

# GROVEHILL NEIGHBOURHOOD PLAN CONSULTATION STATEMENT

March 2017

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on behalf of the Grovehill Future Forum



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Ref: PROJ002/15/CS/JG/V3  
Date: January 16 (amended March 2017)

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## 1.0 Introduction and Background

1.1 Neighbourhood plans can be powerful documents that sit alongside the Council's planning policies and plans. To be adopted by Dacorum Borough Council (DBC) as local policy, the completed plan must be agreed by local people and be in line with national and local planning policies and guidance.

1.2 The submission of a Neighbourhood Plan to the local authority should be in accordance with The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Paragraph 15 (1).

(1) Where a qualifying body submits a plan proposal to the local planning authority, it must include-

- a) a map or statement which identifies the area to which the proposed neighbourhood development plan relates.
- b) a consultation statement; (a) 1992 c.14. 7.**
- c) the proposed neighbourhood development plan.
- d) a statement explaining how the proposed neighbourhood development plan meets the requirements of paragraph 8 of Schedule 4B to the 1990 Act.

1.3 This Consultation Statement has been prepared in accordance with The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Paragraph 15 (2)1 which defines a "consultation statement" as a document which:

- a) contains details of the persons and bodies **who** were consulted about the proposed neighbourhood development plan.
- b) explains **how** they were consulted.
- c) summarises** the main issues and concerns raised by the persons consulted.
- d) describes **how** these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.

The Neighbourhood Planning Regulations require a consultation statement to set out the consultation undertaken for the Neighbourhood Development Plan and this document seeks to accord with these regulations.

1.4 This statement seeks to provide a chronological overview of the range of consultation activities, both formal and informal, undertaken by Grovehill Future Forum (known as the Forum).

## 2.0 Complying with the ‘Consultation Statement’

2.1. Who and how we consulted. A key part of creating a successful Neighbourhood Plan is early and on-going community and stakeholder engagement. This consultation statement will show how we identified:

- a) **who** we have consulted.
- b) **how** we consulted them.
- c) **summarises** the main issues and concerns raised through consultations.
- d) describes **how** we dealt with the responses to these consultations.

2.2. **Identifying consultees and stakeholders:** As part of the community engagement process we were aware that there are different types of consultees, i.e. statutory consultees such as Historic England, and those who will be directly affected, such as residents, businesses, visitors and user groups. Once we identified these, we needed a way to ensure the most effective way to consult them formally, whilst at the same time engage with them informally throughout the whole neighbourhood planning process, obtain their input and help ensure their support at referendum.

2.3. It was important for the Forum to consult those who would be directly affected by a neighbourhood plan within Grovehill. The Forum agreed that for consistency, they would consult all those they had identified, as well as those required to be consulted by a ‘Local Authority’ when they consult on planning policies.

2.4 The Forum therefore followed DBC’s adopted ‘Statement of Community Involvement’<sup>1</sup> policy, which was used when DBC consulted on the ‘Neighbourhood Plan Area’ and ‘Neighbourhood Plan Forum. A summary of these requirements are set out below:

### Summary of the Statement of Community Involvement (SCI) policy:

#### 1.3. In particular, the SCI sets out the following

**When** the community will be consulted in relation to planning applications, development plan documents and supplementary planning documents.

**What** publicity and consultation is expected from applicants before they submit a planning application.

**How** the community will be engaged.

**Who** will be involved.

<sup>1</sup><http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/statement-of-community-involvement>

## Summary of Neighbourhood Planning Regulations 2012:

### Part 2 (sec 6 and 7) – Publicising and designation of Neighbourhood Plan Area

*6) and 7) As soon as possible after receiving an area application from a relevant body, a local planning authority must publicise the following on their website and in such other manner as they consider is likely to bring the area application to the attention of people who live, work or carry on business in the area to which the area application relates—*

### Part 3 (sec 9 & 10) – Publicising and designation of a Neighbourhood Forum

*9) and 10) As soon as possible after receiving a neighbourhood forum application, which the local planning authority do not decline to consider under regulation 11, a local planning authority must publish the following on their website and in such other manner as they consider is likely to bring the application to the attention of people who live, work or carry on business in the area to which the application relates—*

**Table A** list all those who DBC consulted as part of their consultation process and also lists all those that the Grovehill Future Forum consulted.

