

Appendix 19: Present Duty to Co-operate Chronology with London Borough of Enfield



19_02_2025 – Gypsy and Traveller Letter from Enfield Borough Council

10_03_2025 – Gypsy and Traveller Unmet Housing Needs Letter from Hertsmere Borough Council

Traveller Local Plan (TLP)

Thank you for your letter dated 19th February 2025, asking for an updated position in respect of Hertsmere's Local Plan position in respect of meeting our identified need for Gypsies, Travellers and Travelling Showpeople, and the possibility of meeting the unmet need for Enfield.

Hertsmere Borough Council is currently progressing work on its own Local Plan which will cover an 18 year period from 2025, with submission to examination currently targeted for June 2026. Much of the evidence base of for the plan, with the housing targets as identified in the standard method having increased by 41%, is currently in the process of being updated.

Hertsmere's most recent Gypsy and Traveller Accommodation Assessment was produced by Opinion Research Services (ORS) in 2017. This was effectively an update of previous studies which comprised a 2014 main report and partial update in 2015. This updated study identified a need of 26 pitches for those that meet planning definition between 2017 – 2036.

As part of the update in evidence to support a new local plan, Hertsmere has commissioned ORS to produce a new Gypsy and Travellers Needs & Accommodation Assessment. The aims of this commission include;

- identifying current need for gypsy and traveller pitches;
- identify the future need for gypsy and traveller pitches (including transit pitches), as well as Travelling Showpeople accommodation, taking into account those which do, or may fall within the 2023 planning definition;
- identify the numbers of households not falling within the 2023 planning definition of gypsy and traveller and indicate how their accommodation needs will need to be addressed; this should include those who are currently living in bricks and mortar accommodation and/or who may identify culturally or in terms of their ethnicity;
- clarify the extent to which there may be under-occupancy on existing gypsy and traveller sites;
- provide a commentary on current and proposed pitch provision in neighbouring authorities and indicate whether this is likely to be sufficient to meet the wider needs of the area.

The study is expected to be completed by the summer, at which point Hertsmere should have an identified need for those that meet the updated planning definition, as well as those that may meet the planning definition. However, it is only when this study is complete that the borough will know what is required to meet its own need.

Concurrently with the GTANA, the Council is also carrying out a new call for sites, targeting new urban and brownfield sites, as well as updating information on existing HELAA sites. The proposed uses sought include sites what will help meet the boroughs needs for Gypsy and Travellers pitches.

As such, Hertsmere has yet to have an up-to-date position on its pitch need. Furthermore, once the need for the borough has been established, it is likely that, like Enfield, Green Belt sites will have to be released to accommodate this. As such the borough is not in a position to commit to meeting the unmet need for Enfield.

If you have any queries relating to the above, please do not hesitate to get in contact.

17/10/2025 - Email from HBC	Initial email to LBE requesting duty to co-operate
20/10/2025 - Email from LBE	Confirmation of LBE Contact
29/10/2025 - Email from HBC	Duty to co-operate email to LBE contact
29/10/2025 - Email from LBE	Confirmation of previous email
30/10/2025 - Email from HBC	Tentative meeting proposal
03/11/2025 - Email from HBC	Reschedule of meeting
03/11/2025 - Email from LBE	Unable to make the meeting
03/11/2025 - Email from HBC	Reschedule of meeting
03/11/2025 - Email from LBE	Confirmation of meeting
03/11/2025 - Email from HBC	Meeting Link circulated
13/11/2025 - Email from HBC	Meeting Agenda

17_11_25 Hertsmere Duty to Co-operate meeting with London Boroughs of Barnet, Enfield and Harrow.

Executive Summary

The initial Duty to Co-operate meeting (17 November 2025) between Hertsmere Borough Council and neighbouring London authorities (Barnet, Enfield, Harrow) focused on introductions, local plan progress across the boroughs, and setting a foundation for ongoing strategic collaboration.

Hertsmere outlined its ambitious Local Plan timetable, emphasising the need for a sound and legally compliant plan, with substantial evidence-base work underway, including around 20–25 studies by AECOM and master planning work by AR Urbanism.

Neighbouring authorities provided updates on their Local Plan statuses—Barnet recently adopted; Enfield currently in examination with a potential new settlement; Harrow approaching adoption following main modifications consultation.

