

DELEGATED DECISION OFFICER REPORT

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File completed and officer recommendation:	NH	03/12/2019
Planning Development Manager authorisation:	TF	05/12/2019
Admin checks / despatch completed	CC	05.12.2019
Technician Final Checks/ Scanned / LC Notified / UU Emails:	AP	5/12/19

Application: 19/00623/OUT **Town / Parish:** Thorrington Parish Council

Applicant: C Garrod

Address: Little Oaks Church Road Thorrington

Development: Outline application for two dwellings with all matters reserved.

1. Town / Parish Council

Thorrington Parish Council

At their meeting on 1st May 2019, Thorrington Parish Council wished to record the following comments:

It was noted that this development would have impact on traffic, impact on sewerage and impact on the environment. This is a logistical nightmare for building to take place, a back land development with no room for manoeuvrability for access for any vehicle, building or otherwise. Access to the area would be the width of a single garage after demolition of said garage to provide the access so any vehicle bigger than an average car would not get through. What about access for an ambulance in case of emergency?

There are concerns regarding the comment for "a sprinkler system will be required to each property to eliminate the need for a fire appliance to gain direct access to the new dwellings", if this is the case then how would a house fire be extinguished if these failed or could not cope? Is it not important that a fire engine has direct access?

As Essex County Council are implementing a 12 month trial of a one way system in Chapel Lane, Thorrington Parish Council have concerns regarding the delivery of building materials not being viable and the extra vehicles building services inevitably bring, all requiring access which would make it impossible for building works to be serviced in a one way system without causing chaos in the area of the building site and neighbouring roads.

In conclusion Thorrington Parish Council were opposed to this application.

Please ensure that these comments are noted and taken into consideration

2. Consultation Responses

ECC Highways Dept

From a highway and transportation perspective the impact of the proposal is NOT acceptable to the Highway Authority for the following reasons:

The Highway Authority will protect the principle use of the highway as a right of free and safe passage of all highway users.

The proposal would lead to the intensification of an existing and substandard access onto Church Road where the lack of width of the access would mean opposing vehicles being unable to pass clear of the limits of the highway or enter and leave the highway in a controlled manner resulting in an unacceptable degree of hazard to all road users to the detriment of general highway safety.

As far as can be determined from the submitted plan, the applicant does not appear to control sufficient land to provide a wide enough vehicle access for a grouping of dwellings served by a common access, to be used where it is required that opposing vehicles are able to turn into and out of the access and pass clear of the limits of the highway.

This in turn would have the potential to introduce additional slowing and turning movements on Church Road due to merging, diverging and weaving manoeuvres. This would likely lead to increased conflict and risk of collisions for both emerging and approaching vehicles in addition to increased hazard to other highway users in the vicinity of the site access to the detriment of highway safety.

The proposal is therefore contrary to policy DM1 contained within the County Highway Authority's Development Management Policies, adopted as County Council Supplementary Guidance in February 2011.

Notes

1. The existing vehicular access currently serves one dwelling this proposal would lead to the intensification of the existing and substandard access. The proposal to introduce two additional dwellings will in some degree conflict and interference to the passage of through vehicles that currently does not occur. The resulting intensification of that conflict and interference would lead to deterioration in the efficiency of Church Road as a traffic carrier to the detriment of highway safety.
2. As far as can be determined from the submitted block plan, drawing no. P01 there is no detail on the number of parking spaces being provided for each new dwelling or what turning area is being provided to ensure that vehicles can enter and leave the highway in a forward gear in the interest of highway safety.
3. Due to the distance of the proposed two new dwellings from the vehicle access and as far as can be determined from the submitted plans the provision of a suitable vehicle passing place should be provided within the curtilage with minimum dimensions of 5 metres wide x 6 metres in length, however, the only location that this could be located appears to be within the curtilage of the garden for the existing dwelling.

The Highway Authority may consider a revised/ reduced proposal that has a lesser impact on the proposed access, subject to the proposal conforming to policy DM1 contained within the County Highway Authority's Development Management Policies, adopted as County Council Supplementary Guidance in February 2011

3. Planning History

19/00623/OUT Outline application for two Current
 dwellings with all matters reserved.

