

Local Plan Sub-Committee AGENDA



THE PUBLIC MAY ATTEND THIS MEETING

Please note this meeting will be webcast and audio recorded.

Date: Thursday, 26 May 2016

Time: 18:00

Venue: Council Chamber, Braintree District Council, Causeway House, Bocking End, Braintree, Essex, CM7 9HB

Membership:

Councillor D Bebb
Councillor Mrs L Bowers-Flint (Chairman)
Councillor G Butland
Councillor T Cunningham
Councillor D Hume

Councillor Mrs J Money
Councillor Lady Newton
Councillor J O'Reilly-Cicconi
Councillor Mrs W Scattergood
Councillor Miss M Thorogood

Members are requested to attend this meeting, to transact the following business:-

PUBLIC SESSION

1 Apologies for Absence

2 Declarations of Interest

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest, or Non-Pecuniary Interest relating to Items on the Agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.

3 Minutes of the Previous Meeting

There are no Minutes to approve.

4 Public Question Time (See paragraph below)

5 Braintree District Draft Local Plan for Consultation

4 - 7

6 Braintree District Draft Local Plan - Proposed Consultation Strategy 8 - 13

7 Urgent Business - Public Session

To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

8 Exclusion of the Public and Press

To agree the exclusion of the public and press for the consideration of any Items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

At the time of compiling this Agenda there were none.

PRIVATE SESSION

9 Urgent Business - Private Session

To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

Cont'd

E WISBEY
Governance and Member Manager

Contact Details

If you require any further information please contact the Governance and Members Team on 01376 552525 or email demse@braintree.gov.uk

Public Question Time

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak.

Members of the public wishing to speak should contact the Governance and Members Team on 01376 552525 or email demse@braintree.gov.uk at least 2 working days prior to the meeting.

Members of the public can remain to observe the whole of the public part of the meeting.

Health and Safety

Any persons attending meetings at Causeway House are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding during the meeting, you must evacuate the building immediately and follow all instructions provided by a Council officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

Mobile Phones

Please ensure that your mobile phone is either switched to silent or switched off during the meeting.

Comments

Braintree District Council welcomes comments from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please let us have your comments setting out the following information

Meeting Attended..... Date of Meeting

Comment

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Contact Details:

Draft Braintree District Local Plan for Consultation		Agenda No: 5
Portfolio: Planning and Housing Corporate Outcome: Securing appropriate infrastructure and housing growth Report Presented by: Emma Goodings Report Prepared by: Emma Goodings		
Background Papers: <ul style="list-style-type: none"> National Planning Policy Framework (NPPF) National Planning Practise Guidance (NPPG) Localism Act (2011) Planning and Compulsory Purchase Act (2004) Local Plan Review (2005) Core Strategy (2011) 		Public Report: Yes Key Decision: No
Executive Summary: <p>The Council has been working on a draft Local Plan to replace the 2005 Local Plan and 2011 Core Strategy and that draft Plan is now completed. The draft Local Plan includes a section of strategic policies to apply across north Essex (Braintree, Colchester and Tendring), as well as the detailed District specific policies and allocations. Members of the Local Plan sub-committee are asked to recommend that the Plan including all site allocations and policies contained within it, are approved by Council at their special meeting on the 20th June 2016.</p> <p>If approved, the draft Local Plan, accompanying Sustainability Appraisal/Strategic Environmental Appraisal (SA/SEA) and evidence base will be published for an 8 week consultation period between the 27th June and the 19th August 2016.</p>		
Decision: <p>To recommend to Council that the draft Local Plan for Braintree District as set out in Appendix 1 to this document, including all policies and allocations contained within it, is published for an 8 week public consultation.</p> <p>To delegate approval for the Sustainability Appraisal/Strategic Environment Assessment of the draft Local Plan to the Chairman of the Local Plan Sub-Committee in consultation with the Cabinet Member for Planning and Housing.</p>		
Purpose of Decision: To recommend to Council a draft Local Plan for consultation		

