Faith Community

Needs Assessment

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December 2012

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1. Introduction

Within Hertsmere there is a diverse range of faith communities. There are at least ten different types of faith in the Borough comprising seventy individual groups. A faith community is a formal organisation of people with common beliefs and commitments, usually with a designated leader. Each faith community have different needs, but will normally include the need for a place to meet and worship.

A place of worship is defined as an establishment where a group of people gather to perform acts of religious praise, honour or devotion. Facilities owned or used by faith communities are often more than a place of worship used for regular acts of worship. In addition to traditional places of worship, this term could also include facilities that provide religious or faith related training, educational facilities, accommodation and social welfare, as well as wider community facilities.

The different roles that facilities and buildings have are likely to vary between faith communities. The Council wishes to ensure that the needs of different types of faith community are adequately considered through the planning process. The presence of a needs assessment of such facilities is essential in order to plan positively.

2. Aims and Objectives

The overarching aim of this assessment is to identify the current and future need for places of worship and associated facilities. An understanding of this will assist the Council to plan more effectively in the future, and derive appropriate policies for the relevant forthcoming Development Plan Documents (DPDs) which will form part of the Local Plan.

The assessment will include the following objectives:

1. Understanding the aspirations of faith communities and how they will change in the future;
2. Assessing what the need is for faith communities and deriving new policy recommendations under the current planning framework for the future.
3. Learning from recent experiences and best practise in Hertsmere and elsewhere;
4. Corresponding directly with leaders of faith groups with primary questionnaire research and participation with the Council's Forum of Faiths group; and
5. Creating a technical and spatial profile of existing places of worship, in relation to congregations and membership, buildings and travel.

3. Background

Policy Context

The National Planning Policy Framework (NPPF) 2012 requires that local planning authorities '*plan positively*' for the provision and use of community facilities, which includes places of worship. It warns against the unnecessary loss of community facilities and services (para.70). Places of worship are recognised in national planning policy to contribute to the health and well-being of the population (para.171), and especially to rural economies (para.28), through the social, recreational and cultural role that they play in communities. Such facilities are considered to '*enhance the sustainability of communities and residential environments'* (para.70).

The aim of this assessment compliments the strategic objectives of the Community Strategy for Hertsmere (Hertsmere Together) for 2010 to 2021. The four strategic objectives include creating a safer environment, improving the quality of life for older people, creating better living conditions, and delivering and promoting quality activities for young people. The role that faith communities hold has an overall positive benefit to the wider community whether directly or indirectly. The nature of faith communities and the role of places of worship inherently meet the aims of the Community Strategy.

The Council is developing a new Local Plan, including the Core Strategy, Site Allocations and Development Management policies to help create sustainable communities where people want to live and work. This will replace the current Local Plan adopted in 2003, which includes existing planning guidelines for places of worship in Policy S7. This is applied generally to both 'community centres and religious buildings':

HLP 2003 Policy S7: Community Centres and Religious Buildings

Proposals involving the provision of new or enhanced community centres and religious buildings will be granted permission where it can be demonstrated that the use and choice of location will principally serve a local community and the site would be or could be made easily accessible by a range of transport options. In addition, proposals should:-

i) make adequate provision for car parking and have no adverse impact on the highway network;

ii) have no significant impact on adjoining properties; and

iii) not detract from the visual amenity of the area.

The policy states that there is no 'in principle' objection to the *'provision of new or enhanced community centres and religious buildings*'. There are particular requirements included in the wording of the existing policy:

- the use and choice of location will principally serve a local community;
- the site would be or could be made easily accessible by a range of transport options;
- make adequate provision of car parking;
- have no adverse impact on the highway network;
- have no significant impact on adjoining properties; and
- not detract from the visual amenity of the area.

The Revised Core Strategy (RCS) November 2011[1] contains a policy on key community facilities. The main principle for community facilities is that there should not be a loss, reduction or displacement unless they are surplus to the needs of the community or are no longer fit for purpose.

> **Policy CS18 Key community facilities**
>
> Proposals for the provision or dual use of key community facilities, including educational, healthcare and recreational facilities, will be supported, subject to any environmental constraints and other relevant policies. The loss, reduction or displacement of facilities and sites will not be permitted unless it can be demonstrated that they are surplus to the needs of the local community or are no longer fit for purpose. It should also be demonstrated that there is no reasonable scope for alternative community uses to be provided and that any required, replacement accommodation elsewhere is satisfactory for all of its users, having regard to the provisions of Policy CS20. The conversion or redevelopment of residential properties for healthcare and elderly care will not be considered appropriate unless it be can demonstrated that there are no other suitable sites or buildings within the service provider catchment.

It is noted that the policy includes reference to both community centres and places of worship in one policy. The development standards in Policy S7 will need to be reviewed as part of this assessment. The existing supporting text to Policy S7 in HLP 2003 is of less relevance in the light of the changing demographics, and the types of community facilities and places of worship that are growing in the Borough. It is anticipated that this assessment can help derive guidelines to address these key issues for faith communities in Hertsmere. They should provide clarity and set out criteria to allow both the community and the Council to better assess the needs and impact of such uses.

Demographics

The demographics of a particular area is helpful in understanding the context in which the assessment takes place. The population of each settlement is different, which may have an impact on the number and size of communities that congregate there.

Borehamwood and Elstree is the largest of the areas by the number of people, followed by Bushey. Aldenham and Shenley have the lowest population of the four areas in the Borough, which is also the most rural and characterised predominantly by Green Belt.

Table 1 – Population by area (Census 2011)

Area	Population	Percentage
Aldenham & Shenley	15,321	15%
Borehamwood & Elstree	37,065	37%
Bushey	25,763	26%
Potters Bar	21,882	22%
Total Hertsmere	**100,031**	**100%**

[1] The Revised Core Strategy November 2011 was found sound by the Planning Inspectorate on 5 December 2012.

Table 2 illustrates the proportions of faiths from the 2001 and 2011 Census' in Hertsmere compared to the East of England and the national average:

Table 2 – Proportion of religions at the local, regional and national level

Faith	Hertsmere 2001	Hertsmere 2011	Regional 2001	Regional 2011	National 2001	National 2011
Christian	63%	51.7%	72.1%	58.3%	71.6%	59.7%
Muslim	1%	2.4%	1.5%	2.8%	2.7%	2.5%
Hindu	2%	3.2%	0.6%	0.5%	1%	0.4%
Jewish	11%	14.3%	0.6%	1.9%	0.5%	0.6%
Sikh	0.2%	0.2%	0.3%	0.5%	0.6%	0.3%
Buddhist	0.3%	0.6%	0.2%	0.5%	0.3%	0.4%
Other	0.5%	0.7%	0.3%	0.5%	0.3%	0.4%
Not stated	8%	7.8%	7.7%	7.2%	7.3%	7.3%
None	13%	19.2%	16.7%	26.5%	15.5%	27.9%
Population (2011)		100,031		1,116,062		5,846,965

The largest proportion of faiths in Hertsmere is the Christian and Jewish religions. Almost one fifth of the population do not associate themselves with a religion. There are a lower proportion of people of Christian religion and a significantly higher proportion of people of Jewish religion in Hertsmere, compared to the regional or national level. This proportion has been exaggerated between 2001 and 2011.

There have been increases of other religions in Hertsmere, notably Jewish, Muslim and Hindu religions, and those people that do not state if they associate with a faith community or not. There are not such a high proportion of people of Jewish or Hindu religions regionally or nationally compared to Hertsmere. There are very low proportions of non-Christian religions, although Hertsmere has an especially high proportion of people of the Jewish religion. There are also less people in Hertsmere that do not associate themselves with a religion at all compared to the region or nation, and the change in this over the last decade is not as great in Hertsmere compared to the region or nation.

East of England Faiths Council

The East of England (EoE) Faiths Council[2] together with the University of Cambridge has undertaken a study of the role that faith communities play in the social, economic and spiritual life of a region. The statistics relate to the East of England, including Hertfordshire.

The average size of faith communities in 2001 was about 220 people, but the range was large from congregations of 20 to those in the hundreds. It was noted that 75% of the region's population in the 2001 census self-identified as being of a named faith, and 12% are a members of a worshipping community. An overwhelming majority of over 90% of respondents stated that the social and community element was important to their religion or faith.

[2] East of England faiths Council and University of Cambridge (2005) 'Faith in the East of England' Cambridge

The study also found that faith communities initiated 5,000 new social and community projects or activities between 2000 and 2005. This involved over 175,000 people that were supported by 49,000 volunteers. It was recognised in the study that faith communities provided ways of accessing parts of the community that were difficult to reach otherwise, and helped financially and with promoting social cohesion. It is recognised in the study that this is a secondary function of the main role that faith communities and places of worship have compared to the spiritual and regular act of worship.

The EoE Faiths Council also found that over two thirds of the respondents that replied to their survey in 2005, 50% or more of the members lived within one mile of the places of worship. There are then a significant number of people that need to travel more than walking distance to the place of worship.

Faith communities owning or renting a permanent building have substantial benefits to its community and members, including being able to rent space to other faith groups, other users, and members of its own community. There are also a number of communities who rent rooms or entire community centres on a regular basis to meet their needs. This is often a convenient arrangement for communities that meet on alternative days in the week, other than Saturday and Sundays.

The EoE Faiths Council made several recommendations that would be valuable in helping faith communities. Three of the recommendations are noted for their particular relevance with this Assessment, firstly engagement with faith communities at an early stage in the process is essential; to map faith communities with an aim of establishing and maximising a two-way communication on need; and lastly the need for guidance for parties working with faith groups on planning issues.

Hertsmere

In this context, there are a number of locally specific issues that have led to the need for this assessment. These are summarised below:

- There are some concerns raised by faith communities that there is insufficient provision;
- The Council holds little supporting information to assess proposals for faith community facilities. The Council seeks a better understanding of existing facilities and spatial needs for faith communities;
- There are sometimes difficulties in the planning application processes where there are designations or constraints at the particular site, such as conservation areas or listed buildings. The Council would like an understanding of the extent of how this affects faith communities;
- During the planning application process for community facilities there can often be concerns from neighbours relating to issues such as noise, car parking and the impact on residential amenity;
- There are also a known number of faith communities who have existing and proposed facilities for faith schools in the Borough, which often have planning and land use implications; and
- There are some faith communities whose congregation is contracting, and there is a wish for their premises to be used for different purposes.

4. Methodology

The methodology for determining the main issues and scale of the need for places of worship was made up of several stages. This was needed to gain a well-rounded view of faith communities and how their needs can be met through the planning process. The stages undertaken were:

a) Contact list for faith communities

The contact list for faith communities was compiled using the list of places of worship on the Council's website (http://www.hertsmere.gov.uk/communityliving/placesofworship.jsp). This was reviewed by the Chairman of the Council's interfaith group 'Forum of Faiths', which added a number of communities that were not listed as a place of worship. An example of a community that was added was the Borehamwood Muslim community, who at the time the list was compiled did not have a permanent place of worship associated with the group.