The group discussed cross-boundary strategic issues, including housing need, Green Belt, employment land (notably data centres and logistics), waste planning, and Gypsy & Traveller accommodation. Hertsmere confirmed its intent to meet its housing need in full and will not seek unmet need from London neighbours.

A key issue raised by Hertsmere was difficulty establishing a clear historic chronology of previous Duty to Co-operate engagement, and all authorities were asked to share any previous meeting notes, correspondence, or relevant historic material.

The meeting concluded with agreement to maintain regular engagement, with another joint meeting suggested at an appropriate milestone before the Regulation 18 consultation.

Attendees

Hertsmere Borough Council

- Planning Strategy & Implementation Manager
- Planning Policy Lead
- Planning Policy Officer (Duty to Co-operate lead)

London Borough of Barnet (LBB)

- Principal Planning Officer
- Principal Planning Officer
- LBB representative during London Plan discussion)

London Borough of Enfield (LBE)

- Strategic Planning Manager
- Principal Planning Officer

London Borough of Harrow (LBH)

- Head of Planning Policy
- Planning Policy Team

Action Points For Hertsmere

- Compile a chronology of previous Duty to Co-operate engagement; request historic minutes, emails, and notes from partner authorities to fill gaps.
- Share emerging evidence base outputs (AECOM studies, masterplanning work, Green Belt review, landscape, SFRA etc.) as they become available.
- Reach out to the GLA regarding Green Belt and London Plan matters.
- Provide contact details of the officer responsible for the South Mimms data centre application to Enfield.
- Arrange next Duty to Co-operate meeting at a suitable milestone before Regulation 18.

For Barnet, Enfield, Harrow

- Submit any historic Duty to Co-operate materials (minutes, correspondence, records) to support Hertsmere in reconstructing its timeline.
- Stay engaged on technical evidence and await shared outputs for review.
- Enfield to follow up with Hertsmere for data centre officer contact.

Joint / Cross-Boundary

- Use the proposed “menu” of strategic topics (housing, Green Belt, employment land, waste, Gypsy & Traveller need, infrastructure) to shape future Statements of Common Ground.
- Continue to collaborate on shared strategic issues, including data centres and industrial land pressures.
- Maintain ongoing communication via email, with additional meetings arranged as needed.

19/11/2025 - Email from HBC	Contact details regarding Data Centre
19/11/2025 - Email from LBE	Confirmation of previous emails
19/11/2025 - Email from LBE	confirmation of previous duty to co-operate documents.
20/11/2025 - Email from HBC	minutes from meeting and future meeting date proposed.
21/11/2025 - Email from LBE	Provisionally holding meeting
21/11/2025 - Email from LBE	Unable to make proposed meeting date
09/12/2025 - Email from HBC	Notes on Greenbelt surrounding LBE

Greenbelt Note for Hertsmere Neighbouring Authorities on settlement classification

Enfield

Introduction

On behalf of Hertsmere Borough Council, AECOM is undertaking a Green Belt Assessment (GBA) aimed at identifying grey belt, in line with the Green Belt PPG.

The aim of this note is to explain key aspects of the Hertsmere GBA methodology to allow neighbouring authorities to comment, and if relevant to enable suitable aligned methodologies. The key matter to discuss is the settlement classification.

Settlement classification

With regards to large built up areas (LBUs), we are proposing three of relevance to the study area: Borehamwood, London, Watford. In each case the LBU extends only as far as the Green Belt inset boundary.

With regards to distinguishing between towns and villages, we recognise that there is no accepted definition, and so there is a need to account for locally defined factors. The factors taken into account in our definition included:

- Population (based on Census data available at OA level)
- Settlement hierarchy
- Transport accessibility (including presence of a rail station and its level of connectivity, relationship to strategic and major road networks)
- Education facilities (including presence of primary and secondary schools)
- Wider facilities (including shops, healthcare, leisure, services, etc.)

As rules of thumb, we have been using approximately 5,000 as the population cut-off between a village and a town, and 75,000 as the population cut-off between a town and a LBU. However, some judgement is required depending on the accessibility and services available in the settlement as per the points above.