**Table A**

<b>Who &amp; how DBC consulted</b>	<b>Who &amp; how Grovehill Future consulted</b>
<b>Local residents: via public notice and website</b>	Local residents: Letter/consultation issued to each household, notice board and website. Community engagement event, bus shelter campaign
<b>Businesses: via public notice and website</b>	Businesses: Letter/consultation issued to each business. Personal visit to business
<b>Local planning authorities that adjoin the Borough: via letter/email</b>	Local planning authorities that adjoin the Borough: via letter/email
<b>Hertfordshire County Council and any other County Councils that adjoin the Borough: via letter/email</b>	Hertfordshire County Council and any other County Councils that adjoin the Borough: via letter/email
<b>Town and Parish Councils within and adjoining the Borough: via letter/email</b>	Town and Parish Councils within and adjoining the Borough: via letter/email
<b>A local policing body: via letter/email</b>	A local policing body: via letter/email

<b>The Environment Agency: via letter/email</b>	The Environment Agency; via letter/email
<b>The Historic Buildings and Monument Commission for England (Natural England): via letter/email</b>	The Historic Buildings and Monument Commission for England (Natural England): via letter/email
<b>Network Rail Infrastructure Limited: via letter/email</b>	Network Rail Infrastructure Limited: via letter/email
<b>Highways Agency: via letter/email</b>	Highways Agency: via letter/email
<b>Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communication Act 2003, and any person who owns or control electronic communications apparatus situated in any part of the area: via letter/email</b>	Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communication Act 2003, and any person who owns or control electronic communications apparatus situated in any part of the area: via letter/email
<b>Primary Care Trust: via letter/email</b>	Primary Care Trust: via letter/email
<b>Utilities and service providers: via letter/email</b>	Utilities and service providers: via letter/email
<b>Homes and Communities Agency: via letter/email</b>	Homes and Communities Agency: via letter/email
	Local schools: via parent mail, bus shelter campaign and liaison with head teacher
	Health centre, dental practice and Doctors surgery: liaison with manager to issue letter/consultation to patients, bus shelter campaign
	Elderly residents: Letter/consultation given to each residential home
	Youth Groups: letter/consultation given to each user group and bus shelter campaign.
	Other user groups: Letter/brochure drop to each user group at community centre, notice board, bus shelter campaign and website

**2.5 Other methods of consultation:** Table B shows other methods identified as being appropriate to engage the community and were used during the various informal consultations and activities to actively reach out our stakeholders, including hard-to-reach groups especially our youth, thus ensuring a representative response by the wider community within Grovehill.

**Table B**

<b>Proposed Consultees</b>	<b>Methods of Consultation</b>
Residents of the local community	<ul style="list-style-type: none"> <li>• Information stand at community fetes/events</li> <li>• Launch Event</li> <li>• Workshops on a range of topics</li> <li>• Invites to attend meetings/join the Forum</li> <li>• Dedicated website setup</li> <li>• Articles in the Hemel Gazette/Press Releases</li> <li>• Posters within Grovehill including Henry Wells Square and within retailers premises</li> <li>• Leaflets and booklets delivered to homes</li> </ul>
Local Businesses including Henry Wells Square Retailers	<ul style="list-style-type: none"> <li>• Communication with business owners/retailers within Grovehill</li> <li>• Asking local retailers/businesses to display a Neighbourhood Plan poster and to display/collect Neighbourhood Plan questionnaires</li> <li>• Henry Wells Square workshop events held</li> </ul>
Specific Consultation Bodies Government Departments General Consultation Bodies Local Strategic Partnership Members	<ul style="list-style-type: none"> <li>• Statutory Notice Press Releases Notification letter/emails Website publication</li> <li>• Summary leaflets/questionnaires</li> <li>• Exhibitions Workshops Public Meetings Newsletters</li> </ul>
Children/Young People	<ul style="list-style-type: none"> <li>• Visits to the Primary and Secondary schools</li> <li>• Year 7 discussion at Astley Cooper secondary school - June 2012</li> <li>• Information day at Maple Grove primary school</li> <li>• Discussed with them the art competition and the groups ideas</li> <li>• Approaching schools to circulate consultation questionnaires</li> <li>• Youth Survey undertaken (March 2014) via all schools and community centre, results used to inform the Issues and Options consultations</li> <li>• Information/feedback session at Astley Cooper school 2015</li> </ul>
<b>Hard to Reach Groups</b> General Public Commuters Employers within Grovehill	<ul style="list-style-type: none"> <li>• Networking with other groups</li> <li>• Press release, Dacorum Digest</li> <li>• Bus shelter campaign</li> </ul>
District and County Councillors	<ul style="list-style-type: none"> <li>• Reports/information circulated for consultation</li> <li>• Email/letter</li> </ul>

