

Neighbourhood Planning
Guidance Note 11

Implementation and Monitoring

April 2013 - Revised August 2015



In preparing your Neighbourhood Development Plan, you will need to consider how you will monitor and review:

The plan's effectiveness at tackling local issues;
Alterations to other relevant local strategies, for example, the Local Plan (Core Strategy);
Changes in national and local circumstances during the life of the plan

This guidance note highlights the importance of monitoring the policies and proposals within Neighbourhood Development Plans and sets out a step by step approach to developing monitoring frameworks, ensuring that the objectives of your plan can be delivered on the ground.

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Implementation and monitoring

The principle of 'plan, monitor and manage' has long been embedded in spatial planning. The emphasis on policy outputs underlines the saying 'if you can't monitor it, you can't manage it'. You should regard the monitoring and review of the policies and proposals within your Neighbourhood Development Plan as a worthwhile and circular process; it does not have a beginning or an end.

Why monitor?

Monitoring is essential to establish what is happening now and what may happen in the future, and then compare these trends against existing policies and targets to determine what needs to be done. Monitoring helps to address questions like:

- Are policies achieving their objectives and in particular are they delivering development?
- Have policies had unintended consequences?
- Are the assumptions and objectives behind policies still relevant?
- Are the targets being achieved?

Monitoring provides information on the performance of policy and its surrounding environment, taking a forward thinking approach by identifying the key challenges and opportunities and enabling adjustments and revisions to be made if necessary.

The monitoring role of local planning authorities

Prior to the Localism Act (2011), every local planning authority in England was obliged to prepare an Annual Monitoring Report (AMR) in order to ensure that their development plans were being implemented on the ground. The duty to prepare the report for Central Government has now been removed but the duty to monitor has not. Therefore, the AMR will henceforth be labelled 'Authority Monitoring Report' and the council will be able to choose which targets and indicators to include in the report. This reflects the concept of 'plan, monitor, manage', whereby the findings of monitoring feed directly into any review of policy that may be required.

The preparation of the AMR involves Herefordshire Council undertaking the following tasks:

- Reviewing the progress of Local Plan - Core Strategy preparation against the timetable and milestones set within the Local Development Scheme (Local Development Scheme: sets out a list of the Development Plan Documents to be prepared by the Council and the timescales for adopting them);
- Assessing the extent to which policies in the Local Plan - Core Strategy were being implemented;
- Where policies were not being implemented, explaining why and set out the remedies which would be used to get the policies working;
- Identifying the significant effects of implementing policies within the Local Plan - Core Strategy and whether they were intended;
- Setting out whether policies were to be amended or replaced.

Your Neighbourhood Development Plans will contain proposals and policies which will contribute towards the overall targets and objectives within the Local Plan - Core Strategy. The monitoring of your plan will in turn assist Herefordshire Council review its strategic policies.

Developing monitoring indicators

This section sets out how indicators should be used to assess the implementation and effects of policies.

Objectives-targets-indicators

Your Neighbourhood Development Plan may include objectives to describe the circumstances the community wishes to achieve during the plan period. Policies and proposals drafted to meet these objectives must be clear and directional, which means targets will need to be set to allow simple and efficient monitoring. These targets should follow the SMART model and should be:

Specific - each target should consist of just one element and be clearly related to a specified policy objective.

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Measurable - each target should be measurable in order that progress can be assessed.

Achievable - each target should be achievable within the specified time period and resources and delivery programme available. Aspirational targets may be desirable to move agendas forward but are not helpful when trying to measure the operational performance of policies.

Realistic - each target should be based upon an assessment of what is realistic in the context of regional circumstances.

Time-related - each target should specify the date by which it will be achieved. This will enable true progress to be monitored and is crucial for understanding how implementation links to changing policy context.

Neighbourhood Planning Objective	Target	Output Indicator
Decrease traffic congestion by reducing the amount of car parking provision for major non-residential developments in locations with good access by non-car modes.	75% or more of new non-residential development complies with Local Transport Plan car parking standards.	% of non-residential development complying with Local Transport Plan car parking standards.

The table above shows an example of the objectives-targets-indicators framework

It is important that targets set for Neighbourhood Development Plan monitoring are grounded in reality and they should not, therefore, be 'aspirational' targets. Aspirational targets, though reflecting policy objectives, are based on little evidence to indicate what the actual target should realistically be. Aspiration targets cannot, by definition, be SMART as it is not known how achievable or realistic they are. Consequently such targets should be avoided in your Neighbourhood Development Plan monitoring.

When developing targets, you should explore the scope for community involvement as this will help to engender ownership and commitment to the policy. This should be undertaken as part of the preparation and publication of the draft plan for public consultation.

Framework of Indicators

To date the council has used Core Output Indicators to assess the performance of its policies. These indicators were determined by central Government. However, in March 2011 the Government announced the withdrawal of the Core Output Indicators which the council was previously required to monitor. This means that, as mentioned previously, local planning authorities now have greater flexibility over the range of Core Output Indicators that it uses to measure both the progress and achievements of

policies within the Local Plan (Core Strategy).