The full list includes Anglican, Baptist, Buddhist, Evangelical, Hare Krishna, Humanist, Jehovah's Witnesses, Lutheran, Methodist, Pentecostal, Reform Synagogues, Roman Catholic, Spiritualist, United Reformed Churches and United Synagogues.

b) Mapping

The faith communities of Hertsmere were mapped using mapping software. This helped to understand the distribution, preferred locations, and the type of sites and buildings of faith communities. It provides background information, and adds to the knowledge and supporting information in order for the Council to better assess planning applications in the future. Mapping places of worship was a recommendation from the EoE Faiths Council's study.

It is recognised that the process of mapping is a snap shot in time of the situation. There are also difficulties in spatially representing communities that share buildings or utilise general community centres, or that do not own their own premises. For example, where a community centre is not a dedicated place of worship, or where more than one community use the same building. For this reason there are only about 50 places of worship mapped, where the contact list contains 68 groups. This will be taken into account when analysing the results.

The distribution of places of worship has also been compared to the Council's existing accessibility zones, and listed building designations. Non-residential Accessibility Zones are taken from the Parking Standards SPD, which are based on the availability of public transport with an element of access to essential services. The analysis of this will help understand where communities are located in relation to most accessible locations.

Places of worship will be compared to historic assets. Statutorily listed buildings, conservation areas and locally listed buildings place additional requirements on proposed development, so the comparison will give some context to potential obstacles in the planning process.

c) Review of Planning Applications

A review of planning applications made by faith communities was undertaken to evaluate the type of applications submitted and how existing policies were being implemented.

The review included approved and refused applications for planning permission and listed building consent for various places of worship and community centres. Applications submitted between 2000 and 2012 were assessed as the existing policy framework was in place during this time period.

All places of worship and community centres where faith communities are known to worship were searched on the planning register. The application number, place of worship or community centre, a summary of development and a summary of the decision were recorded. These were then assessed for any common trends.

d) Questionnaire

The main method for collecting information on faith communities was via a questionnaire. The questionnaire was sent to all faith communities in the Borough and included a range of matters. It was made available in both electronic and paper versions. The questions were derived from the issues and concerns raised in the EoE Faiths Council's survey (2005). The questionnaire was produced in cooperation with the Chairman of Hertsmere's Forum of Faiths. In summary the questions related to:

- Membership, attendance and trends;
- Existing catchment areas of membership;
- Size of the building and site;
- Frequency and hours of use of the building;
- Ownership of the building and site, and future preference;
- Practice and views on sharing facilities with other groups;
- Use of the building and future aspirations;
- Plans for improvement of the building and facilities;
- Reasons for current location, and desire to relocate and the reasons;
- Accessibility to the site and mode of transport; and
- Suitability of the site for those less mobile.

The questionnaire was sent with a covering letter to all faith communities on the list which was the first task of this assessment. An email letter was sent out to faith community leaders with the questionnaire, outlining the purpose of the study. Where there was no email contact, a hard copy was posted. A copy of the questionnaire sent to faith communities can be found in Appendix D.

e) Focus Group Meeting

Following the questionnaire, a meeting was held between Council Officers and the Forum of Faiths to discuss the results of the questionnaire further. Discussion was also had over the type of facilities required by faith communities. The meeting was attended by five faith communities within the Borough; the property manager for United Synagogues; the Portfolio Holder for Leisure, Culture and Health; and Council Officers from several departments. The Planning, Community Services and Asset Management departments from the Council were represented at the meeting.

5. Results and analysis

a) Contact list for faith communities

The list of contacts was used to summarise faith communities in Hertsmere by the type of faith and the location in which communities are based. There were three faith communities which no longer exist, and an additional three that had the same contact details for the same faith community. Table 3 illustrates 68 faith communities in Hertsmere.

Table 3 – Faith communities by Faith in Hertsmere

Faith	Number	Percentage
Buddhist	2	3%
Christian	37	54%
Hare Krishna	1	1.5%
Humanist	1	1.5%
Jehovah	1	1.5%
Jewish	11	16%
Muslim	2	3%
Pentecostal	2	3%
Roman Catholic	10	15%
Spiritualist	1	1.5%

Table 4 – Faith communities by Area in Hertsmere

Area	Number	Percentage
Aldenham and Shenley	14	21%
Borehamwood and Elstree	26	38%
Bushey	15	22%
Potters Bar	13	19%

The area with the most faith communities is Borehamwood and Elstree, which also has the greatest population in the Borough (Table 1). Bushey and Potters Bar all have a lower proportion of faith communities compared to the respective proportion of the population. Aldenham and Shenley contain 21% of the Borough's faith communities and just 16% of the population. The Aldenham and Shenley area also include Radlett, and is overall characterised by the smaller towns and villages in Hertsmere.

b) Mapping

The mapping exercise illustrates that places of worship are evenly distributed across settlements, with several locations based in rural areas, but the majority within main towns and service villages.

There are at least four sites that are used by more than one faith community, two are in Borehamwood (International Christian Fellowship and Allum Hall), and two in Bushey (Bushey Youth and Community Centre and Lincolnsfield Centre). In addition some groups are not illustrated on the maps as they do not have an established place of worship.

Equally there are some groups that are recognised but do not have a place of worship at all, meaning that they have not been identified spatially. This includes Shenley Jewish Community, and until recently also included Borehamwood Muslims, who have obtained planning permission for a small premises. There are about twenty groups for whom contacts are held, but do not associate themselves with a particular premises.

The maps in Appendix A illustrate the spatial distribution of existing places of worship. Where facilities are shared, or where a community centre is used by at least one faith community one point is used.

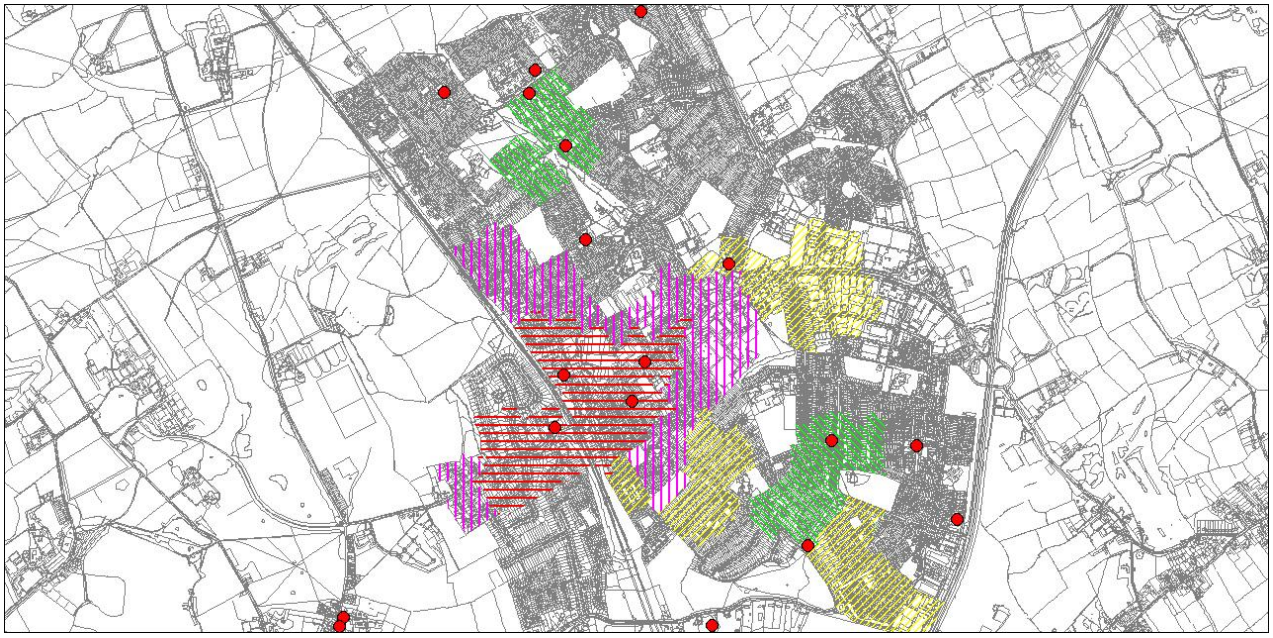
Out of fifty places of worship or community centres that have been mapped, twelve sites contain a statutorily listed building and nine are on the list of locally important buildings in Hertsmere. The Church of England has retained their places of worship in the rural villages such as Aldenham, South Mimms and Ridge. These are often listed buildings and remain the centre of the smaller settlements.

Table 5 – List of Statutorily and Locally Listed Buildings at places of worship

Statutorily Listed Buildings	Locally Listed Buildings
Allum Hall Community Centre	Potters Bar Baptist Church
Hertsmere Progressive Synagogue	St Mary the Virgin and All Saints
St Nicholas Church, Elstree	Radlett and Bushey Reform Synagogue
Bhaktivedanta Manor	The Sacred Heart of Jesus
St Peters Church, Bushey Heath	Shenley Methodist Church
Bushey United Reform Church	St Michael and All Angels
Christ Church, Radlett	St Pauls Church, Bushey
St James Church, Bushey	Bushey Youth and Community Centre
St Giles Church, South Mimms	Holy Trinity Church Bushey
St Margaret's Church, Ridge	
St Martins Church, Shenley	
St John the Baptist, Aldenham	

The maps in Figures 1 to 4 compare the location of places of worship and non-residential accessibility zones, which have been taken from the Parking Standards SPD (2008 updated in 2010) in relation to places of worship. Places of worship are located within the most accessible locations although there are a couple of exceptions. Despite the accessible locations of most places of worship, it is noted that the size of places of worship can be restricted by adjoining uses in town centres.

