



# LOCAL PLAN PROMOTED SITES PLANNING PERFORMANCE AGREEMENT SERVICE

December 2019



PLANNING FOR GROWTH  
**LOCAL PLAN**  
HERTSMERE



Introduction

Hertsmere Borough Council is responsible for developing a long-term growth strategy for the borough through our Local Plan. The Local Plan will cover a period of at least 15 years guiding decisions on the delivery of new homes, schools, employment and services, while also protecting and enhancing our local environment. In particular, due to the acute housing shortage across the country, the planning system needs to make sufficient land available for new homes and government guidance is very clear that local authorities are expected to have up-to-date plans in place to guide this development within their area.

Background

The council has powers under the Local Government Act 2003 to charge for the discretionary services of providing planning advice. This guidance note provides details on the procedure and the level of charges in relation to the preparation of the Local Plan. Arrangements for the provision of planning advice on planning applications is set out in a separate note.

The process that should be followed when looking to allocate new development sites is set out at a high level within the National Planning Policy Framework (NPPF) which states that “Strategic policy-making authorities should have a clear understanding of the land available in their area through the preparation of a strategic housing land availability assessment. From this, planning policies should identify a sufficient supply and mix of sites, taking into account their availability, suitability and likely economic viability.” (paragraph 67)

The council has already published its own Housing and Economic Land Availability Assessment as well as commissioning a series of technical studies to identify constraints and broad issues. Each promoted site in turn needs to be assessed via further site-specific technical assessment which are submitted to the council. By charging, we can allocate more resources to this all important stage of the Local Plan process and be able to provide good advice from officers. We know from experience that developers generally welcome and benefit from such a service.

Our service commitment

As a Service we welcome and encourage discussions with site promoters and developers as part of the plan preparation process. We have already carried out a considerable level of engagement with site promoters following our wide ranging ‘call for sites’ which generated well over 100 land promotions.

The council is now looking to enter into Planning Performance Agreements (PPAs) with site promoters to take outstanding technical work forward on the Local Plan. PPAs are proposed where significant resources are needed on the assessment of strategic sites to take work up to the submission of a Regulation 19 Plan and enable this work to be appropriately project managed. A PPA is a bespoke service with the cost reflecting the size of the site and Local Plan promotion and the level of service. Typically, a PPA will provide you with the following:

- Timely review of technical documents
- At least one technical meeting per quarter
- Stakeholder engagement
- Ongoing feedback on sites
- Written summary of technical advice and interim site review report

Entering into a Local Plan PPA also has the potential to reduce or avoid the need for any subsequent pre-application and associated costs due technical matters including site masterplanning being considered at an earlier stage with the council.

We charge a fee for the PPA service under the provision of the Local Government Act 2003. Indicative fees are set out in the table on the following page.

Please note that the signing of a planning performance agreement between a site promoter/developer and the local planning authority does not prejudice the outcome of the Local Plan review. The fees in this schedule only covers the services of the Planning Team and you may need advice or services from other departments or organisations and would need to consult these separately. They may charge their own fees.

PPA Categories	Indicative Cost*	Typical service**
CATEGORY A Approximately 150 dwellings, approximately 30 dwellings per/ha	£12,000	<ul style="list-style-type: none"><li>■ Timely review of technical documents</li><li>■ Agreed number of technical meetings per quarter</li><li>■ Stakeholder engagement</li><li>■ Ongoing feedback on sites</li><li>■ Written summary of technical advice and interim site review report</li></ul>
CATEGORY B Approximately 250 dwellings, approximately 30 dwellings per/ha	£17,000	
CATEGORY C Approximately 500 dwellings, approximately 30 dwellings per/ha	£26,000	
CATEGORY D Approximately 750 dwellings, approximately 30 dwellings per/ha	£30,000	
CATEGORY E Approximately 1000 dwellings, approximately 30 dwellings per/ha	£40,000	
CATEGORY F Approximately 5000 dwellings, approximately 30 dwellings per/ha	£80,000	

(\*) Subject to further consideration and agreement. There are a series of site specific factors to be considered before a specific price will be agreed. This cost should be taken as a initial base cost.

(\*\*) Services and timeframes are considered further on a site by site basis.

Please note:

- 1) Fee categories A - D the initial cost includes a maximum of 2 meetings.
- 2) Fee categories E - F the initial cost includes a maximum of 4 meetings.
- 3) If both parties agree that additional meetings are required these will incur an extra charge which will be approximately £1,100.00 for categories A - D, or £1,500 for Categories E – F.
- 4) Hertsmere Borough Council has a Service Agreement in place with an external body to provide bespoke advice and review technical reports where required. The cost of which will be passed on to the site promoter. Further information is provided throughout the PPA consideration process.

## FURTHER INFORMATION AND CONTACTS

[www.hertsmere.gov.uk/newlocalplan](http://www.hertsmere.gov.uk/newlocalplan)

Alternatively you can contact us by email at:

[newhlp@hertsmere.gov.uk](mailto:newhlp@hertsmere.gov.uk)

or by post:

**Planning Strategy**  
**Hertsmere Borough Council,**  
**Civic Offices**  
**Elstree Way,**  
**Borehamwood,**  
**Herts**  
**WD6 1WA**