With regards to historic towns, the previous study identified Watford, Bushey and Radlett. For the purposes of this study, it was found that the historic nature of these settlements was not significant due to lack of adjacency to the Green Belt, and the historic areas not being strongly associated with a landscape setting.

With regards to **Enfield**, we are currently intending to categorise London as a LBU.

The settlement classification including settlements close to the Hertsmere border is as follows:

Settlement type	Settlement	Relationship to LPA
LBUA	Borehamwood	Wholly within
	Watford	Neighbouring authority (Watford)
	Greater London (including South Oxhey)	Neighbouring authorities (Barnet, Enfield, Harrow, Three Rivers)
Town	Potters Bar	Partly within
	Bushey	Wholly within
	Radlett	Wholly within
	London Colney	Neighbouring authority (St Albans)
Village	Shenley	Wholly within
	Elstree	Wholly within
	South Mimms	Wholly within
	Aldenham (including Wall Hall)	Wholly within
	Letchmore Heath	Wholly within
	Patchetts Green	Wholly within
	Ridge	Wholly within
	Brookmans Park	Neighbouring authority (Welwyn)
	Bricket Wood	Neighbouring authority (St Albans)

Question for Enfield Borough Council

- Do you agree with the classification of the settlements within Enfield?

09/12/2025 - Email from LBE

Response from LBE regarding Greenbelt notes

Hi,

I've discussed this with X, also having regard to the Green Belt and Metropolitan Open Land Study (2023) in the evidence base for our Submission Version Local Plan.

We're satisfied with the classification of built-up land in Enfield (outside the Green Belt) as a LUBA for your purposes, as it is within the Greater London conurbation.

In terms of the granular detail of your AECOM assessment it is worth considering the character of small settlements near the border with Hertsmere such as Hadley Wood, as well as Crews Hill.

Please let us know if you want to discuss this further.

22/12/2025 - Email from HBC

Meeting link circulated

19/01/2025 - Email from LBE

Confirmation of meeting dates

19/01/2026 - Email from HBC

Reschedule of meeting

19/01/2026 - Email from HBC

Agenda for meeting on 20_01_2026

20_01_26 Hertsmere Duty to Co-operate with London Boroughs (LBH, LBE, LBB)

Executive Summary

The Duty to Co-operate meeting between **Hertsmere Borough Council** and neighbouring London boroughs (Barnet, Enfield, Harrow) covered updates on local plan progress, evidence-base studies, cross-boundary issues, and shared challenges—including housing delivery, green belt assessment, viability, and HMOs.

Each authority provided an update on the status of their Local Plan. Hertsmere shared the initial findings from several key studies including the settlement hierarchy, retail, viability, local housing needs, Gypsy and Traveller needs, and the Green Belt review. Discussions highlighted significant housing pressures across the area, particularly regarding affordable housing delivery, social rent levels, and challenges with the management of HMOs.

London borough officers provided intelligence on Article 4 Directions, HMO management, and co-living proposals. The meeting concluded with next steps for Hertsmere's Regulation 18 consultation, expected in Spring 2026, and agreement to continue email correspondence for ongoing Duty to Co-operate matters.

Attendees

Hertsmere Borough Council

- Planning Officer (Duty to Co-operate lead)
- Planning Strategy & Implementation Manager
- Planning Policy

London Borough of Barnet (LBB)

- Principal Planning Officer
- Principal Planning Officer

London Borough of Enfield (LBE)

- Principal Planning Officer (Policy)

London Borough of Harrow (LBH)

- Head of Planning Policy
- Planning Policy Team

Action Points For Hertsmere

- Continue progressing Regulation 18 Local Plan preparation, aiming for Spring 2026 publication.
- Share further study findings when appropriate (with sensitivity around Green Belt and Grey Belt mapping).
- Seek written comments from neighbouring authorities on emerging study findings.
- Provide transcript and minutes from this and previous Duty to Co-operate meetings.
- Continue outreach to the GLA regarding cross-boundary Green Belt assessment.

For Barnet, Enfield, Harrow

- Submit any comments regarding the provisional Green Belt, housing needs, or other technical studies once invited.
- Review whether to participate in Hertsmere's viability consultation (where relevant land interests exist).
- Provide any relevant intelligence or policy approaches on:
 - Article 4 Directions for HMOs
 - Monitoring of HMO impact on housing stock
 - Co-living policy implementation and challenges

Joint / Cross-Boundary

- Maintain ongoing communication by email for further duty-to-co-operate discussions.
- Re-engage following Hertsmere's Regulation 18 consultation for identification of strategic cross-boundary issues.