**2.6 Newsletters/Leaflets/Updates:** A leaflet drop was made to each Grovehill household at the following points during the draft plan preparation and consultation.

July 2012 - leaflet and booklet delivered to stakeholders re area border map  
 January 2013 - 2000 leaflets delivered across Grovehill to engage local interest

A variety of newsletters, posters and a bus shelter campaign were also created to keep everyone up-to-date on the creation of the neighbourhood Plan.

**2.7 Creating awareness through attending Community Events/PR activity:** Volunteers from the Forum attended numerous community events throughout the development of the draft plan, a summary of these events is shown in **Table C**.

**Table C**

<b>Event</b>	<b>Date</b>	<b>Outcome/Purpose</b>
Neighbourhood Action Group AGM	September 2012 to 2016	<ul style="list-style-type: none"> <li>GHF attended with a stand, leaflets and documents given out at the end of the meeting</li> </ul>
Visit to 'Two Beeches' residential home	November 2012	<ul style="list-style-type: none"> <li>Information and discussion event at local home</li> </ul>
Community Centre Christmas Fair	December 2012	<ul style="list-style-type: none"> <li>Information stand with information to take away</li> </ul>
Vision Art Competition	January - March 2013	<ul style="list-style-type: none"> <li>Art competition, for all of the children who live in Grovehill or attend the local schools. Engagement event attended by the Mayor, local Councillors and the local MP</li> <li>County councillor, local Councillors, press newspaper and our local Dacorum Radio.</li> </ul>
Youth survey	March 2014	<ul style="list-style-type: none"> <li>Survey issued to all schools and community centre users/after school clubs</li> </ul>
Issues and Options consultation	September - October 2014	<ul style="list-style-type: none"> <li>Information stand with information of consultation</li> </ul>
Community Fair Event	February 2015	<ul style="list-style-type: none"> <li>Information stand with information to take away</li> </ul>
Draft (pre-submission) Grovehill Future Neighbourhood Plan consultation	September - November 2016	<ul style="list-style-type: none"> <li>Information stand with information to take away</li> </ul>



2.8 **Website:** In 2011 a section on the DBC website<sup>2</sup> was set up to provide information and links to relevant Neighbourhood Planning documents, consultations and legal information. In addition the Grovehill Future Project<sup>3</sup> website was started to focus on information specific to the Forum and both sites advised and encouraged new membership/ joining the Forum or attending a meeting/workshop.

<sup>2</sup>[www.dacorum.gov.uk/home/regeneration/grovehill-future-project](http://www.dacorum.gov.uk/home/regeneration/grovehill-future-project) and <sup>3</sup>[www.grovehillfutureproject.co.uk](http://www.grovehillfutureproject.co.uk)

2.9 In 2016 a new and more up-to-date website was created and managed by a dedicated webmaster from the Forum. This will allow for the long term ownership and commitment of the Forum and keep the site up-to-date.

To ensure continuity, anyone searching for this site will be linked here from the old site, until such time as this domain becomes the main search response [www.grovehillfuture.org](http://www.grovehillfuture.org).

2.10 **Workshops:** Throughout the development of the neighbourhood plan the Forum have facilitated a wide range of workshops to cover topics within the emerging plan. **Table D** is a summary of some of the workshops that have been held.

