



Mark Youngman
Development Management Group Manager
Hertfordshire County Council
Postal Point CHN115
Farnham House
Six Hills Way
Stevenage
SG1 2ST

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: 6 October 2025
Area manager: Manjinder Sehmi
Case officer: Shamsul Huda

Location

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

Application type

Full Application

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

OTHER

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 previous comments dated 18 August 2025, Hertfordshire County Council as Highway Authority has reviewed the additional information submitted in support of the above application, including the Transport Assessment (P3115_20251003) and Travel Plan (October 2025).

Transport Assessment:

We note that paragraph 5.2 of the TA states that community use of the proposed facilities will commence from 16:00 onwards on weekdays. The Highway Authority considers that this timing coincides with the school peak period and could adversely impact the adjacent highway network.

Recommendation: Community access should commence no earlier than 17:00 to avoid peak hour congestion.

Travel Plan:

The submitted Travel Plan does not currently meet HCC's approval criteria. The following omissions must be addressed:

- No secondary contact for the Travel Plan Coordinator (TPC).
- No details of time commitment/allocation for the TPC role.
- No mention of a steering group or its formation.
- Monitoring proposed for 3 years; HCC requires 5 years.
- Survey results should be submitted to HCC, not NHDC.
- The Travel Plan must be registered on Modeshift STARS (DfT-approved platform). The TPC must attend an HCC setup meeting prior to occupation.

Requirements:

- A Full Travel Plan must 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 must be secured via a Section 106 Agreement.
- the Travel Plan should include sustainable transport measures, an appointed TPC, and an appropriate monitoring programme.

Further guidance: <https://www.hertfordshire.gov.uk/travelplans> or contact travelplans@hertfordshire.gov.uk.

Conclusion:

The Highway Authority is satisfied with the principle of the development in broad terms. However, the Transport Assessment and Travel Plan require the above issues to be addressed. Subject to satisfactory resolution of these matters—particularly those relating to active travel infrastructure and public transport accessibility—the Highway Authority would be willing to reconsider its position.

Signed

Shamsul Huda

22 October 2025