

Hertsmere Local Development Framework

Local Significant Employment Sites

LDF Supporting Study
Explanatory Report



October 2008

Hertsmere
Borough Council



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1.0 Summary

- 1.1 The purpose of the Local Significant Employment Sites LDF supporting study was to recommend sites currently in B, or physically similar Sui Generis, use for allocation as Local Significant Employment Sites in the Borough's forthcoming *Site Allocations Development Plan Document (DPD)*. The emphasis was on recommending sites that had a history of providing accommodation for small businesses, particularly those with occupants that were found to provide employment for the local workforce and / or that were considered to provide for uses associated with lower-level skills. This emphasis was due to an employment land review carried out for the Borough, which identified a shortfall of good quality sites outside of existing Employment Areas suitable for smaller businesses. Moreover, it was also supported in various local, regional and national policies.
- 1.2 To ensure that all possible sites were considered for allocation, the study initially looked at all sites in the Borough that were: B-class, or physically similar Sui Generis; outside of existing Employment Areas and the Centennial Park Key Employment Site; and 0.25 hectares or above in size. All sites eligible under these criteria were then filtered through various assessments.
- 1.3 The first set of assessments looked at whether sites were: configured for a specialist use; only suitable for larger businesses; subject to outstanding planning permission for a change of use; or protected / promoted by another policy. This was established by looking at those businesses occupying a site, the planning history of a site and relevant policy documentation. More than half of the sites that met the initial criteria were discarded as a result of this round of assessments.
- 1.4 After this the main set of assessments included consultation with different stakeholders, site visits and desktop studies. These assessments looked at: physical condition and visual amenity; the suitability of infrastructure for vehicular access and approximate number of car parking spaces; the overall impact of a site on the road network; vacancy levels; policy designations and other constraints, such as flood risk; the suitability of a site's relationship with neighbouring uses; the accessibility of a site, both from the road network and public transport; and the impact of a site on the environment. Sites were ruled

out for performing very poorly in one or two of the assessments, poorly across two or three of the assessments or for performing consistently averagely / poorly across the majority of assessments. The majority of sites that were not ruled out in the first set of assessments were ruled out in these main assessments.

1.5 In total seven sites performed well when all assessments and the purpose of the study were considered together. These were:

- Wrotham Business Park near Barnet;
- Borehamwood Enterprise Centre & adjoining sites in Borehamwood;
- Theobald Court & adjoining site in Borehamwood;
- Lismirrane Industrial Park in Elstree;
- Hollies Way Business Park in Potters Bar;
- Beaumont Gate in Radlett; and
- Farm Close sites in Shenley.

The study concludes by recommending that these seven sites be allocated as Local Significant Employment Sites, and that immediate protection is offered from redevelopment for non-B uses by way of approval for interim development control use

2.0 Introduction

- 2.1 This report will discuss the Local Significant Employment Sites Local Development Framework (LDF) supporting study, and the background to this study.
- 2.2 An employment land review was undertaken as preparation for the production of Hertsmere's emerging LDF, which will eventually replace the current *Local Plan*. This review, carried out in conjunction with St. Albans and Welwyn Hatfield District Councils and known as the *Interim Central Hertfordshire Employment Land Review* (CHELR), was conducted by Roger Tym & Partners between 2005 and 2006. The CHELR looked at employment land supply in the Borough up to 2021 in the context of draft *East of England Plan* job growth targets for the area, with the aim of informing future employment land policies; as a result the CHELR made several recommendations aimed at maintaining an adequate stock of suitable employment land. One recommendation for Hertsmere was that several good quality sites outside of existing Employment Areas should be protected to cater for smaller businesses.² Hertsmere's recently published *Core Strategy: For Submission to the Secretary of State* sets out a probable strategic policy stance on the allocation and handling of such sites.³ The purpose of this report is to recommend Local Significant Employment Sites for allocation in the forthcoming *Site Allocations* DPD.
- 2.3 Eventually, policies within both *Core Strategy* and *Site Allocations* DPDs will constitute Hertsmere's policy on Local Significant Employment Sites, providing strategic guidance and site-specific information, correspondingly.
- 2.4 The remainder of the report will discuss relevant policy, methodology and findings, and provide a series of recommendations.

² Roger Tym & Partners, *Interim Central Hertfordshire Employment Land Review: Interim Report*, 2006, London, p. 91

³ Hertsmere Borough Council, *Core Strategy: For Submission to the Secretary of State*, 2008, Borehamwood, pp. 53-54

3.0 Policy and document review

3.1 This section will deal with those policies and documents that are relevant to the Local Significant Employment Sites LDF supporting study. Policy – at national, regional and local levels – sets out the basis for the allocation and protection of small business units.

Local provision of sites for small businesses

3.2 First, policy provides a basis for local planning authorities to use their powers in ensuring the local provision of sites for small business:

3.2.1 Planning Policy Guidance note 4 (PPG4) is the current national guidance for economic development. Paragraphs 5 and 6 state that planning authorities should ‘provide for the needs of small business’ and ‘ensure that there is a variety of sites available for different needs’, respectively.

3.2.2 Although PPG4 is soon to be replaced by new national guidance, the recent *Consultation Paper on a new Planning Policy Statement 4* (PPS4) indicates that many of the same considerations will still apply. The main changes that the new PPS4 looks set to make concern the overall flexibility of policies that restrict the use permitted on designated employment land, particularly large strategic allocations.⁴ This would have little effect on outcome of this specific study.

3.2.3 The *East of England Plan*, the Regional Spatial Strategy (RSS) for the East of England, was published in its final form in May 2008. This version of the document, *The Revision to the Regional Spatial Strategy for the East of England*,⁵ contains relevant regional guidance on economic development. Policy E1 sets out job growth targets for the East of England and Hertfordshire, towards which jobs based at Local Significant Employment Sites would count. Policy E2

⁴ Communities and Local Government, *Consultation Paper on a new Planning Policy Statement 4: Planning for Sustainable Economic Development*, 2007, London: HMSO

⁵ Government Office for the East of England, *East of England Plan: The Revision to the Regional Spatial Strategy for the East of England*, 2008, London: TSO

states that ‘an adequate range of sites / premises’ should be identified and allocated in order to meet growth targets, and that these sites should be of ‘sufficient range, quantity and quality to cater for all relevant employment sectors’.

3.2.4 Chapter 4 of Hertsmere’s *Core Strategy: For Submission to the Secretary of State* sets out the Council’s strategic approach to meeting RSS job growth targets through the allocation of employment land. Alongside designated Employment Areas and the Centennial Park Key Employment Site, newly designated Local Significant Employment Sites would help supply this employment land. Policy CS9 provides the basis for Local Significant Employment Sites and requires that ‘a supply of smaller business units’ be provided ‘across the borough’. Paragraph 4.25 supports this, stating the importance of ensuring accommodation for a range of businesses, including those that rely on the local workforce. Furthermore, the current *Hertsmere Local Plan* recognises that there is a lack of small unit business accommodation in the Borough.⁶

3.2.5 The rationale for employment land policies in the Hertsmere *Core Strategy* report is derived from the CHELR. The CHELR examined employment land supply in the Borough in the context of draft RSS job growth targets. One of the resulting recommendations for Hertsmere was that some employment sites providing accommodation for small businesses should be offered protection under the planning system. Paragraph 8.3 states that one of the objectives of the Borough’s emerging LDF should be to protect ‘lower-value activities and the corresponding lower-skill employment opportunities’. It was found, in consultation for the CHELR, that stakeholders felt there was a lack of good quality small business units;⁷ this being of special importance as paragraph 3.59 recognises Hertsmere as an area with ‘high concentrations of small businesses and high levels of entrepreneurship’.

⁶ Hertsmere Borough Council, *Hertsmere Local Plan*, 2003, Borehamwood, pp. 85

⁷ Roger Tym & Partners, *Interim Central Hertfordshire Employment Land Review: Interim Report*, 2006, London, p. 46

3.2.6 Roger Tym & Partners is currently undertaking a second employment land review for Hertsmere, in conjunction with Broxbourne, Dacorum, St. Albans, Three Rivers, Watford and Welwyn Hatfield. The review will be known as the *Hertfordshire London Arc Job Growth and Employment Land Study*. The implications of this review on the amount of employment land that would need to be allocated in Hertsmere's emerging LDF are yet to be fully known; but it is considered highly unlikely that any new findings would indicate a lessening of demand for or an increase in supply of suitable premises for small businesses in Hertsmere.

Criteria for use in selecting suitable sites

3.3 Second, policy provides a series of criteria for use in selecting suitable sites for allocation as Local Significant Employment Sites:

3.3.1 PPG4 covers the need for accessible employment sites, and the necessity of minimising any harm caused to the historic and natural environments and local amenity by business uses. The following national policy guidance may also be relevant with regards to the assessment of individual sites:

- Planning Policy Guidance note 2 (PPG2): Green Belts;
- Planning Policy Statement 9 (PPS9): Biodiversity and Geological Conservation;
- Planning Policy Guidance note 13 (PPG13): Transport;
- Planning Policy Guidance note 15 (PPG15): Planning and the Historic Environment;
- Planning Policy Guidance note 16 (PPG16): Archaeology and Planning;
- Planning Policy Statement 23 (PPS23): Planning and Pollution Control;
- Planning Policy Guidance note 24 (PPG24): Planning and Noise; and
- Planning Policy Statement 25 (PPS25): Development and Flood Risk.

- 3.3.2 In addition to the above national guidance, the statutory list of buildings of special architectural or historic interest compiled under the Planning (Listed Buildings and Conservation Areas) Act 1990 may be relevant with regards to the assessment of individual sites.
- 3.3.3 Policy E2 of the RSS states that the range of employment sites provided by the boroughs should promote sustainable transport and communities, and minimise social and environmental impacts. Other policies in the Regional Transport Strategy and Environment sections may also be relevant with regards to determining the sustainability and social and environmental impacts of Local Significant Employment Sites.
- 3.3.4 Policy CS9 of Hertsmere's *Core Strategy* sets out more specific criteria for the allocation of Local Significant Employment Sites. It states that a B-class, and physically similar Sui Generis, site would only be eligible for allocation if it were: 0.25 hectares or above in size; economically viable; satisfactory in terms of access, parking and environmental conditions; and in accordance with other relevant local environmental policies. The following local policies are also considered relevant:
- All policies relating to policy designations in the current *Hertsmere Local Plan*;
 - *Core Strategy* policy CS15 – Environmental impact of development;
 - *Core Strategy* policy CS22 – Accessibility and parking; and
 - *Core Strategy* policy CS23 – Promoting alternatives to the car.
- 3.3.5 Hertsmere's *Parking Standards* Supplementary Planning Document (SPD) is also relevant. This is primarily as it sets out those areas in the Borough that are most accessible, and therefore most suited to uses such as employment, which generate a large number of trips to and from a location.

- 3.3.6 Hertsmere's Level 1 Strategic Flood Risk Assessment (SFRA) maps all forms of flood risk in the Borough, in accordance with PPS25 and accompanying documents. This is relevant as it demonstrates whether those sites being considered as Local Significant Employment Sites are located appropriately with regards to flood risk.
- 3.3.7 Additionally, the *List of Locally Important Buildings in Hertsmere* may be relevant with regards to the assessment of individual sites.
- 3.3.8 As part of their work on the CHELR, Roget Tym & Partners assessed all B-class, and physically similar Sui Generis, land in Hertsmere – so long as it was above the threshold of 0.25 hectares in urban areas and 0.1 hectares in rural areas. This assessment took into account the following factors: accessibility from road; accessibility by public transport; the external and internal environments; and the attractiveness of any given site in the commercial property market. This assessment was used as a guide in the formulation of criteria for identifying suitable Local Significant Employment Sites. Full details can be found in chapter 7 of the CHELR.
- 3.4 In sum, policy supports the allocation of local sites for small business uses in Hertsmere, though it also puts weight on ensuring that these sites are of an adequate quality.

4.0 Methodology

- 4.1 This section will deal with the methodology used in the Local Significant Employment Sites LDF supporting study. The process of assessing sites for allocation as Local Significant Employment Sites constituted: the use of information collected either by outside bodies or by Hertsmere Borough Council for the purpose of other tasks; consultation with local businesses and other stakeholders; site visits; desktop studies; and consultation with Hertfordshire Highways and Hertsmere’s Environmental Health department.
- 4.2 The broad aim was to identify sites that met the criteria set out in the policy and document review. In particular, emphasis was put on assessing sites to establish which were suitable for small business requirements and, at the same time, had reasonable access to public transport and minimal negative impact on their surrounding amenity, the environment and the road network.

Initial searches

- 4.3 The initial phase of the study was to determine those sites in the Borough that were: B-class, or physically similar Sui Generis; outside of existing Employment Areas and the Centennial Park Key Employment Site; and 0.25 hectares or above in size. Hertfordshire County Council’s (HCC) Planning Information Service provided information identifying those sites that met the above criteria. To ensure that no eligible sites were excluded from this study, the information from HCC was checked against information collected by Hertsmere officers for employment monitoring and information on the sites assessed as part of the CHELR.
- 4.4 Searches were undertaken to establish those businesses that owned / occupied premises at the sites that had been identified as eligible. The main source used in these searches was Hertsmere Borough Council Tax Department’s Business Rates address list. An effort was also made to establish the size of the businesses that owned / occupied premises at the

sites in question, as one aim in allocating Local Significant Employment Sites would be to make provision for small businesses in the Borough.⁸

- 4.5 In addition to this, the planning history of each site was investigated to establish whether a change of use out of B-class, or physically similar Sui Generis, use had been permitted in the past and not yet lapsed. Any other relevant planning history was also noted, including pre-application advice and expired planning permissions.
- 4.6 Moreover, planning history searches – alongside site visits and responses to the owner / occupier questionnaire – allowed checks to be carried out on whether the accommodation on a site was of the type suitable for small business needs. In particular, it was considered that sites predominately configured for large, open-plan office spaces were unsuitable.

Stakeholder consultations

- 4.7 Once all eligible sites had been identified, various stakeholders were consulted so as to gain a better understanding of the types of site required by local businesses and the suitability of the various sites in existence. Two separate types of consultation were carried out:

- 4.7.1 Local business / economic development organisations and agencies, as well as Hertsmere's town and parish councils, were canvassed on their views over the issue of the provision of sites for small businesses. In particular they were asked to put forward suggestions for sites that were particularly worthy of designation and to suggest criteria against which sites should be measured. A full list of those stakeholders that were consulted is to be found in appendix A. A commitment to consult with the South West Hertfordshire Business Partnership and local chambers of commerce is made in Policy CS9 of Hertsmere's *Core Strategy*, and it should be noted that these organisations were consulted.

⁸ The Department for Business, Enterprise and Regulatory Reform defines small businesses, as part of the wider definition covering small and medium enterprises, as businesses with not more than 50 employees. Source: <<http://www.berr.gov.uk/bbf/financial-reporting/acc-audit-developments/page16361.html>>

- 4.7.2 A questionnaire and accompanying letter was sent out to all known owners / occupiers of premises at the sites that were identified as eligible for the study. Where possible the letter was addressed to a specific business. The purpose of the questionnaire was to establish specific information that would have been difficult to ascertain without consulting the owner / occupier of a site, and to canvass owners / occupiers on the condition and suitability of a site. The questionnaire, as sent, is to be found in appendix B.
- 4.8 Specifically, the owner / occupier questionnaire was used to establish the following information:
- 4.8.1 The type of operation for which the premises in question was being used at the time.
- 4.8.2 The approximate size of the premises, the amount paid to use this space, and the number of car parking spaces provided in conjunction with the premises.
- 4.8.3 The number of staff employed at the premises in question, so as to give a further indication as to the size of the business, and the location / locations at which the majority of those staff lived. This was to ensure businesses that were key employers of the local workforce were identified.
- 4.8.4 The suitability of the premises for the business requirements of its owner / occupier, and, if the premises was considered unsuitable, specific information on why the premises was unsuitable.
- 4.9 The questionnaire was based on Hertsmere's Business Questionnaire 2006, which was undertaken as part of an Employment Land Study. If businesses had responded to the aforementioned questionnaire, they were not surveyed for a second time and the information collected in 2006 was used to inform this study.

Site visits

4.10 The third phase was to visit all eligible sites. The following things were assessed on these site visits:

4.10.1 The age and outward appearance of buildings and landscaping on the site. This included: physical condition, in terms of level of maintenance, cleanliness and tidiness; and visual impact, in terms of the appropriateness of design, scale and materials. It should be noted that design, scale and materials were judged to be either appropriate or inappropriate in comparison to other surrounding buildings.

4.10.2 The suitability of existing infrastructure in facilitating vehicular access to the site in question. Adequate infrastructure for vehicular access was taken as a properly maintained piece of adopted / unadopted road, of adequate dimensions, leading up to the site.

4.10.3 The approximate number of parking spaces – for information purposes in the eventually that the owner / occupier of a premises did not response to the questionnaire.

4.10.4 The impact of the site on the road network and other users of the road network. This included: whether a lack of car parking spaces appeared to cause an overspill of parking onto surrounding streets; whether there were appropriate arrangements for servicing and deliveries; whether an inappropriate level of traffic was likely to be generated on unsuitable areas of the road network; and whether there was evidence of traffic going to and from the site causing long-term physical damage to the road. Information provided by Hertfordshire Highways was used to refine these initial observations.

4.10.5 Whether the site was occupied; in particular, if the site appeared to have been vacant or on the market for a long period of time.

- 4.11 Site visits were also used as an opportunity to check information established in initial searches, such as who occupied a given premises and the extent of the sites in question.

Desktop studies

- 4.12 The fourth phase, having visited all eligible sites, was to conduct desktop work. Geographic information and aerial images were used. The following desktop studies were carried out for each site:

4.12.1 Using the results of initial searches, sites were assessed as to whether those businesses in occupation provided the potential to help reduce unemployment amongst those with lower-level skills in the Borough. It was considered that Businesses within the B1(c) / B2 / B8 use classes were most likely to provide employment opportunities for those with lower-level skills.⁹

4.12.2 Checks were made to establish whether the site in question was predominantly brownfield and whether any *Local Plan* policy designations existed on the site. Policy designations checked for included:

- Green Belt;
- Historic environment constraints;
- Geological and landscape character constraints;
- Nature conservation and wildlife constraints; and
- Any other designation, which may or may not have imposed a constraint.

