

Local Plan Sub-Committee AGENDA



THE PUBLIC MAY ATTEND THIS MEETING

Please note this meeting will be webcast and audio recorded.

Date: Wednesday, 11 November 2015

Time: 18:00

Venue: Council Chamber, Causeway House, Bocking End, Braintree, 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

To approve as a correct record the Minutes of the meeting of the Local Plan Sub-Committee held on 7th September 2015 (copy previously circulated).

4 Public Question Time (See paragraph below)

5 Strategic Housing Land Availability Assessment (SHLAA)

4 - 7

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.

Continued:-

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:

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| Braintree District Council Strategic Housing Land Availability Assessment | | Agenda No: 5 |
| Corporate Priority: Securing appropriate infrastructure and housing growth Portfolio: Planning and Housing Report Presented by: Alan Massow Report prepared by: Alan Massow | | |
| 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) • Core Strategy (2011) • Strategic Housing Land Availability Assessment (2010) • Draft Strategic Housing Land Availability Assessment (2015) | | Public: Yes |
| Options: To approve/not approve the Strategic Housing Land Availability Assessment (2015) as evidence base. | | Key Decision: No |
| Executive Summary: The Council has updated its Strategic Housing Land Availability Assessment (SHLAA). This document provides the Council with an inventory of sites within the district which the Council is aware of, which may be considered for allocation through the production of the new Local Plan. The SHLAA does not allocate sites. The production of a SHLAA is a requirement of the National Planning Policy Framework (NPPF). Each site included in the SHLAA has been assessed for its suitability, availability, and achievability for residential development. The SHLAA has shown that within the district, we have 344 sites which could be capable of accommodating 54,856 new homes. The Council's estimated housing requirement up to 2033 is between 12,000 and 15,000 new homes. The SHLAA therefore shows that we have more than sufficient sites within the District to meet our housing need. The SHLAA shows that of the sites in the District 89 are brownfield or majority brownfield sites with a total area of 131 ha which could potentially accommodate 2383 new homes. | | |
| Decision: To approve the Strategic Housing Land Availability Assessment (2015) as part of the evidence base for the new Local Plan. | | |

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| Purpose of Decision: To provide robust and credible evidence base on housing land availability to support the production of the new Local Plan. | |
| Corporate Implications | |
| Financial: | The preparation of the Plans set out within the LDS 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 Council's 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. Landowners and their agents were consulted on their sites. Parish Councils were asked to submit brownfield sites in their parishes. |
| 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. Developers, landowners and agents have been consulted on the methodology of the SHLAA, and the particulars of their sites. |
| Risks: | The Local Plan examination may not take place. The Local Plan could be found unsound. Risk of High Court challenge. |
| Officer Contact: | Alan Massow |
| Designation: | Senior Policy Planner |
| Ext. No. | 2577 |
| E-mail: | alan.massow@braintree.gov.uk |

1 Background

- 1.1 A Strategic Housing Land Availability Assessment (SHLAA) is an assessment of sites within the District which could potentially be considered for development through the new Local Plan. The assessment of land availability is an important step in the preparation of a Local Plan.
- 1.2 Braintree District Council has updated its SHLAA to support the production of its new Local Plan. This is a requirement of paragraph 159 of the National Planning Policy Framework (NPPF). The last SHLAA was produced in 2010. The SHLAA contains assessments of sites which have been put forward for development through the Call for Sites, previous Local Plan allocations, sites which have planning permission but have not been completed yet, as well as other documents available to the Council.
- 1.3 National Planning Policy Guidance outlines the purposes and process for housing and economic land availability assessments. It is an assessment of land availability to identify a future supply of land which is suitable, available, and achievable for housing and economic development uses over the plan period.

- 1.4 An assessment should identify sites and broad locations with potential for development, assess that potential and assess the suitability for development and the likelihood of development coming forward.
- 1.5 The SHLAA is intended to be a live document, which can be updated as and when new sites become available.

2 Strategic Housing Land Availability Methodology

- 2.1 National Planning Guidance set out a methodology flow chart which should be used when producing the SHLAA. Our methodology is set out below.
- 2.2 Stage 1 – Site/broad locations for growth – the SHLAA covers all of Braintree District and includes cross border proposals. The minimum threshold for sites to be included in the SHLAA is 5+ units, which is in line with national guidance.
- 2.3 A desk top review of existing evidence documents was used to source all the sites in the SHLAA, this included the previous SHLAA, residential and annual monitoring reports, the Call for Sites, and the existing Local Plan.
- 2.4 Stage 2 – Site/broad location assessment, this estimates the development potential of sites, including the likely density of development, the suitability, availability, and achievability of each of the sites. For suitability issues which may impact on the likelihood of a site getting planning permission were assessed, such as flood risk, and nature conservation issues, whether the development would be a natural extension to a development boundary, or whether the site was an amenity green space or visually important space. If a site did not have any of these designations it would be considered suitable. For availability, a site would be considered available if it was submitted by a landowner or agent or if it had a permission. For achievability, a site would be considered achievable if a change to an existing allocation or policy for alternative uses, could take place through the Local Plan, and the site was in a sustainable location. Also if it were a non-residential use which can move elsewhere and that move is likely. Sites within unsustainable locations such as isolated sites in the countryside some distance from existing settlements and major transport routes would not generally be considered achievable.
- 2.5 The Council will update the SHLAA regularly, in order to monitor the delivery of sites, add details when sites are allocated or granted planning permission, and to amend sites as and when new information becomes available.