Appendix 1 contains the implementation, monitoring and delivery plan for the Local Plan - Core Strategy.

Most or all of the monitoring of your Neighbourhood Development Plan will therefore be carried out by the council, though some impacts will warrant local monitoring, and will be reported in the AMR.

Monitoring and implementation

Before completing your Neighbourhood Development Plan, it is recommended that you carefully check its content to make sure that what you are proposing stands a realistic chance of actually happening. Your plan should indicate how and when it will be monitored.

An implementation section could set out what actions are required to turn your Neighbourhood Development Plan into reality on the ground. Those of you who have completed Parish Plans will be familiar with this process. You may find it useful to include targets and indicators to measure whether or not the policy is being achieved once your Neighbourhood Development Plan is adopted.

Once the Neighbourhood Development Plan has been adopted, it will form part of the statutory development plan against which relevant applications will be determined.

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Applications can occur at any time, but the Neighbourhood Development Plan Steering Group/Parish Council may wish to ensure that activity on the ground is progressed, in order to hasten any developments and meet the objectives of the Neighbourhood Development Plan.

But even with a Neighbourhood Development Plan in place it is still Herefordshire Council's responsibility to determine planning applications, though it will do this in accordance with both the Local Plan (Core Strategy) and any Neighbourhood Development Plan covering that area. These plans will have equal 'weight' in making a decision.

As a general rule, Neighbourhood Development Plans should be monitored, to evaluate the success of actions and to identify whether future reviews of the plan are needed.

The Neighbourhood Development Plan will need to state what time period it covers, and this should be a decision for each community which produces one. However, as each plan seeks to be adopted within the statutory development plan, it would seem prudent to align the time period to that of the Local Plan (Core Strategy), namely up until 2031.

Whilst this does not mean that parish and town councils cannot refresh their Neighbourhood Development Plans if the need arises before that time, it should be noted that the process for a refresh will include further consultation, an examination and referendum.

The referendum will also ensure there is widespread local support for their content, therefore we are not anticipating regular updates to the policies and proposals within Neighbourhood Development Plans.

Checklist

Finally, remember to bear the following questions in mind when creating policies for your Neighbourhood Development Plan. Ask yourselves how they will be implemented, monitored and reviewed:

- Do your policies require a commitment to monitor and review their implementation within a set time?

- Is your monitoring process 'fit for purpose' and will it facilitate plan reviews?
- Have you set realistic targets for as many policies as possible?
- Have you defined indicators that can be readily measured to judge policy performance and to check whether policy targets are being achieved?
- Can you monitor changes in external circumstances that will affect your policies?

Be sure also to consider the wider context for monitoring and review:

- Do you have regular meetings to stay in touch with Herefordshire Council?
- Could changes in other strategies affect the policy and lead to a review?
- Does the parish council provide readable monitoring feedback to the public?

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Appendix % Implementation, Monitoring and Delivery Plan

Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
SS1	This policy will be monitored and implemented through the indicators used for the other Core Strategy policies that contribute towards sustainable development principles					
SS2 Housing Provision	Provision of 16,500 dwellings	Net total dwelling completions	M	<ul style="list-style-type: none"> Hereford Area Plan Neighbourhood Development Plan Bromyard Development Plan Determination of planning applications Policy SS3 	<ul style="list-style-type: none"> HC Developers PC/TC 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Seek appropriate planning applications and ensure funding available for infrastructure Bring forward development sites Policy SS3 Plan review measures may be required
	Annual development rate in accordance with phasing	Net annual dwelling completions from each phase	H			
	5 years of deliverable housing land at all times	5 year housing land supply	M			
	Distribution of development in accordance with policy	Proportion of housing completed within each area	M			
	Density of development between 30 and 50	Housing densities in urban and rural areas	L			

Risk: Where a high risk of non-delivery is identified, the measures to manage and mitigate that risk are included in the Key Actions Required Column. The risk levels will be reviewed on an annual basis through the Annual Monitoring Report to take account of changing circumstances and progress.

Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	dph					
SS3 Managing the release of housing land	Managed release of housing land	Completed and planned housing provision trajectory	M	<ul style="list-style-type: none"> Hereford Area Plan Neighbourhood Development Plan Bromyard Development Plan Determination of planning applications Policy SS3 Review SHLAA 	<ul style="list-style-type: none"> HC Developers PC/TC 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Bring forward development sites Review SHLAA annually
		Maximum 100 dwellings per annum windfall allowance	Amount of housing development on windfall sites and distribution			
SS4 Movement and Transportation	Provision of Southern link and river crossing by 2022	<ul style="list-style-type: none"> CPO for southern link confirmed by 2017 Monitor construction 	H	<ul style="list-style-type: none"> HAP NDP Local Transport Plan 	<ul style="list-style-type: none"> HC PC Developers 	<ul style="list-style-type: none"> Policy SS3 Plan review may be required if southern link not delivered in time
	ESG Link Road	Provision of facility	M			
	Southern Leominster Link Road	Provision of facility	M			
	Connect 2 cycleway	Provision of facility	M			
	Sustainable Transport	Transport Patronage by mode	M			
SS5 Employment	Provision of 148 Ha	Amount and type of employment land	M	<ul style="list-style-type: none"> Hereford Area Plan 	<ul style="list-style-type: none"> HC 	<ul style="list-style-type: none"> Determine planning