Corporate Implications	
Financial:	The preparation of the Plans set out within the Local Development Scheme will be a significant cost which will be met through the Local Plan budget.
Legal:	To comply with Governments legislation and guidance.
Equalities/Diversity:	The Councils policies should take account of equalities and diversity.
Safeguarding:	None
Customer Impact:	There will be public consultation during various stages of the emerging Local Plan.
Environment and Climate Change:	This will form part of the evidence base for the emerging Local Plan and will inform policies and allocations.
Consultation/Community Engagement:	There will be public consultation during various stages of the emerging Local Plan.
Risks:	The Local Plan examination may not take place. The Local Plan could be found unsound. Risk of High Court challenge.
Officer Contact:	Emma Goodings
Designation:	Planning Policy Manager
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Note: As this report was required to be published in advance of the meeting of the Local Plan Sub-Committee of the 25th May, it has been assumed that officer recommendations from that meeting were accepted. Any changes or amendments to officer recommendations made on the 25th May will be reported verbally at the meeting and depending on the scope of any changes, revised papers will be presented to Members.

1 Background

- 1.1 The Council has been working on a new Local Plan which will guide development in the District between now and 2033. This document will be the single Local Plan for the District, setting out strategic and non-strategic policies and allocations within a single document.
- 1.2 At the Local Plan Sub Committee meetings and full Council on the 20th January 2016, members approved a number of policies for inclusion within the Plan. These were subject to minor amendments for spelling, grammar etc. Supporting text was included within that report for information only and has been further amended within the draft Local Plan.
- 1.3 Since March 2016, the Local Plan Sub Committee has held a number of meetings which set out first the total numbers of homes that need to be provided, a broad spatial strategy, and then has gone through each individual town, village and Parish within the District to look in detail at the proposed

allocations. These decisions are now incorporated into the draft Local Plan for consultation which is before you today.

2 Strategic Plan

- 2.1 Officers and Members from Braintree, Colchester, Tendring and Essex have been working closely together during the preparation of the draft Local Plans, particularly in relation to the proposals for new garden communities. As a recognition of that work, the cross border nature of some of the allocations and when considering how the examination of the Plans would take place by the Planning Inspectorate, it is proposed to have a single joint strategic section of each individual Local Plan known as the North Essex Strategic Part 1. This is a series of policies and text which will be contained within the Braintree, Colchester and Tendring Local Plans but which will be identical. Work was undertaken with Chelmsford as the fourth local authority within our strategic housing market area, but as the Chelmsford Local Plan will now be published later than the other Local Plans, they are not formally included within this.

3 New Sections

- 3.1 The draft Local Plan mostly includes policies and sites that have been considered already by either the Local Plan Sub-Committee or the full Council. However Members are directed to the following new sections of the Plan which contain new contents for consideration.

- Introduction and Spatial Portrait
- Joint Strategic 'Part 1'
- Vision and Key Objectives
- Housing spatial strategy
- Active communities chapter
- Implementation and Monitoring chapter
- Housing Trajectory

- 3.2 It should be noted that this is a draft Local Plan and further changes to the document can be made either as a result of the consultation or from new evidence which continues to be gathered on the Plan.

4 Sustainability Appraisal

- 4.1 Alongside the draft Local Plan, the Council must publish a Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA). This is a detailed document which assesses the environmental implications of every policy and

site allocation in the Local Plan, together with all reasonable alternatives. As the final decisions on these have only been made in the last few days, the final report has not yet been completed. As this is required to be published at the same time as the draft Local Plan for consultation it is proposed that this committee delegate authority for the approval of the document to the Planning Policy Manager.

5 Next Steps

- 5.1 The Draft Local Plan will be considered by a special meeting of the full Council on the 20th June 2016, following on for the recommendations made tonight. If Council approve the draft Local Plan for consultation, the consultation will start from Monday 27th June 2016 for 8 weeks and close on 19th August at 5pm. The statutory consultation period for a Local Plan document such as this is 6 weeks, therefore to recognise the fact that the consultation is in the summer, we have added an extra 2 weeks to the consultation.
- 5.2 Full details of the consultation strategy are set out in the next report, but will briefly include a leaflet sent to every household in the District, public exhibitions across the District where residents and businesses can come and speak to a planning policy officer about the proposals, direct notification to all those on the consultation database and extensive publicity through the website, social media, posters and newspapers.
- 5.3 Consultation responses will be reported to the Local Plan sub-committee in the Autumn, along with further evidence base, to support the Plan before the final version is considered by the Local Plan sub-committee and full Council later in 2016. A further final period of public engagement will take place before the Local Plan is submitted to the Planning Inspectorate for examination.