Figure 1 – Borehamwood and Elstree

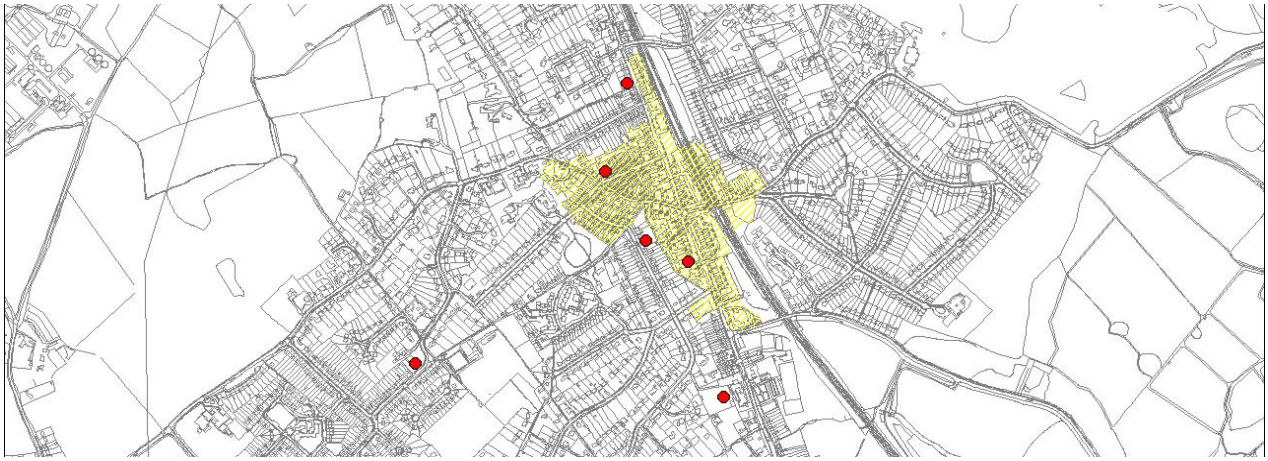


In Borehamwood and Elstree nine out of fifteen places of worship are within a defined non-residential accessibility zone. There is one that is immediately adjacent, and the remaining five are in the existing urban area of Borehamwood. There are three places of worship located in the Green Belt, one is a small place of worship based as an ancillary use to a dwelling to the south of Borehamwood on Barnet Lane, and two in the built up part of the village of Elstree. Generally places of worship are widely distributed across the town.

Figure 2 – Potters Bar

In Potters Bar six out of nine places of worship are located in a defined accessibility zone. Those that are not in a zone are all within the existing urban area of Potters Bar. The place of worship illustrated in the north of Potters Bar is also outside the boundary of the Borough. This is considered useful for inclusion though so that the town can be viewed as a whole for the distribution of places of worship.

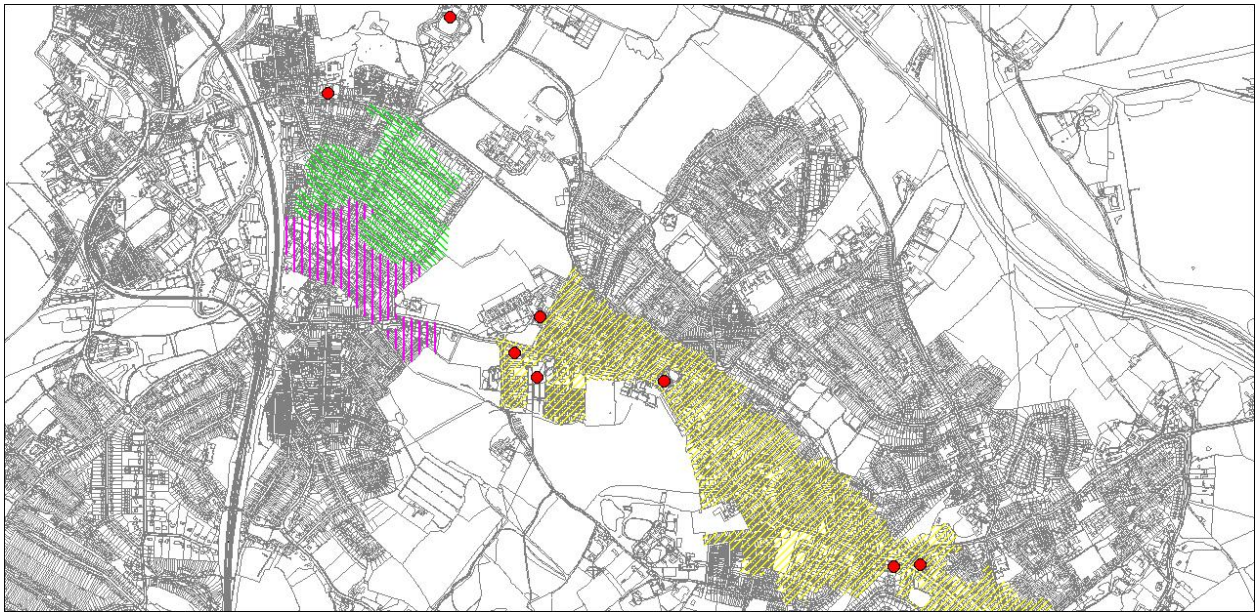
Figure 3 – Radlett



In Radlett there are six places of worship, of which two are within the non-residential accessibility zone and three are based very close or on the main road of Watling Street. All places of worship in Radlett are located on the west side of the railway line, where the district centre is located. Much of the bulk of the urban area is also on the west side of the town.

Shenley does not contain any accessibility zones as defined in the Parking Standards SPD. However there are three places of worship within the built up village of Shenley. Other community uses that can be used by faith communities include The Chapel on Porters Park Drive, and Shenley Cricket centre.

Figure 4 – Bushey, North Bushey and Bushey Heath



In Bushey there are eight places of worship, many of which are based in or around the High Street or High Road corridor through the middle of Bushey and Bushey Heath. This area is designated as non-residential accessibility zone 2, which indicates good accessibility for such uses. There are two places of worship on the Watford side of Bushey, and two more in North Bushey, of which none are in a defined non-residential accessibility zone.

c) Review of Planning Applications

The results of the planning application search are recorded in Appendix D. There were 44 relevant applications that related to a place of worship from 2000 to 2012. The review of applications revealed that seventeen applications were granted planning permission with two granted listed building consent, and one was part approved / refused. Five of the applications were refused and eleven were withdrawn before they were determined. Three were invalid due to insufficient plans or information being submitted.

When an application was refused and the decision was appealed, three were dismissed and two were withdrawn. These appeals all related to one site, Bhaktivedanta Manor, which is one of the largest faith communities in the Borough, and located within the Green Belt. The reasons for refusal all relate to the Green Belt. The community which occupies that site has since been working with the Council on a Planning Brief, so that a permanent building can meet their needs in this location.

Fourteen places of worship and one community centre submitted planning applications or listed building consent applications out of the 68 contacts that were collected for the questionnaire. There were only two applications for a change of use to a place of worship, and four for the redevelopment of either the hall or place of worship. Eight of the 44 applications were for extensions to the place of worship or community hall, and more than a quarter of applications were for minor changes. Community uses such as places of worship do not benefit from permitted development. The additional constraint of a statutory listing or conservation area further restricts the ability of a community to undertake minor changes without consent, such as replacement roof tiles or changes to fenestration.

There were three applications that were invalid, two of which provided insufficient plans and the other had an error on the application form. None of these three applications were made valid, and so the application could not be determined. This number of invalid applications may relate to the nature of the applicants who tend to be charities or rely on voluntary donations. A lack of funding may restrict the quality of information submitted, or there may be a misunderstanding about the process involved for planning permission or listed building consent. Notwithstanding those factors, compared to all other applications that are submitted to the local planning authority, 3 out of 44 applications (7%) is low for the rate of invalid applications. Out of the 730 planning applications submitted to the Council in 2012 so far, 77 applications or 10% were invalid and not subsequently made valid since.

The 2011/2012 Annual Monitoring Report for Hertsmere showed that HLP Policy S7 on Community Centres and religious buildings was a ‘severely underused policy’ based on the number of times the policy was used by case officers. Although this simply relates to the number of applications made for community centres and places of worship, the number of times the policy was used was up on the previous year. The policy was used three times in 2009/10 and eight times in 2010/11. This policy is not considered to unduly burden or restrict development for community centres or places of worship, but rather there is not the number of applications being submitted.

d) Results of the questionnaire

In total 68 individual faith communities were invited to fill in the questionnaire, of which three no longer existed. 40 questionnaires were returned which is a 59% response rate. After the initial letter that was sent on 14 July 2011, two further emails were sent out to all those with email addresses with a reminder of the deadline of the questionnaire, and also extending the time limit for the questionnaire submission to September 2011. The number of responses received doubled following this. Although this is a good response rate compared to other questionnaires response rates, it is recognised that this cannot be generalised to all faith communities, rather it could be used as a Borough wide benchmark. The results are also helpful in raising issues that are specific to certain communities.

It is recognised that there will be a mixture of information received as a result of this type of research, including both qualitative and quantitative data. This is thought to be a benefit when analysing the needs of faith communities, where more subjective needs and issues can be raised, as well as the facts of the situation. Scope was allowed for the community to express their answers to the questions in the manner they would prefer, and the results can be analysed further later. In light of this, there were two communities that responded directly before the initial deadline, stating that the questionnaire was limited to the particular characteristics of the faith community.

The results can be divided between issues that can be addressed in some way by the planning system, and those that are beyond the scope of planning that include those covered by other areas of local government work or otherwise.

Location

The questionnaire showed that most groups are located in a main town centre or within 1 mile of a town centre. The next most prominent location for groups is within a village. This correlates well with the results of the mapping exercise which highlights that the majority of places of worship are located in more accessible locations. Where places of worship are not located in more accessible locations, within 1 mile of a town or district centre is the preferred location for faith communities.

Most faith communities stated that their congregations come from the local neighbourhood or main town in which they are based. It was also notes that the area that congregations come from is not defined by the Borough boundary, but people would travel in some cases from further afield. Examples include from Watford to Bushey, Little Heath to Potters Bar, and North London to places of worship such as Bhaktivedanta Manor.

Congregations

The majority of faith communities that responded stated that their congregations were up to 50 people, there are fewer groups of 51-100, and just a couple that are more than 300 people. Generally congregations are shown to have grown in the last 5 years, and about 60% consider their congregation to be growing. About 14% of the groups that responded thought their congregation to be declining in size. A quarter of the groups that responded stated that the size of the congregation stayed the same. The membership of faith communities is about 50-100 people than the congregation which normally attends regular acts of worship.

Acts of worship, events and activities

The size of the congregations to acts of worship, events and activities varies depending on day and type of occasion. It was found that congregations become increasingly diverse, and the leaders of faith communities who responded to the questionnaire considered that they would like to see the congregations for regular acts of worship and one off events grow.

The most popular days for regular events are Sunday, Saturday and Wednesday, respectively. Regular acts of worship were shown to be primarily during the weekend, the more informal events and activities, including use of the building by community groups took place mainly on weekday.

When the term 'regular' is used it tends to refer to those that take place on a weekly basis. Many places of worship are able to host regular events on every day of the week. This includes regular events by other faith community's or general community groups. The time of day and length of time that different communities might want to regularly use a building varies.

There are several locations where one building hosts a number of different faith communities, in particular Allum Lane community centre is the location for eight communities, and two faith groups meet at the International Christian Fellowship building on Manor Way. This is a good use of space, particularly for the smaller congregation.