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
Provision	of employment land	available		<ul style="list-style-type: none"> • Neighbourhood Development Plan • Bromyard Development Plan • Determination of planning applications • Economic Development Strategy 	<ul style="list-style-type: none"> • Developers • PC/TC • Marches LEP 	<ul style="list-style-type: none"> • applications in accordance with policy • Seek appropriate planning applications and ensure funding available for infrastructure • Bring forward development sites • Review Employment Land Study on 3-5 year basis to update qualitative and quantitative assessments and progress towards delivery.
	37 hectares of deliverable employment land at all times	Deliverable employment land supply	M			
	Distribution of employment development in accordance with policy	Proportion of employment land development completed in each area	M			
	Diversification of the business base	Accessibility to Broadband	M			
	Increase incomes and range and quality of jobs	<ul style="list-style-type: none"> • Number of new jobs created • Income levels in relation to regional and national levels 	M			
	Sustain business survival and growth	<ul style="list-style-type: none"> • New business start ups and survival rate at 3 years 	M			
SS6 Environmental quality	Conserve and enhance environmental assets	<ul style="list-style-type: none"> • Phosphate levels within River Wye SAC and tributaries • Loss of designated conservation sites • No. of listed buildings at risk 	M	<ul style="list-style-type: none"> • Hereford Area Plan • Neighbourhood Development Plan • Bromyard Development Plan 	<ul style="list-style-type: none"> • HC • Developers • EA/NE/DC WW • PC/TC 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
		<ul style="list-style-type: none"> Net change in condition of SSSI's 		<ul style="list-style-type: none"> Determination of planning applications NMP AONB Management Plans BAP 		
SS7 Addressing climate change		<ul style="list-style-type: none"> Percentage of development using brownfield land No. of renewable/decentralised energy schemes granted permission Total CO2 emission per capita 	M	<ul style="list-style-type: none"> Hereford Area Plan Neighbourhood Development Plan Bromyard Development Plan Determination of planning applications 	<ul style="list-style-type: none"> HC Developers PC/TC 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy
HD1 Hereford	Provision of 6,500 dwellings	Net total dwelling completions	M	<ul style="list-style-type: none"> Hereford Area Plan Neighbourhood Development Plans Determination of planning applications Review of Hereford SHLAA Local Transport Plan Nutrient Management Plan 	<ul style="list-style-type: none"> HC HTC Developers PC NE/EA/DC WW 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Seek appropriate planning applications and ensure funding available for infrastructure Bring forward development sites
	Distribution of housing development in accordance with policy	<ul style="list-style-type: none"> Proportion of housing completed within each area Housing Densities 	M			
	Provision of employment development in	Amount and type of employment land available	M			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	accordance with policy					
	Distribution of employment development in accordance with policy	Proportion of employment development completed in each area	M			
HD2 Hereford City Centre	Provision of 800 dwellings	<ul style="list-style-type: none"> • Net total dwelling completions • Housing Densities at 50 or above • Conversion of upper floors to residential use 	M	<ul style="list-style-type: none"> • Hereford Area Plan • Determination of planning applications • Review of Hereford SHLAA • Local Transport Plan • Nutrient Management Plan • Open Space Strategy 	<ul style="list-style-type: none"> • HC • HTC • Developers • NE/EA/DC WW 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Seek appropriate planning applications and ensure funding available for infrastructure • Bring forward development sites
	35% affordable housing	Dwelling completions that are affordable	M			
	Link Road	Monitor timing of construction of road linked to housing provision	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	Provision and location of retail uses	Quantity and quality of retail offer by location	M			
	Car parking	Provision of facility	M			
	Canal Basin	Provision of facility	M			
	Increased provision of office use	<ul style="list-style-type: none"> Conversion of upper floors to office use 	L			
	Housing to meet needs of community including older people	<ul style="list-style-type: none"> House size, type and mix Amount of older person housing provision 	L			