4.12.3 The distance between the site and nearby residential dwellings was measured. The distance of the site from other potentially incompatible uses – such as retail – was also measured. The suitability of the relationship with these neighbouring uses was then assessed. This looked at: whether the site immediately adjoined a potentially incompatible land use; whether access was through residential streets; and whether there was a history or evidence of

⁹ The Department for Innovation, Universities and Skills has defined high-level skills as those associated with higher education. Source: http://www.dius.gov.uk/consultations/hlss_faq.html

problems caused by the relationship of the site with adjoining land uses.

- 4.12.4 The accessibility of each site from the road network was assessed. An accessible site was taken as one that had direct or indirect access strategic motorway, primary trunk road, main distributor road or secondary distributor road. Direct access was taken as a site directly on one of the aforementioned roads, and indirect access was taken as a site that had access onto one of these roads via a slip road or an unadopted road.
- 4.12.5 Ease of access by public transport was measured. The main gauge of this was whether the site was in an accessibility zone as defined in the *Parking Standards* SPD. Where a site was not in an accessibility zone, sites were split into those that were within a 400m walk of a serviced bus stop and those that were not. This methodology was derived from the methodology for allocating accessibility zones, which gave a location points for being within a 300m buffer of a serviced bus stop. This 300m ‘as-the-crow-flies’ distance was used to represent approximately 400m walking distance.¹⁰
- 4.12.6 Where both the amount of floor space and number of parking spaces for a specific site were known, the level of parking on site was assessed against the non-residential standards set out in part 4 of the *Parking Standards* SPD. This was to help give an indication of whether parking on site fell short of acceptable levels.
- 4.12.7 The risk of a given site flooding was assessed. This used information collected in the Council’s SFRA, along with guidance on development and flood risk set out within PPS25.
- 4.12.8 The overall impact on the environment caused by a site was assessed. This looked at policy designations with environmental

¹⁰ The full accessibility zones methodology is set out in Appendix 4 of the *Parking Standards* SPD. Source: Hertsmere Borough Council, *Parking Standards: Supplementary Planning Document*, 2008, Borehamwood, pp. 33-34

constraints and information provided by Environmental Health on any history of complaints associated with the site.

- 4.13 The assessment matrix used to score sites against the various aforementioned criteria, for both site visit observations and desktop studies, can be found in appendix C.
- 4.14 In addition, the rating assigned to each site in the CHELR assessment was taken into account. This was considered useful because the CHELR looked in detail at employment sites within the Borough from a market perspective; asking whether existing employment sites would, in the event of a vacancy, be re-occupied for B-class, or physically similar Sui Generis, use. It was assumed that the wider market would be reasonably balanced and that sites could be re-occupied either through the re-occupation of existing buildings or redevelopment. In doing this the CHELR rated sites as good, average or poor, with good and average sites being considered commercially viable. Full details of can be found in chapter 7 of the CHELR.

Hertfordshire Highways and Environmental Health consultations

- 4.15 The final phase was to work with Hertfordshire Highways and Hertsmeres Environmental Health department:
- 4.15.1 Engineers and Mangers from Hertfordshire Highways met with Hertsmeres Officers to discuss the full range of sites being considered for allocation. The aim was for the Area Engineers to indicate which of the sites caused problems on the local road network. This information was then used to supplement, and either support or correct, observations made by Hertsmeres Officers during site visits.
- 4.15.2 Hertsmeres Environmental Health department provided comments on a full list of the sites being considered for allocation. The sites were checked against various complaints that had been logged with the Environmental Health department in the past, so as to show whether commercial activity at any given site was having a negative impact on the amenity of the local area.

Sustainability Appraisal

- 4.16 In addition it should be mentioned that the process of the Sustainability Appraisal / Strategic Environmental Assessment for the Council's LDF Site Allocations DPD helped to inform parts of the assessment process for the Local Significant Employment Sites LDF supporting study. For example, dialogue with staff from Atkins Ltd, the consultancy instructed to carry out the Sustainability Appraisal work, led to the inclusion of an assessment of the potential impact of sites in helping to alleviate unemployment amongst those in the Borough with lower-level skills.

5.0 Findings

- 5.1 This section will deal with the findings of the Local Significant Employment Sites LDF supporting study. For the most part general results will be discussed; though, where felt appropriate, specific sites will be mentioned. Whilst a full assessment of each site considered is to be found in appendix D, text boxes throughout this section will give an indication of how individual sites performed in each area of assessment.
- 5.2 These findings will be discussed in an order that roughly corresponds with the order in which the various phases of the study were undertaken: first, the role of initial searches in ruling out sites at an early stage; second, the response of local business / economic development organisations and agencies to the study; third, the results of the questionnaire sent out to owners / occupiers; fourth, observations from site visits; fifth, the results of desktop studies; and sixth, the input of those consulted at Hertfordshire Highways and Hertsmere's Environmental Health department.

Initial searches

- 5.3 The initial searches undertaken to establish the business / businesses that occupied each site and each site's planning history were useful in ruling out certain sites at an early stage in the process of the study, for the following reasons:
- 5.3.1 Searches on the business / businesses that occupied a certain site showed those sites that were occupied by large businesses. For example, Greatham Road Industrial Estate in Bushey, which – with the exception of one unit in D2 class leisure use – was found to be occupied by the John Lewis Partnership. A number of large office buildings in Borehamwood were also found to be predominately occupied by large businesses, such as Pizza Hut and Bradford & Bingley at Imperial Place.
- 5.3.2 These searches also showed where a site was used by an occupier whose requirements meant that the accommodation was only

suitable for that specialist use.¹¹ One example of this is the Blackbird Sewage Works in Aldenham.

5.3.3 Searches on planning histories showed where a site had been either taken out of or been given permission to be taken out of a B, or physically similar Sui Generis, use class. For example, Foster House in Borehamwood, which had been granted permission for a C3 class residential use.

5.3.4 A small number of sites, from those that remained at this stage, were found to consist largely of accommodation considered unsuitable for small business needs. As an example, Orchard House & adjoining sites in Potters Bar were found to comprise mostly large, open-plan office spaces.

5.4 Sites that were found to be occupied by large businesses or specialist uses were ruled out at this stage. This was because it was considered that it would be most useful to allocate Local Significant Employment Sites that had a demonstrable history of providing accommodation suitable for small businesses. Although it would be possible for sites occupied by large businesses to be redeveloped for use by small businesses, it was felt that the principle aim of the study should be to identify those sites that offered good quality accommodation for small businesses at the time. For this reason also, those sites that offered a type of accommodation considered unsuitable for small business needs or that were found to be totally vacant, or where no business could be identified, were also discarded. Sites that had either left or been given permission to leave a B, or physically similar Sui Generis, use class were ruled out because they were no longer eligible for allocation. Sites discarded as part of this process are listed in text boxes 1, 2 and 3.

Text box 1 – Sites that were discarded after business searches

- Blackbird Sewage Works, Oakridge Lane, Aldenham, WD25
- Imperial Place, Elstree Way, Borehamwood, WD6

(Continued on next page)

¹¹ The term 'specialist use' should be taken to mean: a use whose accommodation requirements are such that the site that it occupies is only suitable in its current state for this one specific use. One examples of this is a sewage works.

(Text box 1 continued)

- Civic Offices, Elstree Way, Borehamwood, WD6
- 12 (William Sutton), Elstree Way, Borehamwood, WD6
- Delivery Office & adjoining sites, Shenley Road, Borehamwood, WD6
- Europcar House, Aldenham Road, Bushey, WD23
- VW Garage, Chalk Hill, Bushey, WD23
- Three Valleys Water Treatment Works, Clay Lane, Bushey, WD23
- Elton House, Elton Way
- Greatham Road Industrial Estate, Greatham Road, Bushey, WD23
- Honda Garage, High Road, Bushey, WD23
- 1 (N. C. Engineering), Park Avenue, Bushey, WD23
- Blackwell House, Three Valleys Way, Bushey, WD23
- Tyttenhanger Quarry, Coursers Road, Colney Heath, AL4
- Water Treatment site, Park Corner, Colney Heath, AL4
- Dagger Lane sites, Dagger Lane, Elstree, WD6
- The Waterfront, Elstree Road, Elstree, WD6
- Electricity Station, Hillfield Lane, Patchetts Green, WD25
- Metropolitan House, Darkes Lane, Potters Bar, EN6
- Telephone Exchange, Hatfield Road, Potters Bar, EN6
- Key Point & adjoining site, High Street, Potters Bar, EN6
- Metroline Bus Garage, High Street, Potters Bar, EN6
- The Fruit Farm, Common Lane, Radlett, WD7
- Brickfields, Watling Street, Radlett, WD7
- Bridgefoot House, Watling Street, Radlett, WD7
- Southridge Animal Centre, Packhorse Lane, Ridge EN6
- BP Service Station, Bignalls Corner, South Mimms, EN6
- N I B S C & adjoining site, Blanche Lane, South Mimms, EN6

Text box 2 – Site that were discarded after consideration of accommodation

- National Westminster House & adjoining sites, Shenley Road, Borehamwood, WD6
- Canada Life House & adjoining site, High Street, Potters Bar, EN6
- Orchard House & adjoining sites, Mutton Lane, Potters Bar, EN6

Text box 3 – Sites that were discarded after planning history searches

- Foster House, Maxwell Road, Borehamwood, WD6
- Brent Timber and Fencing site, London Road, Bushey, WD23
- Henry Boot Hall Lane Depot, Bell Lane, London Colney, AL2

5.5 Two sites were also ruled out due to the likelihood of their being dealt with by a separate policy in the Borough's forthcoming *Core Strategy* DPD. Notwithstanding the possibility that the BBC may dispose of its Elstree site for residential redevelopment,¹² the BBC Elstree Centre and the Elstree & Borehamwood Film and Television studios are both likely to be promoted by policy CS11. This means that, despite the Elstree & Borehamwood Film and

¹² Hertsmere Borough Council, *Core Strategy: For Submission to the Secretary of State*, 2008, Borehamwood, p. 34

Television studios being found to offer accommodation to small businesses in the film industry, it was not considered necessary for either of the two major film / television studios in the Borough to be considered for allocation as Local Significant Employment Sites. In any case, due to the specialist nature of film and television production, both studios draw on a wide catchment area and cannot really be considered as local employment sites. Sites discarded at this stage are listed in text box 4.

Text box 4 – Sites that were discarded after consideration of Core Strategy policy CS11

- BBC Elstree Centre, Clarendon Road, Borehamwood, WD6
- Elstree Film & Television Studios, Shenley Road, Borehamwood, WD6

- 5.6 Sites discarded due to business or planning history searches or after consideration of *Core Strategy* policy CS11 will not be discussed individually in the remainder of section 5 of this report nor will they be listed in any of the remaining text boxes.

Local business / economic development agencies consultation

- 5.7 The level of response from local business / economic development organisations and agencies was low – of the 19 consulted as part of this study, 3 responded. These were: Elstree and Borehamwood Town Council, South West Hertfordshire Business Partnership and Wenta Business Services. The responses were as follows:

- 5.7.1 Members of Elstree and Borehamwood Town Council's Environment and Planning Committee made a response in writing, following a meeting in November 2007. A general comment concerning the high level of house building in their area of the Borough, compared to the low level of new infrastructure being put in place, was made. It is surmised that this comment constitutes support for the protection of employment land for local businesses in Elstree and Borehamwood, which would in turn provide employment for residents of this area. The Town Council's Environment and Planning Committee Members also recommended that the Elstree & Borehamwood Film and Television Studios and the BBC Elstree Studios be protected for

employment use, alongside another site already in an Employment Area.

5.7.2 The South West Hertfordshire Business Partnership was an economic development partnership for the South West Hertfordshire area, which ceased operations in March 2008. However, the Partnership's former Economic Development Manager was able to offer some brief verbal comments before this date. Although no robust evidence was cited, some anecdotal evidence was given in support of protecting sites for small, local businesses. It was stated that a high percentage of the businesses in the Borough were small and that, whilst Hertsmere's Employment Areas made provision for large businesses, there was very little accommodation for small businesses. It was asserted that this checked the growth of small businesses in the Borough, especially at the point where entrepreneurs were ready to move from a home-based space to a premises elsewhere. It was also stated that there was an especially high demand for warehouse or workshop accommodation amongst small businesses in the area.

5.7.3 The Wenta Business Service is a local enterprise agency in Hertsmere, assisting new and existing small businesses. Wenta's Chief Executive responded to consultation in writing, as well as through a meeting with Hertsmere Officers. Concern was expressed over many employment sites being converted for residential use and it was put forward that all sites accessible to small businesses should be protected. In particular, it was indicated that the need seemed to be strongest for workshops ranging from 100-250 square metres in size. It was also stated that small businesses needed flexible accommodation, and that there were problems when small businesses needed to move from home-based space to premises elsewhere.

5.8 Although the level of response was low, those consulted were not only able to confirm that there was a genuine need for the protection of sites for small, local businesses in the area, but also gave an indication of the type of site most needed by these types of businesses in Hertsmere.

Owner / occupier questionnaire

5.9 The level of response to the owner / occupier questionnaire was also low – of the 287 surveyed as part of this study, 33 replied. 19 of the businesses that would have been surveyed had already responded indirectly through the Business Questionnaire 2006. Together, this makes up a total of 52 responses from a possible figure of 306, which is comparable to the level of response to the Business Questionnaire 2006.¹³ The full results from returned questionnaires can be found in appendix E, and the main findings were as follows:

5.9.1 The returned questionnaires were useful in providing an idea of: the type of business activity carried out at the premises; the number of staff employed at a given premises, and where the majority of these staff lived; the size of the premises; and the number of car parking spaces associated with the premises.

5.9.2 This was useful because it allowed information already known – most often the type of business activity and the number of car parking spaces at a given premises – to be checked. It also allowed information not already known to be considered, such as that 47.6% of respondents occupied small units with fewer than 500 square meters in floor space. This was considered significant because a presumption would be made in favour of recommending sites with a number of small units for allocation.

5.9.3 Moreover, much of the information not already known was of a nature that meant it could only be obtained through direct consultation with the owner / occupier of a premises. For example, responses pertaining to the places of residence of those staff working at surveyed businesses demonstrated that 41.2% of these staff came from within the Borough. This information has influenced the recommendations in the report because one of the aims in allocating Local Significant Employment Sites would be to ensure

¹³ The response rate was 13.5%. Source: Hertsmere Borough Council, *Employment Land Study – Business Questionnaire 2006*, Borehamwood, p.2

that the local population has good access to employment. It was also shown that that 46.2% of respondents employed fewer than ten staff and only 25% employed more than 40 staff. This helped to determine the size of businesses owning / occupying premises at the sites being considered; in some cases confirming that certain sites were good at providing accommodation for small businesses.

- 5.9.4 The returned questionnaires were less useful at giving an idea of affordability. In hindsight, it would not have been possible to establish a price that would have been acceptable to small businesses across the spectrum of different accommodation and business types and varying levels of turnover.
- 5.9.5 Instead affordability was measured by looking at whether an owner / occupier had cited excessive expense as a reason for a premises being poor or very poor in terms of suitability for their own business requirements. This dealt with affordability on a case-by-case basis, giving a more accurate picture of whether a premises was affordable for its owner / occupier. In this way it was found that only 9.1% of respondents found their premises to be unaffordable.
- 5.9.6 In general the sections of returned questionnaires that dealt with the suitability of a given premises and, if applicable, why that premises might have been unsuitable were useful. This is because this part of the questionnaire allowed an owner / occupier to have some input into the assessment of their own site and allowed officers undertaking the study to consider sites from a market-based perspective.
- 5.9.7 As a result of this, it was found that 84.6% of owner / occupiers rated their premises as very good, good or adequate for their business requirements. This figure is unsurprising, as it was found in the Business Questionnaire 2006 that 93% of owner / occupiers across all types of business accommodation in the Borough felt that their

accommodation suited their needs either very well, fairly well or adequately.¹⁴

- 5.9.8 The second aspect of the questions on suitability covered why a site was considered to be unsuitable, if indeed that was the case. The most common reason for a premises, and in some case the associated site, being rated as unsuitable was poor accessibility to public transport, followed closely by the problem of the buildings at the premises being of a poor quality or too old.
- 5.10 The questionnaire responses were useful in forming the recommendations in this report. And, although the results of the questionnaire have had to be presented in such a way as to not identify specific owner / occupiers or premises, the officers making these recommendations did so with the full knowledge of which owners / occupiers responded to the questionnaire and the exact makeup of each response. As such information only known to the owners / occupiers of premises at certain sites has been fed into the study.
- 5.11 Notwithstanding that specific owner / occupiers could not be identified, it was possible in some instances to break down analysis on a site-by-site basis, thus revealing trends in questionnaire responses for specific sites. In doing this it was found that:
- 5.11.1 The majority of owners / occupiers at Wrotham Business Park near Barnet felt the site was very good in terms of suitability for their business requirements.
- 5.11.2 The specific problems for the owners / occupiers at the White House Commercial Centre in Bentley Heath were old / poor quality buildings, congestion on the site and because the premises were not affordable.
- 5.11.3 Borehamwood Enterprise Centre and adjoining sites in Borehamwood had occupiers that provided employment for the local work force, and also that the premises at this site were suitable for small businesses.

¹⁴ Hertsmere Borough Council, *Employment Land Study – Business Questionnaire 2006*, Borehamwood, p.4-5

5.11.4 Businesses at Beaumont Gate in Radlett responded at a very good rate and most of these considered the site to be at least good for their business requirements. Moreover, premises at the site were suitable for accommodating small businesses with 10 employees or fewer and businesses with the need for 500 metres or fewer in floor space.

5.11.5 The Farm Close sites in Shenley were good at providing for businesses with a very small number of employees and low floor space requirements.

5.12 Those sites that were discarded after initial searches were also grouped and analysed separately. In doing this it was found that these sites were:

- More likely to have larger premises; and
- More likely to have premise with owners / occupiers that employed larger numbers of staff at that location.

5.13 As shown above, where questionnaire response analysis was done on a site-by-site or discarded site group basis, it is clearly demonstrated how the results of the questionnaire were fed into the overall assessment process.

5.14 It should also be noted that one owner / occupier – at one of the premises on Vale / Highfield Road in Bushey – sent extra representations in addition to a questionnaire response. These representations argued that the site should not be allocated as a Local Significant Employment Site, mainly on the basis of problems concerning access to premises on the site by Heavy Goods Vehicles (HGVs) and for servicing and deliveries. It can be seen in appendix D that the assessment of the site in question is in general agreement with this analysis.

Site visits

5.15 All site visits were carried out between late 2007 and early 2008. Officers made certain observations whilst on site and photographs were taken to document these observations.