10/02/2026 - Email from HBC

Letter to LBE regarding HBC housing need

10_02_2026 Letter from Hertsmere Borough Council to London Borough of Enfield regarding Hertsmere Unmet Housing need.

Hertsmere Local Plan – Meeting the Housing Requirement

Dear Sir/ Madam I am contacting you in relation to the on-going discharge of the Duty to Co-operate that forms part of Hertsmere's Local Plan-making process. Hertsmere Borough Council (the Council) is already engaging with your organisations, in discharging the requirements of the Duty, in respect of relevant strategic cross boundary matters. It is envisaged that process will continue through the remaining stages of the regulatory process.

This communication is specific to Hertsmere's housing requirement. For the purposes of discharging the requirements of the Duty, this communication identifies the anticipated housing requirement. It confirms that the Council intend to meet the supply and delivery of the housing requirement in full during the forthcoming plan period. Regardless of this objective, Hertsmere's neighbours are invited to state whether they have the capacity to supply and deliver any unmet housing need that may arise during the forthcoming plan period. Responses will be recorded as part of the Duty and reported as necessary. It is anticipated that this will form a necessary part of the future examination in public.

The adopted Hertsmere Local Plan sets out the requirement for housing provision for the Borough between 2012 and 2027. This equates to 266 homes per annum. However, as the adopted plan is now more than five years old, this figure is now out-of-date and no longer applies for plan-making or decision-taking. The figure that must now be used to calculate the Borough's housing requirement is the latest standard method set out in the national planning guidance. Using the standard method leads to a housing requirement of 1,010 additional homes per annum without any buffer applied.

The Housing Delivery Test measurement has shown that the development industry has performed poorly in building-out their consents in the anticipated timely manner – falling below 85% delivery over the three year reporting period. As a consequence, the Borough is subject to the application of the 20% buffer on the five year housing supply. Annualised, this equates to 1,212 additional homes per annum, which will apply for as long as delivery performance remains below 85% over a three year period. Once delivery exceeds 85% the buffer will fall away and Hertsmere's housing target will return to 1,010 additional homes per annum.

Hertsmere Borough Council is currently reviewing its local planning policy. This work is supported by a comprehensive technical evidence base, including the Local Housing Need Assessment, Green Belt Study, and Local Plan Viability Assessment. A full assessment of sites identified through the HELAA and the Call for Sites process is also underway. Collectively, this evidence will inform the preparation of

the new Local Plan, which will be published for consultation under Regulations 18 and 19.

To be found sound at examination, the Council is seeking to meet all of its housing needs. However, in order to discharge the Duty to Cooperate, we are asking neighbouring authorities to confirm their housing capacity and whether they have the ability to accommodate the supply and delivery of any unmet housing need that may arise during the plan period. The Council is already engaging with relevant national bodies and neighbouring authorities through the Duty to Cooperate. We expect this engagement to continue through the forthcoming regulatory stages, and we anticipate agreeing Statements of Common Ground that set out actions on strategic spatial planning issues. If you have any queries regarding this request, please do not hesitate to contact me.

16_02_2026 Email from London Borough of Enfield response to Hertsmere Borough Council Housing Need.

Thanks for getting in touch, I acknowledge receipt of your letter.

As you are aware, Enfield is progressing its' submitted Local Plan through Examination. It has recently been confirmed that two days of 'mop up' hearing sessions will be held in mid-March, with the Inspector's post-hearings letter expected shortly thereafter.

Our housing requirement is being planned for and delivered through the emerging spatial strategy and associated draft policy H1 and site allocations.

In answer to your question, unfortunately we are not in a position to accommodate any unmet need arising from neighbouring authorities. However, we remain keen to engage with you going forward on housing need and wider strategic planning matters.

We trust this response will be helpful. Please do not hesitate to get in touch if you have any questions.

16/02/2026 - Email from HBC	Acknowledgement of LBE response
04/03/2026 - Email from HBC	Email regarding LBE land within HBC
13/03/2026 - Email from LBE	Response to HBC regarding LBE land within HBC