HD3 Hereford Movement	Relief Road	<ul style="list-style-type: none"> CPO for river crossing requires confirmation by 2019/20 Monitor construction of the road Congestion and journey times Air quality 	H	<ul style="list-style-type: none"> Hereford Area Plan Determination of planning applications Local Transport Plan 	<ul style="list-style-type: none"> HC HTC Developers Highways Agency 	<ul style="list-style-type: none"> Seek appropriate planning applications and ensure funding available for infrastructure Policy SS3 Plan review may be required if CPO for river crossing not delivered in time
	Sustainable Transport Package	<ul style="list-style-type: none"> Transport patronage by mode Park and Choose site provision 	M			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
HD4 Holmer West	Provision of 500 dwellings	<ul style="list-style-type: none"> Net total dwelling completions NI154 Housing Densities at or below 35 dph Mix by size and type in accordance with LHMA 	M	<ul style="list-style-type: none"> Hereford Area Plan Neighbourhood Development Plans Determination of planning applications Review of Hereford SHLAA Local Transport Plan Nutrient Management Plan 	<ul style="list-style-type: none"> HC HTC Developers Highways Agency 	Seek appropriate planning applications and ensure funding available for infrastructure
	35% affordable housing	Dwelling completions that are affordable	L			
	Park and Choose site	Provision of facility	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Green infrastructure provision	Provision and quality of facility	L			
	Community services provision	Provision and quality of facility	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
HD5 Three Elms	Provision of 1000 dwellings	<ul style="list-style-type: none"> • Net total dwelling completions • Housing Densities at or below 35 dph • Amount of older person housing provision • Mix by size and type in accordance with LHMA 	M	<ul style="list-style-type: none"> • Hereford Area Plan • Neighbourhood Development Plans • Determination of planning applications • Review of Hereford SHLAA • Local Transport Plan • Nutrient Management Plan 	<ul style="list-style-type: none"> • HC • HTC • Developers • Highways Agency 	Seek appropriate planning applications and ensure funding available for infrastructure
	35% affordable housing	Dwelling completions that are affordable	L			
	10ha of employment land	Amount and type of employment land available	L			
	Park and Choose site	Provision of facility	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Green infrastructure provision	Provision and quality of facility	L			
	Walking/cycling /bus links	Provision of facility/links	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	Community services provision	Provision and quality of facility	L			
HD6 Lower Bullingham	Provision of 1000 dwellings	<ul style="list-style-type: none"> • Net total dwelling completions • Housing Densities at or below 35 dph • Amount of older person housing provision Mix by size and type in accordance with LHMA	M	<ul style="list-style-type: none"> • Hereford Area Plan • Neighbourhood Development Plans • Determination of planning applications • Review of Hereford SHLAA • Local Transport Plan • Nutrient Management Plan 	<ul style="list-style-type: none"> • HC • HTC • Developers • Highways Agency 	Seek appropriate planning applications and ensure funding available for infrastructure
	35% affordable housing	Dwelling completions that are affordable	L			
	5 ha of employment land	Amount and type of employment land available	L			
	Park and Choose site	Provision of facility	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Green infrastructure provision including	Provision and quality of facility	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	country park					
	Community services provision	Provision and quality of facility	L			
	Walking/cycling and bus inks	Provision of facility/links	L			
HD7 Hereford Employment	New office provision	Net additional office floorspace by location (within/outside city centre)	L	<ul style="list-style-type: none"> Hereford Area Plan Determination of planning applications Economic Development Strategy 	<ul style="list-style-type: none"> HC Developers Marches LEP 	Seek appropriate planning applications and ensure funding available for infrastructure
	Increased provision of employment land at Hereford Enterprise Zone	Net additional employment floorspace by type	L			
	Promote small scale environmental and knowledge based business	Net additional floorspace by type	L			
Bromyard BY1 and BY2	Provision of 500 dwellings with 250 at Hardwicke Bank	<ul style="list-style-type: none"> Net total dwelling completions Housing Densities at or below 30 dph Amount of older person housing provision Mix by size and type in 	H	<ul style="list-style-type: none"> Bromyard Development Plan Determination of planning applications Review of SHLAA 	<ul style="list-style-type: none"> HC Developers DCWW 	<ul style="list-style-type: none"> Seek appropriate planning applications and ensure funding available for infrastructure Ensure upgrading of WwTW in AMP 7/8