The questionnaire results found that most of the rooms that are used for the main regular events are 'medium' or 'large'. Of these 30% of rooms are not of sufficient size for its use. This indicates that regular activities that are popular and take place are by groups of people, rather than smaller meetings or occasions. Listed buildings can place restrictions to providing larger facilities.

Two main issues are thought to be obstacles in growing the congregation. One was the lack of space available to meet the needs of different activities and groups who are either members of the place of worship, or other groups utilising the space as a community facility. Tied in with this issue is the lack of flexibility of using the space at popular times. The other issue was the lack of the ability to extend a building to meet the additional needs that are not met at the moment.

The events that take place in the building are split evenly across the days of the week – and are more likely to take place weekly or randomly. It is recognised that medium or large rooms were also used for these occasions, which are more often sufficient in size than not large enough. It was noted in several questionnaire responses that some groups or one off events had to be turned down due to the unavailability of the space. It may be that although individual rooms are sufficient in size to meet the need of groups, the demand for such space at popular times is high.

The questionnaire also demonstrated that there is a large range of other uses at places of worship, other than for formal acts of worship. The following groups and activities were generally common across all faiths and types of place of worship, representing the significance of the role that faith communities have to play in the wider community. These include: groups for children and the elderly; mums and toddlers groups;, fellowship meetings; annual fares, garden parties, pre-school groups; annual general meetings; lunch events; coffee mornings; rainbows, brownies, guides and scout groups; small sports clubs; prayer mornings; choirs; university societies; film club; faith schools; school visits; open days; youth groups; and conferences.

In addition to the regular weekly or monthly groups that use places of worship, there are also annual festivals, or one off needs for the place of worship such as weddings and funerals. Again these needs are common across all faith communities.

Transport

By far the most common form of transport is the car, particularly for events other than regular acts of worship. It may be that there is less car use to regular act of worship in part due to the Jewish community who are inclined to walk to the place of worship on a Saturday. It may also represent the local basis for places of worship, where it is more likely that congregations will be drawn from nearby communities, rather than further afield. Table 6 illustrates the most used mode of transport for getting to places of worship for three different types of event.

Table 6 – Mode of transport to places of worship by event type

Mode of transport	Walk	Car
Regular acts of worship	48%	41%
Other acts of worship	14%	67%
Social activities	18%	65%

When groups meet for social activities or for one off events at places of worship, there is an increase in the number of people travelling to that location. An observation is that additional pressure on car parking is placed on surrounding streets during these times.

It was noted by several of the larger communities that there is a high level of car sharing to get to particular events. It was particularly noted that the faith community at Bhaktivedanta Manor are unusual in that there is an especially large congregation and not based in an urban area. The congregation mainly arrives by car, but the community often use group transport such as coaches and mini buses for trips to the site. Where places of worship are located in town centres it is likely that public transport is well used.

Due to the high level of car use to get to places of worship, 60% of respondent's state there is on site car parking, and half said that there was adequate off site car parking available. About 40% said there was not enough parking, and 20% said that there was no parking within easy walking distance. This may be a consequence of the older building not providing for car parking, or the constraint of being located within a town centre. It may also be a sign of the popularity of places of worship, where communities are generally growing, rather than declining, and the need for car parking is reflected in that.

Site ownership

The questionnaire showed that 80% of communities own their own premises, with 10% renting a premises. Some communities are not associated with a premises at all, which may be for several reasons, such as small membership numbers or a lack of funding. 10% of respondents expressed a desire to own their own premises, and 15% stated that they would like to rent. The figure for those that would prefer to rent includes a mix of those that own their premises at the moment and are finding it too much of a responsibility or cost, and those that do not have a premises at all at the moment. It is clear that the majority of faith communities would prefer to own their own building. The questionnaire also found that of those who responded, 32% of communities rent premises with time restricted access, which could be a disadvantage to the community.

Although matters of site ownership are beyond the control of the local planning authority, there is an ability to plan appropriately with these underlying needs and factors in mind.

Buildings

The average built floor space available to faith communities was between 125 sq.m and 500 sq.m. About a third of respondents did not know the size of the building. Two communities said that their largest room could accommodate less than 100 people, where the vast majority stated that the largest room could accommodate between 100 and 299 people. There were another two communities whose largest room in the building could accommodate more than 300 people. In addition, other facilities may be required such as a foyer, kitchen, toilets or office. The majority of respondents stated that the building contains three rooms, and just three said there was one room. The range of the number of rooms in the building was from 1 to 15.

There are evidently some faith communities who benefits from large buildings with a range of facilities. The majority of respondents stated that the building was single storey, and about a quarter said the building that they occupied had two storeys. Incidentally the majority of respondents stated that there was access to those less able. Single storey buildings enable disabled access more easily compared to two storey buildings. The rest of sites often includes a car park, gardens (of differing size), and cemetery. Two of the respondents with a premises stated that there were no grounds in addition to the building.

The majority (58%) stated that they would not want to relocate the place of worship in the future. This may correlate with the proportion of communities that own their own premises compared to those who rent. However, there are opportunities to plan effectively and positively for faith communities who do decide to relocate, so that the appropriate facilities can be provided for in the right location. It has been noted that the temporary use of shop units for communities can be helpful in providing a premises for a faith community whilst occupying a shop units that has been vacant for a long period of time. This has benefits for town and district centre and shopping parades, as well as community needs.

Observed problems

In priority order from the questionnaire, the main problems with the site and building occupied by the faith community include:

1 Not enough car parking at the site:

2 Building requiring modernisation;

3 Premises requiring external improvements;

4 Poor disabled person access;

5 The building being too small (17%); and

6 The building being too large (10%).

These points, which have been raised through other questions in the questionnaire and are within the scope of planning legislation, can be addressed in the recommendations for future planning policy. These issues can also be considered in the determination of planning applications for new buildings for places of worship. In particular there needs to be sufficient car parking provision to meet the needs of the community and with regard to the location of the place of worship in line with the Parking Standards SPD.

Other observations

More than a quarter of faith communities are dissatisfied with the size of the premises, 68% said that the premises that they occupy is about the right size. There are several other positive points raised in the questionnaire, including 37% of respondents stating that they have good access to public transport, and the ability of the faith community to make their facilities available to other community groups.

The specific needs of particular faith communities which are listed in Appendix B. This table only includes those who responded, however this appendix can be updated when new information is made available or circumstances change.

There were a couple of other matters raised in the comments section of the questionnaire that is within the scope of planning policy and legislation. The first relates to the restrictions on listed buildings to provide for access for disabled persons, and the process involved. It is noted that there is no fee for applications for listed building consent, and it may be that a full planning application is not needed for internal changes to a listed building. It is recognised that there should be no principle objection to changes which result in the ability for those less able to access community facilities. The other matter relates to the range of other types of proposal for the conversion, extension, modernisation or development for a place of worship. The issues that faith communities encounter are wide ranging, and there are often different matters depending on the place of worship.

A number of issues were also raised at the end of the questionnaire, some of which are beyond the scope of this assessment, including:

- the lack of equipment and volunteers;
- the lack of affordability of purchasing and renting premises;
- the lack of support from the Council on worshipping in community halls;
- the lack of space at the place of worship meaning that community groups being turned away; and
- problems with the nature of some of the questions in the questionnaire.

e) Focus group meeting

A meeting was held on 31 May 2012 with faith communities in Hertsmere. The discussion at the meeting helped to understand the specific needs of different communities, and the pressures that are being faced by communities. It was also helpful being attended by representatives from different departments at the Council. The meeting was held following the deadline for the questionnaire and a summary of the results was presented at the meeting.

The points raised in the meeting reiterate many of the issues that came out of the questionnaire results. Several faith community groups were represented at the meeting, which was helpful in voicing the particular needs of that community. Unfortunately some faith groups were not represented, particularly a range of Christian denominations, and other religious minority groups that are known to exist but did not attend. A number of the attendees raised specific needs for their group. This has been presented in Appendix B. Meeting notes can be seen in Appendix C.

The following provides a summary of some of the issues raised:

1. An assessment of burial grounds for particular faith communities was requested. This is subject to a separate assessment in the Open Space Study. Should a planning application be made for a burial ground by a faith community, the Open Space Study will be a material consideration in terms of existing provision and need. The Study also takes into account non-faith specific burial grounds.
2. The cross departmental role of the Council in providing for faith communities. The Community Services assess the wider need for community facilities and provide the customer facing element of the Council to communities. The Asset Management team manage the Council's property portfolio by leasing to different parties including business and community groups.
3. There was mention of the role of the recently enacted Localism Act, in particular the Community Services team highlighted the 'community right to bid' scheme on buildings for

community uses. This provides the opportunity for community assets to be nominated and for groups to buy them.

4. There was suggestion that the allocation of sites for community use floor space should be proportionate to housing growth.

6. Conclusions

Places of worship play an important role, not just in individual faith communities, but also in the wider community. This document draws conclusions based on the findings from the mapping, planning application search, questionnaire and focus group meeting. This is a working document which will be reviewed and updated when appropriate.

The aim of this assessment was to identify what the need is for places of worship and associated facilities in order to plan more effectively in the future. The report has gathered evidence on the type and nature of faith communities in Hertsmere, and formed an evidence base on the specific needs of various faith groups.

There are some clear needs emerging from some faith groups. The needs vary depending on the size of the congregation, its catchment area and the type of faith, as different faiths have differing requirements. Although the results of the questionnaire have been generalised to help inform the requirements for forthcoming policies, the needs of specific groups are different. There are two communities in particular that require their own site and building, which are Shenley Jewish Community and the Borehamwood Muslim Community. Both groups require their own appropriate building in their respective towns.

Another part of the aim of this study was to derive policies appropriate for the relevant forthcoming DPDs, which will form part of the new Local plan. A summary of specific issues as a result of this assessment can be found in Table 7 with a description of the nature of the proposed resolution.

