involvement?</p>	<p>All consultations have been carried out in accordance with the Statement of Community Involvement.</p>	<p>CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012; and CD/26 Statement of Community Involvement</p>
<p>29. Have you remained in close contact with the Government Office and discussed any emerging issues that might affect the soundness of the development plan document?</p>	<p>Prior to its abolition, continuous discussions took place with Officers from the Government Office.</p>	<p>CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012</p>

Stage 4: Publication (Regulation 27)

Activity	Response	Evidence provided
30. Have you prepared the sustainability appraisal report?	A sustainability appraisal report on the Core Strategy proposed Submission document has been prepared.	CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices; CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; and CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices
31. Have you made clear where and within what period representations must be made?	<p>Representations period ran for 6 weeks using the following methods:</p> <ul style="list-style-type: none"> • Letters/emails, Press/newspaper advert including a statutory advert, website, notices at all libraries and deposit points. • Core Strategy notification letters, and • Press/newspaper adverts. <p>Representations procedure documented in Regulation 30(1)(e) Consultation Statement.</p>	CD/19 Regulation 30(1)(d) Statement of Consultation February 2012
32. Have you made copies of the following available for inspection: <ul style="list-style-type: none"> • the proposed submission documents? • the statement of the representations procedure? 	All documents and statement of representations procedure were made available online, at Libraries, and at the Council's offices. Copies of the statement of representations procedure are available in the Statement of Consultation.	www.hertsmere.gov.uk/corestrategy CD/19 Regulation 30(1)(d) Statement of Consultation February 2012
33. Have you published on your website the following: <ul style="list-style-type: none"> • the proposed submission documents? • the statement of the representations procedure? • statement and 	All relevant documents were published on the Council's website.	CD/19 Regulation 30(1)(d) Statement of Consultation February 2012

Activity	Response	Evidence provided
<p>details of where and when documents can be inspected?</p>		
<p>34. Have you sent to each of the specific consultation bodies invited to make representations under Regulation 25(1):</p> <ul style="list-style-type: none"> • A copy of each of the proposed submission documents • The statement of the representations procedure? 	<p>Letters/emails were sent to specific consultation bodies informing them about the consultation and the representations procedure. Copies of letters sent to specific and general consultation bodies have been included in Appendix A and B respectively of this document.</p>	<p>CD/26 Statement of Community Involvement; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012</p>
<p>35. Have you sent to each of the general consultation bodies invited to make representations under Regulation 25(1):</p> <ul style="list-style-type: none"> • the statement of the representations procedure? • where and when the documents can be inspected? 	<p>Letters/emails were sent to general consultation bodies informing them about the consultation and the representations procedure. Copies of letters sent to specific and general consultation bodies have been included in Appendix A and B respectively of this document.</p>	<p>CD/26 Statement of Community Involvement; CD/19 Regulation 30(1)(d) Statement of Consultation February 2012</p>
<p>36. Have you given notice by local advertisement setting out:</p> <ul style="list-style-type: none"> • the statement of the representations 	<p>A notice was placed in local newspapers, setting out when and where the documents could be inspected. Copies of the press/newspaper advert are included in Regulation 30 Consultation Statement.</p>	<p>CD/19 Regulation 30(1)(d) Statement of Consultation February 2012</p>

Activity	Response	Evidence provided
procedure <ul style="list-style-type: none"> • where and when the documents can be inspected? 		
37. Have you requested the opinion of the regional planning body (or the Mayor in London) on the general conformity of the development plan document with the regional spatial strategy (or spatial development strategy)?	<p>The Council sent a letter/email EERA/GoEAST/EEDA and EELGA, no response was received.</p> <p>The 2009 Act schedule 5, 15) 3) (as amended) removed the requirement to seek an opinion of conformity - other than for London authorities under 2004 Act s.24 4</p>	CD/21 Regulation 30(1)(e) Statement of Representations February 2012