Risk: Where a high risk of non-delivery is identified, the measures to manage and mitigate that risk are included in the Key Actions Required Column. The risk levels will be reviewed on an annual basis through the Annual Monitoring Report to take account of changing circumstances and progress.

Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
		accordance with LHMA				
	40% affordable housing	Dwelling completions that are affordable	L			
	5 ha of employment land and small scale employment	Amount and type of employment land available Net additional employment floorspace by type	L			
	Protect vitality and viability of town centre	Quantity and quality of retail offer by location	M			
	Formal park	Provision of facility	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Community services provision	Provision and quality of facility	L			
	Walking/cycling and bus links	Provision of facility/links	L			
Kington KG1	Provision of 200	<ul style="list-style-type: none"> Net total dwelling completions 	H		<ul style="list-style-type: none"> HC 	<ul style="list-style-type: none"> Seek appropriate planning applications

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	dwellings	<ul style="list-style-type: none"> Housing Densities at or below 35 dph Amount of older person housing provision Mix by size and type in accordance with LHMA 		<ul style="list-style-type: none"> Neighbourhood Development Plan Determination of planning applications Review of SHLAA 	<ul style="list-style-type: none"> TC Developers DCWW 	<p>and ensure funding available for infrastructure</p> <ul style="list-style-type: none"> Ensure upgrading of WwTW in AMP 7/8
	40% affordable housing	Dwelling completions that are affordable	L			
	Small scale employment provision and home-working	Amount and type of employment land available Net additional floorspace by type	L			
	Protect vitality and viability of town centre	Quantity and quality of retail offer by location	M			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Community services provision	Provision and quality of facility	L			
	Walking/cycling/bus links	Provision and quality of facility/links	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
Ledbury LB1 and LB2	Provision of 800 dwellings with 625 north of the Viaduct	<ul style="list-style-type: none"> • Net total dwelling completions • Housing Densities at or below 30 dph, • Amount of older person housing provision • Mix by size and type in accordance with LHMA 	M	<ul style="list-style-type: none"> • Neighbourhood Development Plan • Determination of planning applications • AONB Management Plans • Review of SHLAA 	<ul style="list-style-type: none"> • HC • PC/TC • Developers 	Seek appropriate planning applications and ensure funding available for infrastructure
	40% affordable housing	Dwelling completions that are affordable	L			
	10 ha of employment land and small scale employment	Amount and type of employment land available by location Net additional employment floorspace by type	L			
	Protect vitality and viability of town centre	Quantity and quality of retail offer by location	M			
	Informal park	Provision of facility	L			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
	Community services provision	Provision and quality of facility	L			
	Walking/cycling and bus inks	Provision of facility/links	L			
	Land and Contributions to restored canal	Provision of land and contributions	M			
Leominster LO1 and LO2	Provision of 2300 dwellings with 1300 in a single SUE to the south west	<ul style="list-style-type: none"> • Net total dwelling completions • Housing Densities at or below 35 dph, • Amount of older person housing provision • Mix by size and type in accordance with LHMA 	H	<ul style="list-style-type: none"> • Neighbourhood Development Plan • Determination of planning applications • Review of SHLAA 	<ul style="list-style-type: none"> • HC • PC/TC • Developers • HCA • LEP • NE/EA/DC WW 	<ul style="list-style-type: none"> • Seek appropriate planning applications and ensure funding available for infrastructure • Ensure upgrading of water supply in AMP 7/8
	25% affordable housing	Dwelling completions that are affordable	M			
	10 ha of employment land and small scale employment	Amount and type of employment land available by location Net additional employment	M			

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
		floorspace by type				
	Southern link road by 2025	<ul style="list-style-type: none"> Air quality monitoring of A44 Length of journey times 	M			
	Protect vitality and viability of town centre	Quantity and quality of retail offer by location	M			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Community services provision including hub, school, retail	Provision and quality of facilities	L			
	Walking/cycling and bus inks	Provision of facility/links	L			
Ross on Wye RW1 and RW2	Provision of 900 dwellings with 200 at Hildersley	<ul style="list-style-type: none"> Net total dwelling completions Housing Densities at or below 35 dph, Amount of older person housing provision Mix by size and type in accordance	M	<ul style="list-style-type: none"> Neighbourhood Development Plan Determination of planning applications AONB Management Plans Review of SHLAA 	<ul style="list-style-type: none"> HC PC/TC Developers 	Seek appropriate planning applications and ensure funding available for infrastructure

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Policy	Principal outcomes	Indicators of achievement	Risk level	Principle means of delivery	Delivery Agency	Key Actions Required/Review
		with LHMA				
	40% affordable housing	Dwelling completions that are affordable	L			
	10 ha of existing employment land and small scale employment	Amount and type of employment land available by location Net additional employment floorspace by type	L			
	Protect vitality and viability of town centre	Quantity and quality of retail offer by location	M			
	Increased provision of open space and recreation facilities	Quality and quantity of public open space provision	L			
	Community services provision	Provision and quality of facility	L			
	Walking/cycling and bus inks	Provision of facility/links	L			
Rural Areas RA1	Provision for 5300 dwellings in 7 rural	<ul style="list-style-type: none"> Net total dwelling completions by HMA 	H	<ul style="list-style-type: none"> Rural Areas DPD Neighbourhood 	<ul style="list-style-type: none"> HC PC 	<ul style="list-style-type: none"> Seek appropriate planning applications and ensure funding

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and RA2	areas HMA	<ul style="list-style-type: none"> Housing densities in rural areas Mix by size and type in accordance with LHMA 		<ul style="list-style-type: none"> Development Plans Determination of planning applications AONB Management Plans Review of rural areas SHLAA 	<ul style="list-style-type: none"> EA/NE/DC WW 	<ul style="list-style-type: none"> available for infrastructure Ensure upgrading of water supply and WwTW in AMP 7/8 Policy SS3 Plan review may be required Review progress of NDPs/Rural Areas DPD in LDS
	Priority to brownfield	Dwelling completions on brownfield land	L			
	Average 33% Affordable housing across the rural areas	Dwelling completions that are affordable in rural areas	H			
RA3, RA4 and RA5	Allowing only appropriate forms of housing development in accordance with policy.	<ul style="list-style-type: none"> Net additional new build dwellings within rural areas outside villages including net additional affordable dwellings Number and type of rural buildings granted planning permission for conversion to residential re-use Net additional new build dwellings located in the countryside which do not constitute either 'agricultural exceptions' or affordable housing schemes 	L	<ul style="list-style-type: none"> Determination of planning applications Planning obligations 	<ul style="list-style-type: none"> HC PC Developers RSP 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Provide advice and guidance Support funding for rural affordable housing
RA6 Rural	Supporting	Amount and type of employment and	L	<ul style="list-style-type: none"> Determination of 	<ul style="list-style-type: none"> HC 	<ul style="list-style-type: none"> Determine planning