5.16 Certain elements of the assessment process in the Local Significant Employment Sites study were only possible when on site, for example the

assessment of the suitability of infrastructure for vehicular access or the general physical condition of the site. In this way site visits allowed officers to make certain observations whilst on site that would not have otherwise been possible, furthermore site visits allowed each site to be understood in context. The following things were observed:

5.16.1 In respect of general condition and impact on visual amenity it was found that the majority of sites rated as acceptable. This is to be expected when making an assessment of sites in a B, or physically similar Sui Generis, use class, as most sites are developed and maintained with the aim of creating an efficient and affordable environment for business – as opposed to one with high design standards and amenity value. However, there were some sites that were excellently maintained, such as Wrotham Business Park near Barnet.

5.16.2 On the other hand some sites were very poorly maintained, the White House Commercial Centre in Bentley Heath being an example. And others had an unacceptably negative impact on visual amenity, in terms of not respecting the design, layout and / or materials used in the surrounding area and buildings. Aldenham Depot in Aldenham is a good example of this, as the site impacted negatively on the openness of the Green Belt and failed to accord with PPG2. In the recommendations made for the allocation of Local Significant Employment Sites a presumption was made against sites that received the lowest possible score for either physical condition or impact on visual amenity. Those sites that performed either very well or very badly on the assessment of general condition and / or impact on visual amenity are listed in text box 5.

Text box 5 – Sites that performed very well / very badly on assessment of general condition and / or impact on visual amenity

Very good

- Wrotham Business Park, Wrotham Park, Barnet, EN5
- Melbourne Road sites, Melbourne Road, Bushey, WD23
- Farm Close sites, Farm Close, Shenley, WD7

Very poor

- Aldenham Depot, Oakridge Lane, Aldenham, WD25

(Continued on next page)

(Text box 5 continued)

- The White House Commercial Centre, White House Road, Bentley Heath, EN5
- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6
- Rossway Farm, Rossway Drive, Bushey, WD23
- Walton Road Industrial Estate, Walton Road, Bushey, WD23
- Allum Lane sites, Allum Lane, Elstree WD6
- Elstree Aerodrome, Hogg Lane, Elstree, WD6
- The Meadows, Blanche Lane, South Mimms, EN6

5.16.3 With regards to the assessment of whether there was adequate vehicular access to the site in question, it was found that most sites had a properly maintained piece of road, of adequate dimensions, leading up to their entrance. Few sites failed this test; those that did either had dirt / mud tracks leading up to the site, such as The Meadows in South Mimms, or a very narrow access road, such as the White House Commercial Centre in Bentley Heath. Having poor vehicular access counted against sites in the overall assessment, and those sites with poor vehicular access are listed in text box 6.

Text box 6 – Sites that were found not to have adequate vehicular access

- Aldenham Depot, Oakridge Lane, Aldenham, WD25
- The White House Commercial Centre, White House Road, Bentley Heath, EN5
- Haydon Dell Farm, Merry Hill Road, Bushey, WD23
- Rossway Farm, Rossway Drive, Bushey, WD23
- The Meadows, Blanche Lane, South Mimms, EN6

5.16.4 The approximate number of car parking spaces associated with each site were noted, with the intention of establishing whether a site had a suitable number of spaces. Although, it was found that most sites had a good number of spaces, the main purpose of this exercise was to help assess the observable impact of the site on the highway network and other road users – as discussed below.

5.16.5 When looking at the impact of each site in the highway network and other road users there were a number of different aspects at which officers looked. As mentioned already one of these was the level of car parking. Particular note was made of any overspill parking onto surrounding streets. This was considered to be a better measure of whether a site had an appropriate number of car parking spaces than

simply looking at the number of spaces. There were some cases where a lack of car parking spaces had led to car parking on street, two examples of this being at sites on Vale / Highfield Road in Bushey and at some of the sites on Station Road in Borehamwood. At Station Road cars were found parked on double yellow lines.

- 5.16.6 Another part in the assessment of the impact of each site on the road network and other road users was whether there appeared to be enough room on the site in question for deliveries and servicing. This was undertaken whilst bearing in mind that different uses would require different arrangements for servicing and deliveries, and that some would not require frequent visits from HGVs. Whilst all sites had some room for servicing and deliveries, it could be envisaged that some sites would present difficulties if accessed by HGVs. The two sites already mentioned with regards to an under provision of car parking fall into this category.
- 5.16.7 The assessment of whether an unacceptable level of traffic was likely to be generated on an unsuitable area of the road network was much more problematic. In most cases discussions with Hertfordshire Highways officers, discussed in paragraphs 5.19-5.25, were relied on to gain an idea of this aspect of a site's impact.
- 5.16.8 Finally, in respect of the observations made on the impact of a site on the road network and other road users, observations were made as to whether traffic from a site had appeared to have caused physical damage to the road. Although this was the case at very few sites, one very clear example was found at the Walton Road Industrial Estate in Bushey. At this site the frequent use of narrow and heavily parked residential streets by numerous HGVs had led to a clear decline in the integrity of the road surface.
- 5.16.9 All these aspects of the assessment of a sites impact on the road network and other road users were combined to give each site a score. Also, observations and comments made by officers from Hertfordshire Highways, discussed in paragraphs 5.19-5.25, were factored into this score. Those sites that scored poorly overall, or

because of a very poor performance in one particular aspect of the assessment, were considered to be less worthy of allocation as Local Significant Employment Sites. Sites that performed either very well or very badly on this overall assessment are listed in text box 7.

Text box 7 – Sites that performed very well / very badly on assessment of impact on the road network and other road users

Very good

- Wrotham Business Park, Wrotham Park, Barnet, EN5
- Lismirrane Industrial Park, Elstree Road, Elstree, WD6

Very poor

- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6
- Walton Road Industrial Estate, Walton Road, Bushey, WD23

5.16.10 Observations made on whether a site was vacant or not, generally lead to the finding that most sites were well occupied. This is to be expected when it is considered that Hertsmere has a shortage of suitable accommodation for small businesses. There were some sites that had some of their units vacant and on the market. In some cases, such as at Walton Road Industrial Estate in Bushey, vacancies were clearly due to the very poor quality of the site – though vacancies at Walton Road might have also been linked to a recent planning application for residential redevelopment. Those sites that were found to have some vacancies are listed in text box 8.

Text box 8 – Sites that were found to have some vacancies

- Wrotham Business Park, Wrotham Park, Barnet, EN5
- Borehamwood Enterprise Centre & adjoining sites, Theobald Street, Borehamwood, WD6
- Melbourne Road sites, Melbourne Road, Bushey, WD23
- Walton Road Industrial Estate, Walton Road, Bushey, WD23
- Allum Lane sites, Allum Lane, Elstree, WD6
- Hollies Way Business Park, Hollies Way, Potters Bar, EN6

5.17 The main benefit of having undertaken site visits was that recommendations could be made with the full benefit of understanding each site as it was on the ground. In this way sites that would have an unacceptably negative impact on their surrounding area or the road network and its users would not be put forward for protection as Local Significant Employment Sites. Furthermore, some aspects of the assessments made on site visits looked at the quality of

the site from a market perspective, for example the physical condition of buildings on the site and whether there was adequate infrastructure for vehicular access or a suitable number of car parking spaces. As occupiers are unlikely to want to take up sites that perform poorly in this respect, should they come onto the market, there would be little point in their allocation as Local Significant Employment Sites. As such a number of sites were ruled out as unsuitable during the process of carrying out site visits.

Desktop studies

5.18 Desktop studies were mostly undertaken after site visits were concluded. The following things were ascertained:

5.18.1 Most of the sites not discarded at the initial stages of assessment were found to be in B1(c) / B2 / B8 use. Because of this, then, most of these sites provided employment opportunities for those with lower-level skills and the potential to help reduce unemployment amongst those in this group.

5.18.2 It was found that very few of the sites under consideration were unsuitable because of policy designations. For example, many sites were in areas designated as Town and District Centres in Hertsmere's Local Plan; however, this was not necessarily considered problematic, as employment uses are compatible with the purpose of Town and District Centres. In addition to those sites in Town and District Centres, sites were found in areas with the following Local Plan policy designations:

- Conservations Areas;
- Green Belt;
- Green Belt Safeguarded Housing Land;
- Historic Parks and Gardens;
- Landscape Conservation Areas;
- Major Developed Sites;
- Sites of Archaeological Interest;
- South Mimms SPA and Countryside Gateway;
- Urban Open Land Areas; and

- **Wildlife Sites.**

Additionally, certain sites had one or more buildings that were either statutorily listed or included in the *List of Locally Important Buildings in Hertsmere*. Whilst a presumption was made against those sites whose activities or physical appearance conflicted with the purpose of a given policy designation, in many cases the activities at or physical appearance of a site did not present a conflict. An example of this was at Wrotham Business Park near Barnet, which was found to be in an area designated as Green Belt and a Historic Park and Garden, but whose attractive office buildings were considered to be appropriate. On the other hand, some sites were deemed inappropriate, such as Aldenham Depot in Aldenham; as stated in paragraph 5.16.2, the appearance of this site was at odds with purpose of maintaining the openness of the Green Belt. Those sites that were found to have policy designations are listed in text box 9.

Text box 9 – Sites that were found to have policy designations (excluding those only in Town and District Centres)

Conservation Areas

- Melbourne Road sites, Melbourne Road, Bushey, WD23

Green Belt

- Aldenham Depot, Oakridge Lane, Aldenham, WD25
- Wrotham Business Park, Wrotham Park, Barnet, EN5
- The White House Commercial Centre, White House Road, Bentley Heath, EN5
- Folia Europe, Well End Road, Borehamwood, WD6
- Cantillon Haulage & adjoining site, Elton Way, Bushey, WD25
- Rossway Farm, Rossway Drive, Bushey, WD23
- Lismirrane Industrial Park, Elstree Road, Elstree WD6
- Elstree Aerodrome, Hogg Lane, Elstree, WD6
- Farm Close sites, Farm Close, Shenley, WD7
- The Meadows, Blanche Lane, South Mimms, EN6

Green Belt Safeguarded Housing Land

- Haydon Dell Farm, Merry Hill Road, Bushey, WD23

Historic Parks and Gardens

- Wrotham Business Park, Wrotham Park, Barnet, EN5

Sites of Archaeological Interest

- Farm Close sites, Farm Close, Shenley, WD7

Statutorily listed

- Wrotham Business Park, Wrotham Park, Barnet, EN5
- Melbourne Road sites, Melbourne Road, Bushey, WD23

List of Locally Important Buildings

- Station Road sites, Station Road, Borehamwood, WD6
- Theobald Court & adjoining sites, Theobald Street, Borehamwood, WD6
- Melbourne Road sites, Melbourne Road, Bushey, WD23

- 5.18.3 It should also be noted that most of the Borough is within the Watling Chase Community Forest (WCCF). North Bushey is the only part of the Borough outside of the WCCF; and it follows that most of the sites being assessed are covered by this designation. However, it is not considered that the WCCF designation should automatically count against any site, as designation as a Local Significant Employment Site would not normally conflict with the aims of enhancing the WCCF.¹⁵
- 5.18.4 With regards to the distance between sites being considered and other potentially conflicting land uses, it was found that many sites were within a close distance of either residential or retail uses. Only a small number of sites were more than 100 meters away from sites in the aforementioned uses, and very often these same sites performed poorly in other areas of the assessment – such as accessibility to public transport. The majority of sites immediately adjoined residential housing. However, close proximity to potentially conflicting uses was not necessarily considered as problematic. Rather an assessment was made of whether such a relationship had caused / was causing a problem or not.
- 5.18.5 This assessment of the suitability of a site's relationship with adjoining land uses combined information gathered on the distance between those sites being considered and nearby potentially conflicting uses, with evidence that was observed on site visits and information provided by Hertsmere's Environmental Health Department and Hertfordshire Highways. A site under consideration would have scored well on this assessment if it was removed from other potentially conflicting uses and had access from a suitable road. It would have scored adequately if it was close to or immediately adjoined a potentially conflicting use and there was no evidence or history of this relationship causing problems. If problems were caused by the relationship, however, a site would have scored poorly. Most sites performed well, because few of the sites being

¹⁵ Hertsmere Borough Council, *Hertsmere Local Plan*, 2003, Borehamwood, pp. 39

considered generated unsuitable amounts of traffic on residential streets or contained unneighbourly uses if close to or adjoining a residential site. For example Beaumont Gate in Radlett was found to immediately adjoin residential housing, but because of the nature of the B1(a) office activities going on at the site there was no evidence of any problems. Conversely a site such as Glenhaven Avenue in Borehamwood performed poorly. This was due to impact on local amenity and the unsuitable type and level of traffic generated on the site's residential access road. Sites that performed either very well or very badly on this overall assessment are listed in text box 10.

Text box 10 – Sites that performed very well / very badly on assessment of Suitability of the overall relationship with adjoining land uses

Very good

- Lismirrane Industrial Park, Elstree Road, Elstree, WD6

Very poor

- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6

- Station Road sites, Station Road, Borehamwood, WD6

- Walton Road Industrial Estate, Walton Road, Bushey, WD23

- Elstree Aerodrome, Hogg Lane, Elstree, WD6

5.18.6 When accessibility from the road network was assessed it was found that the split between those sites that did have direct or indirect access from a strategic motorway, primary trunk road, main distributor road or secondary distributor road and those that did not was around half and half. Although not having direct or indirect access to a major road counted against a site in the overall assessment, it was tempered by looking at other areas of the assessment such as whether a site had a negative impact on the road network and other road users. Poor accessibility to roads was only seen as a serious problem when it was a cause of inappropriate levels of traffic on unsuitable areas of the road network or physical damage to the road network – such as at Walton Road Industrial Estate in Bushey. Notwithstanding this, there was an acute awareness of the fact that poor accessibility to major roads could render a site less competitive in the commercial market and that this could be a cause of vacancies. Those sites that were found to have direct or indirect access to a main road are listed in text box 11.

Text box 11 – Sites that were found to have direct / indirect access to a main road

- Wrotham Business Park, Wrotham Park, Barnet, EN5
- Cantillon Haulage & adjoining site, Elton Way, Bushey, WD25
- Allum Lane sites, Allum Lane, Elstree, WD6
- Lismirrane Industrial Park, Elstree Road, Elstree, WD6
- Hollies Way Business Park, Hollies Way, Potters Bar, EN6
- Farm Close sites, Farm Close, Shenley, WD7

5.18.7 In terms of ease of access to public transport it was found that most of the sites in built-up areas of the Borough rated as at least adequate due to frequent bus or rail services; in the built-up areas of Borehamwood the regular rail service running between London and St. Albans meant that many sites were very easily accessible by public transport. The only exceptions were sites in north Bushey. Where sites were outside of built up areas they always rated poorly or very poorly in terms of access to public transport and there was a general presumption against recommending sites that were likely to be car-dependant. However, it should be noted that draft PPS4 states that a rural site might be a suitable location for an employment use, even in cases where the site in question is not readily accessible by public transport.¹⁶ Sites that performed either very well or very badly on this assessment are listed in text box 12.

Text box 12 – Sites that performed very well / very badly on assessment of accessibility from public transport

Very good

- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6
- Station Road sites, Station Road, Borehamwood, WD6
- Borehamwood Enterprise Centre & adjoining sites, Theobald Street, Borehamwood, WD6
- Theobald Court & adjoining sites, Theobald Street, Borehamwood, WD6
- Allum Lane sites, Allum Lane, Elstree, WD6

Very poor

- Aldenham Depot, Oakridge Lane, Aldenham, WD25
- Folia Europe, Well End Road, Borehamwood, WD6
- Cantillon Haulage & adjoining site, Elton Way, Bushey, WD25
- Elstree Aerodrome, Hogg Lane, Elstree, WD6

¹⁶ Communities and Local Government, *Consultation Paper on a new Planning Policy Statement 4: Planning for Sustainable Economic Development*, 2007, London: HMSO, p. 13

5.18.8 In cases where both an exact number of car parking spaces and an exact measurement for floor space on a site were known, sites were assessed against the Council's car parking standards. This was possible in three cases, though only two of these involved sites that were not discarded after initial searches:

- The Kinetic Business Centre in Borehamwood (part of the Borehamwood Enterprise Centre site); and
- Wrotham Business Park near Barnet.

In both of these cases it was found that the site in question had an overprovision of car parking spaces when measured against the Council's standards. For the purposes of this study, this demonstrated that there were no problems in terms of a lack of car parking at any of the three aforementioned sites.

5.18.9 When assessing flood risk it was found that few of the sites under consideration were entirely within an area that was classed as a functional floodplain (Zone 3b) in Hertsmere's SFRA. In any case, all of those sites fully within Zone 3b had been discarded due to the results of the initial search stage. PPS25 states that most B-class, and physically similar Sui Generis, uses are to be categorised as less vulnerable to the negative effects of flooding; though there are notable exceptions such as electricity sub-stations.¹⁷ The implication of this was that, for the majority of sites, being in a flood zone was only counted as negative in the overall assessment of a site if the site was found to be in Zone 3b. Although it was considered that the quality of a site was compromised if it was found to be in an area that was at a serious risk of flooding, in itself this was not necessarily considered enough to discard a site. Sites that were found to be partially in Flood Zone 3b are listed below in text box 13.

Text box 13 – Sites that were found to be partially in a Flood Zone 3b

- Station Road sites, Station Road, Borehamwood, WD6
- Cantillon Haulage & adjoining site, Elton Way, Bushey, WD25
- Walton Road Industrial Estate, Walton Road, Bushey, WD23
- Allum Lane sites, Allum Lane, Elstree, WD6
- Beaumont Gate, Beaumont Gate, Radlett, WD7

¹⁷ Communities and Local Government, *Planning Policy Statement 25: Development and Flood Risk*, 2006, London: HMSO, pp. 22-25

- 5.18.10 Last, the overall impact of a given site on the environment was assessed through looking at information collected on whether a site was situated in an area covered by an environmental policy designation, alongside information supplied by the Council's Environmental Health Department. An overall score was given for this, and though the input of Environmental Health into this study is discussed fully in paragraphs 5.26 to 5.30, it will suffice to state that the sites that performed poorly in terms of their impact on the environment were ruled out and not recommended for allocation as Local Significant Employment Sites. With regards to any site that was in an area with an environmental policy designation – of which there were three – it was assumed that such a site might have an impact on the environment; though, because all such sites were discarded after the initial search stage, no special caution had to be taken.
- 5.18.11 As already mentioned none of the sites carried forward after the initial search stage had environmental constraints, with associated possible negative impacts on the environment. Few had any history of Environmental Health complaints. As such, only one site not discarded after the initial stages of assessment performed worse than average in the assessment of overall impact on the environment; this was Elstree Aerodrome in Elstree.
- 5.18.12 Finally, with regards to the qualitative ratings given to sites in the CHELR, it was found that the majority of sites were rated as either good or average. However, a number of the sites that had not been discarded after the initial stage of assessment were rated as poor. These are listed below in text box 14.