Recommendations

To recommend to Council that the draft Local Plan for Braintree District as set out in Appendix 1 to this document, including all policies and allocations contained within it, is published for an 8 week public consultation.

To delegate approval for the Sustainability Appraisal/Strategic Environment Assessment of the draft Local Plan to the Chairman of the Local Plan Sub-Committee in consultation with the Cabinet Member for Planning and Housing.

Braintree Draft Local Plan – Proposed Consultation Strategy		Agenda No: 6
Portfolio Corporate Outcome:	Planning and Housing A well connected and growing district with high quality homes and infrastructure	
Report presented by:	Emma Goodings	
Report prepared by:	Carolyn Johnson	
Background Papers:	Public Report: Yes	
<ul style="list-style-type: none">National Planning Policy Framework (NPPF)National Planning Practise Guidance (NPPG)Localism Act (2011)Braintree District Statement of Community Involvement (2013)	Key Decision: No	
Executive Summary:		
<p>This report sets out the proposed Consultation Strategy for the forthcoming consultation on the Draft Local Plan. It is proposed that in addition to contacting statutory consultees, a public consultation will be held over an eight-week period between June 27th and 19th August 2016. As part of the consultation, a series of exhibitions will be held to enable the public to look at proposals and talk directly to officers. These will take place in the Main Towns, Service Villages, Silver End, Great Saling and Marks Tey (shared with Colchester Borough Council). These settlements also act as focus points for the surrounding villages, which may have smaller amounts of growth proposed. Each exhibition will have general information on the Plan together with information that is tailored specifically to the location in which it is being held. To support and promote these exhibitions, a district wide mail-out to every household is proposed, including a brief background, location of the largest proposed sites, directions to the website to look at the document and details on how to respond. Responses will be encouraged to be made via the Council’s online consultation portal, Objective, although written responses will also be accepted.</p>		
Recommended Decision:		
To approve the consultation strategy for the draft Local Plan as set out in this report.		

Purpose of Decision:

To approve the consultation strategy for the Draft Local Plan.

Corporate Implications

Financial:	The cost of printing documents and holding consultation events will be met through the Local Plan budget
Legal:	The consultation should be in line with the guidance set out in planning regulations.
Safeguarding:	N/A
Equalities/Diversity:	The Council's policies should take account of equalities and diversity.
Customer Impact:	The consultation strategy in the report sets out how the public will be impacted.
Environment and Climate Change:	Impact of printing documents, sending letters etc
Consultation/Community Engagement:	Strategy set out in this document
Risks:	That the consultation will not reach some members of the public. That the format or method of consultation will be challenged.
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Designation:	Planning Policy Technician
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1 **Proposed Consultation Strategy**

- 1.1 In line with the requirements set out in Planning regulation 18 and in the Council's Statement of Community Involvement, it is proposed that the Draft Local Plan will be published for an eight-week period of public consultation, between Monday 27th June and Friday 19th August 2016. The Plan will set out the draft policies, which will be used to determine planning applications when the plan is adopted, together with District-wide Proposals Map and Inset maps identifying development boundaries and land use allocations for all the towns and villages.
- 1.2 As this is a draft document, there will also be a second plan for most settlements identifying alternative areas for housing and other development, which have been proposed by landowners, but not included as draft allocations by the Council. This will give the public the opportunity to comment on the proposed allocations and to consider whether they prefer alternative sites, or to suggest any other sites that have not already been put forward. The full document including the Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) will be available to view and comment upon through the Council's online consultation tool Objective. The full document and supporting evidence base will also be available to view and download from the Council's website or in hard copy at Causeway House.
- 1.3 The following will be carried out to publicise the consultation;
- All Councillors will receive a hard copy of the document.
 - All statutory consultees, Parish Councils and neighbouring Districts and Parishes will be informed of the consultation by letter/email including a link to the online consultation portal. Parish and Town Councils will also be sent hard copies of the maps relating to their Town or Parish. The document is by its nature large, containing over 130 full colour maps and as such it is not possible to send consultees hard copies of the full document, due to printing and postage costs.
 - Site notices (explaining that this is the site of a proposed development allocation) will be put up at the beginning of the consultation period at all residential sites of 10 or more dwellings, which do not already have planning permission and at the proposed new employment allocations.
 - The Council will send a special edition of the Contact magazine to every household (approx. 62,000) in the District. The booklet will include a brief background, location of the largest proposed sites and direct readers to the website to look at the document plus give information on exhibition dates and how to respond.