Table 7 – Summary of questionnaire results and associated policy recommendation

Issue	Resolution
Accessible locations are essential with access to public transport	Development Management policy for protection of existing places of worship; and Development Management policy for existing community facilities requirements
Most faith communities require extensions and modernisation to their existing places of worship. Where funding is a constraint the improvement of existing sites is preferable to redevelopment relocation	Development Management policy for the protection of existing places of worship
It is common practice that space is rented out for other groups to utilise. There may be problems in size of rooms and time flexibility, but this does not demonstrate a need for additional community use floor space	
Most congregations are up to 100, but growing. Only a few congregations are larger than 300 people. There should be scope for growth	Development Management policy for buildings to be designed to flexibly accommodate a range of community uses
Faith communities need flexibility on use, time and access of the building. Community groups and faith communities share buildings	
Faith communities and other community groups by their nature require larger rooms where a number of people can meet. Most existing premises have several larger rooms	
The need for all places of worship able to be accessed by those less able	Compliance with appropriate Building Regulations
Assessment of the need for sufficient car parking and provision on site, and assessment of the need	Development Management policy to ensure appropriate assessment and sufficient provision for car parking, in line with the Parking

for a Green Travel Plan	Standards SPD
Buildings require modernisations and external improvements	Internal alterations to buildings that are not listed generally do not need planning permission
Implications for listed buildings	It is not desirable that Listed Building status is undermined, but relevant development management principles should be complied with. A specific requirement for this is not needed
Allocation of sites / set standard for community use floor space to be proportionate to housing growth	There is no objection in principle to the development of new community facilities, but the allocation of specific sites is considered to be beyond the existing need.

Several points came out of the results that relate directly to development management principles. Two recommended Development Management policies are recommended to protect existing faith community facilities and to give guidelines on development of new or enhanced of places of worship.

Any planning application proposal should comply with the principle in RCS 2011 Policy CS18 that there should not be the loss, reduction or displacement of community facilities or sites. It is considered that the protection of existing community centres and places of worship is sufficient. Should a proposal come forward for the development of a new place of worship, there will be no principle objection, given that it complies with other relevant policies in the adopted Local Plan (Local Development Framework). This may mean in practice that should one community facility no longer be required by the local community there may be another group or community use that can utilise the site or building. The use of Appendix B (specific needs of faith communities) can be used as evidence in the determination of planning applications.

7. Recommendations

The review and replacement of Policy S7 of the HLP 2003 is needed to ensure a consistent policy approach for the determination of planning applications for faith communities. It is not considered that the requirement for existing places of worship or community centres to demonstrate that the choice of location would principally serve a local community, or that the site would be or could be made easily accessible by a range of transport options is reasonable. Existing places of worship and community centres where faith communities meet are shown to be in generally accessible locations. It is considered unreasonable to expect faith communities to justify their location given that the use has been established. Further amendments to the existing policy are recommended in line with the findings of this assessment.

The following wording is proposed with deletions struck through and new text underlined:

Proposed Development Management policy #1: Community Centres and Religious Buildings

Proposals involving the provision of new or enhanced community centres and religious buildings will be granted permission ~~**where it can be demonstrated that the use and choice of location will principally serve a local community and the site would be or could be made easily accessible by a range of transport options. In addition, proposals should:-**~~ **provided that the development would have**

i) ~~**make**~~ adequate provision for car parking and have no adverse impact on the highway network;

ii) ~~**have**~~ no ~~**significant**~~ **negative** impact on **residential amenity at** adjoining properties; ~~**and**~~

iii) not detract from the visual amenity of the area; **and**

iv) to be designed flexibly to accommodate a range of community uses.

It should be demonstrated that proposals for new community centres or places of worship will be located where it will principally serve the local community and easily accessible by public transport and not conflict with other Policies.

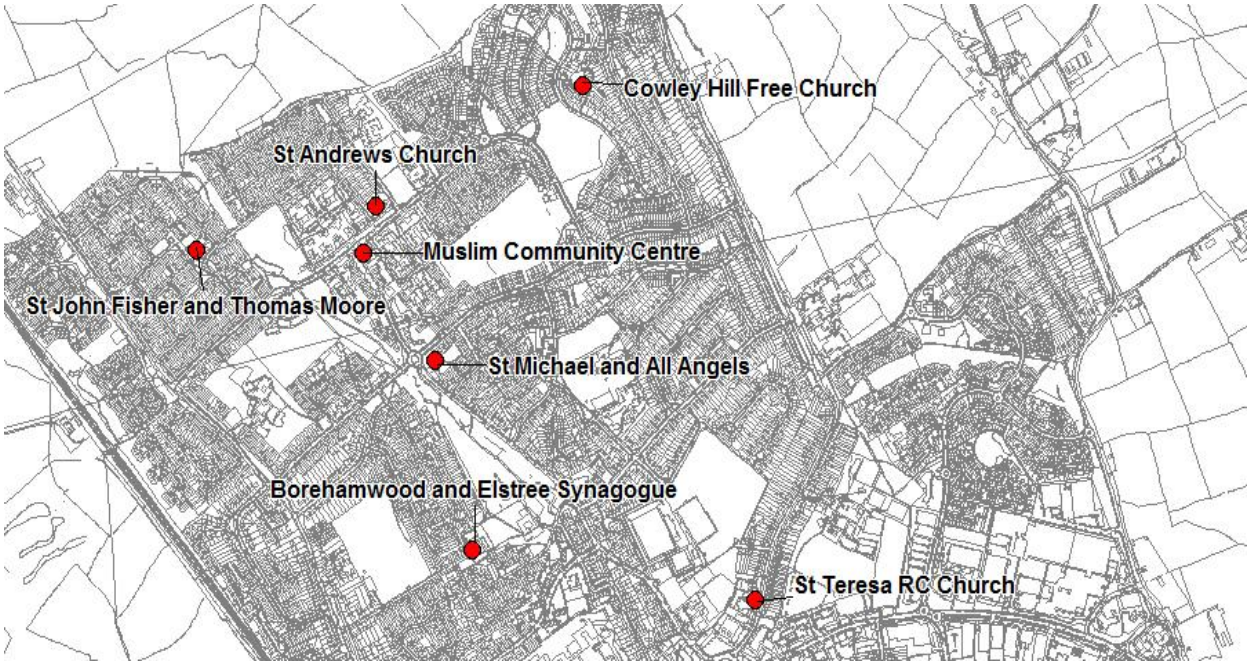
For the protection of existing places of worship and community centres and in addition to Policy CS18, the following policy is proposed:

Proposed Development Management policy #2: Protection of Community Centres and Places of Worship

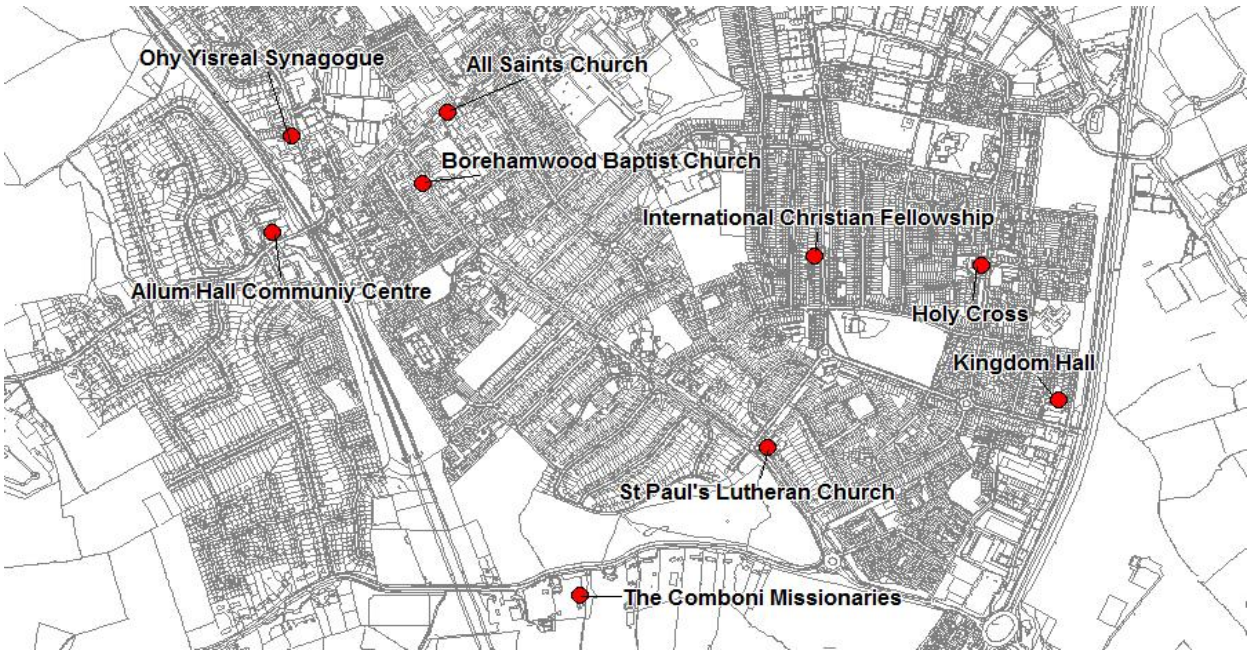
Applications that result in the loss of an existing community use or place of worship within the D1 use class will be refused unless the facility is appropriately replaced in line with the requirements of Core Strategy Policy CS18. The re-use or joint use of a building or site with other faith communities or other communities will be encouraged where it will secure the future community use at the site.

Appendix A - Location of places of worship in Hertsmere

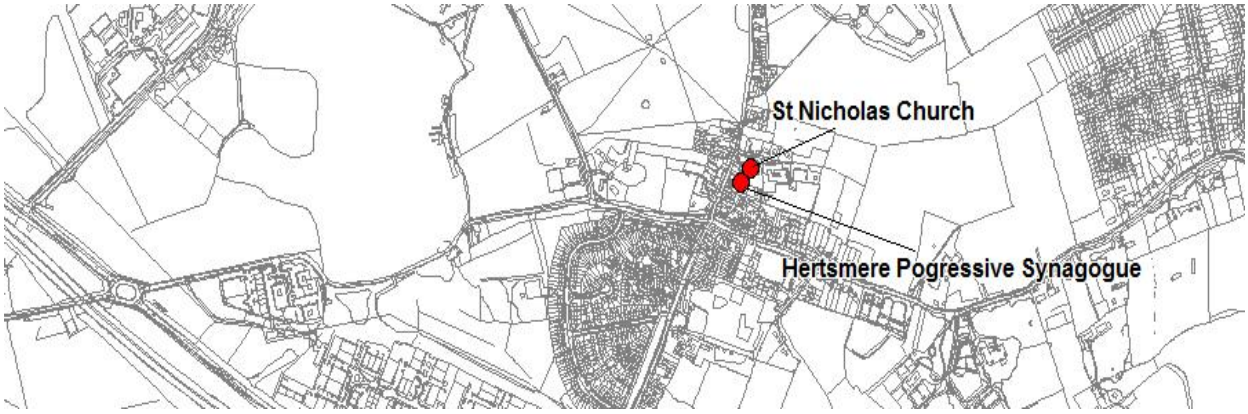
Borehamwood (North)