4. Relevant Policies / Government Guidance

NPPF National Planning Policy Framework February 2019

National Planning Practice Guidance

Tendring District Local Plan 2007

- QL9 Design of New Development
- QL10 Designing New Development to Meet Functional Needs
- QL11 Environmental Impacts and Compatibility of Uses
- EN1 Landscape Character
- EN6 Biodiversity
- EN11A Protection of International Sites European Sites and RAMSAR Sites
- HG1 Housing Provision
- HG3 Residential Development Within Defined Settlements
- HG9 Private Amenity Space
- HG13 Backland Residential Development
- HG14 Side Isolation
- COM6 Provision of Recreational Open Space for New Residential Development
- TR1A Development Affecting Highways
- TR7 Vehicle Parking at New Development

Tendring District Local Plan 2013-2033 and Beyond Publication Draft (June 2017)

- SPL2 Settlement Development Boundaries
- SPL3 Sustainable Design
- LP1 Housing Supply
- LP2 Housing Choice
- LP3 Housing Density and Standards
- LP4 Housing Layout
- LP8 Backland Residential Development
- HP5 Open Space, Sports & Recreation Facilities

PPL3 The Rural Landscape

PPL4 Biodiversity and Geodiversity

Local Planning Guidance

Essex County Council Car Parking Standards - Design and Good Practice

Status of the Local Plan

The 'development plan' for Tendring is the 2007 'adopted' Local Plan. Paragraph 213 of the NPPF (2019) allows local planning authorities to give due weight to adopted albeit outdated policies according to their degree of consistency with the policies in the NPPF. Paragraph 48 of the NPPF also allows weight to be given to policies in emerging plans according to their stage of preparation, the extent to which there are unresolved objections to relevant policies and the degree of consistency with national policy. As of 16th June 2017, the emerging Local Plan for Tendring is the Tendring District Local Plan 2013-2033 and Beyond Publication Draft.

Section 1 of the Local Plan (which sets out the strategy for growth across North Essex including Tendring, Colchester and Braintree) was examined in January and May 2018 and the Inspector's initial findings were published in June 2018. They raise concerns, very specifically, about the three 'Garden Communities' proposed in north Essex along the A120 designed to deliver longer-term sustainable growth in the latter half of the plan period and beyond 2033. Further work is required to address the Inspector's concerns and the North Essex Authorities are considering how best to proceed.

With more work required to demonstrate the soundness of the Local Plan, its policies cannot yet carry the full weight of adopted policy, however they can carry some weight in the determination of planning applications. The examination of Section 2 of the Local Plan will progress once matters in relation to Section 1 have been resolved. Where emerging policies are particularly relevant to a planning application and can be given some weight in line with the principles set out in paragraph 48 of the NPPF, they will be considered and, where appropriate, referred to in decision notices. In general terms however, more weight will be given to policies in the NPPF and the adopted Local Plan.

In relation to housing supply:

The NPPF requires Councils to boost significantly the supply of housing to meet objectively assessed future housing needs in full. In any one year, Councils must be able to identify five years' worth of deliverable housing land against their projected housing requirements (plus an appropriate buffer to ensure choice and competition in the market for land, account for any fluctuations in the market or to improve the prospect of achieving the planned supply). If this is not possible, or housing delivery over the previous three years has been substantially below (less than 75%) the housing requirement, paragraph 11 d) of the NPPF requires applications for housing development needing to be assessed on their merits, whether sites are allocated for development in the Local Plan or not. At the time of this decision, the supply of deliverable housing sites that the Council can demonstrate falls below 5 years and so the NPPF says that planning permission should be granted for development unless the adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework as a whole. Determining planning applications therefore entails weighing up the various material considerations. The housing land supply shortfall is relatively modest when calculated using the standard method prescribed by the NPPF. In addition, the actual need for housing was found to be much less than the figure produced by the standard method when tested at the recent Examination In Public of the Local plan. Therefore, the justification for reducing the weight attributed to Local Plan policies is reduced as is the weight to be given to the delivery of new housing to help with the deficit.

5. Officer Appraisal (including Site Description and Proposal)

Site Description

The application site relates to Little Oaks, Church Road, Thorrington, which is a single storey bungalow located to the north easterly side of Church Road. The application site is located within the development boundary of Thorrington.