- The Council will also write to/email all landowners, members of the public and agents who have asked to be kept informed on the progress of the New Local Plan. The letter will be sent out at the beginning of the consultation period and will include a link to the online consultation portal. There are over 3,000 people on this database.
- Parish Councils will be asked to publicise the plan consultation and details of exhibitions in Parish Magazines, on village notice boards, websites etc as appropriate. A5 and A4 posters advertising the exhibition dates and how to read and respond to the draft document will be distributed.
- The consultation events and links to the document will be included in a prominent position on the Council's website, throughout the consultation period.
- Details of the consultation and the public events will be published as part of the Council section in both the Braintree and Witham Times and Halstead Gazette plus the Suffolk Free Press. Press releases will also be issued to stimulate media interest in the consultation.
- A paper copy of the document will be available to view at the Council's offices at Causeway House between 8.30am – 5pm Monday to Friday. Libraries at Braintree, Witham, Halstead, Coggeshall, Earls Colne, Hatfield Peverel, Kelvedon, Sible Hedingham and Silver End will be supplied with a copy of the document on CD, which will be available to view during their normal opening hours. They can be supplied with hard copies on request.
- Details highlighting the upcoming publication of the draft Local Plan and how to respond will be promoted on social media including Facebook and Twitter directing people towards the website. Those signed up to the councils mobile text alert system will also receive notification at the beginning and towards the end of the consultation
- Businesses will be informed through direct notification of groups such as the Essex Chamber of Commerce and through the business contact database held by Economic Development.
- Respondents will be asked which part of the plan (specific site, policy or paragraph) they are objecting to. What changes to the plan they would support and to set out the revised wording, or sites they are requesting. They will be encouraged to add their responses directly to the online consultation portal. This is because the online responses can be checked and then published directly to the website quickly for others to view rather than having to be typed out in full, which can be very time consuming. However, responses by email, or hard copy will still be accepted. A standard form will be prepared for responses

to ensure consistent questions are asked across all mediums, but comments will also be accepted via letter.

- 1.4 As this is an important consultation on the Local Plan, a series of staffed exhibitions will be held across the District to enable the public to discuss proposals directly with officers. It is intended that these will be held at the following locations;

- Braintree (2 sessions) 13th & 14th July
- Witham (2 sessions) 29th & 30th June
- Halstead 4th July
- Sible Hedingham 27th June
- Earls Colne 28th June
- Kelvedon 6th July
- Great Saling 7th July
- Silver End 12th July
- Coggeshall 18th July
- Hatfield Peverel 21st July
- Marks Tey (TBC)

- 1.5 These locations have been chosen as they are the 3 main towns and the villages that have the most proposed growth and they act as service centres for other more rural areas. Timings of the events are between 2.30pm and 7.30pm to ensure that as many people as possible are able to attend. All venues will have suitable access arrangements for those with mobility problems. Large maps on Local Plan proposals provided at each event will be area specific to where the event is taking place. But copies of the whole document will also be available to view and discuss.

- 1.6 Static, unstaffed displays will also be available during parts of the consultation period at Braintree Witham and Halstead libraries. Causeway House will have a display throughout.

- 1.7 The Council also has a duty to co-operate with a list of prescribed bodies. Officers continue to have dialogue with statutory consultees, including neighbouring authorities, health authorities and bodies like the Environment Agency and Highways England to seek their views on how the Plan will impact upon them and to arrange meetings with them to discuss this further where necessary.

2. Next Steps

- 2.1 The consultation responses will be published in full through the online consultation portal. Comments will be summarised and reported to the Local Plan Sub-Committee, together with any further sites put forward in the Autumn

of this year. Proposed changes to the Proposals Map, or policies, resulting from the consultation will be set out.

- 2.2 A final round of public consultation will then take place at the end of 2016/early 2017 before the Local Plan is submitted to the Planning Inspectorate for examination.

Recommendation:

To approve the consultation strategy for the draft Local Plan as set out in this report.