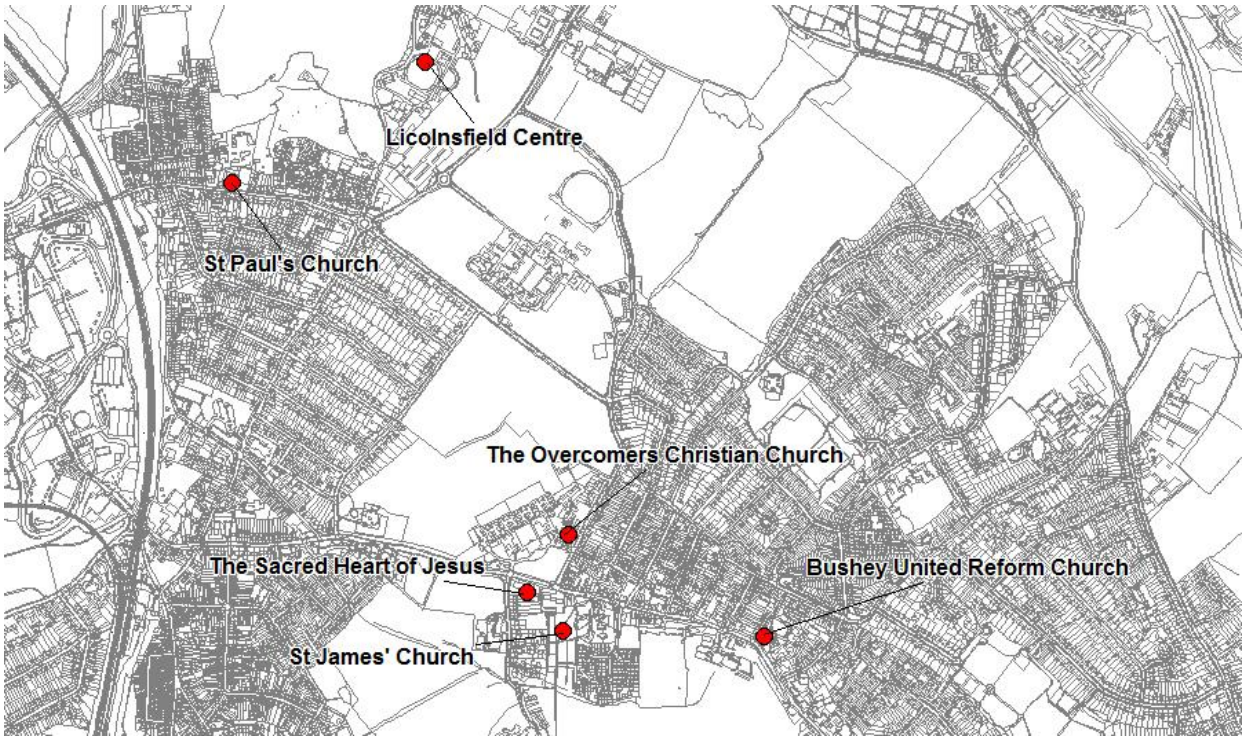
Borehamwood (South)



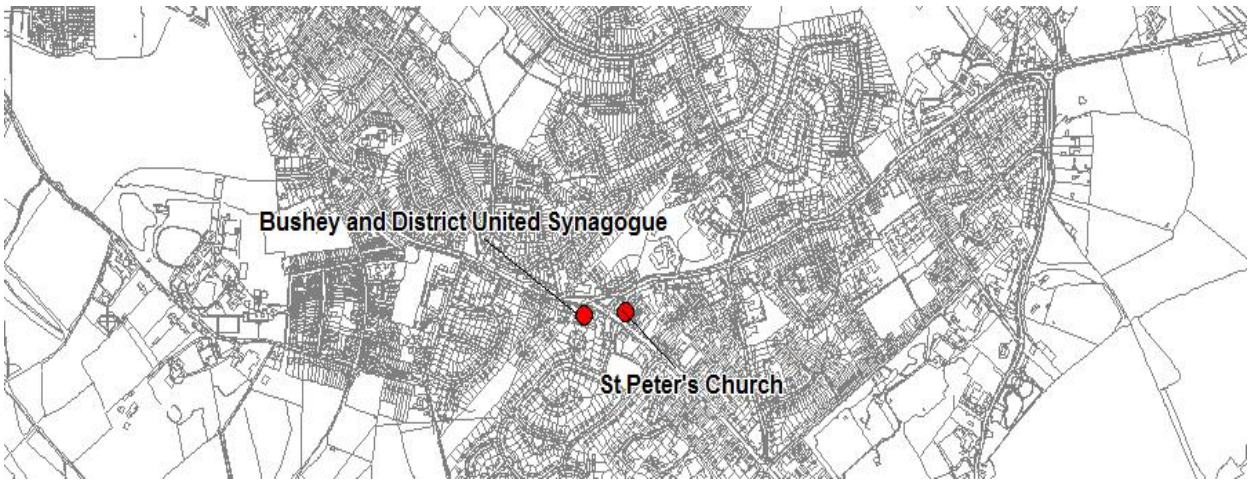
Elstree



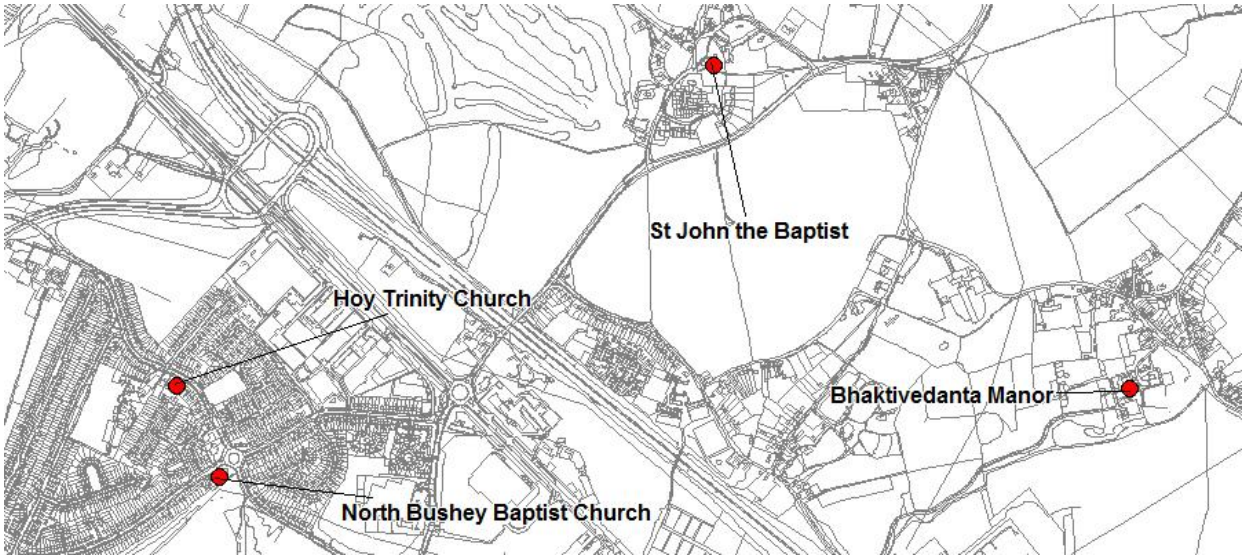
Bushey



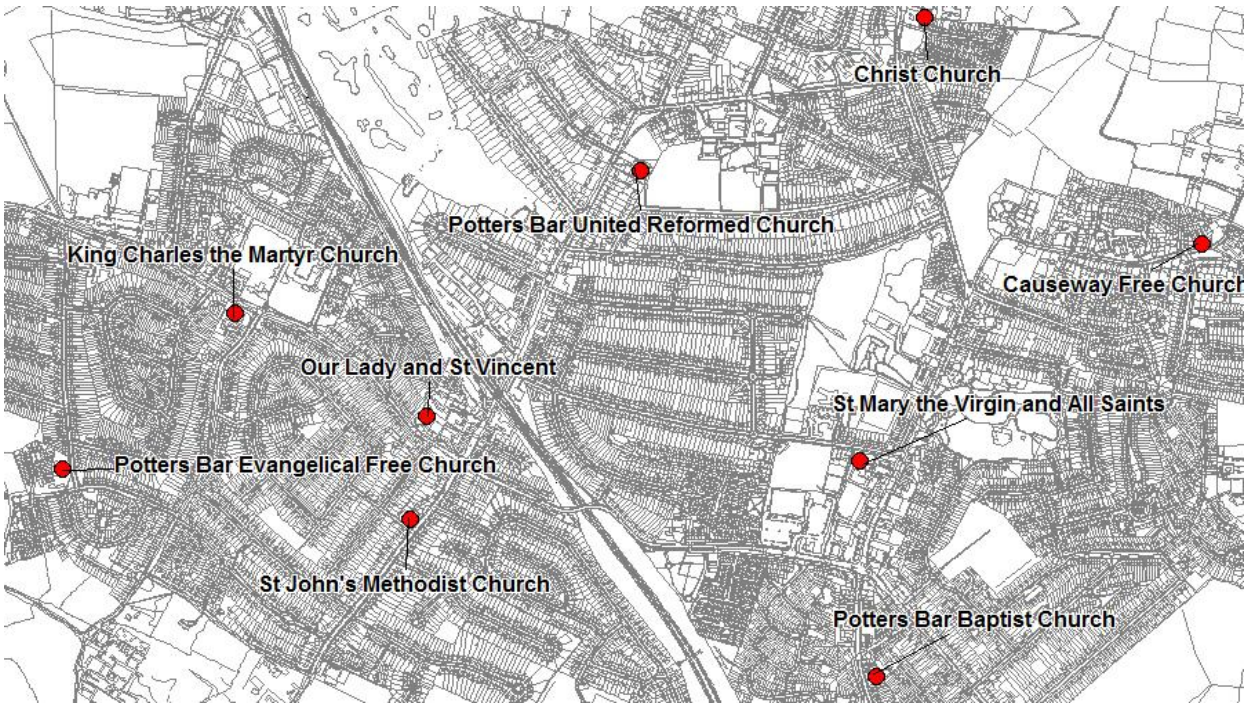
Bushey Heath



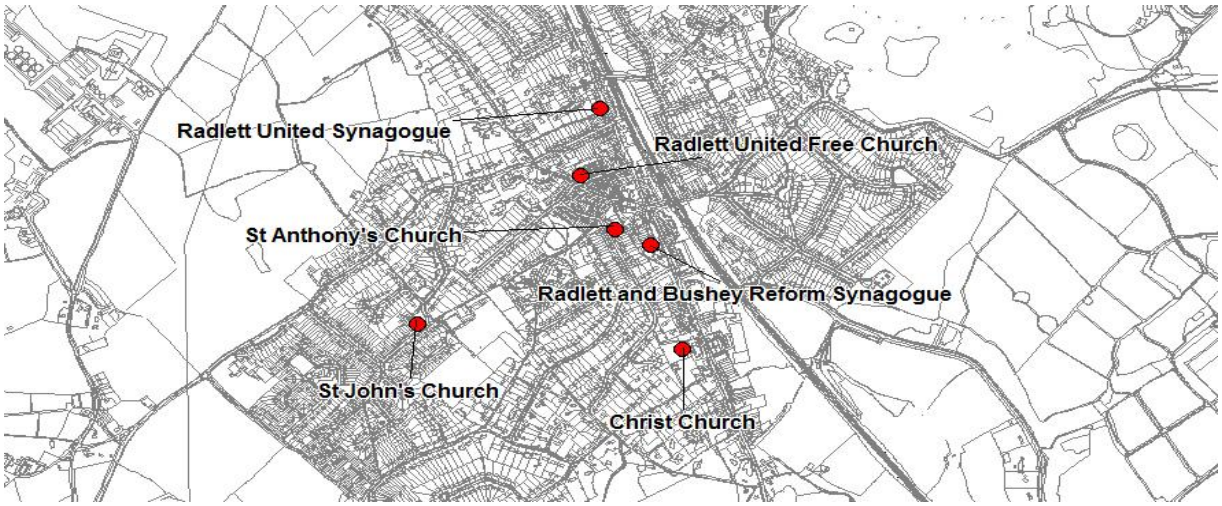
North Bushey, Aldenham and Letchmore Heath