Proposal

The application seeks outline planning permission for the erection of two dwellings with all matters reserved.

All matters (access, appearance, landscaping, layout and scale) are reserved for consideration as part of a future detailed application. The proposal therefore seeks to establish the principle of two dwellings on this site.

Assessment

The main considerations for this application are;

- o Principle of Development
- o Backland development
- o Trees and Landscaping
- o Financial Contributions - Open Space
- o Habitat Regulations Assessment
- o Representations

Principle of development

The site lies within the Settlement Boundary for Thorrington, as outlined in the saved Tendring District Local Plan (2007) and the Tendring District Local Plan 2013-2033 and Beyond Publication Draft (June 2017).

Policy HG3 of the Tendring District Local Plan 2007 states that within defined development boundaries of towns and villages, residential development will be permitted provided it satisfies amenity, design, density, environmental, highway, local housing needs and sustainability criteria, as appropriate, and can take place without material harm to the character of the local area. The principle for residential development is therefore accepted subject to the detailed consideration below.

Backland Residential Development

'Backland' forms of development can undermine the established character of an area, particularly if that character predominantly comprises linear street fronting development as is the case here. Allowing such development, especially if similar schemes were to be repeated elsewhere in a locality, will undermine the character of the area and set an undesirable precedent. Development behind an established building line can also appear incongruous, forming an inappropriate tandem and cramped form of development. To avoid such problems, backland development requires careful consideration, including the need for an appropriate means of access to 'backland' plot, which is in a form which is safe and convenient for both drivers and pedestrians.

Paragraph 127 of the Framework requires that development should respond to local character and history, and reflect the identity of local surroundings and materials and adds that it is proper to seek to promote or reinforce local distinctiveness. Saved Policy HG13 of the adopted 2007 Local Plan and emerging Policy LP8 of the Tendring District Local Plan 2013-2033 and Beyond Publication Draft 2017 are of particular relevance in this instance due to the nature of the development constituting backland development. Saved Policy HG13 states that proposals for the

residential development of backland sites must comply with certain criteria (echoed in emerging Policy LP8) which is set out and addressed below:

i. the site lies within a defined settlement development boundary and does not comprise land allocated or safeguarded for purposes other than a residential use;

The plot is located within the Settlement Development Boundary of Thorrington and is not safeguarded or allocated for any use other than residential.

ii. where a proposal includes existing private garden land which would not result in less satisfactory access or off-street parking arrangements, an unacceptable reduction in existing private amenity space or any other unreasonable loss of amenity to existing dwellings;

- Highways and Parking

Paragraph 108 of the National Planning Policy Framework 2019 seeks to ensure that safe and suitable access to a development site can be achieved for all users. Saved Policy QL10 of the adopted Tendring District Local Plan 2007 states that planning permission will only be granted, if amongst other things, access to the site is practicable and the highway network will be able to safely accommodate the additional traffic the proposal will generate. These objectives are supported by emerging Policy SPL3 of the Tendring District Local Plan 2013-2033 and Beyond Publication Draft 2017.

Essex County Council Highways have been consulted on this application and object to the application due to the following; the proposal would lead to the intensification of an existing and substandard access onto Church Road where the lack of width of the access would mean opposing vehicles being unable to pass clear of the limits of the highway or enter and leave the highway in a controlled manner resulting in an unacceptable degree of hazard to all road users to the detriment of general highway safety. As far as can be determined from the submitted plan, the applicant does not appear to control sufficient land to provide a wide enough vehicle access for a grouping of dwellings served by a common access, to be used where it is required that opposing vehicles are able to turn into and out of the access and pass clear of the limits of the highway. This in turn would have the potential to introduce additional slowing and turning movements on Church Road due to merging, diverging and weaving manoeuvres. This would likely lead to increased conflict and risk of collisions for both emerging and approaching vehicles in addition to increased hazard to other highway users in the vicinity of the site access to the detriment of highway safety.

Essex Parking Standards require that for dwellings with 2 or more bedrooms a minimum of 2 parking spaces are required. Parking spaces should measure 5.5 metres by 2.9 metres and garages, if being relied on to provide a parking space, should measure 7 metres by 3 metres internally. Parking provision has not been demonstrated on the plans provided. A parking plan will need to be provided to demonstrate that the site can accommodate sufficient parking in line with the standards.