3 Key Findings

- 3.1 The SHLAA was consulted on for a two week period which concluded on the 28th October 2015. The Council received 40 responses from landowners, agents and developers.
- 3.2 Following consultation with land owners and their agents a number of sites have had their details updated, or have been removed either due to a significant constraint such as flooding or for being below the size threshold for sites to be included. No objection comments were received about the assessment methodology used in producing the SHLAA. A number of sites have been put forward by Parish Councils which have been included where they meet the

requirements of the SHLAA. Two sites submitted by the parishes have not been added as yet as we are awaiting information from the landowners.

- 3.3 Following the removal of unsuitable sites, alterations and corrections the SHLAA now shows that we have 344 sites covering 3176 ha which are capable of accommodating 54,856 homes. The estimated number of housing required to 2033 is between 12,000 and 15,000 homes. As such the SHLAA demonstrates that Braintree District has sufficient sites available to meet its likely housing requirements.
- 3.4 Of the 344 sites, 232 are greenfield sites totalling 1941 ha in size, with the potential for 41,254 homes, 78 are brownfield sites equating to 110 ha and 2043 dwellings, and 34 sites are mixed greenfield/brownfield. Of the mixed greenfield/brownfield sites 23 of the sites are majority greenfield sites which have less than 40% brownfield, totalling 1124 ha and 11,559 homes. Of the mixed use sites where brownfield development is in the majority there are 11 sites with 20.9 ha and 340 homes.
- 3.5 In terms of the Brownfield Site Schedule the SHLAA shows that we have 89 brownfield or majority brownfield sites with an area of 131 ha which could accommodate a total of 2383 homes.
- 3.6 A copy of the SHLAA is available as **Appendix 1** to this report on the website. However it will not routinely be printed to accompany the report due to the size of the document.

4 Recommendation

To approve the Strategic Housing Land Availability Assessment as part of the evidence base for the new Local Plan.

To delegate to officers the ongoing updating of the contents of the SHLAA, subject to an annual report of the SHLAA's key findings.

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| Braintree District Council Local Plan Timetable and Site Selection Update | | Agenda No: 6 |
| Corporate Priority: Securing appropriate infrastructure and housing growth Portfolio: Planning and Housing 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) • Core Strategy (2011) • Local Development Scheme (2014) | | Public: Yes |
| Options: To note the methodology for site selection in the Local Plan To note the revised timetable for the production of the Local Plan. | | Key Decision: No |
| Executive Summary: A new Local Plan is being produced in the District which will guide development between now and 2033. The first section of this report highlights the site selection process which is being followed when looking at each site and includes a desk based assessment and site visit by a planning policy officer, the site being considered in the Strategic Housing Land Availability Assessment (SHLAA) and by independent consultants through the Sustainability Appraisal as well as detailed site specific information on each site from evidence base documents, from discussion with local representatives and with utility and service providers. This process then feeds into the officer recommendation which is made to Councillors at the Local Plan Sub Committee. The report also contains a table setting out the revised timetable for the production of the new Local Plan, with preferred options consultation taking place in June and July 2016. Final submission of the Plan will then take place in early 2017 with examination thereafter. | | |
| Decision: To note the revised timetable for the production of the Braintree District Council Local Plan. To note the methodology for site selection in the Braintree District Council Local Plan. | | |

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| Purpose of Decision: | |
| To inform Councillors and the public of the revised timetable for the production for the Braintree District Council Local Plan and the methodology in relation to site selection. | |
| Corporate Implications | |
| Financial: | The preparation of the Plans set out within the LDS 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 Council's 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. Landowners and their agents were consulted on their sites. Parish Councils were asked to submit brownfield sites in their parishes. |
| 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. Developers, landowners and agents have been consulted on the methodology of the SHLAA, and the particulars of their sites. |
| Risks: | The Local Plan examination may not take place. The Local Plan could be found unsound. Risk of High Court challenge. |
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| Officer Contact: | Emma Goodings |
| Designation: | Planning Policy and Land Charges Manager |
| Ext. No. | 2511 |
| E-mail: | emma.goodings@braintree.gov.uk |

1 Background

- 1.1 As Members will be aware the Council is in the process of preparing a new Local Plan for Braintree District to cover the period to 2033. This document will replace both the 2011 Core Strategy and the 2005 Local Plan Review, when adopted, becoming the main planning policy document for the Council.
- 1.2 The Local Plan will need to include a number of sites which will be required to be allocated for uses including homes, employment and retail uses. The report also sets out the proposed methodology for the selection of the preferred sites. This primarily relates to those sites which are for new homes or for mixed use developments, but is equally applicable to sites for other uses. This methodology is in addition to the process for reviewing development boundaries which was considered and approved at a previous Local Plan Sub Committee meeting.
- 1.3 The Local Development Scheme (LDS) is available on the website and amongst other things sets out a broad timetable for the production of a Local Plan. This document will be updated and brought to Members for their

consideration in early 2016. Meanwhile this report sets out the detailed proposals for approval of the draft Preferred Options Local Plan and an updated timetable following on from this to the adoption of the Local Plan.