Text box 14 – Sites that performed poorly in the CHELR's qualitative assessment

- Aldenham Depot, Oakridge Lane, Aldenham, WD25
- The White House Commercial Centre, White House Road, Bentley Heath, EN5
- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6
- The Meadows, Blanche Lane, South Mimms, EN6

Hertfordshire Highways consultation

- 5.19 In July 2008 officers from Hertsmere met with the Hertsmere District Manager at Hertfordshire Highways, along with Hertfordshire Highways' Development Control Service Manger, one of the Development Control Engineers and the Borehamwood and Bushey Area Engineers. The Potters Bar Area Engineer was unable to attend the meeting, but provided written comments.
- 5.20 The Hertfordshire Highways officers present at the meeting talked through the list of sites being considered for allocation as Local Significant Employment Sites and indicated those sites that caused / contributed to problems on the road network and / or had a negative impact on other road users. More general comments were also made about clusters of sites on certain areas of the network.
- 5.21 Written comments provided by the Potters Bar Area Engineer have been integrated into the information obtained from this meeting with Hertfordshire Highways. Full comments for each site can be found in appendix D and the following is a summary of all comments made:
- 5.21.1 Where comments were made about individual sites, most confirmed observations that had been made on earlier site visits by Hertsmere officers. Many of the comments represented serious concerns about the impact of commercial activities at a certain site on the road network and / or other road users, such as at Walton Road Industrial Estate in Bushey – whose problems are mentioned in paragraph 5.16.8. In other cases Hertfordshire Highways officers felt that certain sites were at inappropriate locations on the road network, such as The Fruit Farm in Radlett. Text box 7 has already listed those sites that were considered to have a serious negative impact.
- 5.21.2 Hertfordshire Highways officers felt that a positive contribution had been made to the road network by works carried out in connection with development at a given site in three cases, though only two of these involved sites that were not discarded after initial searches:
- Wrotham Business Park near Barnet; and
 - Lismirrane Industrial Park in Elstree.

At Wrotham Business Park near Barnet rumble strips were positioned to reduce the speed of cars travelling around the corner on which the entrance to the site was located. At Lismirrane Industrial Park, in Elstree, Elstree Road was widened and markings were put in place to allow safe access to and egress from the two sites.

5.21.3 There were a number of sites on which Hertfordshire Highways Officers declined to pass comment. In three instances this was because the site had a private road as access, but in most cases this was because it was adjudged that there was no comment to be made.

5.22 However, in some cases no comment was made with regards to an individual site because it was more salient to make broader comments about the effect of a group of sites on an area of the road network. This was the case in the following instances, where it was considered that:

5.22.1 All sites along Shenley Road and Elstree Way contributed towards the acceleration of damage to the road network and added to congestion in Borehamwood Town Centre.

5.22.2 All sites around the Allum Lane / Shenley Road / Station Road / Theobald Street junction contributed towards those impacts in Borehamwood Town Centre already discussed in paragraph 5.22.1. Additionally, these sites added to congestion around the aforementioned junction, which was seen as a problem area on the network.

5.22.3 All sites along Aldenham Road / Vale Road / Highfield Road / Chalk Hill / Three Valleys Way added to the volume of traffic using the Bushey Arches gyratory, which was seen as another problem area on the network.

5.22.4 As with sites in Borehamwood Town Centre, all sites within Potters Bar Town Centre – Darkes Lane and High Street – contributed to the acceleration of damage to the local road network and added to congestion.

- 5.23 Though, notwithstanding the points in paragraphs 5.22.1-5.22.2 and 5.22.4, it was felt that the aforementioned Borehamwood and Potters Bar sites were still in the most appropriate locations. This was because such town centre locations are highly accessible and therefore suitable for B-class, and some physically similar Sui Generis, uses. With regards to the aforementioned Bushey sites, it was felt that any development at the sites under discussion would lead to similar problems on the Bushey Arches gyratory.
- 5.24 It must be noted that Hertfordshire Highways Officers made all of the above comments without carrying out specific studies or site visits; as such, all observations are anecdotal.
- 5.25 Also it should be noted that road accident data was not used. Officers at Hertfordshire Highways advised Hertsmere Officers that this data would not be useful when assessing the sites under discussion. Although there were cases where Officers at Hertfordshire Highways considered roads used for access to or egress from a site to have poor visibility, there were no instances where it was considered that a site and / or traffic generated by a site was the cause of accidents on the road

Environmental Health consultation

- 5.26 Hertsmere's Environmental Health department were given a list of all sites being considered for allocation as Local Significant Employment Sites and asked to check this list against any complaints that they had received. Those complaints searched included noise, odour and complaints relating to businesses operating outside of their licensed hours.
- 5.27 Very few sites had any complaints logged against them, and of these complaints the vast majority were with regards to noise. The one complaint that did not relate to noise concerned fly tipping at Theobald Court at Theobald Court & adjoining sites in Borehamwood. A full list of sites that had complaints logged against them is to be found in text box 15.

Text box 15 – Sites that were found to have Environmental Health complaints logged against them

- Borehamwood Enterprise Centre & adjoining sites, Theobald Street, Borehamwood, WD6
- Theobald Court & adjoining sites, Theobald Street, Borehamwood, WD6
- Elstree Aerodrome, Hogg Lane, Elstree, WD6

5.28 Of the three sites not discarded after the initial search stage against which complaints had been logged, only one had complaints logged against it that related directly to any commercial activity. Complaints logged against Elstree Aerodrome were related to aircraft noise, something that is closely related to commercial activity on the site. However, at Borehamwood Enterprise Centre & adjoining sites and Theobald Court & adjoining sites, both in Borehamwood, complaints related to noise from the construction of premises, fly tipping, and noise most likely caused by trespassers using the car park. None of these things can be said to relate to commercial activity on these two sites.

5.29 It is unsurprising that very few complaints have been logged against those sites under consideration, due to a number of the sites being removed from residential areas. Also, with regards to those sites that were not removed from residential areas, most businesses operate during the daytime when many people are away from home and are not likely to be disturbed.

5.30 Complaints were taken into consideration in the overall assessment of the impact of sites on the environment, which is discussed in paragraphs 5.18.10-5.18.11.

Overall assessment process

5.31 Finally, with regards to all assessment results, it should be stated that deciding on the sites that should be recommended was a balancing process. Consequentially, a poor performance in one area of the assessment process would not necessarily rule out a site if it were to perform well in other areas.

6.0 Conclusions and Recommendations

- 6.1 The Local Significant Employment Sites LDF supporting study examined all sites in the Borough that were: B-class, or physically similar Sui Generis; outside of existing Employment Areas and the Centennial Park Key Employment Site; and 0.25 hectares or above in size. The aim of this was to determine which of these could be recommended for allocation as Local Significant Employment Sites in order to help maintain an adequate stock of employment land in the Borough.
- 6.2 More than half of the sites that meet the initial criteria were unsuitable due to being: configured for a specialist use; only suitable for larger businesses; subject to outstanding planning permission for a change of use; or protected / promoted by another policy. This was established by looking at those businesses occupying a site, the planning history of a site and any relevant policies.
- 6.3 Of those remaining sites that were not discarded at an earlier stage, it was found that most were unsuitable. In order to establish this a series of different assessments were undertaken, including consultation with various stakeholders, site visits and desktop studies. These assessments looked at: physical condition and visual amenity; the suitability of infrastructure for vehicular access and approximate number of car parking spaces; the overall impact of a site on the road network; vacancy levels; policy designations and other constraints, such as flood risk; the suitability of a sites relationship with neighbouring uses; the accessibility of a site, both from the road network and public transport; and the impact of a site on the environment. Sites were ruled out for performing very poorly in one or two of the assessments, poorly across two or three of the assessments or for performing consistently averagely / poorly across the majority of assessments. Text box 16 lists all such sites.

Text box 16 – *Sites that were found to be unsuitable in the later stages of assessment*

- Aldenham Depot, Oakridge Lane, Aldenham, WD25
- The White House Commercial Centre, White House Road, Bentley Heath, EN5
- Glenhaven Avenue Commercial Estate & adjoining site, Glenhaven Avenue / Theobald Street, Borehamwood, WD6

(Continued on next page)

(Text box 16continued)

- Station Road sites, Station Road, Borehamwood, WD6
- Folia Europe, Well End Road, Borehamwood, WD6
- Cantillon Haulage & adjoining site, Elton Way, Bushey, WD25
- Highfield Road / Vale Road sites, Highfield Road / Vale Road, Bushey, WD23
- Melbourne Road sites, Melbourne Road, Bushey, WD23
- Haydon Dell Farm, Merry Hill Road, Bushey, WD2
- Rossway Farm, Rossway Drive, Bushey, WD23
- Walton Road Industrial Estate, Walton Road, Bushey, WD23
- Allum Lane sites, Allum Lane, Elstree, WD6
- Elstree Aerodrome, Hogg Lane, Elstree, WD6
- The Meadows, Blanche Lane, South Mimms, EN6

6.4 However there were a number of sites that performed well across the entire assessment, when all elements were weighed against each other and balanced appropriately. Therefore, on the basis of the findings of the Local Significant Employment Sites LDF supporting study, it is recommended that seven sites be allocated as Local Significant Employment Sites in Hertsmere in the Borough's forthcoming *Site Allocations* DPD. These sites would total approximately 6 hectares of newly protected employment land. Please see appendix F for maps of these seven sites.

Recommendation 1 – Wrotham Business Park

6.5 It is recommended that Wrotham Business Park, which is approximately 0.83 hectares in size, be allocated as a Local Significant Employment Site.

6.6 This site was found to offer 24 small, self-contained, B1(a) office units – ranging from 44 to 405 square meters in size. These were found to provide accommodation for small businesses, which in turn provided employment for Hertsmere residents. The site was commendable for its high quality and sensitively designed building stock, and its overall excellent condition; this ensured that, although in an area designated as a Historic Park and Gardens and as part of the Green Belt, the site had no negative impact on visual amenity. Also, the site was found to be well connected to the road network and have a good provision of car parking spaces, whilst being reasonably accessible by bus along a route running from New Barnet to St. Albans.

6.7 Any vacancies found at this site were considered to be due to its recent completion, as opposed to any lack of commercial viability.

Recommendation 2 – Borehamwood Enterprise Centre & adjoining sites

- 6.8 It is recommended that Borehamwood Enterprise Centre & adjoining sites, which are approximately 1.91 hectares in size, be allocated as a Local Significant Employment Site.
- 6.9 This site was found to have a good variety of different B-class accommodation types, including office, industrial and warehouse space (B1 / B2 / B8). Most of these uses are associated with lower-level skills. Borehamwood Enterprise Centre itself was found to contain a mix of B-class accommodation types across five units; whilst NNC House, Galleo House Link House, Redemption House, Sigma House, Gerrard House and Imajea House offered the same kind of mix; and Kinetic Business Centre gave businesses access to flexible serviced B1(a) office space. All units at this site were found to be of a suitable size for small businesses and the businesses themselves were found to offer employment to the local workforce.
- 6.10 Aside from the presence of business uses associated with lower-level skills, this site was most commendable for the fact that it was found to be very accessible by public transport, being only a short walk from Elstree & Borehamwood rail station. The physical condition and impact on visual amenity of the buildings on this site varied, though all buildings were considered at least acceptable in this respect.

Recommendation 3 – Theobald Court & adjoining site

- 6.11 It is recommended that Theobald Court & adjoining site, which is approximately 0.38 hectares in size, be allocated as a Local Significant Employment Site. The adjoining site would be 27A-29 Theobald Street; 31-33 Theobald Street should not be allocated due to a current application (TP/08/0333) for change of use to D1, and the site's recent historical use as a local synagogue.
- 6.12 This site would ideally be allocated as part of the same Local Significant Employment Site as Borehamwood Enterprise Centre & adjoining sites, both

being close to each other along Theobald Street. However, the two sites are split by a row of terrace houses and a social club.

- 6.13 Notwithstanding this, the site should be seen as a satellite to Borehamwood Enterprise Centre & adjoining sites – having been found to offer more small B1(a) units at Theobald Court itself and some other B-class accommodation at 27A-29 Theobald Street. As with the other site along Theobald Street, this site was found to be very well located in relation to public transport and acceptable overall in terms of physical condition and impact on visual amenity, though 27A-29 was found to be much weaker in terms of physical condition than Theobald Court.

Recommendation 4 – Lismirrane Industrial Park

- 6.14 It is recommended that Lismirrane Industrial Park, which is approximately 1.06 hectares in size, be allocated as a Local Significant Employment Site.
- 6.15 This site was found to offer six B1 / B8 units suitable for small businesses, particularly those that have a storage and distribution element to their activities. The site was also found to have very good access to major roads, with Elstree Road being a main distributor road and leading onto the A41. Moreover, several bus routes run along Elstree Road, mostly terminating in either Borehamwood / Bushey or Watford, making the site accessible by public transport despite being outside of an accessibility zone. In addition to this, the site was in a good condition and had an acceptable impact on visual amenity – despite being in the Green Belt, the large units were suitable within the context of other nearby buildings.
- 6.16 It should also be noted that the site adjoining Lismirrane Industrial Park, The Waterfront, was neither considered suitable for allocation as a Local Significant Employment Site – owing to the size of the units on site – nor currently allocated as part of the Centennial Park Key Employment Site, which it also adjoins. The Waterfront is a modern office park with large units, and similar to Centennial Park in some respects. Therefore, it may be appropriate to consider a review of the boundary of the Centennial Park Key Employment Site; and, as a part of this, consider protecting The Waterfront under the Key Employment Site allocation. This would be providing that some

kind of access could be established between The Waterfront and Centennial Park.

Recommendation 5 – Hollies Way Business Park

- 6.17 It is recommended that Hollies Way Business Park, which is approximately 0.51 hectares in size, be allocated as a Local Significant Employment Site.
- 6.18 The site, like Borehamwood Enterprise Centre & adjoining sites, was found to offer a variety of different B-uses, including office, industrial and warehouse space (B1 / B2 / B8), most of which are associated with lower-level skills. This variety of uses was accommodated across 5 units, all of which were of an appropriate size to accommodate small businesses. In addition to this, the site was acceptable in terms of its condition and impact on visual amenity. The site is on High Street, which is a main distributor road, and accessible from public transport – a number of bus routes run along High Street and link the site to Borehamwood / South Mimms, Hatfield, New Barnet, St. Albans and Waltham Cross.
- 6.19 Space for parking, servicing and deliveries on the site was found to be limited, however the presence of Controlled Parking Zones on the High Street and nearby roads means that there is little opportunity for overspill of these activities onto the surrounding streets. Site visits confirmed this and allowed Hertsmere Officers to see that those businesses on site made use of this limited space, without recourse to on-street parking.

Recommendation 6 – Beaumont Gate

- 6.20 It is recommended that Beaumont Gate, which is approximately 0.48 hectares in size, be allocated as a Local Significant Employment Site.
- 6.21 This site was found to consist of 13 small, self-contained B1 (a) office units. The excellent level of response to the owner / occupier survey from businesses located at this site demonstrated that these units were used to accommodate businesses with 10 or fewer employees, in units with 500 metres or less floor space. The site was also found to be of a good quality, being in a good condition and having minimal impact on visual amenity; and

the nature of activities taking place at the site were such that there was minimal conflict with neighbouring land uses, despite a close relationship. Moreover, good transport links were available, with Radlett rail station a short walk away. This service is frequent and connects Beaumont Gate to Borehamwood, St. Albans and London.

Recommendation 7 – Farm Close sites

- 6.22 It is recommended that Farm Close sites, which are approximately 0.75 hectares in size, be allocated as a Local Significant Employment Site.
- 6.23 The site was found to offer eight B1(a) office units, which have been shown to be suitable for small businesses with low floor space requirements. The site was also notable for its excellent physical condition and sensitively designed building stock, which ensured that it did not have any negative impact on visual amenity and openness in the Green Belt. Vehicular access, via a private road, was direct from Shenleybury, which is a secondary distributor road. The site was also found to be reasonably accessible from public transport as two bus routes run along Shenleybury, both terminating at Borehamwood / Watford and Hatfield.

Recommendation 8 – Interim protection

- 6.24 Finally, it is also recommended that all of the seven sites be given immediate protection from redevelopment for non-B uses; and that, as such, the Council approve the first seven recommendations made in this document for interim development control use.

Appendix A: Stakeholder consultation

The following organisations and agencies were consulted in relation to the local significant employment sites LDF supporting study:

- Aldenham Parish Council;
- Business Link Hertfordshire;
- Community Development Agency for Hertfordshire;
- East of England Development Agency;
- Elstree and Borehamwood Town Council;
- Exemplas (Realising Potential);
- Hertfordshire Business Independent;
- Hertfordshire Community Foundation;
- Hertfordshire Prosperity (Sub-Regional Economic Partnership for Hertfordshire);
- Hertsmere Chamber of Trade;
- Hertsmere Community Partnership;
- Potters Bar in Focus;
- The Prince's Trust Hertfordshire;
- Ridge Parish Council;
- Shenley Parish Council;
- South West Herts Business Partnership;
- Young Enterprise Hertfordshire;
- Watford and West Herts Chamber of Commerce and Industry; and
- Wenta (Local Enterprise Agency for Hertfordshire and Bedfordshire)

Appendix B: Business questionnaire

Hertsmere Borough Council

Local Significant Employment Sites: Business Questionnaire



We are hoping to build up a picture of the business community in Hertsmere in order to help us with our future planning priorities. Please help us by filling out this survey and returning it to us by 11 January 2008. It should take you no more than five minutes to complete. If you have any questions about the survey please contact Philip Bentley (Planning Policy Officer) on (020) 8207 7528 or philip.bentley@hertsmere.gov.uk.