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Economy	development which contributes to the wider rural economy including tourism development	tourist related development permitted in rural areas		<ul style="list-style-type: none"> planning application Economic Development Strategy 	<ul style="list-style-type: none"> Parish Councils 	<ul style="list-style-type: none"> applications in accordance with policy Provide advice and guidance Support funding for rural enterprise
	Priority to be given to re-use for commercial enterprise where the location is sustainable	Amount and % of all development involving reuse of rural buildings permitted for commercial enterprises	L			
H1 Affordable Housing	Increased provision of affordable housing in accordance with policy	No. of affordable dwellings completed by size and type	H	<ul style="list-style-type: none"> HAP NDP Determination of planning applications Planning Obligations 	<ul style="list-style-type: none"> HC PC HTC Landowners 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Bring forward development sites

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					<ul style="list-style-type: none"> • RSP • HCA 	<ul style="list-style-type: none"> • Work in partnership • Provide advice and guidance • Identify sites for affordable housing development where appropriate • Support funding for affordable housing • Review evidence re need and viability every 3 years i.e. LHMA and Affordable Housing Viability Study
H2 Rural Exception Sites	Provision of rural exception housing schemes in appropriate locations	No. of rural exception affordable housing schemes completed by type and location	H	<ul style="list-style-type: none"> • NDP • Rural Areas DPD • Determination of planning applications • Planning Obligations 	<ul style="list-style-type: none"> • HC • PC • HTC • Landowners 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Bring forward development sites in Rural Areas DPD

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					<ul style="list-style-type: none"> • RSP • HCA 	<p>where necessary</p> <ul style="list-style-type: none"> • Work in partnership • Provide advice and guidance • Identify sites for affordable housing development where appropriate • Support funding for affordable housing • Review evidence re need and viability every 3 years i.e. LHMA and Affordable Housing Viability Study
H3 Range and mix of housing	Provision of mix of housing sizes, types and tenure to meet identified local housing market	No. and % of dwellings on sites of 10+ by size, type, tenure and location	M	<ul style="list-style-type: none"> • HAP • NDP • Bromyard Development Plan • Rural Areas DPD 	<ul style="list-style-type: none"> • HC • PC • HTC • Developers • Landowners 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy

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	needs			<ul style="list-style-type: none"> • Determination of planning applications • Design SPD 	<ul style="list-style-type: none"> • RSP 	<ul style="list-style-type: none"> • Bring forward development sites • Identify sites for development where appropriate • Review evidence re need and viability every 3 years i.e. LHMA and Affordable Housing Viability Study
H4 Travellers Sites	Provision of gypsy and traveller pitches /transit sites/travelling showperson plots to meet identified need	No. and type of pitches/plots completed and available for use	M	<ul style="list-style-type: none"> • Travellers Sites Document • Determination of Planning Applications 	<ul style="list-style-type: none"> • HC • HTC • Developers • Landowners 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy/new DPD • Review GTAA evidence base every 5 years
SC1 Social and community facilities	Protection, retention or enhancement of	Changes in no. of community facilities	M	<ul style="list-style-type: none"> • HAP • Bromyard Development Plan • Rural Areas DPD 	<ul style="list-style-type: none"> • HC • HTC • PC • Developers 	<ul style="list-style-type: none"> • Determine planning applications in accordance with

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	existing community facilities.	in the towns and villages.		<ul style="list-style-type: none"> • NDPs • Determination of planning applications • Planning Obligations 	<ul style="list-style-type: none"> • Service Providers 	<p>policy</p> <ul style="list-style-type: none"> • Bring forward development sites • Identify sites for development where appropriate
OS1/OSC2/OSc3 Sport, Recreation and Open Space	Protection and improvement of quantity, quality and accessibility of open space and outdoor sports facilities	<ul style="list-style-type: none"> • Net /gain loss in types of open space provision(ha) and facilities • Amount of eligible open spaces managed to green flag award standard • Quantity of open space provided through new residential development 	L	<ul style="list-style-type: none"> • HAP • Bromyard Development Plan • Rural Areas DPD • NDPs • Determination of planning applications • Open Space Study • Playing Pitch Strategy • Play Facilities Strategy • Green Infrastructure Strategy 	<ul style="list-style-type: none"> • HC • HTC • PC • Developers • Service Providers 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Provide advice and guidance • Identify sites to bring forward • Support funding for schemes • Manage existing assets • Produce Open Space SPD
	All qualifying new residential development to make provision towards					