- Private Amenity Space

To accord with Saved Policy HG9 of the adopted Tendring District Local Plan 2007 the following minimum garden sizes would be required;

- 1 bedroom = 50 square metres
- 2 bedroom = 75 square metres
- 3 or more bedrooms = 100 square metre

The application proposes two, two bedroom dwellings. Both dwellings will be served by a garden in excess of 75 square metres which will comply with Policy HG9.

- Impact on Residential Amenities

Saved Policy QL11 of the Tendring District Local Plan (2007) states that new development will only be permitted if, amongst other things, the development will not have a materially damaging impact on the privacy, daylight or other amenities of occupiers of nearby properties.

The NPPF, in paragraph 127 states that planning should always seek to secure a good standard of amenity for all existing and future occupants of land and buildings. In addition, Policy QL11 of the Tendring District Local Plan (2007) states that amongst other criteria, 'development will only be permitted if the development will not have a materially damaging impact on the privacy, daylight or other amenities of occupiers of nearby properties'. These sentiments are carried forward in Policy SPL3 of the Tendring District Local Plan 2013-2033 and Beyond Publication Draft (2017).

Paragraph 108 of the NPPF seeks to ensure that safe and suitable access to a development site can be achieved for all users. Saved Policy QL10 of the adopted Tendring District Local Plan 2007 states that planning permission will only be granted, if amongst other things, access to the site is practicable and the highway network will be able to safely accommodate the additional traffic the proposal will generate. These objectives are supported by emerging Policy SPL3 of the Tendring District Local Plan 2013-2033 and Beyond Publication Draft 2017.

Appearance and layout are reserved for later consideration. It is considered that the proposed dwellings could be accommodated on the site with no material loss of amenity in terms of loss of light, outlook or privacy. It is therefore considered that sufficient spacing between properties could be achieved to result in a development that would not harm the amenities of neighbours.

The proposal therefore fails to provide sufficient access and fails this criterion.

iii. a safe and convenient means of vehicular and pedestrian access/egress can be provided that is not likely to cause undue disturbance or loss of privacy to neighbouring residents or visual detriment to the street scene. Long or narrow driveways will be discouraged;

The development will be served by a long narrow shared access drive that would be detrimental to the character and appearance of the locality and wholly out of character with the pattern of development in the area.

iv. the proposal does not involve "tandem" development using a shared access;

- Whilst it could be argued that the proposal constitutes a form of "tandem" development using a shared access, in this instance the proposed configuration and relationship between existing and proposed dwellings is considered to be acceptable. The adjoining frontage dwellings on Church Road benefit from long substantial rear gardens in the region of 30-35 metres in length. Accordingly, the degree of overlooking/loss of privacy will be limited, particularly given the single storey nature of the proposed development.

v. the site does not comprise an awkwardly shaped or fragmented parcel of land likely to be difficult to develop in isolation or involve development which could prejudice a more appropriate comprehensive development solution;

This criterion is not considered relevant to this case as it would not open up a more comprehensive form of development.

vi. the site is not on the edge of defined settlements and likely to produce a hard urban edge or other form of development out of character in its particular setting; and

The site is located within the built up area surrounded by existing dwellings and would not create a hard urban edge. However, the development is considered to be out of character in its setting which is characterised by linear, road frontage development.

vii. the proposal would not be out of character with the area or set a harmful precedent for other similar forms of development.

The main character of Church Road is road frontage, linear development with an established front building line. The proposed development would represent an unacceptable form of backland

development being wholly out of character with the area setting a harmful precedent for other cramped inappropriate plot sub-divisions to the rear of other properties within the street and surrounding area.

Trees and Landscaping

Paragraph 170 of the National Planning Policy Framework (2019) states planning decisions should contribute to and enhance the natural and local environment by recognising the intrinsic character and beauty of the countryside, and should protect and enhance valued landscapes.

Policy EN1 of the Saved Local Plan states the quality of the district's landscape and its distinctive local character will be protected and, where possible, enhanced. Any development which would significantly harm landscape character or quality will not be permitted. The sentiments of this policy are carried forward within Emerging Local Plan Policy PPL3.