1. What is your business address?

Address: _____

 Postcode: _____

2. What is the name of your business?

3. What is the nature of your business? tick **one** answer

- Industrial Retail
 Warehouse Office
 Other specify: _____

4. How many staff are employed on this site?
 tick **one** answer

- Less than 5 5-10
 11-20 21-40
 More than 40

5. Where do the majority of your staff live?
 tick **all that apply**

- Borehamwood Potters Bar
 Bushey Radlett
 Shenley Watford
 North London Other

6. If you do not own your own premises, approximately how much rent do you pay on the premises each month? tick **one** answer

- Less than £500 £500-1,000
 £1,001-1,500 £1,501-2,000
 £2,001-3,000 £3,001-4,000
 £4,001-5,000 More than £5,000

7. What is the approximate floor space of your premises (in square metres)? tick **one** answer

- Less than 100 100-250
 251-500 501-1,000
 1,001-2,000 2,001-3,000
 More than 3,000

8. How many car parking spaces are on this site?
 tick **one** answer

- Less than 10 10-30
 31-50 51-100
 More than 100

9. How would you rate the suitability of this site for your business requirements? tick **one** answer

- Very poor Poor
 Adequate Good
 Very good

10. If you rate this site as unsuitable, why do you find it to be unsuitable for your business requirements?
 tick **all that apply**

- Poor Access
 Old/Poor quality building
 Lack of parking spaces
 Poor access to public transport
 Too small
 Too large
 Too close to nearby residential properties
 Too expensive
 Other

If other please specify: _____

Please return this survey in the pre-paid envelope, or if you have mislaid the envelope please phone (020) 8207 2277 to obtain another. No stamp is required.

Hertsmere Borough Council
 Civic Offices
 Elstree Way
 Borehamwood
 WD6 1WA

Thank you for completing our survey.



The information you provide will only be used to help formulate planning policy and will not be shared with anyone outside the authority. Information will be used in a way that will not identify any specific information from any specific company.

Your information will not be used for any other purpose than described. For further information about data protection issues please contact the Information Officer on 020 8207 2277.

Appendix C: Assessment matrix

Question	1	2	3	4	5
What is the condition of the site?	The building(s) and grounds are in a state of disrepair, untidy and unclean. The site detracts from the surrounding area.	The building(s) and grounds are untidy and unclean, but do not detract from the surrounding area.	The condition of building(s) and grounds is acceptable.	The building(s) and grounds are clean and tidy, and in good repair.	The building(s) and grounds are immaculately clean and tidy, and in very good repair. The site adds to the attraction of the surrounding area.
How suitable is the site for business requirements? (Rated by owners / occupiers)	Very Poor.	Poor.	Adequate.	Good.	Very Good.
What is the visual impact of the site?	The building(s) has a negative affect on the surrounding amenity in terms design, layout and / or materials used.	The building(s) is inappropriate in terms of character and / or scale.	The impact of the building(s) is acceptable, but unremarkable.	The building(s) respects the character and scale of the area.	The building(s) adds to the surrounding amenity in terms of design, layout and / or materials used.
What appears to be the impact on the road network and other users?	There is a negative impact: the site causes considerable overspill on-street parking; has unsuitable access for HGVs; has very little space for servicing and deliveries; there is evidence of long-term physical damage to the road; and / or an inappropriate level of traffic is likely to be generated on unsuitable areas of the road network.	There is some negative impact: the site causes overspill on-street parking; parking includes informal / unauthorised arrangements; the site has little space for servicing and deliveries; and / or an inappropriate level of traffic is likely to be generated on unsuitable areas of the road network.	There is an acceptable level of impact: parking demand met within the site but may include informal / unauthorised parking; the site has sufficient space for servicing and deliveries; and the level of traffic likely to be generated is suitable for the capacity of the road network.	There is no significant level of impact: parking demand is met through allocated spaces; the site has sufficient space for servicing and deliveries; and the level of traffic likely to be generated is below the capacity of the road network.	There is some positive impact: parking demand is met through allocated spaces; the site has sufficient space for servicing and deliveries; there have been road improvements completed in connection with the site; and / or the level of traffic likely to be generated is below the capacity of the road network.

<p>How easy is the site to access using public transport?</p>	<p>The site is outside of a non-residential accessibility zone (as defined in the draft Parking Standards SPD), and there is no serviced bus stop within a 400m walk of the site entrance.</p>	<p>The site is outside of a non-residential accessibility zone (as defined in the draft Parking Standards SPD), but there is a serviced bus stop within a 400m walk of the site entrance.</p>	<p>The site is within zones 3 or 4 of a non-residential accessibility zone (as defined in the draft Parking Standards SPD).</p>	<p>The site is within zone 2 of a non-residential accessibility zone (as defined in the draft Parking Standards SPD).</p>	<p>The site is within zone 1 of a non-residential accessibility zone (as defined in the draft Parking Standards SPD).</p>
<p>How suitable is the relationship with adjoining land uses?</p>	<p>The site immediately adjoins potentially incompatible land uses such as residential or retail; and / or access is through residential streets – there is evidence or a history of serious problems caused by the aforementioned relationship.</p>	<p>The site immediately adjoins potentially incompatible land uses such as residential or retail; and / or access is from a road with a suitable capacity – there is evidence and / or history of some problems caused by the aforementioned relationship.</p>	<p>The site immediately adjoins or is close to potentially incompatible land uses such as residential or retail; and / or access is through residential streets – but there is no evidence and / or history of problems caused by the aforementioned relationship.</p>	<p>The site is removed from potentially incompatible land uses such as residential or retail; and / or access is from a road with a suitable capacity.</p>	<p>The site adjoins similar land uses and / or is far removed from incompatible uses such as residential or retail; and access is from a road with a suitable capacity.</p>
<p>What is the environmental impact?</p>	<p>The site has a serious history of environmental health complaints; it may or may not be situated on land with environmental constraints.</p>	<p>The site has a history of environmental health complaints; it may or may not be situated on land with environmental constraints.</p>	<p>The site has a history of environmental health complaints that are unrelated to the commercial activities that take place there; it may or may not be situated on land with environmental constraints.</p>	<p>The site does not have a history of environmental health complaints, but is situated on land with environmental constraints.</p>	<p>The site does not have a history of environmental health complaints and is not situated on land with environmental constraints.</p>

Appendix D: Site assessments

The following entries are ordered alphabetically, first by town and then by street.

(Please see the assessment matrix – in appendix C – for information relating to the rating of sites where the assessment sheet states that a site is scored on a scale of 1-5, e.g. condition or visual impact.)

Aldenham Depot	
<i>Oakridge Lane, Aldenham, WD25</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	11/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.26 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	1
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment: the site is on a private road
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Poor
Comments:	Not suitable: the site is very poorly located in relation to public transport, with poor access by motorised vehicle and is very poorly maintained and injurious to amenity; also, there is just one business.
Was site discarded after initial searches?	No

Blackbird Sewage Works	
<i>Oakridge Lane, Aldenham, WD25</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	1
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	Fewer than 10
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment: few vehicles go to and from this site
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Poor

Comments:	Not suitable: the site is currently used by a large single occupier, and is only suitable for this specialist use; also, it is poorly located in relation to public transport and injurious to amenity.
Was site discarded after initial searches?	Yes

Wrotham Business Park	
<i>Wrotham Park, Barnet, EN5</i>	
Number of known businesses / units at site:	24
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	3
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: approximately 0.83 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Pre-1900s (restored)
Condition of the site (1-5):	5
Visual impact of the site (1-5):	5
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	No: 1 car parking space per 24 square metres of B1(a) space
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	5
Highways Comment:	The site has good access from a principle road; measures to ensure road safety – for example, rumble strips – were included when the current premises were developed
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt / Historic Parks and Gardens / three buildings Grade II Statutorily Listed
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Suitable: the site is poorly located in relation to public transport, but this is mitigated by the overall high quality of the site, good accessibility by motorised vehicle and the quantity of provision for small businesses
Was site discarded after initial searches?	No

The White House Commercial Centre	
<i>White House Road, Bentley Heath, EN5</i>	
Number of known businesses / units at site:	27
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	25/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.71 hectares
Current use class:	B1 / B2 / B8
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Did the site appear vacant / to have been marketed for a long time?	No
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No comment
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Poor

Comments:	Not suitable: the site is poorly located in relation to public transport, in a very poor condition and injurious to amenity; though, it does provide for small business
Was site discarded after initial searches?	No

BBC Elstree Centre	
<i>Clarendon Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 6.41 hectares
Current use class:	B1
Is there permission for a change of use / any other relevant planning history?	Yes: representations were made during the LDF process for residential redevelopment
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: several buildings / structures included on the List of Locally Important Buildings in Hertsmere / Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average
Comments:	Not suitable: notwithstanding representations made during the LDF process, the site may be promoted / protected under a separate policy; also, it is currently used by a large single occupier, and is only suitable for this specialist use
Was site discarded after initial searches?	Yes

Imperial Place	
<i>Elstree Way, Borehamwood, WD6</i>	
Number of known businesses / units at site:	8
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	3
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 2.29 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No: but Regus does provide some serviced office accommodation at this site
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	No: 1 space per 25 square metres
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a number of large occupiers –there is some scope for small businesses in Regus serviced offices
Was site discarded after initial searches?	Yes

Civic Offices	
<i>Elstree Way, Borehamwood, WD6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	Not applicable
Is site over 0.25 hectares in size?	Yes: approximately 0.84 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a large occupier
Was site discarded after initial searches?	Yes

12 (William Sutton)	
<i>Elstree Way, Borehamwood, WD6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.28 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a single, large occupier
Was site discarded after initial searches?	Yes

Glenhaven Avenue Commercial Estate & adjoining site – (26-30, Theobald Street)	
<i>Glenhaven Avenue / Theobald Street, Borehamwood, WD6</i>	
Number of known businesses / units at site:	14
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: approximately 0.49 hectares
Current use class:	B1 / B2 / B8
Is there permission for a change of use / any other relevant planning history?	Yes: partial – redevelopment of 18 Glenhaven Avenue for residential use (TP/07/1024) and permission for redevelopment of 19 Glenhaven Avenue for residential use (TP/08/0700)
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	1
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	1
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	1
Highways Comment:	Physical damage is caused to the road surface of Glenhaven Avenue by commercial vehicles; it is not considered ideal to have access to such commercial activities along a residential road
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres

Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Poor
Comments:	Not suitable: the site is injurious to amenity and local environmental quality, and has an unsuitable relationship with adjoining land and a negative impact on the road network; and there is a recent move toward residential redevelopment. Though, it does provide for small business
Was site discarded after initial searches?	No

National Westminster House & adjoining sites – (Isopad House / Hertsmere House) <i>Shenley Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.63 hectares
Current use class:	B1 / D1
Is there permission for a change of use / any other relevant planning history?	Yes: partial – permission for flexible B1 / D1 use at Isopad House (TP/06/0230)
Age of the site:	Post-1970s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	Not known
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies and ongoing marketing at Isopad House and Hertsmere House
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: there are concerns over the number of vacancies and that the site is configured for large office spaces rather than specifically for small business requirements
Was site discarded after initial searches?	Yes

Elstree Film & Television Studios	
<i>Shenley Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	18
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 5.46 hectares
Current use class:	B1
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.1 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: two buildings included on the List of Locally Important Buildings in Hertsmere / Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: despite the site being found to provide accommodation for small businesses, it may be promoted / protected under a separate policy
Was site discarded after initial searches?	Yes

Delivery Office & adjoining sites – (Borehamwood Telephone Exchange / Borehamwood Sorting Office) <i>Shenley Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	3
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.45 hectares
Current use class:	B1 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraphs 5.22.1-5.22.2 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: one building included on the List of Locally Important Buildings in Hertsmere / Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is currently used by several large occupants, one of which requires specialist accommodation – though the site is generally acceptable
Was site discarded after initial searches?	Yes

Station Road sites – (Gasworks / H N H Timber / Prestige House / Unit 4 Autos) <i>Station Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	5
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.78 hectares
Current use class:	B1 / B2 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	Yes: partial – permission for redevelopment of H N H Timber for residential use (TP/07/2194)
Age of the site:	Mix of ages
Condition of the site (1-5):	2
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	1
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	2
Highways Comment:	No individual comment: see paragraph 5.22.2 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: several buildings / structures included on the List of Locally Important Buildings in Hertsmere / Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Good / average
Comments:	Not suitable: the site accommodates a variety of different business uses, but in general it is in a poor condition, injurious to amenity and has a damaging relationship with neighbouring land uses; also there is a considerable overspill of parking onto Station Road.
Was site discarded after initial searches?	No

Borehamwood Enterprise Centre & adjoining sites – (The Kinetic Business Centre / NNC House / Galleo House / Link House / Redemption House / Sigma House / Gerrard House / Imajea House) <i>Theobald Street, Borehamwood, WD6</i>	
Number of known businesses / units at site:	18
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.91 hectares
Current use class:	B1 / B2 / B8
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.2 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	Yes, with regards to Borehamwood Enterprise Centre: 3/12/1999 - Contractors working early hours
Overall impact on the environment (1-5):	3
Rating in CHELR:	Good
Comments:	Suitable: the site accommodates a variety of different business uses and makes a good level of provision for small, local businesses, including those associated with lower-level skills. The site is in a reasonably good condition and very well located. The Environmental Health complaints registered against the site are not related to any commercial activity
Was site discarded after initial searches?	No

Theobald Court & adjoining sites – (27A-29 Theobald Street / 31-33 Theobald Street) <i>Theobald Street, Borehamwood, WD6</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.38 hectares
Current use class:	B1 / D1
Is there permission for a change of use / any other relevant planning history?	Yes: partial – temporary change of use to D1 for 31-33 Theobald Street, lasting until December 2004 (TP/02/0889) and current application for permanent change of use to D1 for 31-33 Theobald Street (TP/08/0333)
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	4
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.2 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: one building included on the List of Locally Important Buildings in Hertsmere / Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

<p>Is there a history of complaints to the Council's Environmental Health department concerning the site?</p>	<p>Yes, with regards to Theobald Court: 15/01/03 – Cars screeching in underground car park 15/01/07 – Car noise and loud music from underground car park 13/08/07 – Fly tipping 11/12/07 – Car alarm</p>
<p>Overall impact on the environment (1-5):</p>	<p>3</p>
<p>Rating in CHELR:</p>	<p>Good</p>
<p>Comments:</p>	<p>Suitable: the site is very well located, In a reasonably good condition and makes provision for small, local businesses. The Environmental Health complaints registered against the site are not related to any commercial activity. Theobald Court and 27A-29 Theobald Street could be allocated as a Local Significant Employment Area</p>
<p>Was site discarded after initial searches?</p>	<p>No</p>

Folia Europe	
<i>Well End Road, Borehamwood, WD6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	12/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.25 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	4
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Not applicable

Comments:	Not suitable: the site is very poorly located in relation to public transport; also, there is just one business.
Was site discarded after initial searches?	No

Europecar House	
<i>Aldenham Road, Bushey, WD23</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.41 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.3 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Average
Comments:	Not suitable: the site is currently used by a large occupier
Was site discarded after initial searches?	Yes

VW Garage	
<i>Chalk Hill, Bushey, WD1</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.26 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	1
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	2
Highways Comment:	There is an overspill of car parking onto the street because of this site; also Heavy Goods Vehicles (HGVs) stop on Vale Road, which is a residential road and not suited to this type of use
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: in Flood Zone 3b
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is currently used by a large occupier and has a negative impact on the road network and other road users
Was site discarded after initial searches?	Yes

Three Valleys Water Treatment Works	
<i>Clay Lane, Bushey, WD23</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Inter-war
Condition of the site (1-5):	4
Visual impact of the site (1-5):	5
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: main building included on the List of Locally Important Buildings in Hertsmere / Wildlife Sites / Urban Open Land Areas
Impact on bio-diversity / geo-diversity / the water environment:	Possible impact on bio-diversity
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	4
Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is currently used by a large occupier and is, in itself, a wildlife site
Was site discarded after initial searches?	Yes

Cantillon Haulage & adjoining site – (10, Elton Way) <i>Elton Way, Bushey, WD25</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes
Current use class:	B8 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Average
Comments:	Not suitable: the site is very poorly located in relation to public transport; also, there are just two businesses, only one of which is potentially a small business
Was site discarded after initial searches?	No

Elton House	
<i>Elton Way, Bushey, WD25</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.58 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-war
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	Access onto the A41 is poor and potentially problematic
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average

Comments:	Not suitable: the site is currently vacant and configured for large office spaces rather than specifically for small business requirements
Was site discarded after initial searches?	Yes

Greatham Road Industrial Estate	
<i>Greatham Road, Bushey, WD23</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.59 hectares
Current use class:	B8 / D2
Is there permission for a change of use / any other relevant planning history?	Yes: partial – change of use to D2 for Unit C (TP/07/0246)
Age of the site:	Post-war
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Did the site appear vacant / to have been marketed for a long time?	No
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	2
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	2
Highways Comment:	HGVs coming to and going from this site have accelerated physical damage to the local road network
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	Yes: in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Average
Comments:	Not suitable: the part of the site still in a B-class use is currently used by a large single occupier; it also has a negative impact on the road network and other road users, owing to HGVs coming to and going from the site
Was site discarded after initial searches?	Yes

Honda Garage	
<i>High Road, Bushey, WD23</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.36 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	2
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	2
Highways Comment:	There are major car parking problems associated with this site; also, especially on days when new cars are delivered, the Hertsmere Borough Council car park opposite the site is used to store cars
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	Yes: 23/11/05 – Noise from late night deliveries
Overall impact on the environment (1-5):	2
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a large occupier and has a negative impact on the road network and other road users
Was site discarded after initial searches?	Yes

Highfield Road / Vale Road sites – (32 / 34-38 / 42 / 46, Vale Road and Genesis House / Highfield House) <i>Highfield Road / Vale Road, Bushey, WD23</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: approximately 0.27 hectares
Current use class:	B1 / B2 / B8
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	2
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	2
Highways Comment:	These roads are residential and it is not ideal to have access to such commercial activities along a residential road; also vehicles mount / park on footways as sites are too compact for servicing, deliveries and adequate car parking
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	No
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average
Comments:	Not suitable: the site has a negative impact on the road network and other road users, considering that access is from a relatively small residential road
Was site discarded after initial searches?	No

Melbourne Road sites – (Herkomer House / Pearl House / Prestige House / Tryford House) <i>Melbourne Road, Bushey, WD23</i>	
Number of known businesses / units at site:	4
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.50 hectares
Current use class:	B1(a) / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	5
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: Herkomer House vacant
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: one building included on the List of Locally Important Buildings in Hertsmere / one building Grade II Statutorily Listed / Conservation Area
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average
Comments:	Not suitable: the site has a very limited number of small business units; also, the site is in a conservation area and features a Statutorily Listed building, which could cause complications should accommodation need modernisation
Was site discarded after initial searches?	No