**Table D**

<b>Workshop</b>	<b>Date</b>	<b>Purpose/Outcome</b>
Planning aid workshop - what is neighbourhood planning?	December 2011	To educate and inform members of the Forum.
Stakeholder Workshop	February 2012	To engage potential Forum members 'what is neighbourhood planning'.
Design Workshops	March 2012	To help the Forum understand 'what is design'.
DC Cabe Workshop - What makes a great place to live?	March 2012	To help the Forum understand what is already special to Grovehill and how it can be improved.
Grovehill walkabout evaluation of the area in detail	March 2012	To visualise the types of improvements for the area.
Scenarios for Henry Wells Square Neighbourhood Centre	March 2012	To understand whether regeneration or redevelopment is viable for the area.
Planning Aid Workshop - Communication Health Checker	September 2012	To educate and inform members of the Forum to further member knowledge.

<b>Workshop</b>	<b>Date</b>	<b>Purpose/Outcome</b>
Planning Aid Create a Vision workshop	October 2012	To help members identify the elements of their vision.
Harlow Newhall trip	October 2012	Forum design trip to Harlow to view other area of housing design.  Henry Wells Square workshop held to consider the viability of refurbishment vs redevelopment.
Planning Aid visioning workshop	November 2012	Further work to develop the Vision statement.
Zoning workshop	December 2012	Forum activity to discuss zoning of Grovehill.
Neighbourhood Planning preparation workshop	January 2013	Planning Aid advice workshop – Forum activity.
Key issues workshop	January 2013	Forum activity to review issues and visions.
Vision and Themes workshop	February 2013	Forum activity - Vision Statement adopted by Forum.
Planning Aid community engagement strategy Workshop	February 2013	Forum activity - strategy agreed.
Henry Wells Square workshop	March 2013	Regeneration vs refurbishment viability workshop.
Community engagement workshop	March 2013	To ensure the Forum are engaging the community effectively.
DC CABE Neighbourhood Plan panel review by the 3 BEE's	March 2013	The Forum were visited by key designers who review groups and offer advice and support
Henry Wells Square workshop	May 2013	Regeneration vs refurbishment viability - follow up workshop.
DC CABE Neighbourhood Plan panel review by the 3 BEE's	March 2013	The Forum were visited by key designers who review groups and offer advice and support
LA1 Site Allocation Marchmont Farm stakeholder visit	July 2013	Visit from stakeholders for Marchmont Farm development
Issues and Options workshop	February 2014	To consider the key issues and option to take forward as a consultation.
Policy Planning workshop	March 2014	Planning Aid workshop offering advice on how to write the key planning policies required for the neighbourhood Plan.

### 3.0 Consultation stages:

3.1 **When we consulted:** Once we had established who we were consulting, it was important to identify the stages required to prepare a neighbourhood plan. This in turn would ensure ongoing community and stakeholder engagement and when it was key to consult and feedback. These were identified as follows in Table E.

**Table E**

<ul style="list-style-type: none"><li>• <b><u>Getting started:</u></b> Getting the community on board, identify who, how and when to engage and consult.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Sustainability Appraisal:</u></b> To identify whether a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) is required. A Screening Report was prepared and consulted on alongside the Neighbourhood Plan and used to assess the suitability of Policies.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Designating the Neighbourhood Plan Area and Forum:</u></b> Approving the formal 'Neighbourhood Plan Area' and submitting a formal 'Forum' designation. DBC to carry out formal consultation of each and action responses as required through consultation analysis.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Developing the 'Vision, Key Issues, Aims, Objectives and Opportunities':</u></b> Information gathering, identifying the area's strengths and weaknesses, define the vision, key issues, aims, objectives and opportunities. Check conformity to national and local policies.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Issue and Options consultation:</u></b> From the evidence gathered to date, formalise the 'Issues and Options', hold a formal consultation with residents, businesses and user groups within Grovehill, also include additional consultees as per <b>Table A</b>.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Developing the Draft (pre-submission) Grovehill Future Neighbourhood Plan:</u></b> Using the responses received from the 'Issues and Options' consultation, develop policies, prepare a Draft (pre-submission) Grovehill Future Neighbourhood Plan, ensure conformity with strategic national and local policies, prepare Basic Conditions Statement and collate evidence for the Consultation Statement.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Consultation on the Draft (pre-submission) Grovehill Future Neighbourhood Plan:</u></b> Formal 6-week consultation on the Draft (pre-submission) Grovehill Future Neighbourhood Plan, obtain feedback from the community and other stakeholders and amend the neighbourhood plan as necessary.</li></ul>
<ul style="list-style-type: none"><li>• <b><u>Formal submission to DBC:</u></b> Finalise the 'Grovehill Future Neighbourhood Plan', supporting appendices, Basic Conditions Statement and Consultation Statement, officially submit to DBC.</li></ul>