Landscaping will be secured at the reserved matters stage. It is considered that the hedging conifers with some smaller decorative conifers help to provide a valuable screening function that would assist with developing the land.

Financial Contribution - Open Space/Play Space;

Paragraph 54 of the National Planning Policy Framework (2019) states Local Planning Authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Paragraph 56 of the NPPF states planning obligations must only be sought where they are necessary to make the development acceptable in planning terms, directly relate to the development and fairly and reasonably relate in scale and kind to the development.

Policy COM6 of the adopted Tendring District Local Plan 2007 states "For residential development below 1.5 hectares in size, developers shall contribute financially to meet the open space requirements of the development in proportion to the number and size of dwellings built". These sentiments are carried forward within emerging Policy HP5.

In line with the requirements of saved Policy COM6 and emerging Policy HP5 the Council's Open Space Team have been consulted on the application to determine if the proposal would generate the requirement for a financial contribution toward public open or play space.

There is currently a deficit of 0.4 hectares of formal open space in Thorrington. However, whilst there is adequate provision in terms of play to cope with some additional development the provision is now in need of replacement to cope with the increased population of the village, the nearest play area being at Chapel Lane located next to the proposed development which will see the biggest impact.

This application is not accompanied by a completed unilateral undertaking for a contribution towards play and formal open space facilities and therefore this scheme does not comply with Policy COM6.

Financial Contribution - RAMS;

Under the Habitats Regulations, a development which is likely to have a significant effect or an adverse effect (alone or in combination) on a European designated site must provide mitigation or otherwise must satisfy the tests of demonstrating 'no alternatives' and 'reasons of overriding public interest'. There is no precedent for a residential development meeting those tests, which means that all residential development must provide mitigation. The contribution is secured by unilateral undertaking.

The application scheme proposes new dwellings on a site that lies within the Zone of Influence (Zoi) being approximately 1.5km away from Colne Estuary RAMSAR Site and SPA. Since the development is for 2 dwellings only, the number of additional recreational visitors would be limited and the likely effects on the Colne Estuary from the proposed development alone may not be significant. However, new housing development within the Zoi would be likely to increase the number of recreational visitors to the Colne Estuary; and, in combination with other developments

it is likely that the proposal would have significant effects on the designated site. Mitigation measures must therefore be secured prior to occupation.

A proportionate financial contribution has not been secured in accordance with the emerging Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (RAMS) requirements. As submitted, there is no certainty that the development would not adversely affect the integrity of Habitats sites.

The proposal is therefore considered to be contrary to Policies EN6 and EN11a of the Saved Tendring District Local Plan 2007, Policy PPL4 of the emerging Tendring District Local Plan 2013-2033 and Beyond Publication Draft and Regulation 63 of the Conservation of Habitat and Species Regulations 2017.

Representations

Thorrington Parish Council have submitted the following comments;

-impact on traffic, impact on sewerage and impact on the environment.

- Back land development with no room for manoeuvrability for access for any vehicle, building or otherwise. Access to the area would be the width of a single garage after demolition of said garage to provide the access so any vehicle bigger than an average car would get through.

-Concerns in regards to the sprinkler system and access for fire engine?

-Concerns in regards to delivery of building materials

The concerns above have been addressed in the report.

6. **Recommendation**

Refusal - Outline

7. **Conditions / Reasons for Refusal**

- 1 Paragraph 127 of the National Planning Policy Framework (NPPF) requires that development should respond to local character and history, and reflect the identity of local surroundings and materials. Paragraph 192 adds that it is proper to seek to promote or reinforce local distinctiveness.

Saved Policy HG13 of the adopted 2007 Local Plan and emerging Policy LP8 of the Tendring District Local Plan 2013-2033 and Beyond Publication Draft 2017 are of particular relevance in this instance due to the nature of the development constituting backland development. Saved Policy HG13 states that proposals for the residential development of backland sites will only be approved where it meets specific criteria.