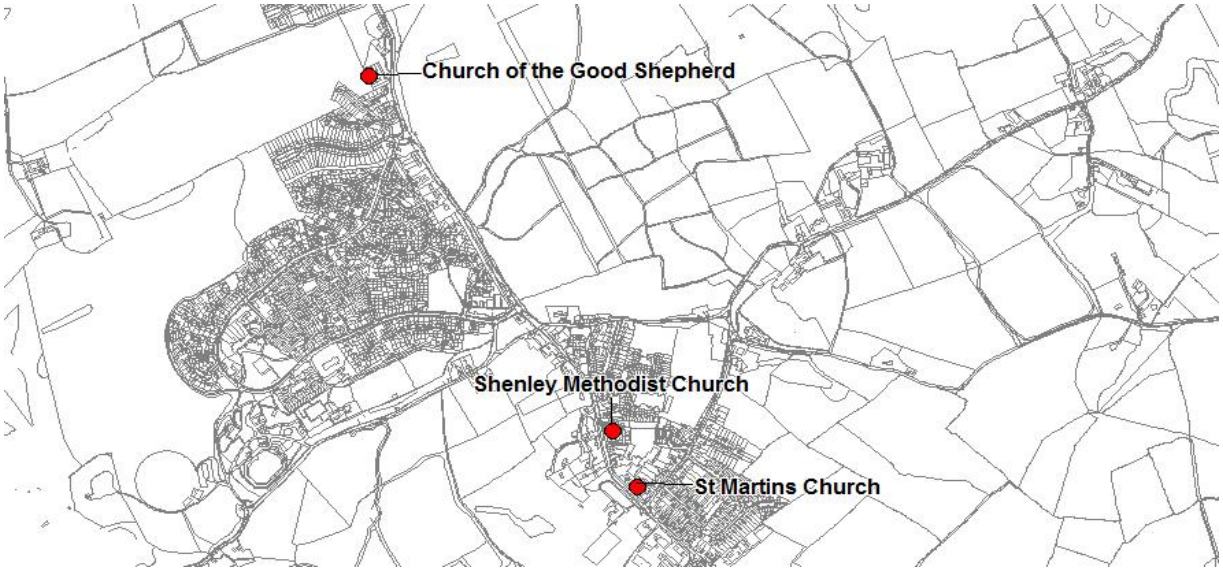
Potters Bar



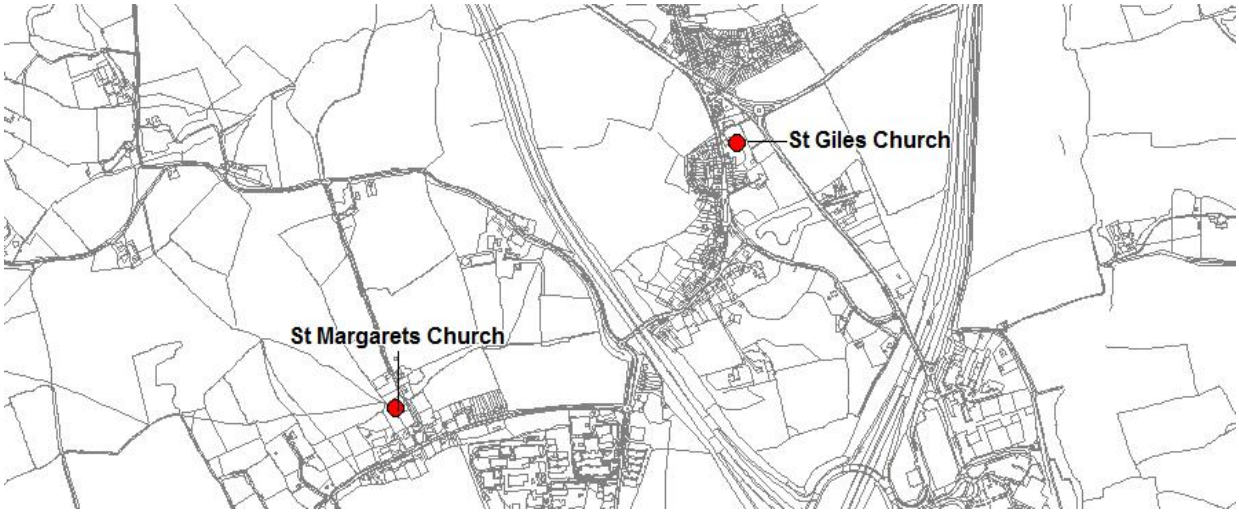
Radlett



Shenley



Ridge and South Mimms



Appendix B - Needs identified from questionnaires and Forum of Faiths and Hertsmere Borough Council meeting (June 2012)

It is recognised that these needs change over time. This table can be seen as a working document, which is updated as and when community's needs change. It is the responsibility of the faith community to inform the Local Planning Authority when needs change. This is a material consideration in the determination of planning applications for places of worship.

Name	Need	Plans / Proposals	Constraints / Problems
Radlett United Synagogue	Existing provision at Radlett and Borehamwood is now no longer fit for purpose; Small site which is 'highly inadequate' for the need; Membership of 3-4,000 people at high moments	Pre application discussions and plans now submitted for the conversion of two houses adjacent to existing site at 22 Watling Street	Loss of residential units through change of use from C3 to D1; Car parking
Borehamwood and Elstree United Synagogue (BES) Croxdale Road	There are some ideas for the redevelopment and/or extension of buildings at the site Approx. membership of 1,200 families	HBC not approached http://www.borehamwoodshul.org/sitedev/index.asp	Residential amenity; Car parking;
Shenley United Synagogue	Community use several different community buildings to meet in depending on time and availability. The group is growing and some facilities are no longer sufficient	New site / building required	No suitable sites / buildings available in the village; Need to be in walking distance to the congregation
OHR Yisrael Synagogue, Theobald Street	Pressure for parking and space at 'high moments'; Site is suitable at the moment for day to day events		
Bhaktivedanta Manor	Very large congregations; Many 'one-off' events throughout the year	Planning brief detailing proposals for new building at the site	Green Belt
Radlett and Bushey Reform	700 families. Education plays an important role in the community, and also the participation of non-Jewish groups in the use of the facilities. The	Pre application discussion and plans submitted for the rebuild of existing single storey community centre into	Car parking; Residential amenity

	space is used as general community use, not specific to a specific religion. The group has outgrown the existing provision at the site	three storey facility	
Elstree and Borehamwood Muslim Community	(see presentation) – started in 2008 for local Muslims in Allum Hall, continued with more regular meetings and the group grew. The group meet in several different places in Borehamwood to meet the needs of the congregation (Allum Hall, Aycliffe Road shop, the Windsor Club on Blyth Close). Congregation of ~200 people so there is a desperate need for larger more permanent premises	Planning permission for D1 use at shop in Aycliffe Road – will not address longer term need; Need large facility or site for new building http://muslimcommunitycentreborehamwood.co.uk/	Site of sufficient size in Borehamwood; Car parking
Borehamwood Christian Fellowship (ICF)	Increasing use of building with growing congregation; Shared building with another church; Some pressure on parking, although use of car sharing and on street parking (not a problem on Sundays)	Proposed extension to existing detached building with scope for more car parking in urban area of Borehamwood	Car parking; Residential amenity / noise
Pentecostal Christian Churches	Difficult to get hold of, but do have their own requirements		

Appendix C – Forum of Faiths and HBC meeting notes 31 May 2012

HBC and the Forum of Faiths meeting notes

31st May 2012 10am-12pm Committee Room A

Present – Radlett United Synagogue, Property Manager for United Synagogues, Elstree and Borehamwood Muslim Community, OHR Yisrael Synagogue Borehamwood, Radlett and Bushey Reform Synagogue, Reverend Leslie representing Churches

From HBC - Cllr Batten (Chair), Hilary Shade, Rebecca Young, Rob Ambler, Simon Warner, Sarah Churchard

Apologies – Cllr Cohen; Bhaktivedanta representative

Planning process –

- Burial grounds for specific faith communities
  - What is the need and existing provision for each religion?
  - Role of the HBC Parks department
  - Muslim section at Allum Lane – managed by HBC
  - Jewish cemetery – need assessment
- 'Community Action Hertsmere' – identified that there is some scope for accommodating community uses in existing centres (Borehamwood only) See Community Services
- Community Right to Buy in the Localism Act
- Census data when its available on religion and race trends will be interesting to incorporate into FCNA report for longer term view
- D1 use floorspace allocations and growth should be in line with housing growth (increased populations requires supporting community infrastructure

Future plans and ideas –

In Borehamwood there was a boom in building churches during the 1950s, the sites are of generous proportions. Recommended that we plan in the same way today

United Synagogues – existing provision at Radlett and Borehamwood is now no longer fit for purpose. There are ideas for Elstree and Borehamwood; submitted plans for the conversion of two houses in Radlett; and new site required in Shenley

Elstree and Borehamwood Muslim Community (see presentation) – started in 2008 for local Muslims in Allum Hall, continued with more regular meetings and the group grew. The group meet in several different places in Borehamwood to meet the needs of the congregation (Allum Hall, Aycliffe Road shop, the Windsor Club on Blyth Close). Congregation of ~200 people so there is a desperate need for larger more permanent premises to host all kinds of activities, festivals and one off events. There is funding available from the community. Planning permission for D1 use at shop in Aycliffe Road – will not address longer term need (http://muslimcommunitycentreborehamwood.co.uk/)