<ul style="list-style-type: none"> <li>• <b><u>Receipt of formal submission of the Neighbourhood Plan:</u></b> DBC undertake a formal 6 week 'publication period' consultation on the Neighbourhood Plan to confirm its conformity with legislation. DBC to approve choice of examiner with the Forum.</li> </ul>
<ul style="list-style-type: none"> <li>• <b><u>Independent examination:</u></b> Following the 6-week consultation, DBC appoint an Examiner and at completion of examination, publish the Examiner's report to the community.</li> </ul>
<ul style="list-style-type: none"> <li>• <b><u>Referendum:</u></b> A successful examination will authorise DBC to take the plan to Referendum.</li> </ul>
<ul style="list-style-type: none"> <li>• <b><u>Engaging the community:</u></b> The Forum to undertake a variety of community engagement events to ensure full support at Referendum.</li> </ul>
<ul style="list-style-type: none"> <li>• <b><u>Making the Plan:</u></b> If the Referendum indicates community support, the Neighbourhood Plan is 'made' and adopted by DBC as a planning policy document.</li> </ul>

3.2 **Getting started:** The journey to creating the Grovehill Neighbourhood Plan began on 10<sup>th</sup> December 2011, when local residents and businesses came together at a launch event. The 'Big Neighbourhood Drop-in' public consultation event saw over 100 people visit Grovehill Community Centre, at which the idea of a neighbourhood plan was discussed and supported and gave them the first of many opportunities to share their thoughts on how Grovehill should change over the next ten years.

3.3 The survey carried out during the launch day highlighted a number of positive aspects about living or working in Grovehill and a number of opportunities which would make the area even better. The results gave us an early indication of the views obtained.

#### Positives

- The strong sense of community and community spirit.
- A good location and bus routes.
- Lots of open space and easy access to the countryside.
- The range of shops and other services including the surgery, dental practice and community café.

#### The opportunities

- Facilities around Henry Wells Square could be modernised and updated, including the car park and the area to the rear of the shops.
- There could be more small business units for local people.
- Ongoing maintenance and improvement would help, including litter picking.
- Improved lighting and a facelift for the shops.

3.4 Following the results of the launch day survey the Forum organised a launch day feedback session that took place in January 2012. Reviewing feedback has been a key consideration for the Forum throughout the process and has helped to evolve the Neighbourhood Plan to reflect the aspirations of the wider community. See **Appendix 1**.

3.5 A dedicated website was set up to help recruit new members and update on the findings of the launch event, neighbourhood planning information, including minutes and notes from Steering Group and working group meetings. Leaflets/newsletters and how to join the group were key to this site, along with a link to DBC's website explaining about neighbourhood planning and what it means to a neighbourhood.

3.6 **Sustainability Appraisal**: DBC undertook the Sustainability Appraisal screening report of the Neighbourhood Plan. It commented that "a Sustainability Appraisal screening report has been undertaken and amendments made to the policies based on the results of that appraisal. The plan has clear consideration of social, economic and environmental issues and for these reasons it is considered that it will effectively contribute to the sustainable development of the Grovehill area during the plan period."

3.7 Historic England requested wording be included with regard to archaeological sites. These comments were noted and addressed in the revised Sustainability Appraisal Report.

3.8 Further comments were received from Historic England's in response to the Draft (pre-submission) Grovehill Future Neighbourhood Plan. The final Neighbourhood Plan was amended accordingly and the consultation analysis updated to reflect same.

3.9 **Designating the Neighbourhood Plan Area and Forum**: In September 2012, the Forum submitted a letter to DBC to request a 6-week public consultation that would allow the Council to officially acknowledge the 'Neighbourhood Plan area'. The consultation ran from 1 October to 12 November 2012. In December 2012, after considering the comments received during the consultation period, DBC accepted and officially acknowledged the neighbourhood area for Grovehill.