Stage 5: Submission

Question	Council Response	Evidence provided
38. Are you ready to submit the DPD?	Yes. The Council is ready to submit the Revised Core Strategy 2011.	CD/07 Core Strategy: Schedule of Proposed Minor Amendments; CD/08 Statements of Common Ground; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012
39. Are there any major issues revealed by the representations on publication?	The key issues arising from representations on publication are summarised in the Statement of Representations. Statements of common ground have been identified with a number of parties on matters where minor amendments can rectify any concerns.	
40. Are all the relevant documents in place?	Yes. All relevant documentation is available on the Council's website and in all deposit points in the Borough. The same has been submitted to the Planning Inspectorate.	
41. Has the development plan document been prepared in accordance with the local development scheme?	Yes. The Core Strategy has been prepared in accordance with the proposed purpose of the document as set out in the Local Development Scheme.	CD/05 Revised Core Strategy for Submission 2011; and CD/27 Hertsmere Local Development Scheme
42. Does the development plan document's listing and description in the local development scheme match the document?	The listing and description in the LDS match up with the RCS itself.	
43. Have the timescales set out in the local development scheme been met?	Yes. The LDS has been reviewed and updated with update notes issued on a number of occasions to ensure that where slippage has occurred, amendments to the timescale are published. Such changes have also been documented in Annual Monitoring Reports issued by the Council.	
44. Has the development plan document had regard to any sustainable community strategy for its area (like a county and district)?	Yes. See Chapter 1 (Introduction) and Chapter 2 of the Proposed Submission Core Strategy. Table 2 also assesses the spatial implications of a number of plans and strategies affecting the Borough.	CD/05 Revised Core Strategy for Submission 2011;
45. Is the development plan document in compliance with the statement of community involvement (where one exists)?	Yes. The Core Strategy is in compliance with the Statement of Community Involvement (SCI)	
46. Has the council carried out consultation as described in the	Yes, all consultation procedures were carried out as described in the SCI.	

Question	Council Response	Evidence provided
statement of community involvement?		
47. Has the development plan document been subject to sustainability appraisal	Yes. The Core Strategy has been subject to Sustainability Appraisal.	CD/09 and CD/14 Core Strategy: Preferred Options Sustainability Appraisal and SEA: Report and Appendices;
48. Has the council provided a final report of the findings of the appraisal?	The Sustainability Appraisal forms part of the evidence base for the DPD and a final report has been issued.	CD/10 and CD/15 Core Strategy (withdrawn) Sustainability Appraisal: Report and Appendices; and CD/11, CD/12 and CD/16 Revised Core Strategy Sustainability Appraisal Report and Appendices
49. Is the development plan document to be submitted consistent with national policy?	Yes. It is considered that RCS is consistent with national policy.	
50. Does the development plan document contain any policies or proposals that are not in general conformity with the regional spatial strategy?	The Council believes that the document is in general conformity with the East of England Plan.	CD/05 Revised Core Strategy for Submission 2011; and CD/31 East of England Plan
51. If yes, is there local justification?	Not applicable	
52. Has the council got confirmation from the regional planning body about the general conformity of the plan with the regional spatial strategy?	Not required. The 2009 Act schedule 5, 15) 3) (as amended) removed the requirement to seek an opinion of conformity - other than for London authorities under 2004 Act s.24 4). However when the Council previously submitted the Core Strategy in 2009, the East of England Regional Assembly gave the opinion prior to its abolition that the document was considered to be in general conformity with the East of England Plan (Appendix C)	
53. Does the development plan document comply with the 2004 regulations (as amended)?	Yes, the Core Strategy complies with the development plan regulations (2004) as amended.	CD/05 Revised Core Strategy for Submission 2011
54. Specifically, has the council published the prescribed documents, and made them available at their principal offices and their website?	Documents have been published as prescribed and made available at the Council's offices and on the website.	
55. Has the council placed local advertisements?	Advertisements have been placed in the local newspapers. Copies can be found in the Appendix H of this document.	

Question	Council Response	Evidence provided
56. Has the council notified the development plan document bodies?	All specific bodies, general bodies and householders have been informed. The Council has notified those people/organisations who requested to be notified of the submission of the plan.	
57. Does the development plan document contain a list of superseded saved policies?	Appendix 5 of the RCS sets out a list of those saved policies to be superseded.	
58. Are there any policies applying to sites or areas by reference to an Ordnance Survey map or to amend an adopted proposals map?	No. A key diagram is set out on page 33 of the RCS. A full revised draft Proposals Map will be published with the Site Allocations DPD.	CD/05 Revised Core Strategy for Submission 2011
59. If yes, have you prepared a submission proposals map?	Not applicable	
60. If the development plan document is not a core strategy, is it in conformity with the core strategy?	The RCS is the lead development plan document and the first to be prepared.	
61. Have you prepared a statement setting out: <ul style="list-style-type: none"> • Which bodies and persons were invited to make representations under Regulation 25 • How they were invited • A summary of the main issues raised • How the representations have been taken into account? 	Yes. Consultation Reports have been prepared at all key stages.	CD/18 Regulation 30(1)(d) Statement of Consultation March 2009; and CD/19 Regulation 30(1)(d) Statement of Consultation February 2012
62. Have you prepared a statement giving: <ul style="list-style-type: none"> • the number of representations made under Regulation 28(2) • a summary of the main issues raised OR <ul style="list-style-type: none"> • that no representations were made? 	Yes. Regulation 30(1)(e) document has been prepared.	CD/20 Regulation 30(1)(e) Statement of Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012
63. Have you collected together all the	Yes. A document setting out all representations	CD/20 Regulation 30(1)(e) Statement of