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	open space in line with policy					
MT1 Traffic Management	Supporting measures to promote better accessibility, create safer roads, reduce traffic impact or facilitate highway improvements	<ul style="list-style-type: none"> No. and type of schemes permitted incorporating green travel plan 	L	<ul style="list-style-type: none"> Determination of planning applications LTP 	<ul style="list-style-type: none"> HC Developers 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Provide advice and guidance Seek planning obligations to fund transport measures Implement LTP
	Reduce reliance on private car for travel journeys	<ul style="list-style-type: none"> % of journeys to work made by private car 	M			
E1 Employment provision	Improved local economy through	<ul style="list-style-type: none"> Employment / unemployment rates and comparative earnings 	M	<ul style="list-style-type: none"> HAP Bromyard Development Plan 	<ul style="list-style-type: none"> HC HTC 	<ul style="list-style-type: none"> Determine planning applications in accordance with

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	quality and range of employment available	<ul style="list-style-type: none"> • Employment land available by type • and location • Employment floorspace completions by location 		<ul style="list-style-type: none"> • Rural Areas DPD • NDPs • Determination of planning applications • Economic Development Strategy 	<ul style="list-style-type: none"> • PC • Developers • Businesses • Marches LEP 	<ul style="list-style-type: none"> • policy • Provide advice and guidance • Support funding for businesses • Bring forward development sites
E2 and E3 Redevelopment of employment land and homeworking	Safeguard existing employment sites in accordance with policy	<p>Amount of employment land lost to other uses</p> <p>Vacant employment land and premises</p>	M	<ul style="list-style-type: none"> • HAP • Bromyard Development Plan • Rural Areas DPD • NDPs • Determination of planning applications • Economic Development Strategy 	<ul style="list-style-type: none"> • HC • HTC • PC • Developers • Businesses 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Provide advice and guidance • Support funding for businesses • Bring forward development sites
E4 Tourism	Increased provision of tourist Accommodation/facilities in accordance with	<ul style="list-style-type: none"> • No. of tourist accommodation schemes by type and location • number and types of visits to Herefordshire and associated expenditure • No. of people employed in the different tourism sectors 	L	<ul style="list-style-type: none"> • HAP • Bromyard Development Plan • Rural Areas DPD • NDPs • Determination of planning applications • Economic Development 	<ul style="list-style-type: none"> • HC • HTC • PC • Developers • Businesses 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Provide advice and guidance • Support funding for businesses

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	policy			Strategy		<ul style="list-style-type: none"> Bring forward development sites
E5/E6 Town Centres	Enhanced vitality and viability of the town centres.	Town centre health checks	L	<ul style="list-style-type: none"> HAP Bromyard Development Plan NDPs Determination of planning applications 	<ul style="list-style-type: none"> HC HTC PC Developers Businesses Chambers of Commerce 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Provide advice and guidance Support funding for businesses Bring forward development sites Parking Strategies Undertake environmental enhancement schemes
	New retail development and other key town centre uses concentrated within the town centres.	Amount and % of completed retail office and leisure floorspace in the town centres and county	L			
	Promoting town centre housing and offices.	<ul style="list-style-type: none"> No. of housing and office units completed in town centres Amount of permissions granted for change of use from A2 to residential or office 	L			
LD1 Landscape and townscape	Protecting and enhancing landscape character	No. and type of development permitted within each Landscape	L	<ul style="list-style-type: none"> Determination of planning applications Landscape Character SPD AONB Management 	<ul style="list-style-type: none"> HC Developers Landowners 	<ul style="list-style-type: none"> Determination of planning applications Provide guidance and advice Undertaking and

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	as identified through the Landscape Character Assessment	Character Zone		Plans		funding environmental enhancements
LD2 Biodiversity and geodiversity	Protecting and enhancing designated sites of international, national and local biodiversity and geological importance	<ul style="list-style-type: none"> • Change in areas of biodiversity/geodiversity importance including sites of international, national, regional or sub-regional or local significance • Number of nationally/locally important wildlife sites in the county reported as being in 'poor condition' • Proportion of local sites where positive conservation management has been or is being implemented • Net change in condition of SSSI's 	L	<ul style="list-style-type: none"> • Determination of planning applications. • Biodiversity Action Plan (BAP) • Green Infrastructure Strategy 	<ul style="list-style-type: none"> • HC • HTC Bromyard Development Plan • Rural Areas DPD • PC • Developers • Natural England 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Provide advice and guidance • Support funding for biodiversity schemes • Implement BAP • Manage existing areas
	Ensuring appropriate development	No. and type of schemes permitted producing a quantifiable net gain in	L			