The responses from the consultations were published by DBC and the group took these into account in the next stage of their neighbourhood plan. See **Appendix 3 and 4**

3.10 Following designation of the 'Neighbourhood Area', a steering group was established together with a series of working groups consisting of Forum members and anyone interested in joining.

Sub-groups were established to address the following topics or project areas, designed to progress to the next stage:

*Topic Areas/Themes:*

- Youth
- Henry Wells Square
- Open Spaces
- Housing
- Public Realm
- Facilities and Services
- Marchmont Farm development

*Organisational:*

- Community Engagement
- Project Plan/Visioning
- Finance
- PR & Marketing

3.11 **Developing the ‘Vision, Key Issues, Aims, Objectives and Opportunities’**: The steering group and working groups met on a regular basis and throughout the development of the Draft (pre-submission) Grovehill Future Neighbourhood Plan, continued to talk to local residents and visitors about their future aspirations. See **Appendix 5**.

3.12 Leaflets were produced to promote the neighbourhood plan, workshops and events held to help the Forum improve and progress with the community engagement work. The significant amount of dedicated time and hard work provided by the Forum led to the formulation and development of objectives and proposals for the plan.

3.13 **Issues and Options consultation**: This was published for formal consultation from Monday 22<sup>nd</sup> September 2014 to Friday 24<sup>th</sup> October 2014. The Forum consulted with local residents, businesses, community groups and additional consultees. See **Table A**. This consultation outlined a series of ideas and objectives that will help form the Grovehill Neighbourhood Plan. The consultation results can be found in **Appendix 6**.

3.14 **Developing the Draft (pre-submission) Grovehill Future Neighbourhood Plan**: The Forum attended regular meetings and workshops, held by Planning Aid to help develop the Draft (pre-submission) Grovehill Future Neighbourhood Plan. This involved consultation with DBC to ensure conformity to national and local plans.

3.15 Further liaison took place with DBC to ensure that the proposed changes to their Local Site Allocation - LA1 Marchmont Farm, following a public examination 2016, did not impact on the proposed policies within the Neighbourhood Plan.

3.16 **Consultation on the Draft (pre-submission) Grovehill Future Neighbourhood Plan**: The Forum held a formal 6-week consultation on the Draft (pre-submission) Grovehill Future Neighbourhood Plan. The Neighbourhood Planning (General) Regulations 2012 (SI No. 637) Part 5 Paragraph 14. The consultation was held between 28<sup>th</sup> September and 4<sup>th</sup> November 2016.

## **4.0 Consultation Responses: Summary of main response and how we dealt with the responses.**

4.1 Neighbourhood Plan Area and Forum designations: Although the process for DBC to complete this designation was outside of the Forum’s consultation mandate, we were interested in the responses they received during the consultation and took these into consideration, where appropriate. See Appendix 3 and 4.

4.2 **Issues and Options Consultation**: The response to the consultation was considered to be successful. In total 340 individuals, businesses, schools, Councillors and users of the community facilities provided representations. The high response, we believe was due to the Freepost envelope provided and personal interaction with the local businesses and user groups.

4.3 The Grovehill Neighbourhood Plan 'Issues and Options' document was delivered to over 3,500 households in Grovehill.

4.4 Responses were invited by completing the questions set out in the document and returning via the freepost envelope provided, or by dropping off at the Grovehill Community Centre adjacent to Henry Wells Square.

4.5 In addition, copies of the document were made available at the health centre, dental practice, local businesses, local schools (via parent mail to ensure distribution to all pupils and parents) and the community centre. These could be completed or taken away and returned by either freepost envelope or dropped off. They also welcomed comments by email or separately in writing using the advertised postal address.

4.6 Posters were displayed within the Grovehill area, including on prominent noticeboards at Henry Wells Square and within a number of retailers premises. These posters advised of the dates for the consultation and where hard copies of the questionnaire document could be obtained.

4.7 In addition, the local paper the 'Hemel Gazette' ran a number of articles prior to and during the consultation informing readers of the consultation and how to find out more information and make representations.

4.8 Information was published on the Grovehill Future Project and DBC websites and a twitter campaign provided regular tweets throughout to create awareness.



4.9 An email/letter was sent to all consultation bodies, including other local authorities and District Councillors, providing information about the consultation dates and the locations where the plan and accompanying documents could be viewed and downloaded.