Question	Council Response	Evidence provided
representations made under Regulation 28?	received at the Publication Stage (Proposed Submission) has been prepared.	Representations March 2009; and CD/21 Regulation 30(1)(e) Statement of Representations February 2012
64. Have you assembled the relevant supporting documents?	Yes	Evidence Base and Schedule of Core Documents
65. Has your council approved the development plan document for submission?	Yes, at a meeting of the executive and full Council on 9 and 16 November 2011	Minutes from Executive (Item 41.4) and full Council (paragraph 454) meeting – Appendix D
66. Have you sent the Secretary of State (the Planning Inspectorate) a paper copy of the following: <ul style="list-style-type: none"> • the development plan document? • the submission proposals map (unless there are no site allocation policies)? • the documents prescribed in Regulation 30(1)? 	Yes. All documents were submitted.	
67. Have you sent the Secretary of State (the Planning Inspectorate) an electronic copy of the: <ul style="list-style-type: none"> • development plan document? • submission proposals map (unless there are no site allocation policies)? • documents prescribed in Regulation 30(1)? 	Yes. All documents were submitted on a CD.	None.
68. Have you made the following available at the same places where the proposed submission documents were to be seen: <ul style="list-style-type: none"> • The development plan document? • The documents prescribed in Regulation 30(1)? 	Yes. All documents are available at Council Offices and libraries in the Borough.	Statement of Fact 2012 in Appendix E
69. On your website, have you published the: <ul style="list-style-type: none"> • development plan document • submission proposals map 	Yes. All documents were made available following the submission.	www.hertsmere.gov.uk/corestrategy

Question	Council Response	Evidence provided
<ul style="list-style-type: none"> • sustainability appraisal report • Regulation 30(1)(d) statement • Regulation 30(1)(e) statement • supporting documents (where practicable) • representations made under Regulation 28 (where practicable) • statement as to where and when the development plan document and the documents are available? 		
<p>70. For each specific consultation body invited to make representations under Regulation 25(1), have you sent the:</p> <ul style="list-style-type: none"> • development plan document • submission proposals map • sustainability appraisal report • adopted statement of community involvement • Regulation 30(1)(d) statement • Regulation 30(1)(e) statement • supporting documents you consider relevant to each body • statement as to where and when the development plan document and the documents are available? 	Yes. Letters sent 17 February 2012.	See Appendix F
<p>71. For each general consultation body invited to make representations under Regulation 25(1), have you sent:</p> <ul style="list-style-type: none"> • notification that the documents prescribed in Regulation 30(1) are available for inspection • where and when they can be inspected? 	Yes. Letters sent 21 February 2012	See Appendix G
<p>72. Have you given notice by local advertisement setting out:</p>	Yes. Displayed in newspapers on 23 and 24 February 2012	See Appendix H

Question	Council Response	Evidence provided
<ul style="list-style-type: none"> • the title of the development plan document? • the subject and area covered by the development plan document? • notification that the documents prescribed in Regulation 30(1) are available for inspection • where and when they can be inspected? 		
<p>73. Have you given notice to persons who have requested to be notified that submission has taken place?</p>	<p>Yes. Letters and emails sent 21 February 2012</p>	<p>See Appendix G</p>
<p>74. If an examination is being held, at least six weeks before its opening has the Programme Officer:</p> <ul style="list-style-type: none"> • published the time and place of the examination and the name of the person appointed to carry out the examination on your website • notified those who have made representations on the published development plan document which have not been withdrawn of these details • advertised these details? 	<p>Yes, the Programme Officer has publicised and notified details of the examination.</p>	<p>To be arranged when examination date confirmed.</p>