Haydon Dell Farm	
<i>Merry Hill Road, Bushey, WD23</i>	
Number of known businesses / units at site:	7
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.94 hectares
Current use class:	B1 / B2
Is there permission for a change of use / any other relevant planning history?	Yes: current application for residential redevelopment (TP/08/1351)
Age of the site:	Mix of ages
Condition of the site (1-5):	2
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	The road used for access to and egress from the site – Merry Hill Road – is very narrow, and there is poor visibility when turning out onto this road from the site. There is a possibility of accidents
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt Safeguarded Housing Land
Impact on bio-diversity / geo-diversity / the water environment:	None known

Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is poorly located in relation to public transport and in a generally poor condition
Was site discarded after initial searches?	No

1 (N. C. Engineering)	
<i>Park Avenue, Bushey, WD23</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.32 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average

Comments:	Not suitable: the site is currently used by a large occupier
Was site discarded after initial searches?	Yes

Rossway Farm	
<i>Rossway Drive, Bushey, WD23</i>	
Number of known businesses / units at site:	14
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 3.95 hectares
Current use class:	B1 / B2 / B8 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	2
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	There is poor visibility when turning out onto Little Bushey Lane from the site. There is a possibility of accidents
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is poorly located in relation to public transport, in very poor condition and injurious to amenity; though, it does provide for small business
Was site discarded after initial searches?	No

Blackwell House	
<i>Three Valleys Way, Bushey, WD23</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 3.47 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	Yes: partial – part of the site was redeveloped for residential housing in the 1990s (TP/96/0475). Representations were made in the LDF process for further residential redevelopment
Age of the site:	Post-war
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.3 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: Estimated Housing Sites
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a large occupier and the majority of the site is likely to be used for residential housing
Was site discarded after initial searches?	Yes

Walton Road Industrial Estate	
<i>Walton Road, Bushey, WD23</i>	
Number of known businesses / units at site:	10
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	24/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.29 hectares
Current use class:	B1 / B2 / B8
Is there permission for a change of use / any other relevant planning history?	Yes: current application for residential redevelopment (TP/08/1197)
Age of the site:	Post-1970s
Condition of the site (1-5):	1
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	1
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	1
Highways Comment:	Roads used for access to and egress from the site are not suitable for the kind of traffic that is generated by the commercial activities on the estate – largely HGVs – and physical damage to the local road network is evidence of this; junctions around the area are also unsuitable. In addition to this there is a parking problem in the local area, which is exacerbated by commercial traffic gaining access to and egress from the site
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	No

Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average
Comments:	Not suitable: the relationship of the site with surrounding residential land uses is unsuitable, and it has a very negative impact on the road network and other road users, owing to HGVs coming to and going from the site via unsuitable roads. It is also in very poor condition and injurious to amenity
Was site discarded after initial searches?	No

Tyttenhanger Quarry	
<i>Coursers Road, Colney Heath, AL4</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	5
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	Not known
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	2
Highways Comment:	HGVs coming to and going from this site cause physical damage to Coursers Road
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: Green Belt / Wildlife Sites
Impact on bio-diversity / geo-diversity / the water environment:	Possible impact on bio-diversity
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	4

Rating in CHELR:	Average
Comments:	Not suitable: the site is currently used by a large single occupier, and is only suitable for this specialist use; also, poorly located in relation to public transport and injurious to amenity.
Was site discarded after initial searches?	Yes

Water Treatment site	
<i>Park Corner, Colney Heath, AL4</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: approximately 4.28 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	Fewer than 10
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Good

Comments:	Not suitable: the site is currently used by a large single occupier, and is only suitable for this specialist use; also, poorly located in relation to public transport.
Was site discarded after initial searches?	Yes

Allum Lane sites – (Station House / Bridge Works) <i>Allum Lane, Elstree, WD6</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	14/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.58 hectares
Current use class:	B1 / B2 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of Ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.2 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Average
Comments:	Not suitable: the site is in a very poor condition and injurious to amenity. Furthermore, it only provides a very limited level of accommodation for small businesses.
Was site discarded after initial searches?	No

Dagger Lane sites – (Bio Product Laboratory / Sewage Works) <i>Dagger Lane, Elstree, WD6</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	11/12/2007
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	B1 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of Ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt / Sites of Archaeological Interest
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by two large occupiers, and part is only suitable for specialist use; also, it is poorly located in relation to public transport.
Was site discarded after initial searches?	Yes

Lismirrane Industrial Park	
<i>Elstree Road, Elstree, WD6</i>	
Number of known businesses / units at site:	9
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	12/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.06 hectares
Current use class:	B1 / B8
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	5
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	5
Highways Comment:	No individual comment: see paragraph 5.21.2 of main report for comments on the area in which the site is located
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Suitable: the site is poorly located in relation to public transport and there is some negative impact on visual amenity, however this is mitigated by the good level of provision of accommodation for a variety of small business uses. Also, the site is in a reasonable condition
Was site discarded after initial searches?	No

The Waterfront	
<i>Elstree Road, Elstree, WD6</i>	
Number of known businesses / units at site:	4
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	12/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.90 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	5
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	5
Highways Comment:	No individual comment: see paragraph 5.21.2 of main report for comments on the area in which the site is located
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a number of large occupiers
Was site discarded after initial searches?	Yes

Elstree Aerodrome	
<i>Hogg Lane, Elstree, WD6</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	1
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Less than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	1
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	Yes: 15/03/00 – Aircraft noise 15/03/00 – Aircraft noise 31/08/00 – Aircraft noise 06/10/00 – Aircraft noise

	18/02/01 – Aircraft noise 18/02/01 – Aircraft noise 09/05/02 – Aircraft noise 13/08/04 – Aircraft noise 03/06/08 – Aircraft noise 16/03/08 – Aircraft noise 20/05/08 – Low flying aircraft noise
Overall impact on the environment (1-5):	1
Rating in CHELR:	Not applicable
Comments:	Not suitable: the site is poorly located in relation to public transport, poorly maintained and injurious to amenity
Was site discarded after initial searches?	No

Electricity Station	
<i>Hillfield Lane, Patchetts Green, WD25</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	1
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Not applicable

Comments:	Not suitable: the site is currently used by a large single occupier, and is only suitable for this specialist use; also, it is poorly located in relation to public transport. Though, it does provide for those small businesses connected to the aerodrome
Was site discarded after initial searches?	Yes

Metropolitan House	
<i>Darkes Lane, Potters Bar, EN6</i>	
Number of known businesses / units at site:	3
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.34 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-war
Condition of the site (1-5):	4
Visual impact of the site (1-5):	1
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.4 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	5
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a number of large occupiers; also, the site is injurious to amenity, owing to its scale and physical appearance in an area defined by two-storey buildings and domestic architecture
Was site discarded after initial searches?	Yes

Telephone Exchange	
<i>Hatfield Road, Potters Bar, EN6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.66 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Average

Comments:	Not suitable: the site is currently used by a large single occupier, and is only suitable for this specialist use
Was site discarded after initial searches?	Yes

Canada Life House & adjoining site – (Maple House) <i>High Street, Potters Bar, EN6</i>	
Number of known businesses / units at site:	14
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.44 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Not known
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.4 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used mainly by a number of large occupiers and has some negative impact on visual amenity; though there is some scope for small businesses in Regus serviced offices
Was site discarded after initial searches?	Yes

Key Point & adjoining site – (Abbey House) <i>High Street, Potters Bar, EN6</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.43 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	3
Highways Comment:	No individual comment: see paragraph 5.22.4 of main report for comments on the general area in which the site is located
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Town and District Centres
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by large occupiers
Was site discarded after initial searches?	Yes

Metroline Bus Garage	
<i>High Street, Potters Bar, EN6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.17 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-war
Condition of the site (1-5):	2
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	2
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	2
Highways Comment:	The environmental impact caused by vehicles using this site on its surrounding area may be damaging
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a large single occupier. Also, the site is injurious to visual amenity and has a negative impact on the road network and other road users
Was site discarded after initial searches?	Yes

Hollies Way Business Park	
<i>Hollies Way, Potters Bar, EN6</i>	
Number of known businesses / units at site:	5
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.51 hectares
Current use class:	B1 / B2 / B8 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	3
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	31-50
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	2
Highways Comment:	No comment
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	No
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Good

Comments:	Suitable: the site has some negative impact on the road network and other road users due to a lack of space for servicing, deliveries and car parking, however this is mitigated by the good level of provision of accommodation for small, local businesses, including those associated with lower-level skills. Also, the site is in a reasonable condition
Was site discarded after initial searches?	No

Orchard House & adjoining sites – (Sterling House / Warehouse / Garage) <i>Mutton Lane, Potters Bar, EN6</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	23/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.48 hectares
Current use class:	B1(a) / B2/ B8 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-war
Condition of the site (1-5):	4
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Not known
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	Yes: some vacancies
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	4
Is the site at risk of flooding?	No
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Average
Comments:	Not suitable: there are concerns over the negative impact of the site on visual amenity and that the most site is configured for large office spaces rather than specifically for small business requirements
Was site discarded after initial searches?	Yes

The Fruit Farm	
<i>Common Lane, Radlett, WD7</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	25/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.91 hectares
Current use class:	Not known
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-war
Condition of the site (1-5):	2
Visual impact of the site (1-5):	3
Are there small business units?	Not known
How many small business units are there on site?	Not known
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Not known
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	Narrow lanes – such as Common Lane – are not suitable for commercial use
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Not known
Comments:	Not suitable: there is no good evidence of this site being used for small, local business purposes; also, the site is very poorly located in relation to public transport and in a poor condition
Was site discarded after initial searches?	Yes

Beaumont Gate	
<i>Beaumont Gate, Radlett, WD7</i>	
Number of known businesses / units at site:	13
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	9
Date of site visit:	11/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.48 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1970s
Condition of the site (1-5):	4
Visual impact of the site (1-5):	4
Are there small business units?	Yes
How many small business units are there on site?	10 or more
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	There is poor visibility coming out from the site on to Shenley Hill
Ease of access using public transport (1-5):	3
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	No
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Not known
Comments:	Suitable: overall the site is of a high quality, with a good quantity of provision for small businesses and a good location in relation to public transport, being adjacent to Radlett Rail Station
Was site discarded after initial searches?	No

Brickfields	
<i>Watling Street, Radlett, WD7</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	0
Date of site visit:	12/12/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.55 hectares
Current use class:	Not known
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	Not known
How many small business units are there on site?	Not known
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	Yes
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	Fewer than 10
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment: the site is on a private road
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Poor

Comments:	Not suitable: there is no evidence of this site being used for small, local business purposes; also, the site is very poorly located in relation to public transport and with poor access by motorised vehicle
Was site discarded after initial searches?	Yes

Bridgefoot House	
<i>Watling Street, Radlett, WD7</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	25/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 1.04 hectares
Current use class:	B1
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Post-1990s
Condition of the site (1-5):	5
Visual impact of the site (1-5):	3
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away, but not immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	Yes: 12/06/01 – Complaint about noise at odd hours 15/07/08 – Drilling early in morning 15/07/08 – Noise complaint 15/07/08 – Noise from site

Overall impact on the environment (1-5):	2
Rating in CHELR:	Average
Comments:	Not suitable: the site is currently used by a large single occupier; also, it is poorly located in relation to public transport
Was site discarded after initial searches?	Yes

Southridge Animal Centre	
<i>Packhorse Lane, Ridge, EN6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	19/03/2008
Is site over 0.25 hectares in size?	Yes: approximately 5.51 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	4
Visual impact of the site (1-5):	4
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	5
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	Narrow lanes – such as Packhorse Lane – are not suitable for commercial use
Ease of access using public transport (1-5):	1
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt / Landscape Character Conservation Areas
Impact on bio-diversity / geo-diversity / the water environment:	Possible impact on geo-diversity
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	4

Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a large single occupier; also, it is very poorly located in relation to public transport
Was site discarded after initial searches?	Yes

Farm Close sites – (Chestnut House / Hertford House) <i>Farm Close, Shenley, WD7</i>	
Number of known businesses / units at site:	8
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	2
Date of site visit:	25/10/2008
Is site over 0.25 hectares in size?	Yes: approximately 0.75 hectares
Current use class:	B1(a)
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Pre-1900s (restored)
Condition of the site (1-5):	5
Visual impact of the site (1-5):	4
Are there small business units?	Yes
How many small business units are there on site?	Between 5 and 9
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	51-100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment: the site is on a private road
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt / Sites of Archaeological Interest
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Good
Comments:	Suitable: the site is poorly located in relation to public transport, but this is mitigated by the overall high quality of the site, good accessibility by motorised vehicle and the quantity of provision for small businesses
Was site discarded after initial searches?	No

BP Service Station Area	
<i>Bignalls Corner, South Mimms, EN6</i>	
Number of known businesses / units at site:	6
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	25/10/2007
Is site over 0.25 hectares in size?	Yes: more than 10 hectares
Current use class:	B1 / B2 / B8 / Sui Generis
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	3
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Immediately adjoining
Suitability of the overall relationship with adjoining land uses (1-5):	3
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	Yes
Impact on the road network and other road users (1-5):	4
Highways Comment:	Physical damage to the local road network is exacerbated by traffic generated by commercial premises on this site
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	Yes: partially in Flood Zone 3b / 3a / 2
Are there any policy designations on the site?	Yes: Green Belt / South Mimms SPA / Countryside Gateway Sites
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No

Overall impact on the environment (1-5):	5
Rating in CHELR:	Good
Comments:	Not suitable: the site is currently used by a number of large occupiers; also, it is poorly located in relation to public transport
Was site discarded after initial searches?	Yes

N I B S C & adjoining site – (Clare Hall Laboratories) <i>Blanche Lane, South Mimms, EN6</i>	
Number of known businesses / units at site:	2
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	27/06/08
Is site over 0.25 hectares in size?	Yes: approximately 9.92 hectares
Current use class:	B1
Is there permission for a change of use / any other relevant planning history?	No
Age of the site:	Mix of ages
Condition of the site (1-5):	5
Visual impact of the site (1-5):	2
Are there small business units?	No
How many small business units are there on site?	Not applicable
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	No
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	Fewer than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	Yes
Approximate number of parking spaces:	More than 100
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt / one building Grade II Statutorily Listed
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5

Rating in CHELR:	Average
Comments:	Not suitable: the site is currently used by two large occupiers; also, it is poorly located in relation to public transport and injurious to visual amenity
Was site discarded after initial searches?	Yes

The Meadows	
<i>Blanche Lane, South Mimms, EN6</i>	
Number of known businesses / units at site:	1
Number of responses to either the Business Questionnaire 2006 or owner / occupier survey:	1
Date of site visit:	25/10/2007
Is site over 0.25 hectares in size?	Yes: approximately 0.36 hectares
Current use class:	Sui Generis
Is there permission for a change of use / any other relevant planning history?	Yes: representations were made in the LDF process for residential redevelopment
Age of the site:	Mix of ages
Condition of the site (1-5):	1
Visual impact of the site (1-5):	2
Are there small business units?	Yes
How many small business units are there on site?	Fewer than 5
Does the site have the potential to help reduce unemployment amongst those with lower-level skills?	Yes
Did the site appear vacant / to have been marketed for a long time?	No
Proximity of residential dwellings / other potentially conflicting land uses, including retail:	More than 100 metres away
Suitability of the overall relationship with adjoining land uses (1-5):	4
Is there adequate infrastructure to facilitate vehicular access?	No
Approximate number of parking spaces:	10-30
Is the site compliant with non-residential parking standards?	Not known
Is there direct or indirect access to a strategic motorway / primary trunk road / main distributor road / secondary distributor road?	No
Impact on the road network and other road users (1-5):	4
Highways Comment:	No comment: the site is on a private road
Ease of access using public transport (1-5):	2
Is the site at risk of flooding?	No
Are there any policy designations on the site?	Yes: Green Belt
Impact on bio-diversity / geo-diversity / the water environment:	None known
Is there a history of complaints to the Council's Environmental Health department concerning the site?	No
Overall impact on the environment (1-5):	5
Rating in CHELR:	Poor

Comments:	Not suitable: the site is poorly located in relation to public transport, with poor access by motorised vehicle and is very poorly maintained and injurious to visual amenity; also, there is just one business.
Was site discarded after initial searches?	No

Appendix E: Full results from owner / occupier questionnaire

1.0 Introduction

- 1.1 The owner / occupier questionnaire was undertaken so as to form part of an evidence base for the Local Significant Employment Sites LDF supporting study.
- 1.2 The questionnaire, along with a covering letter and reply paid envelope, was sent out to all premises at sites initially identified as being eligible for allocation as Local Significant Employment Sites (see explanatory report paragraph 4.3), except where the owner / occupier of that premises had earlier replied to the Business Questionnaire 2006. Where known, the covering letter was addressed to the business owning / occupying the premises in question; the main source for information on ownership / occupation was the Hertsmere Borough Council Tax Department's Business Rates address list.
- 1.3 Owners / occupiers were also given the option of completing the questionnaire electronically via the Council's website, and were informed of this option in the covering letter.
- 1.4 The main aim of the questionnaire was to find out the following pieces of information about businesses located at a given site:
- The type of operation in which the business was involved;
 - The approximate size of the premises, the amount paid to use this space, and the number of car parking spaces provided in conjunction with the premises;
 - The number of staff employed at the premises in question and the location / locations in which the majority of those staff lived; and
 - The suitability of the premises for the business requirements of its owner / occupier, and, if the premises was considered unsuitable, specific information on why the premises was unsuitable.

- 1.5 The questionnaire was based on the Business Questionnaire 2006, which was also undertaken to inform Hertsmere's LDF process¹. Most of the questions asked in the owner / occupier questionnaire matched closely or were identical to the questions asked in the Business Questionnaire. This meant that responses from the later mentioned questionnaire could be used as a satisfactory substitute for a response to the former. Despite this, there were some questions asked by the owner / occupier questionnaire that were not covered by the Businesses Questionnaire 2006. As such some areas of this appendix draw conclusions from a smaller sample; where this is the case it is made explicit.
- 1.6 All questions were asked so that the respondent could give their answer in a multiple-choice format. This was done to make the questionnaire as simple as possible, and thus maximise the rate of response.
- 1.7 The analysis of responses to the owner / occupier questionnaire, and relevant responses to the Business Questionnaire 2006, is presented in a way that conforms with the provisions of the Data Protection Act 1998; as such, Information is organised so that responses cannot be attributed to specific owners / occupiers or premises. Notwithstanding this, recommendations made as part of the explanatory report were made with full knowledge of all responses and those owners / occupiers that made each response.

2.0 Response rate

- 2.1 287 owner / occupier questionnaires were sent out to premises eligible for allocation as Local Significant Employment Sites. 33 responses were received, giving a response rate of 11.5%. Just one of these responses was received electronically.
- 2.2 However, 19 of the premises that would have been sent an owner / occupier questionnaire had made a response to the Business Questionnaire 2006. This brings the number of possible responses to 306 and the total number of actual responses to 52, giving an overall response rate of 17.0%. Full analysis of the rate of response can be seen below in table 1.