4.10 Representations from local residents were largely positive about the plan. Themes that emerged from the consultation included housing, access and movement and open spaces issues associated with pavements and paths.

4.11 An example question related to 'whether Henry Wells Square should be redeveloped or refurbished'. The results on this were 27% in favour of redevelopment, 26% in favour of refurbishment and 47% who didn't provide a response. It was considered that this may have been due to the layout of the document, which has been addressed in subsequent consultations and feedback.

4.12 **Table F** below is a summary of the most common responses to the ‘Issues and Options’ and the Forum’s response. See **Appendix 6** for the consultation responses and analysis.

**Table F**

<b>Consultation response</b>	<b>Grovehill Future Forum Consideration of response</b>	<b>Consideration within the Draft (pre-submission) Grovehill Future Neighbourhood Plan</b>
Playareas for young people needed	Noted – to be reviewed for next stage	Added within the Enhancing public spaces and Housing policy
Properties for older people needed	To be given further consideration.	Added within the Housing policy
Protect Green Belt by building on vacant sites first	Noted – to be reviewed for next stage	Considered in the Enhancing public spaces and Housing policy
Concerns regarding traffic linked to LA1 - Marchmont Farm development	Noted – to be reviewed for next stage	Considered in the Improving Access and connectivity and Housing policies
Planting needed to improve the environment	Comment noted – A duplicate response.	Considered in the Enhancing public spaces and Henry Wells Square policies
Do not relocate the Community Centre	Noted – will be taken into account for next stage of plan preparation.	Considered in the Henry Wells Square policies
Refurbishment is preferable to regeneration	Noted	Considered in the Henry Wells Square policies
Better street lighting	Noted – to be reviewed for next stage	Considered in the Henry Wells Square , Garage blocks and Enhancing public spaces policies
Improved provision of parking	Noted – to be reviewed for next stage	Considered in the Henry Wells Square, Garage block and Housing policies

4.13 **Draft (pre-submission) Grovehill Future Neighbourhood Plan:** A copy of the Draft (pre-submission) Grovehill Future Neighbourhood Plan was delivered to over 3500 households and presented in clear plastic wrapping to attract the attention of the householder. It also contained a letter of explanation about the Neighbourhood Plan, why we wanted their comments and how they could easily respond using the feedback form.



4.14 The Forum consulted with local residents, businesses, community groups and additional consultees. See **Table A**. This consultation outlined a series of ideas and objectives that will help form the Grovehill Neighbourhood Plan.

4.15 Responses were invited, via email, e-survey or by completing the feedback form provided, with drop off points at the Grovehill Community Centre, health centre and dental practice.



4.16 In addition, copies of the document were made available at the health centre, dental practice, local businesses, local schools (via parent-mail to reach all pupils and parents) and the community centre.

4.17 Drop-in sessions were held at the community centre where Feedback forms could be completed or taken away and returned using the drop-off point. They also welcomed comments by email or separately in writing using the survey link provided.

4.18 Posters were displayed within the Grovehill area, including on prominent noticeboards at Henry Wells Square and within a number of retailers premises. These posters advised of the dates for the consultation and where hard copies of the questionnaire document could be obtained.

4.19 In addition the local paper the 'Hemel Gazette' ran a number of articles prior to and during the 6-week consultation informing readers of the consultation and how to find out more information and make representations.

4.20 Information regarding the consultation was published on the Grovehill Future website and a twitter campaign provided regular tweets throughout the 6-week consultation to create awareness.

4.21 An email/letter was sent to all consultation bodies, including other local authorities and District Councillors, providing information about the consultation dates, the locations where the plan and accompanying documents could be viewed and downloaded and how to feedback.

4.22 The response to the consultation was fairly low, but nonetheless it was considered a reflective response. On this occasion the consultation did not include a Freepost envelope, as the consultation only asked for general comments rather than specific issues, and the opportunities to respond were freely available via email, the website or in person at a number of local drop-off points.

4.23 A thorough check was made by the Forum to ensure that everyone they spoke to, or interacted with, had received their copy.

4.24 The comments received were mainly positive in support of the neighbourhood plan and where there were questions they mainly related to:

- a) Site Allocation LA1 - Marchmont Farm
- b) elements that were outside the control of the Forum e.g. the need for a new hospital.