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	produces a net gain in biodiversity and geodiversity and improves connectivity	biodiversity				
LD3 Green Infrastructure	Protecting, enhancing and linking green infrastructure assets	<ul style="list-style-type: none"> • Net gain/loss in types of open space provision • Change in areas of biodiversity importance 	L	Determination of planning applications HAP Bromyard Development Plan NDPs Green Infrastructure Strategy	<ul style="list-style-type: none"> • HC • HTC • PC • Natural England 	<ul style="list-style-type: none"> • Determination of planning applications • Provide guidance and advice • Identify sites for protection, enhancement and creation of links • Manage existing assets • Support funding for schemes
LD4 Historic environment and heritage assets	Protecting and enhancing buildings and features of acknowledged	<ul style="list-style-type: none"> • Changes in no. of buildings and features of acknowledged importance • Changes to no. of Conservation Areas and Conservation Area Appraisals 	L	<ul style="list-style-type: none"> • Determination of planning applications • Design SPD • Local List SPD • Conservation Area Appraisals • Design and Access buildings 	<ul style="list-style-type: none"> • HC • Developers 	<ul style="list-style-type: none"> • Determination of planning applications • Provide guidance and advice • Undertake conservation area appraisals • Include appropriate

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	importance					<ul style="list-style-type: none"> buildings in local list • Undertaking and funding environmental enhancements and building repairs
SD1 Sustainable design and energy efficiency	Achieving development which is well designed, energy efficient and reinforces local distinctiveness	No. and % of housing schemes accompanied by a Design & Access Statement	L	<ul style="list-style-type: none"> • Determination of planning applications • Design SPD • Design and Access Statements 	<ul style="list-style-type: none"> • HC • Developers 	<ul style="list-style-type: none"> • Determination of planning applications • Provide guidance and advice
SD2 Renewable and low carbon energy	Increased provision of renewable and low carbon energy schemes	No. of renewable energy generation schemes by installed capacity and type	L	<ul style="list-style-type: none"> • HAP • NDP • Bromyard Development Plan • Rural Areas DPD • Determination of planning applications 	<ul style="list-style-type: none"> • HC • PC • HTC 	<ul style="list-style-type: none"> • Determine planning applications in accordance with policy • Bring forward development sites • Provide advice and guidance
	Encouragement of development on PDL sites	<ul style="list-style-type: none"> • No. and %of dwellings completed on PDL and greenfield sites • No. and %of dwellings completed on PDL sites • Employment floorspace completions on PDL 	M			
SD3 Sustainable	Avoidance of	<ul style="list-style-type: none"> • No. and type or schemes within 	M	<ul style="list-style-type: none"> • HAP 	<ul style="list-style-type: none"> • HC 	<ul style="list-style-type: none"> • Determine planning

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water management	unnecessary flood risk by directing development to no or low-flood risk areas in most cases	flood zone 2 and 3 <ul style="list-style-type: none"> No. of planning permissions granted contrary to EA advice on flooding and water quality grounds 		<ul style="list-style-type: none"> NDP Bromyard Development Plan Rural Areas DPD Determination of planning applications 	<ul style="list-style-type: none"> PC HTC 	applications in accordance with policy <ul style="list-style-type: none"> Bring forward development sites Provide advice and guidance Review evidence base for HAP and NDPs
	Ensuring water conservation and efficiency	Percentage of planning applications complying with policy targets				
SD4 Wastewater treatment and river water quality	Achieve water quality targets for River Wye SAC and LUGG	<ul style="list-style-type: none"> Monitoring of phosphate levels in River Wye SAC and tributaries Percentage of river length assessed as good biological or chemical quality 	H	<ul style="list-style-type: none"> HAP NDP Bromyard Development Plan Rural Areas DPD Determination of planning applications NMP Planning Obligations 	<ul style="list-style-type: none"> HC PC/TC Developers EA/NE/DC WW 	<ul style="list-style-type: none"> Determine planning applications in accordance with policy Provide advice and guidance Ensure upgrading of WwTW in AMP 7 Policy SS3 Plan review may be required

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Neighbourhood Planning guidance notes available:

Deciding to produce a Neighbourhood Development Plan

1. Which is the right tool for your parish
2. What is a Neighbourhood Development Plan
3. Getting started
4. A guide to procedures
5. Funding

Plan Production

6. Developing a Vision and Objectives
7. Generating options
8. Writing planning policies
9. Environmental Assessment
10. Evidence base and information requirements
11. Implementation and Monitoring
12. Best practice community engagement techniques
13. Statutory consultees
14. Writing a consultation statement
15. Planning and other legislation
16. Web enabling your plan
17. Using OS based mapping
18. Glossary of planning terms

Topics

19. Sustainable Water Management in Herefordshire
20. Guide to settlement boundaries
21. Guide to site assessment and choosing allocation sites
22. Meeting your housing requirements
23. Conservation issues
24. Recreational areas
25. Renewable energy
26. Transport issues
27. Community Infrastructure Levy

Additional Guidance

28. Setting up a steering group
29. Creating a questionnaire
30. Community facilities
31. Conformity with the Local Plan (Core Strategy)
32. Examinations of Neighbourhood Development Plans
33. Guide to Neighbourhood Development Plan Referendums
34. Tourism
35. Basic Conditions
36. Your plan - Contributing to sustainable development