¹ Hertsmere Borough Council, *Employment Land Study – Business Questionnaire 2006*

- 2.3 Overall this gives a reasonable sample from which conclusions can be drawn. However, for some individual sites the level of response was lower. The assessment sheets contained within Appendix D of the Local Significant Employment Sites LDF supporting study give an indication of the rate of response from each site by showing the number of known businesses at a site compared to the number of responses received in relation to both questionnaires. Information from the questionnaires has only been used to inform the recommendations of the explanatory report where it is considered that the rate of response for a site is high enough to constitute a sufficiently representative sample.

Table 1 – Responses received

Owner / occupier questionnaires sent	287
Owner / occupier questionnaire responses received	33
Owner / occupier questionnaire response rate	11.5%
Relevant Business Questionnaire 2006 responses	19
Total possible responses including Business Questionnaire 2006	306
Responses including Business Questionnaire 2006	52
Overall response rate including Business Questionnaire 2006	17.0%

3.0 Nature of businesses

- 3.1 All of the respondents to the owner / occupier questionnaire stated the nature of their business. Although the Business Questionnaire 2006 did ask two similar questions, neither of the questions was close enough to the question asked in the owner / occupier questionnaire to be useful. As a consequence, no response to this question can be recorded from those businesses that responded to the Business Questionnaire 2006.
- 3.2 The most common answer was that the respondent's business was office-based, with the second most common answer being that none of the categories given as a choice were applicable. Some of those owners / occupiers that answered 'other' listed their activities as falling into more than one of the categories given as options – for example, office and warehouse – whilst the second most common reason for answering 'other' was that the

owner / occupier was operating in the financial services sector. Other reasons included that the owner / occupier operated:

- Delivering mail;
- In the research and development sector;
- As a wholesaler; or
- As a firm of gardeners.

All of which can be defined as either B-class, or physically similar Sui Generis, and some of which contribute towards making a site worthy for consideration for protection under a Local Significant Employment Sites category. Few businesses stated that their business was industrial-, retail- or warehouse-based; though, in the case of smaller industrial businesses, this may be because such uses are often located on sites too small to qualify for consideration as Local Significant Employment Sites. Table 2 gives the full results from this question.

Table 2 – Nature of businesses

Response	Number	Percentage
Industrial	4	12.1%
Retail	2	6.1%
Warehouse	1	3.0%
Office	14	42.4%
Other	12	36.4%
Total	33	N/A

- 3.3 The purpose of this question was primarily to build a picture of the kind of business activity that went on at a site, given that one aim in the allocation of Local Significant Employment Sites would be to provide for the needs of lower-value business activities. Answers were also used to check the use class of the premises in question, ensuring that the use was either B-class or physically similar Sui Generis.

4.0 Premises facilities, size and affordability

- 4.1 Not all owners / occupiers answered the question on the number of car parking spaces provided at their premises – in total 3 owners / occupiers failed to answer this question. The full break down of these responses is to be found in table 3, but the most common response was that the premises in question had fewer than 10 car parking spaces and the majority of premises had fewer than 30 spaces. When it is considered that the sites looked at for

this study are those outside of existing designated Employment Areas, and therefore tend to those occupied by smaller employers, it is unsurprising that these sites have relatively few parking spaces.

Table 3 – Number of car parking spaces

Response	Number	Percentage
Fewer than 10	20	40.8%
10 - 30	12	24.5%
31 - 50	5	10.2%
51 - 100	4	8.2%
In excess of 100	8	16.3%
Total	49	N/A

4.2 The principle aim of this question was to assist in establishing whether the premises under discussion had an appropriate number of car parking spaces. This question was able to help in giving a rough indication of whether the number of car parking spaces at a given premises was appropriate.

4.3 As with the question on car parking, not all owners / occupiers answered the question on the level of floor space at their premises; only 42 responses to this question were received. Of these respondents, it was established that 47.6% of owners / occupiers occupied a small premises with under 500 square metres or fewer in floor space; though the most common response was that the owner's / occupier's premises had over 3,000 square metres in floor space. The full results are to be found in table 4.

Table 4 – Floor space of premises

Response	Number	Percentage
Fewer than 100 sqm	4	9.5%
100 - 250 sqm	8	19.0%
251 - 500 sqm	8	19.0%
501 - 1,000 sqm	4	9.5%
1,001 - 2,000 sqm	4	9.5%
2,001 - 3,000 sqm	4	9.5%
More than 3,000 sqm	10	23.8%
Total	42	N/A

4.4 The purpose of this question was to establish the size of the premises on any one site, given that a presumption would be made in favour of recommending those sites that provided a number of smaller units for allocation as Local Significant Employment Sites. However, these figures must be treated with

caution: different business activities require different quantities of space, and a premises that would be very large if used as an office may be small if used as a warehouse.

- 4.5 The question on rent was answered by fewer than half of all respondents. This may owe partly to some respondents owning the freehold of their own premises. By far the most common response from those that did respond was that the owner / occupier paid over £5,000 in rent for their premises per month and the complete response is listed in table 5.

Table 5 – Rental price per month

Response	Number	Percentage
Fewer than £500	0	0.0%
£500 - 1,000	2	8.7%
£1,001 - 1,500	1	4.3%
£1,501 - 2,000	3	13.0%
£2,001 - 3,000	5	21.7%
£3,001 - 4,000	2	8.7%
£4,001 - 5,000	0	0.0%
More than £5,000	10	43.5%
Total	23	N/A

- 4.6 This question was asked with the intention of establishing whether or not the premises at any given site were affordable. The intent was to combine information from responses to this question with information gathered as a result of responses to the question on floor space, the result of which being a figure that indicated the rental cost of a premises per square metre each month. However, as fully explained in paragraph 4.6 of this appendix, another methodology for assessing affordability through the owner / occupier questionnaire was eventually preferred.
- 4.7 Also, figures on rental price should be treated with caution: premises with permission for use in conjunction with different business activities will command different prices in the market, often relative to profit that can be made from a given business activity in a premises of a certain size. As such a price that is affordable to an owner / occupier operating in one area of business would not be affordable to another in a different area of business.

5.0 Staff numbers and their place of residence

- 5.1 All of the 52 respondents gave information on the number of staff employed at their premises and the full results are set out in table 6. It was found that 46.2% of respondents employed 10 or fewer staff at the premises in question, and that only 25% employed in excess of 40.

Table 6 – Staff numbers

Response	Number	Percentage
Fewer than 5	11	21.2%
5 - 10	13	25.0%
11 - 20	6	11.5%
21 - 40	9	17.3%
In excess of 40	13	25.0%
Total	52	N/A

- 5.2 The question on staff numbers was designed to help indicate whether the premises under discussion was home to a small business.
- 5.3 Although the aforementioned question does give a good idea of business size, it may have been useful to alter the choices so that one option was ‘in excess of 50’. This would have matched with the Department for Business, Enterprise and Regulatory Reform definition of a small business, which is a business with not more than 50 employees,² and therefore given a better idea of whether the premises under discussion was occupied by a small business. Though, notwithstanding this, the question only asks the respondent to indicate the number of staff employed at the given premises. As such, this would not provide a conclusive answer to whether the premises was owned / occupied by a small business or not; for example, a large multi-national could operate a branch with fewer than 50 staff, but this would not mean that the premises in question was occupied by a small business.
- 5.4 With regards to the question of where the majority of their staff lived, respondents were asked to tick as many options as applicable. As a result 85 responses were received. This was from just 33 respondents, and in spite of the Business Questionnaire 2006 having no equivalent question.

² <<http://www.berr.gov.uk/bbf/financial-reporting/acc-audit-developments/page16361.html>>

- 5.5 As can be seen from the detailed breakdown in table 7, the most common response was that the majority of staff employed at the premises under discussion lived at a location not covered by the options given. The second most common choice was North London, followed closely by Borehamwood. Overall it was found that 41.2% of responses were made with reference to locations within Hertsmere, compared to the 29.4% that were made with reference to locations outside of Hertsmere. Where the respondent indicated that the majority of their staff lived at a location not covered by the options given, it is unclear in each case whether staff at the premises in question resided at other locations within or outside of Hertsmere.

Table 7 – Staff place of residence

Response	Number	Percentage
Borehamwood	13	15.3%
Potters Bar	6	7.1%
Bushey	9	10.6%
Radlett	6	7.1%
Shenley	1	1.2%
Watford	10	11.8%
North London	15	17.6%
Other	25	29.4%
Total	85	N/A

- 5.6 This question was asked to help assess whether the business / businesses at the premises under discussion provided some employment opportunities for Hertsmere residents. An aim in the allocation of Local Significant Employment Sites would be to ensure that the local population have good access to employment. Though, it should be mentioned that in some cases, such as where sites are located at the periphery of the Borough, North London or Watford could be considered as local.

6.0 Suitability of premises

- 6.1 All respondents gave an indication of the suitability of the premises they owned / occupied with regards to their own business needs. In all it was found that the majority of owners / occupiers were at least satisfied with their premises, with only 15.4% stating that they found their premises either poor or very poor. The full results can be viewed below in table 8.

Table 8 – Suitability of premises for owners / occupiers needs

Response	Number	Percentage
Very poor	2	3.8%
Poor	6	11.5%
Adequate	11	21.2%
Good	15	28.8%
Very good	18	34.6%
Total	52	N/A

6.2 As a supplement to the question concerning the suitability of a given site, owners / occupiers were also asked to make explicit why they felt their premises was either poor or very poor, if indeed this was the case. A total of 44 responses were received to this question; it should be noted that, in addition to some respondents giving more than one reason for the poor or very poor quality of their premises, some of those respondents that rated their premises as adequate or better also gave an indication of reasons why they felt their premises was not as suitable as it might have otherwise been.

6.3 As shown in table 9, the most common problem cited was poor accessibility to public transport, followed closely by the problem of the buildings at the premises being of a poor quality or too old. This is not surprising, as many of the sites being considered were in rural areas and not well linked to passenger transport. Also, as the sites being considered are outside of the major employment areas in the Borough, many sites feature premises that are not part of Hertsmere's higher quality commercial stock.

Table 9 – Problems with premises

Response	Number	Percentage
Poor access	6	13.6%
Old / poor quality building	7	15.9%
Lack of parking spaces	6	13.6%
Poor access to public transport	8	18.2%
Too small	5	11.4%
Too large	1	2.3%
Too close to nearby residential properties	2	4.5%
Too expensive	4	9.1%
Other	5	11.4%
Total	44	N/A

6.4 As mentioned in paragraph 4.6 of this appendix, the question on why a premises was rated as unsuitable was used to measure affordability.

Measuring affordability in this manner meant that each owner / occupier was consulted on what they felt to be affordable. It was decided that this was more useful than setting an arbitrary rental / purchase price per meter, above which a premises would be labelled as unaffordable. It was assumed that the owner / occupier considered a premises as affordable unless they cited excessive expense as a reason for rating the suitability of their premises as either poor or very poor. Only 9.1% of owner / occupiers stated that their premises was too expensive.

- 6.5 The object of both questions on suitability was to involve owners / occupiers in the assessment of their own premises, and the associated site as a whole, and therefore help avoid the allocation of poor quality sites. Premises that were rated as of a poor quality by their owners / occupiers would be likely to perform poorly in the market if they were to fall vacant; indeed, one of the criteria for the allocation of a site as a Local Significant Employment Site is commercial viability.

7.0 Individual sites

- 7.1 For certain sites, individual analysis was possible. As discussed in paragraph 1.7 of this appendix, the presentation of results from the owner / occupier questionnaire had to comply with data protection legislation, and responses could not be attributed to individual owners / occupiers. However, in some cases, the number of businesses on a site meant that it was possible to break down the results from the questionnaire in a way that allowed a distinct set of results for an individual site. Unfortunately, where a site only had one occupant it was not possible to present results in this manner, due to the fact that it would have been apparent who had made the one response in question. Additionally, where only one response was received for a site with a number of occupants, providing an individual break down of questionnaire results was not felt worthwhile.
- 7.2 Where responses are consistent enough across the available sample to be able to draw meaningful conclusions, individual analysis highlighted key results with regards to those sites that were not discarded at the initial search stages of the Local Significant Employment Sites study. The following observations were made:

- 7.2.1 With regards to Wrotham Business Park near Barnet, it was found that two out of the three occupiers that responded considered the site to be very good in terms of suitability for their business requirements. The other occupier felt that their site was poor in terms of suitability for their business requirements because of poor access to public transport. It was also found that two of those businesses that responded had fewer than five staff, and the other had no more than 20.
- 7.2.2 Two businesses in occupation of premises at the White House Commercial Centre in Bentley Heath responded to the owner / occupier questionnaire. Both were small businesses with between five and ten employees, but stated that the site was unsuitable for their requirements because of old / poor quality buildings, congestion on the site and because the premises were not affordable.
- 7.2.3 Two responses were received from businesses at Borehamwood Enterprise Centre & adjoining sites in Borehamwood. One of these rated the site as very poor in terms of suitability for their business requirements, but the questionnaire was incomplete and failed to give any reason for this rating. The other response, however, rated the site as good. Both responses demonstrated that occupiers at the site under discussion provided employment for the local population and that the premises at this site were suitable for small businesses.
- 7.2.4 A total of nine businesses located at Beaumont Gate in Radlett responded to the owner / occupier questionnaire – the highest response rate for an individual site – and seven of these rated the site as either good or very good in terms of suitability for their business requirements. One business rated the site as poor, but this was because the business in question was in a unit that was too big for its needs. Furthermore, it was also found that 8 of these businesses employed 10 or fewer staff, and that the same number occupied units 500 metres or fewer in size.

7.2.5 Both of the two businesses occupying premises at Farm Close in Shenley that responded to the owner / occupier questionnaire rated the site as either good or very good for their business requirements. It was also seen that both of these businesses were small in size, with fewer than 10 employees and 250 square metres or fewer in floor space. One of the businesses also responded to the question asking where the majority of staff lived, and gave information indicating that a number of staff came from within the Borough.

7.3 On the whole it can be seen that the results of the owner / occupier questionnaire generally agree with other elements of the assessment undertaken as part of the Local Significant Employment Sites study, as detailed in section 5 of the main explanatory report. It can also be seen that the questionnaire was useful in providing information on individual sites that was not otherwise readily available, for example it can be seen that in some instances it was demonstrated that sites provided accommodation for businesses that created jobs for those in the local workforce.

8.0 Discarded sites

8.1 Where a site was discarded after the initial search stage of the Local Significant Employment Sites study, as detailed in paragraphs 5.3 - 5.6 of the main explanatory report, presenting questionnaire results on a site-by-site basis was not considered worthwhile. This was because sites were ruled out at this stage for reasons other than their quality.

8.2 However, when these discarded sites were looked at as a group, two results worth mentioning were obtained from a sample of 20 responses. These results related to size of premises on the sites in question and staff numbers.

8.2.1 In relation to the size of premises at discarded sites – where occupiers responded to the questionnaire – it was found that many had large amounts of floor space. In six cases more than 3,000 square metres. Moreover, it was found that only 26.3% had 500 square metres or less floor space. This is a significantly lower proportion of small premises than across the whole questionnaire sample. A full analysis of

questionnaire responses relating to the size of premises at discarded sites is to be found in table 10.

Table 10 – Floor space of discarded premises

Response	Number	Percentage
Fewer than 100 sqm	1	5.3%
100 - 250 sqm	1	5.3%
251 - 500 sqm	3	15.8%
501 - 1,000 sqm	4	21.1%
1,001 - 2,000 sqm	2	10.5%
2,001 - 3,000 sqm	2	10.5%
More than 3,000 sqm	6	31.6%
Total	19	N/A

8.2.2 In terms of staff numbers, the sample of responses from businesses occupying premises at discarded sites demonstrated that these businesses tended to employ more staff at the premises in question than was average across the entire questionnaire sample. 60.0% were found to employ more than 40 staff, whilst only two employed 10 staff or fewer. See table 11 below for full figures relating to this subject matter.

Table 11 – Staff numbers at discarded premises

Response	Number	Percentage
Fewer than 5	2	10.0%
5 - 10	0	0.0%
11 - 20	1	5.0%
21 - 40	5	25.0%
In excess of 40	12	60.0%
Total	20	N/A

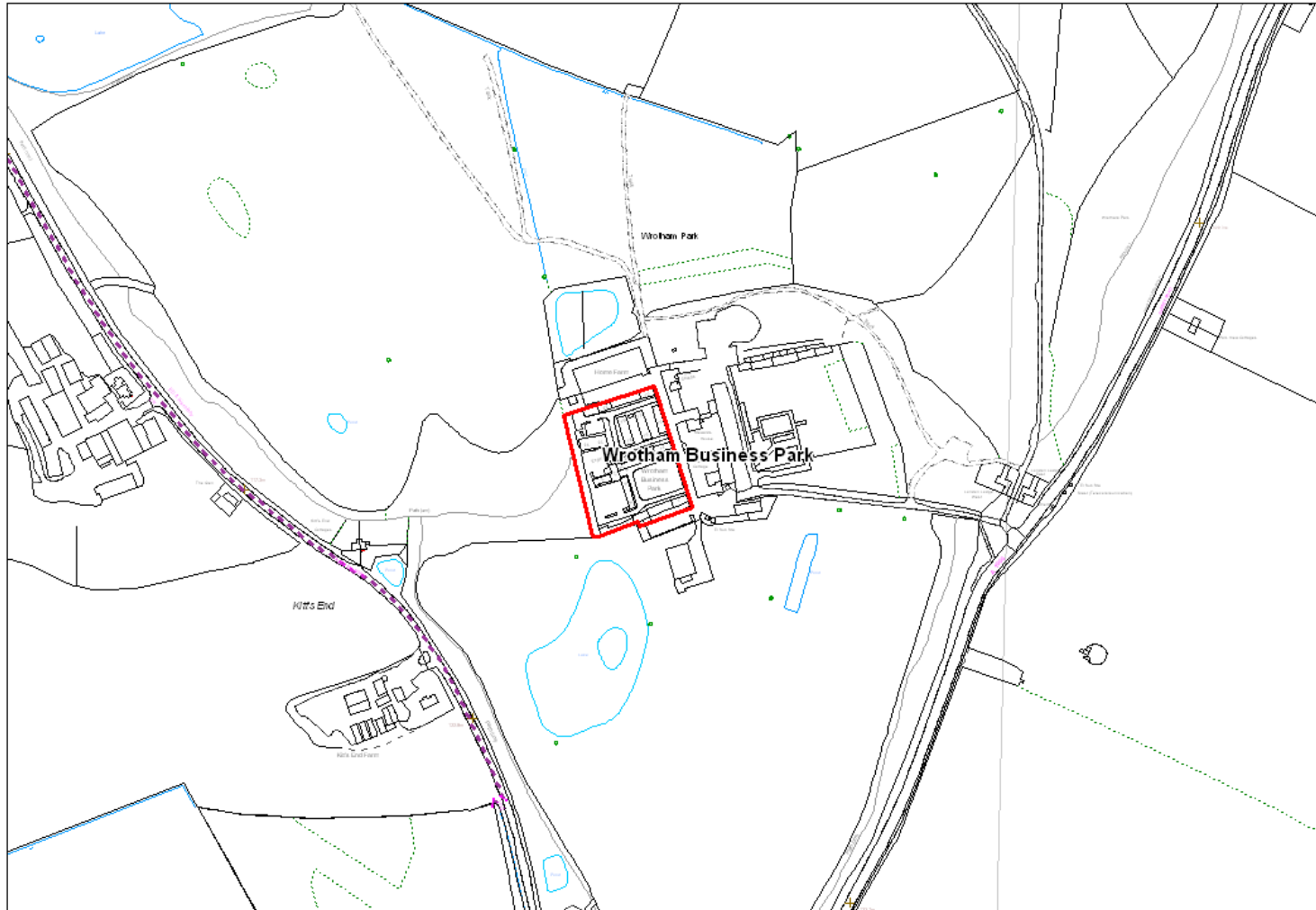
8.3 It can be seen from these results that businesses at sites discarded as a result of the initial searches were found to be occupy larger premises and employ more staff. This supports the case for discarding these sites by suggesting that the discarded sites tend to be occupied by larger businesses that would be adequately catered for by the larger premises that are typically found in the Borough's existing designated Employment Areas and / or one Key Employment Site.

