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Response to Planning application from Hertfordshire County Council (T and CP GDP Order 2015)

Director of Planning

North Hertfordshire Council
Council Offices
Gernon Road
Letchworth Garden City
Hertfordshire
SG6 3JF

District ref: 25/01830/FP
HCC ref: NH/25883/2025
HCC received: 11 December 2025
Area manager: Manjinder Sehmi
Case officer: Shamsul Huda

Location

Highfield School , Highfield, Letchworth Garden City, Hertfordshire, SG6 3QA

Application type

Full Application

Proposal

AMENDED PROPOSAL

ADDITIONAL INFORMATION

Full Planning Permission : Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hardstanding areas, storage container, floodlights and an access footpath

Recommendation

Notice is given under article 22 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 that Hertfordshire County Council as Highway Authority does not wish to restrict the grant of permission subject to the following conditions:

Highway Informative:

AN) Travel Plan (TP): A TP, in accordance with the provisions as laid out in Hertfordshire County Council's Travel Plan Guidance, would be required to be in place from the first occupation/use until 5 years post occupation/use. A £1,200 per annum (overall sum of £6000 and index-linked RPI March 2014) Evaluation and Support Fee would need to be secured via a Section 106 agreement towards supporting the implementation, processing and monitoring of the full travel plan including any engagement that may be needed. Further information is available via the County Council's website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx> OR by emailing travelplans@hertfordshire.gov.uk

AN) Storage of materials: The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN) Obstruction of highway: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN) Debris and deposits on the highway: It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

COMMENTS:

Policy Review:

Key policy documents used to assess the application are

- National Planning Policy Framework (Dec 2024)
- National Planning Practice Guidance. (2014)
- Hertfordshire Local Transport Plan 2011-2031
- HCC's Place & Movement Planning Design Guidance adopted in March 2024
- NHDC Local Plan 2011-2031
- HCC Travel Plan Guidance

Following our further comments dated 22nd of October 2025, Hertfordshire County Council as Highway Authority has reviewed the revised documents and additional information submitted (Transport Assessment (P3115_20251003, Dec-25) and Travel Plan (Dec 2025).

Transport Assessment:

We note that paragraph 5.2 of the TA has confirmed that the use of the site during the weekdays will be limited to The Highfield School only (08:00-17:00) and then by community groups between 09:00-13:00 on a Saturday. The school may let out the facility during half terms and holidays when the school is not occupied, however, the facility will not be available for use on Sundays or Bank Holidays

The highway authority is content with above approached and this would not have significant impact on the local highway network.

Travel Plan:

The submitted revised Travel Plan (Dec-2025) seemed satisfactory. Para 4.6 has confirmed that “The operator will ensure that an appropriate budget and time is made available to the TPC to both cover the delivery of the role, and the range of measures outlined within this Travel Plan. As required by HCC, this Travel Plan will be registered on the Modeshift STARS system once the development is approved and prior to its opening. The system will be used to update the council on the annual monitoring undertaken at the site. The Travel Plan Coordinator (or a qualified person acting on their behalf) will attend a virtual meeting with HCC to setup the site on Modeshift STARS. Does not currently meet HCC’s approval criteria. The following omissions must be addressed”:

Conclusion

The Highway Authority is satisfied with the principle of the development in broad terms and raised no objection to the development proposal. **However, the highway authority recommends that the Travel Plan will be required to be in place from first occupation until 5 years post full occupation. A £1,200 per annum index-linked RPI March 2014 Evaluation and Support Fee should be secured by section 106 agreement in accordance with Hertfordshire County Council’s Travel Plan Guidance. This should incorporate measures to promote sustainable transport, an appointed travel plan co-ordinator and an appropriate monitoring programme.**

Signed

Shamsul Huda

23 December 2025