AGENDA ITEM 7.1

Subject | MAKING PLACES SUPPLEMENTARY PLANNING DOCUMENT
Report by | DIRECTOR OF SUSTAINABLE COMMUNITIES

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Purpose
To present the draft Making Places Supplementary Planning Document and seek the Board’s recommendation that Cabinet approve the document and its supporting Appendices to be published for public consultation.

Recommendation(s)
1. That the Board recommend that the draft Supplementary Planning Document and supporting Appendices be agreed by Cabinet for public consultation.
2. Any subsequent changes to the SPD and finalising of all consultation material is delegated to the Director for Sustainable Communities, in consultation with Cabinet member for Sustainable Development.

Corporate Implications

| Legal: | The SPD will be subject to consultation in accordance with Council’s Statement of Community Involvement and the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) |
| Financial: | None. |
| Potential impact on climate change and the environment: | The SPD provides guidance to assist in reducing the impact development has on climate change and positively contributing to the environment. |
Contribution toward achieving a net zero carbon position by 2030: The SPD provides guidance to assist in reducing carbon emissions through development.

| Personnel: | None. |
| Risk Management: | None. |
| Equalities and Diversity: (For new or revised policies or procedures has an equalities impact assessment been carried out? Y/N) | An Equalities and Diversity Impact Assessment has already been undertaken for the Council’s Local Plan. |
| Health and Safety: | None. |
| IT: | None. |
| Other: | None. |

**Consultees**
CCC – Sustainable Communities Directorate
CCC – Public Places Directorate

**Policies and Strategies**
The report takes into account the following policies and strategies of the Council:

**Local Plan**
The Council’s adopted Local Development Framework (LDF) and emerging new Local Plan sets out the strategic and detailed policy context for all planning related decision making. These documents have been informed by a wide-ranging evidence base.

**Our Chelmsford, Our Plan 2020**

**Chelmsford Climate and Ecological Emergency Action Plan**

**Corporate Plan Priorities**
The report relates to the following priorities in the Corporate Plan:

- Promoting sustainable and environmentally responsible growth to stimulate a vibrant, balanced economy, a fairer society and provide more housing of all types
- Making Chelmsford a more attractive place, promoting Chelmsford’s green credentials, ensuring communities are safe and creating a distinctive sense of place
- Encouraging people to live well, promoting healthy, active lifestyles and reducing social isolation, making Chelmsford a more enjoyable place in which to live, work and play.
- Bringing people together, empowering local people and working in partnership to build community capacity, stronger communities and secure investment in the city
Introduction

1.1 This report outlines the content and purpose of the new Making Places Supplementary Planning Document (SPD). The draft SPD is attached at Appendix 1 and it is recommended that this draft document be published for four weeks consultation when Government guidance allows this to commence safely and responsibly in line with the approved Statement of Community Involvement.

Background

2.1 The draft SPD will sit alongside the new Local Plan. It seeks to promote and secure high-quality sustainable new development. It is aimed at all forms of development, from large strategic developments, public spaces and places, to small extensions to individual homes.

2.2 It sets out the standards the City Council will require when considering future planning proposals by providing further detailed guidance on the policy requirements set out in the new Local Plan. It also provides good practice guidance on how development can go beyond planning policy requirements to create the most sustainable and environmentally friendly development possible. The guidance within the SPD is aligned with the priorities set out within ‘Our Chelmsford, Our Plan’ and will assist in creating development which is fairer, greener, safer and better connected for all.

2.3 Once adopted the SPD will be a material consideration in respect of all relevant planning applications and will replace the following documents:
- Building for Tomorrow SPD: Guidance on Sustainable Design and Construction (2013), and
- Interim residential parking guidance (2015)

Preparation of the draft SPD

3.1 The SPD has been drafted with the input of other services across the Council as set out in the Consultation Statement at Appendix 2. A workshop with City Council Members also took place in January and the feedback and comments received from this have been incorporated into the draft SPD.

Contents of the SPD

4.1 The SPD is set out in three main parts. The first three sections set out the purpose, scope and policy context. The main body of the SPD is then set out in two parts. Part 1 covers the overall design process for all types of development. Part 2 includes detailed guidance for all types of development on the following key topics:
- Natural Environment
- Movement
- Public Spaces
- Built Environment
- Sustainable Design and Construction
- Adaptable Construction
4.2 The SPD signposts other useful national and local guidance where relevant and appropriate rather than replicating within the SPD. This includes the new National Design Guide and the Essex Design Guide. The SPD seeks to encourage developers to go further than the policy requirements wherever possible, in particular to address issues related to climate change.

4.3 It should be noted that the SPD includes any modifications proposed to the new Local Plan, but currently refers to the Pre-Submission Local Plan policy numbers. Both the policy numbering and any modifications will be updated to reflect any changes recommended by the Local Plan Inspector ahead of the consultation.

5 Consultation on the draft SPD

5.1 In line with statutory requirements it is proposed to consult on the draft SPD for four weeks. It is proposed to run the consultation when Government guidance around COVID 19 allows this to commence safely and responsibly, in line with the Council’s approved Statement of Community Involvement.

5.2 The Council will issue consultation notifications in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). This will include email/letter notifications to statutory bodies including Essex County Council, local Parish and Town Councils and Government bodies and all organisations/individuals on the Local Plan consultation mailing list.

5.3 A public notice will be placed in the Local Press, publishing a statement of representations advising where and when comments may be made and alerting people to the consultation through their council webpages.

5.4 Subject to Government guidance allowing it and deposit locations being open, copies of the SPD and relevant consultation material will be distributed to local Libraries, Parish Councils and placed in the City Council’s Civic Centre. A Parish Council and Developer Forum is also proposed during the consultation period.

5.5 The consultation is intended to be a joint consultation for this SPD and the Planning Obligations SPD. The Council is preparing another Local Plan Newsletter which will include reference to these future consultations.

6 Self-build and Custom Build Design Code Template

6.1 Alongside the Making Places SPD the Council have produced a new Self-build and Custom Build Design Code Template. The SPD states that sites with self-build and custom housebuilding provision (required by Policy HO1), will be required to be supported by a Design Code at outline planning stage.

6.2 A Design Code is a form of design guidance that assists with the delivery of high-quality new development and is particularly useful for complex scenarios involving multiple parties. The purpose of the Design Code Template is to provide a framework and supporting guidance to developers to ensure consistency across development sites, giving developers greater certainty in the preparation of site-specific Design Codes and aid Council Officers in their assessment of these following submission.

6.3 This Self-build and Custom Build Design Code Template is attached at Appendix 3 and is proposed to be published alongside the SPD as a supporting document to the consultation.
7 Conclusions

7.1 Subject to approval by Cabinet, the draft Making Places SPD, attached at Appendix 1, is recommended to be published for public consultation for four weeks when Government guidance allows this to commence safely and responsibly in line with the approved Statement of Community Involvement.

7.2 The documents attached at Appendix 2 and Appendix 3 are recommended to be published as supporting document as part of the public consultation.

List of Appendices

Appendix 1 – Consultation Draft Making Places SPD
Appendix 2 – Consultation Statement
Appendix 3 – Self-build and Custom Build Design Code Template

Background Papers

Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)
Chelmsford Statement of Community Involvement 2017