9.0 Conclusion

- 9.1 The owner / occupier questionnaire, in conjunction with the Business Questionnaire 2006 where relevant, was able to provide part of the evidence base for the Local Significant Employment Sites LDF supporting study. The overall response rate was reasonable, and provided a sample from which conclusions could be drawn about the following issues relating to sites eligible for allocation as Local Significant Employment Sites: the type of business activity carried out; the number of staff employed, and where the majority of these staff lived; the level of floor space; the number of associated car parking spaces; and the suitability of these premises.
- 9.2 There were some problems. Most notably, the sample was weaker for certain sites than others. There were also areas where, in hindsight, the questionnaires may have been altered – for example, with regards to the question on staff numbers.
- 9.3 Overall, however, questionnaire responses were useful in helping to inform the recommendations made as part of the Local Significant Employment Sites LDF supporting study. Although data protection laws mean that questionnaire responses cannot be attributed to individual owners / occupiers in this appendix or the main explanatory report, responses have provided information about certain sites that has influenced the final recommendations of the study. This can be seen from looking at the examples of where information obtained as a result of responses the owner / occupier questionnaire was broken down and analysed on a site-by-site basis; and also where some sections of the response from occupiers of sites discarded at the initial search stage were been looked at as a group.

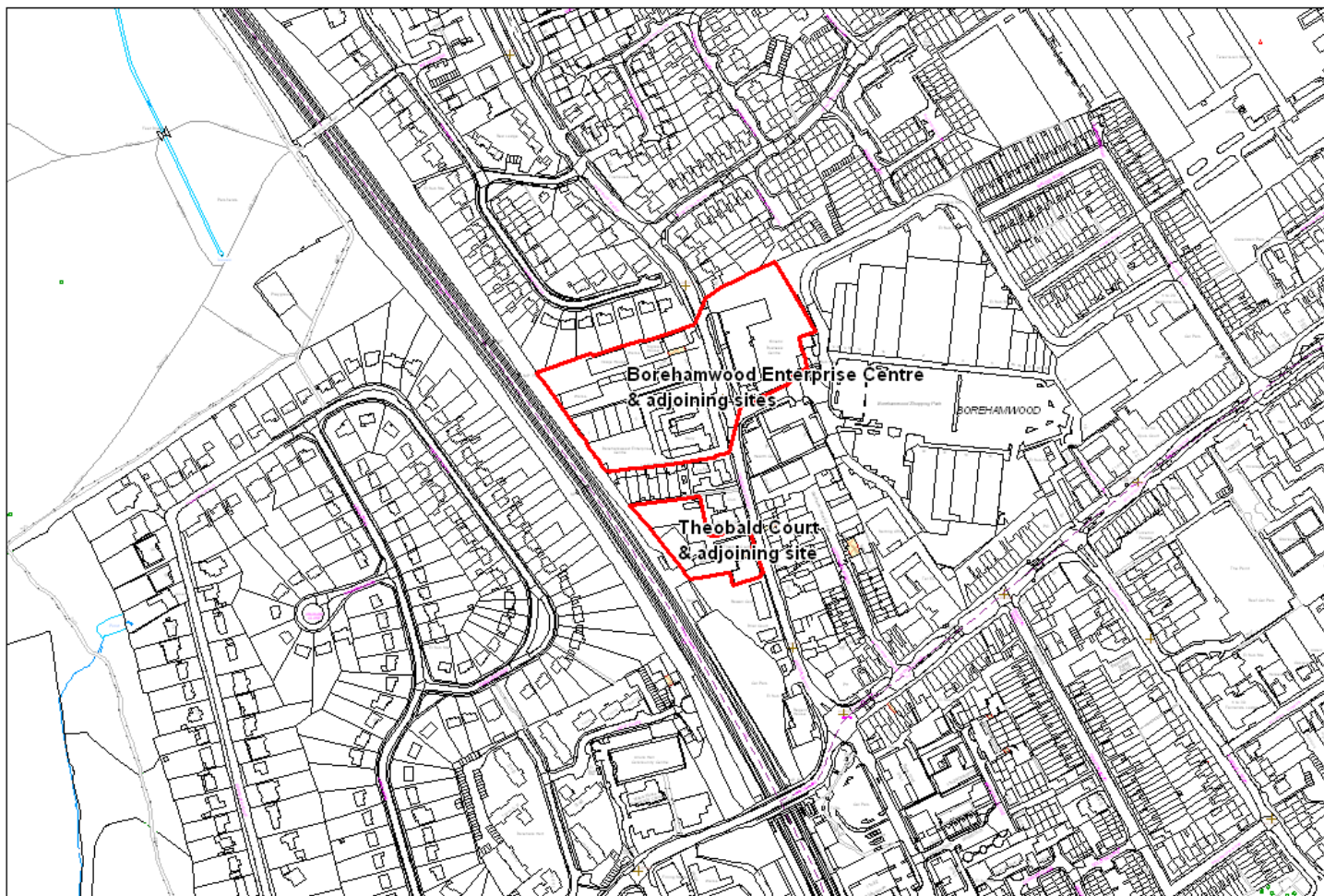
Appendix F: Recommended site maps

Wrotham Business Park



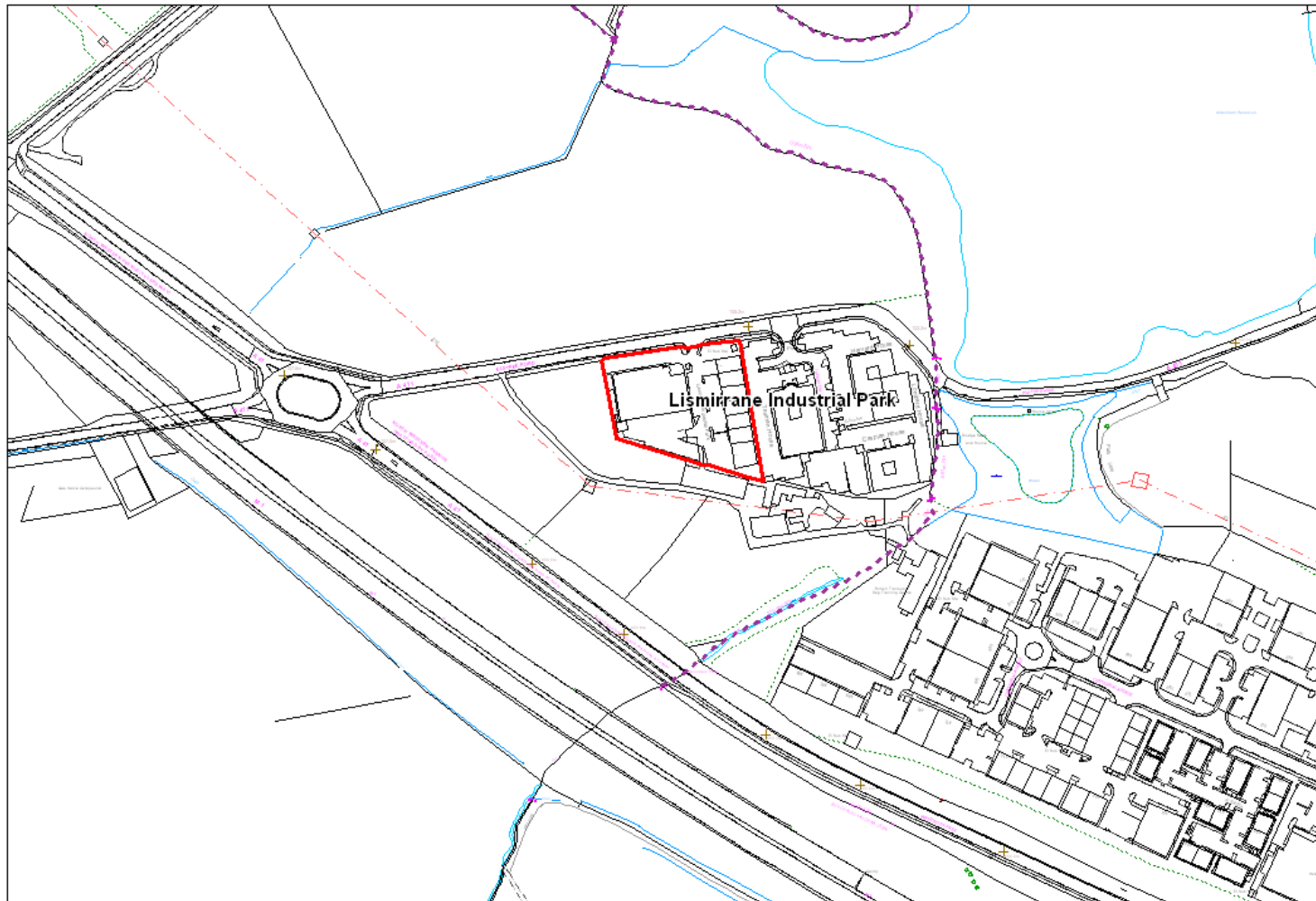
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Borehamwood Enterprise Centre & adjoining sites and Theobald Court & adjoining site



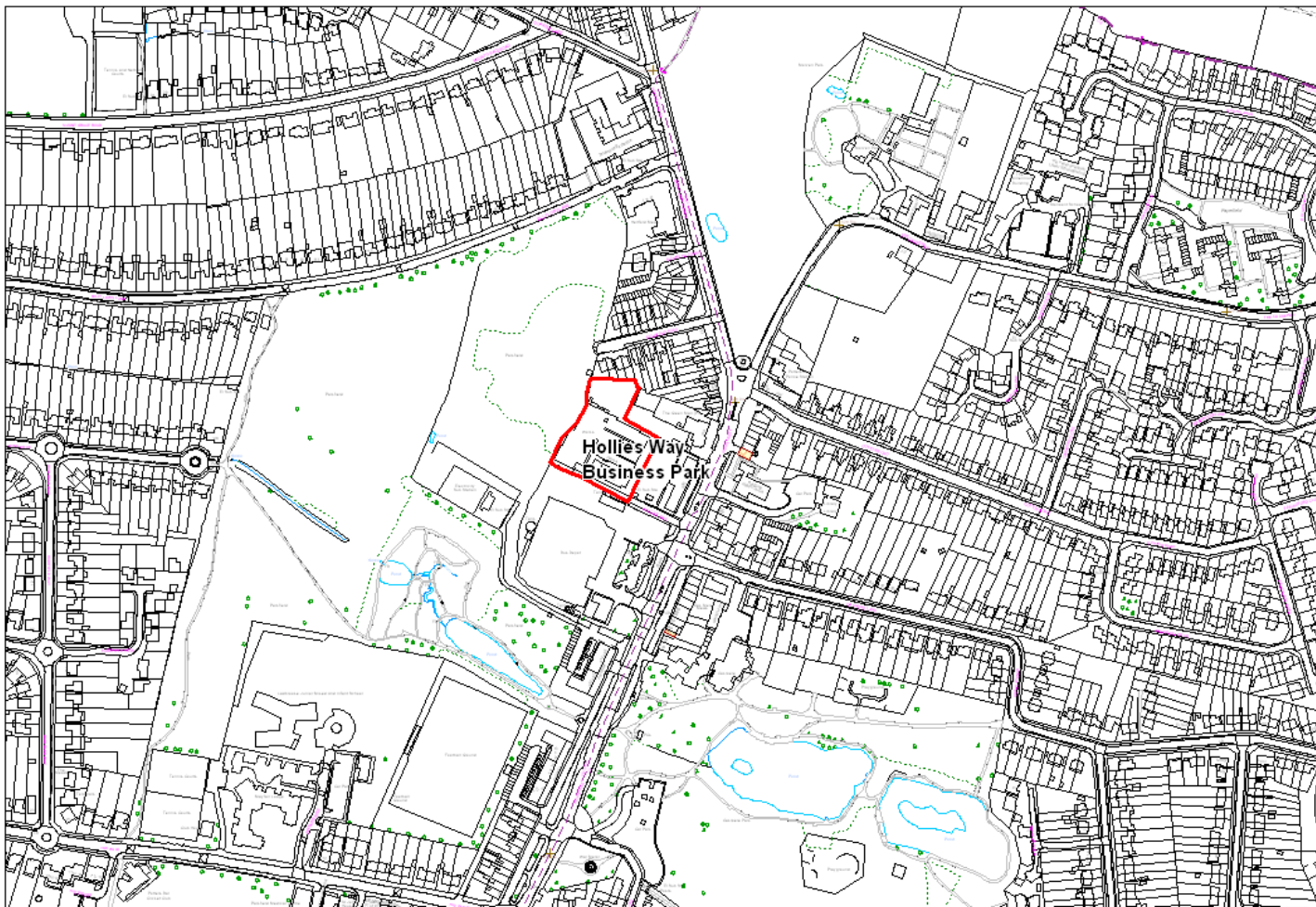
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Lismirrane Industrial Park



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Hollies Way Business Park



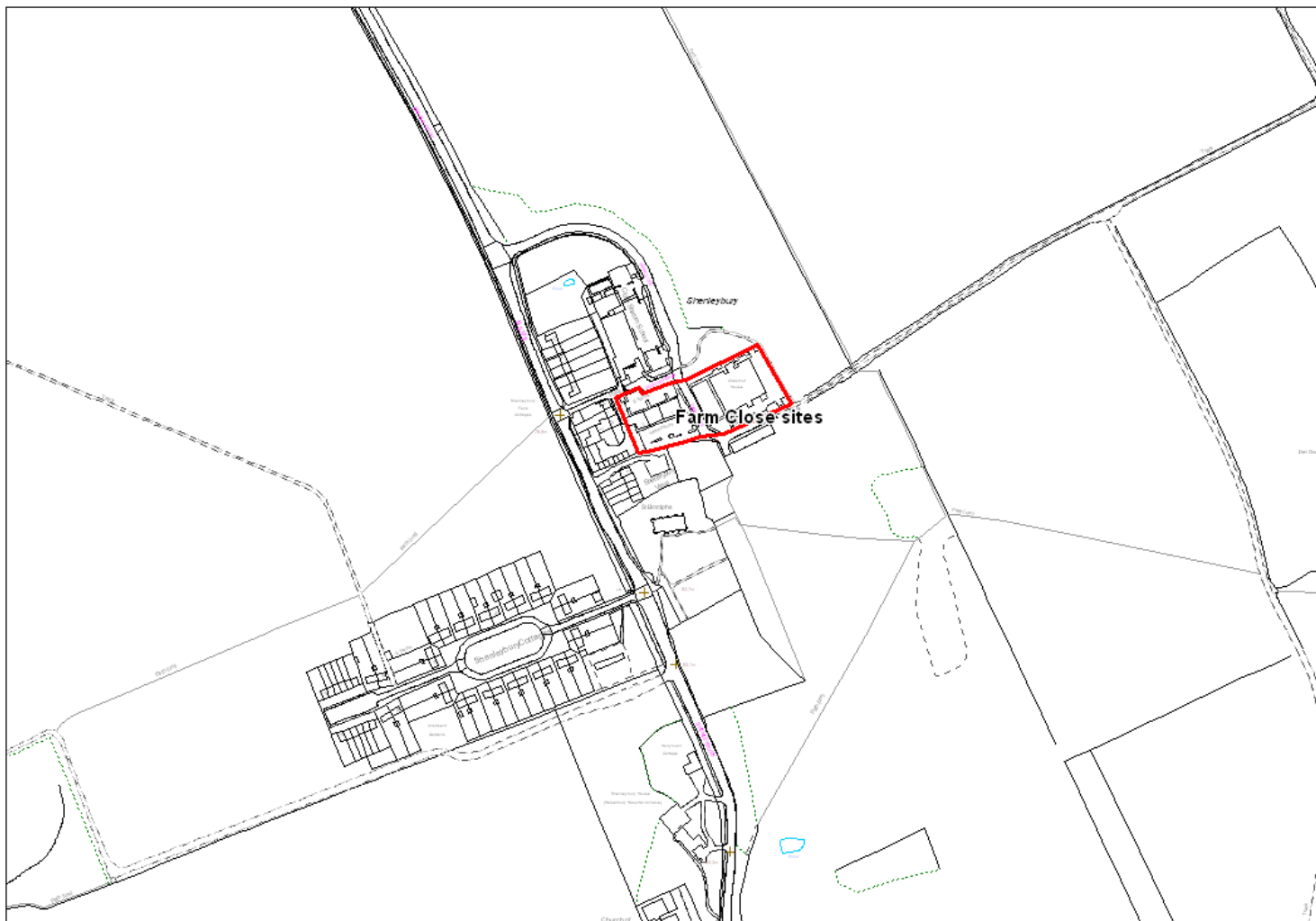
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Beaumont Gate



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Farm Close sites



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