Radlett and Bushey Reform – fourth largest faith community in the UK with 700 families. Education plays an important role in the community, and also the participation of non-Jewish groups in the use of the facilities. The space is used as general community use, not specific to a specific religion. The group has outgrown the existing provision at the site

Bhaktivedanta Manor – planning brief

Pentecostal Christian Churches – difficult to get hold of, but do have their own requirements. Rev Leslie recommended getting a list of the communities that did not respond to the questionnaire so that their needs can be determined prior to the report being published

Last points –

- Gerry Foster from HCC? HBC Community Services role? Otherwise might be helpful having a HCC Property officer present at these meetings. HCC Cllr David Lloyd involved in Maxwell Community Centre matter
- Future meeting for this group when draft policy is available for consultation

Appendix D – Planning application sample search for places of worship

	Application number	Site	Proposal (summary description)	Decision / comments
1	TP/08/0333	Ohr Yisreal Synagogue	Change of use from industrial to place of worship	Invalid; Insufficient plans
2	TP/11/1081	The Radlett Synagogue	Change of use from residential to community. Proposed Succah	Granted planning permission
3	TP/09/1652	Allum Lane Manor House	Extension to main building	Granted planning permission
4	TP/06//0275	ICF Manor Way Borehamwood	Extension to main building	Refused
5	TP/07/0292	ICF Manor Way Borehamwood	Extension to main building	Withdrawn
6	TP/09/0720	Church of St John and Hall	Extension to main building	Withdrawn
7	TP/11/1278	ICF Manor Way Borehamwood	Extension to main building	Withdrawn
8	TP/04/0570	St Johns Methodist Church	Extension to main building	Granted planning permission
9	TP/10/0424	St Anthony's RC Church	Extension to main building	Invalid Certificate in application form
10	TP/07/1318	ICF Manor Way Borehamwood	Extension to main building and new hard standing for car parking	Part approved; Extension approved; Hard standing refused
11	TP/03/0566; TP/04/1391/ TP/04/1485; TP/06/0655	Bhaktivedanta Manor	Proposed agricultural building	Refused; Appeal dismissed; Withdrawn
12				
13				
14				
15	TP/12/1031	Ohr Yisreal Synagogue Borehamwood	Proposed canopy for play area	Granted planning permission
16	TP/04/0996	Bhaktivedanta Manor	Proposed children's playground	Granted planning permission
17	TP/03/0690	Bhaktivedanta Manor	Proposed children's playground	Refused
18	TP/10/1185	St Martins Shenley	Proposed fenestration	Granted planning permission
19	TP/09/1565	Bhaktivedanta Manor	Proposed free standing shelter	Granted planning permission
20	TP/04/0031	Holy Cross Borehamwood (land adjacent)	Proposed new dwelling	Withdrawn
21	TP/06/0654;	Bhaktivedanta	Proposed polytunnel	Granted planning permission

22 23	TP/07/0161; TP/08/1522	Manor		
24	TP/07/0233	St James Church	Proposed rail	Invalid; Insufficient plans
25	TP/11/0760	Borehamwood Baptist Church	Proposed ramp and rail	Granted planning permission
26 27 28	TP/10/1026; TP/10/1632 / TP/10/1633	Bhaktivedanta Manor	Proposed solar panels	LBC Withdrawn; Granted listed building consent / granted planning permission
29 30 31 32 33	TP/04/0503; TP/07/1155; TP/08/1595; TP/09/1885 / TP/09/1913	Bhaktivedanta Manor	Proposed temporary marquee	Refused; Withdrawn; Appeal withdrawn; Appeal dismissed; Appeal dismissed
34 35 36	TP/10/1714; TP/07/1715; TP/11/0201	Ohr Yisreal Synagogue Borehamwood	Proposed timber fence and Succah	Both Withdrawn; Granted planning permission
37	TP/07/0263	Bhaktivedanta Manor	Replacement agricultural buildings	Granted planning permission
38	TP/07/1594	The Radlett Synagogue	Replacement community hall	Granted planning permission
39	TP/12/1131	Radlett and Bushey Reform Synagogue	Replacement community hall	Refused
40	TP/06/1308	St Paul's Church Borehamwood	Replacement fencing	Granted planning permission
41 42	TP/03/1006; TP/04/0218	St Vincent Catholic Church	Replacement place of worship	Both Granted planning permission
43	TP/06/1053	The Radlett Synagogue	Replacement place of worship	Withdrawn
44	TP/05/0186	Bhaktivedanta Manor	Replacement roof tiles	Granted listed building consent

Appendix E – Sample Questionnaire

1. Please give an indication of the location of the main premises that the group occupies

	Current premises	Alternative Locations		
		Preferred	Acceptable	Not suitable
Main town centre (*Borehamwood, Potters Bar, Radlett, Bushey, or Bushey Heath*)				
Within 1 mile of main town centre				
Within 2-3 miles of main town centre				
Within 4-5 miles of main town centre				
More than 5 miles from main town centre				
Other village (*Shenley, Elstree, South Mimms, Letchmore Heath, Aldenham, Ridge, or Patchetts Green*)				
Further afield than any of the above (please specify)				

2. What is the catchment area served by your facilities or organisation? Mark with an X against as many of the following options that apply:

Local neighbourhood	
Main town (Borehamwood, Potters Bar, Radlett, Bushey, or Bushey Heath)	
Hertsmere Borough wide	
Nearby areas to Hertsmere Borough boundary (e.g. Watford, Stanmore, Barnet, Enfield, St Albans, Welwyn Garden City)	
'Beyond nearby areas to Hertsmere borough boundary	

3. How many regular attendees or congregants were there on average to a ‘regular service or act of worship’ in the following years (mark X in the appropriate box) including children and adults:

	0-50	51-100	101-150	151-200	201-250	251-300	300+	Un-sure
2011								
2006								
2001								

4. Approximately how many members do you have today, including those who don’t regularly attend?

	0-50	51-100	101-150	101-150	151-200	201-300	300+	Un-sure

Mark X in the appropriate box								

5. Do you consider the group to have an expanding, static, or contracting congregation? (Mark X in the appropriate box):

Expanding	
Static	
Contracting	

6. Are there any comments you would like to make in relation to the number of attendees and members there are in the group, and the group's plans for the future?

7. Please give details in the box below of the regular meetings and type(s) of worship you have:

a) Name of regular meetings, services, or act of worship					
b) Day (select all that apply)	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
c) Approx starting time	Early morning				
	Morning				
	Noon				
	Afternoon				
	Evening				
d) How often does this event take place? (Mark X in the appropriate box)	Annual				
	Monthly				
	Weekly				
e) Length of event (Mark X in the appropriate box)	<1 hour				
	1-3 hours				
	>3 hours				
f) Size of room(s) or hall used for this event (Mark X in the appropriate box)	Small				
	Medium				
	Large				
g) Is the size of this room(s) or hall of sufficient size?	Yes				
	No				

8. If your community holds festivals or special events, please give details in the box below (weddings and funerals should be included):

a) Name of regular festivals or special events					
b) Day (select all that apply)	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
c) Approx starting time	Early morning				
	Morning				
	Noon				
	Afternoon				
	Evening				
d) How often does this event take place? (Mark X in the appropriate box)	Annual				
	Monthly				
	Weekly				
e) Length of event (Mark X in the appropriate box)	<1 hour				
	1-3 hours				
	>3 hours				
f) Size of room(s) or hall used for this event (Mark X in the appropriate box)	Small				
	Medium				
	Large				
g) Is the size of this room(s) or hall of sufficient size?	Yes				
	No				

9. If your community conducts regular community or social activities, please give details in the box below:

a) Name of regular community or social activity					
b) Day (select all that apply)	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
c) Approx starting time	Early morning				
	Morning				
	Noon				
	Afternoon				

	Evening				
d) How often does this event take place? (Mark X in the appropriate box)	Annual				
	Monthly				
	Weekly				
e) Length of event (Mark X in the appropriate box)	<1 hour				
	1-3 hours				
	>3 hours				
f) Size of room(s) or hall used for this event (Mark X in the appropriate box)	Small				
	Medium				
	Large				
g) Is the size of this room(s) or hall of sufficient size?	Yes				
	No				

10. Please give an indication of the ways in which attendees and members travel to the place of worship:

During the following acts of worship, how many people use the following forms of transport for the following occasions:			
	Regular acts of worship	Celebration acts of worship (weddings/ funerals etc)	Regular non-religious community/ social activities
Bus or Coach			
Car			
Cycle			
Train			
Walk			
Other-please specify:			
Do not know			

11. Car parking:

Is there parking on the premises?		Is this enough to meet the group's needs?	Is there adequate off-site parking?	If there is parking within easy walking distance, is it in a car park or on the side of the road?
Yes/No	Number of spaces	Yes / No	Yes / No / Not required	Car park / Side of road / Both

12. How suitable are the premises that the group currently occupies? Would you describe the premises you currently use as: (Mark X next to all that apply)

Premises is about right in size
Not enough car parking
Premises is too large
Too much car parking
Site requires modernisation
Building requires external modernisation
Good access to public transport
The site has poor access for disabled persons
Do not have access to premises
Other, please specify:

13. Tell us about the building that you use:

What is the size of your current premises (approximately in square meters):	
- Building floor space	
- Grounds (including car parking)	
How many floors does the building have?	
How many rooms does the building have?	
How many people will the largest room accommodate?	
Is the building fully accessible for the disabled, including lift access to different floors? Is the building and site DDA compliant?	

14. Is the group planning to extend the existing premises in the future (please give details where possible)?

15. With regard to your access to the premises or building, do you…

	Mark with a X the option which best describes your circumstances	Mark with a X the option which best describes any aspiration for change
Own your own premises		
Rent your premises but have access to them at all times		
Rent premises with time restricted access		
Do not have access to any premises		

16. Are you aware of any other uses, which take place in the building, other than those listed above and those associated with the faith community of which you are part? Please list in the box below:

17. Are there any sites or buildings where the group is considering relocating to, or developing for the community (please give details where possible):

18. Please use the box below to raise any other issues relating to premises or facilities that you would like to raise:

Basic and future contact information. This information will help inform the results of this questionnaire and any details you give in the following section will be treated as private and confidential.

Name and address of faith group:	Contact person:	
	Position:	
	Phone number:	
	Email address:	

In the future would you be willing to participate in any further research with the Council to help plan for the land use requirements of faith community groups? Please circle: Yes / No
Would you like to be kept informed by email of the results of this questionnaire? Please circle: Yes / No
Would you like to be kept informed by email of any changes to the Council's planning policies? Please circle: Yes / No

Thank you for taking the time to participate in this part of the faith communities' assessment.