2 Site Selection

- 2.1 When considering which sites should be considered for allocation for either homes or other uses within the new Local Plan, the Council has a detailed process to go through to ensure that all sites are considered consistently and fairly and this process is set out in broad terms below.
- 2.2 In the Autumn of 2014 the Council issued a call for sites, asking developers and landowners to submit any land that they wished to be considered for development or redevelopment. This resulted in over 350 sites being put forward for consideration. All these sites were mapped and given a reference number. These sites are available on the website.
- 2.3 In order to ensure that all possible brownfield sites are also being considered, Council officers wrote to Councillors and all Parish and Town Councils earlier this year to ensure that any brownfield sites which had not yet being considered were not being missed. Officers have also been aware of a number of other sites which had been considered through previous versions of the Plan or had been put forward in a planning application format which have also been considered.
- 2.4 A detailed assessment for all sites was then put together and a planning officer has carried out first a desk based assessment and then a site visit on each of these sites. This collated a huge amount of information into a single reference document and has provided much of the data for both the Strategic Housing Land Availability Assessment (SHLAA) and the Sustainability Appraisal.
- 2.5 A SHLAA has then been prepared and was the subject of the first report at this committee the detail of its process and findings can be found there.
- 2.6 A Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) of the sites is also underway. This process is being carried out by independent consultants. Sites are assessed on their impacts to the 16 sustainability objectives and their effect on each of these objectives is marked ranging for significant positive impact, significant negative impact to no or neutral impact. The SA will both look at sites in isolation but also with a number of general scenarios for growth.
- 2.7 Specific evidence and views are then sort where necessary on individual sites. This will include findings of evidence documents including relating to infrastructure and specialist advice on specific sites where necessary including historic environment and environmental health.
- 2.8 Discussion with key stakeholders takes place throughout the process and these stakeholders include local Councillors, Town and Parish Councils and community groups, utility providers such as Anglian Water and service providers such as the education authority and health services. Again this looks at individual sites and sites in combination with each other.

- 2.9 On the basis of that information, a planning officer will make a recommendation to the Local Plan Sub Committee who will consider and make a recommendation to full Council. If approved at Council the draft document including all the sites which have been chosen (and those which haven't) is subject to an extensive public consultation. During that consultation, evidence base documents are also available to view and consider.
- 2.10 A further round of review and public consultation takes place before the Local Plan is submitted and is considered along with all the evidence work, by an independent planning inspector who takes representations for both sides into account before coming to a decision. On receipt of his/her report, the Council then decides whether to adopt the Local Plan.

3 Timetable

- 3.1 The revised timetable for the production of the Braintree District Council Local Plan is set out below:

| Stage of Plan Preparation | Date |
|---|--|
| Consideration of evidence base documents | As completed, between now and June 2016 |
| Consideration of the detail policies for inclusion within the Plan | Local Plan Sub-Committee December 2015/January 2016 Council January 25 th 2016 |
| Potential development sites considered by the Local Plan Sub-Committee. | February to May 2016 |
| Draft preferred options Local Plan considered by Council | June 2016 |
| 6 week public consultation on the preferred options Local Plan | June – July 2016 |
| Feedback on the consultation and changes agreed as necessary | September – November 2016 |
| Council consideration of the Submission draft Local Plan | November 2016 |
| Public consultation of the submission draft Local Plan | November – December 2016 |
| Submission of the Local Plan for examination | February 2017 |
| Independent Examination | May 2017 |
| Inspector's Report and final adoption of the Local Plan | September 2017 |

- 3.2 It should be noted that following the submission of the Plan, the timetable is down to the Planning Inspectorate to determine (PINs). The dates and timings here are based on their current published guidance.

4 Conclusion

- 4.1 The Local Plan will be required to include allocations for a large number of new homes, as well as employment and retail allocations. The methodology and process for the site selection is set out above and provides background

information for Members to consider when individual site discussions are underway.

- 4.2 A revised timetable for the Local Plan has been produced which sets out clearly the timetable on which the Local Plan is being developed. This timetable ensures that there is a balance between the need and requirement to produce a Local Plan to guide development in the District and the need to produce a robust and fit for purpose Local Plan which ensures sufficient local community involvement.

5 Recommendation

To note the revised timetable for the production of the Braintree District Council Local Plan.

To note the site selection methodology for the Braintree District Council Local Plan.