Essex County Council Highways have been consulted on this application and object to the application due to the following; the proposal would lead to the intensification of an existing and substandard access onto Church Road where the lack of width of the access would mean opposing vehicles being unable to pass clear of the limits of the highway or enter and leave the highway in a controlled manner resulting in an unacceptable degree of hazard to all road users to the detriment of general highway safety. As far as can be determined from the submitted plan, the applicant does not appear to control sufficient land to provide a wide enough vehicle access for a grouping of dwellings served by a common access, to be used where it is required that opposing vehicles are able to turn into and out of the access and pass clear of the limits of the highway. This in turn would have the potential to introduce additional slowing and turning movements on Church Road due to merging, diverging and weaving manoeuvres. This would likely lead to increased conflict and risk of collisions for

both emerging and approaching vehicles in addition to increased hazard to other highway users in the vicinity of the site access to the detriment of highway safety.

The development will be served by a long narrow shared access drive that would be detrimental to the character and appearance of the locality and wholly out of character with the pattern of development in the area.

The site is located within the built up area surrounded by existing dwellings and would not create a hard urban edge. However, the development is considered to be out of character in its setting which is characterised by linear, road frontage development.

The main character of Church Road is road frontage, linear development with an established front building line. The proposed development would represent an unacceptable form of backland development being wholly out of character with the area setting a harmful precedent for other cramped inappropriate plot sub-divisions to the rear of other properties within the street and surrounding area.

For these reasons, the proposal is considered contrary to Saved Policy HG13 criterion ii, iii, vi and vii and the aims of the NPPF.

- 2 Paragraph 54 of the National Planning Policy Framework (2019) states Local Planning Authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Paragraph 56 of the NPPF states planning obligations must only be sought where they are necessary to make the development acceptable in planning terms, directly relate to the development and fairly and reasonably relate in scale and kind to the development.

Policy COM6 of the adopted Tendring District Local Plan 2007 states "For residential development below 1.5 hectares in size, developers shall contribute financially to meet the open space requirements of the development in proportion to the number and size of dwellings built". These sentiments are carried forward within emerging Policy HP5.

In line with the requirements of saved Policy COM6 and emerging Policy HP5 the Council's Open Space Team have been consulted on the application to determine if the proposal would generate the requirement for a financial contribution toward public open or play space.

There is currently a deficit of 0.4 hectares of formal open space in Thorrington. However, whilst there is adequate provision in terms of play to cope with some additional development the provision is now in need of replacement to cope with the increased population of the village, the nearest play area being at Chapel Lane located next to the proposed development which will see the biggest impact.

This application is not accompanied by a completed unilateral undertaking for a contribution towards play and formal open space facilities and therefore this scheme does not comply with Policy COM6.

- 3 Under the Habitats Regulations, a development which is likely to have a significant effect or an adverse effect (alone or in combination) on a European designated site must provide mitigation or otherwise must satisfy the tests of demonstrating 'no alternatives' and 'reasons of overriding public interest'. There is no precedent for a residential development meeting those tests, which means that all residential development must provide mitigation. The contribution is secured by unilateral undertaking.

The application scheme proposes new dwellings on a site that lies within the Zone of Influence (ZoI) being approximately 1.5km away from Colne Estuary RAMSAR Site and SPA. Since the development is for 2 dwellings only, the number of additional recreational visitors would be limited and the likely effects on the Colne Estuary from the proposed development alone may not be significant. However, new housing development within the

ZoI would be likely to increase the number of recreational visitors to the Colne Estuary; and, in combination with other developments it is likely that the proposal would have significant effects on the designated site. Mitigation measures must therefore be secured prior to occupation.

A proportionate financial contribution has not been secured in accordance with the emerging Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (RAMS) requirements. As submitted, there is no certainty that the development would not adversely affect the integrity of Habitats sites.

The proposal is therefore considered to be contrary to Policies EN6 and EN11a of the Saved Tendring District Local Plan 2007, Policy PPL4 of the emerging Tendring District Local Plan 2013-2033 and Beyond Publication Draft and Regulation 63 of the Conservation of Habitat and Species Regulations 2017.

8. Informatives

Positive and Proactive Statement

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and discussing those with the Applicant. However, the issues are so fundamental to the proposal that it has not been possible to negotiate a satisfactory way forward and due to the harm which has been clearly identified within the reason(s) for the refusal, approval has not been possible.

Are there any letters to be sent to applicant / agent with the decision? If so please specify:	YES	NO
Are there any third parties to be informed of the decision? If so, please specify:	YES	NO