4.25 The responses were agreed by the Forum and addressed within the amended Neighbourhood Plan where appropriate, i.e. an additional sentence in response to Historic England regarding 'areas of archaeological importance' and 'non-designated heritage sites'.

4.26 **Table G** below is a summary of the most common responses to the 'Draft (pre-submission) Grovehill Future Neighbourhood Plan' and the Forum's response. See **Appendix 7** for the consultation responses and analysis.

**Table G**

Consultation response	Grovehill Future Forum Consideration of response	Consideration within the Draft (pre-submission) Grovehill Future Neighbourhood Plan
Concern that cycling is a priority over vehicles	Cycling is a sustainable form of travel that the Neighbourhood Plan seeks to improve upon	No change to plan required
Various issues relating to the proposed site allocation at LA1 Marchmont Farm	Explained that this is a DBC policy. However, the Neighbourhood Plan seeks to influence the design etc, of any development. It was noted that this may not be clear to the reader	Additional text added to Housing policy explaining that LA1 Marchmont Farm is DBC policy, but in order to influence the development a successful referendum is important
Historic England raised concern over elements missing in relation to archaeological importance and requested a separate policy	The Forum liaised with Historic England to confirm that DBC policies cover this element so no additional policy required, but agreed to include additional text within the Neighbourhood Plan at chapter 1.1	Additional text added to Chapter 1.1 to include archaeological importance and non-designated heritage assets

## 5.0 The Next Steps

5.1 Following the Draft (pre-submission) Grovehill Future Neighbourhood Plan consultation and subsequent amendments, the Forum to formally submit their Neighbourhood Plan to DBC, who will ensure that the document meets all the necessary requirements prior to publication.

5.2 DBC will publish the Neighbourhood Plan for consultation for a period of 6-weeks.

5.3 DBC will, in consultation with the Grovehill Future Forum, appoint a suitably qualified Independent Examiner who will carry out an independent examination of the Grovehill Future Neighbourhood Plan.

5.4 DBC will submit the final Grovehill Future Neighbourhood Plan, together with all of the supporting information provided by the Forum, along with any further representations submitted during the second consultation period, to the appointed Examiner.

5.5 The Independent Examiner will consider whether the proposed Neighbourhood Plan meets the 'Basic Conditions' set out in Regulation 14 of the Town and County Planning (Neighbourhood Planning) Regulations 2012. The 'Basic Conditions' are that a Neighbourhood Plan:

- Has appropriate regard to national policy.
- Contributes to the achievement of sustainable development.
- Is in general conformity with the strategic policies of the development plan for the local authority (DBC).
- Is compatible with human rights requirements.
- Is compatible with EU obligations

5.6 Following the examination, the Examiner will submit a report to DBC. At this stage the Examiner should recommend that the Neighbourhood Plan proceeds to the referendum stage, or there may be recommendations for modification.

5.7 Any substantial modifications to the Neighbourhood Plan at this stage may be subject to further consultation.

5.8 The Referendum will be organised by DBC. The question which will be asked in the Referendum is: ***“Do you want Dacorum Borough Council to use the neighbourhood plan for Grovehill Future to help it decide planning applications in the neighbourhood area?”***

5.9 If more than 50% of those voting in the Referendum vote 'YES' then the Neighbourhood Plan can be 'made' by DBC and the document will be used to help determine planning applications within the designated 'Neighbourhood Plan Area'.

## 6.0 Conclusion

6.1 This Consultation Statement has been prepared in accordance with the Neighbourhood Planning (General) Regulations 2012 9SI No. 637) Part 5 Paragraph 15 (2).



6.2 The Consultation Statement sets out how the Grovehill Future Forum undertook extensive public consultation and community engagement activities throughout the creation of the Neighbourhood Plan.

6.3 Activities to engage and consult local residents, organisations and consultation bodies went above and beyond those required by the regulations and represent good practice in 'neighbourhood planning'

6.4 This Consultation Statement is submitted alongside the Grovehill Future Neighbourhood Plan, the Basic Conditions Statement and other supporting documentation to DBC for consideration.

Revision: 02/01/2016

Amended: 01/03/2017

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