



DEVELOPMENT POLICY COMMITTEE

8 March 2018

AGENDA ITEM 7

Subject	MASTERPLAN PROCEDURE FOR LOCAL PLAN DEVELOPMENT ALLOCATIONS TO 2036
Report by	DIRECTOR OF SUSTAINABLE COMMUNITIES

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Purpose

The purpose of this report is to seek the Committee's approval for the procedure to formulate and approve masterplans for development allocations in the emerging Local Plan.

Recommendation(s)

1. That the Committee approves the proposed procedure for approving masterplans for development allocations in the emerging Local Plan set out at **Appendix 1** of this report.
2. That the Director of Sustainable Communities, in consultation with Members appointed by the Committee, be authorised to finalise and make any further changes as part of an on-going monitoring process to the procedure document attached at **Appendix 1** of this report.

Corporate Implications

Legal:	Compliance with Government requirements for the preparation of supporting documents for Local Plans
Financial:	The preparation of a Local Plan is a major area of work, extending over a three-year period, and involves significant financial resources for Evidence Base preparation, Public Consultation, Sustainability Appraisal work, legal fees and Examination by the Planning Inspectorate. Current work is being met from the approved Budget for 2017/18.

Personnel:	None
Risk Management:	Potential risk of Government intervention if the City Council does not progress a new Local Plan.
Equalities and Diversity: Equalities and Diversity: (For new or revised policies or procedures has an equalities impact assessment been carried out? Y/N)	An Equality and Diversity Impact Assessment has been undertaken for the Council's emerging new Local Plan.
Health and Safety:	None
IT:	None
Other:	None

Consultees	Internal consultation with employees of the Directorate of Sustainable Communities and the Director of Sustainable Communities.
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Policies and Strategies

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

Local Development Framework (LDF) Documents
Core Strategy and Development Control Policies - Adopted DPD
Focused Review of Core Strategy and Development Control Policies – Adopted DPD
Chelmsford Town Centre Area Action Plan - Adopted DPD
North Chelmsford Area Action Plan – Adopted DPD
Site Allocations Development Plan Document – Adopted DPD
Planning Obligations SPD – Adopted SPD
Duty to Co-operate Strategy – Adopted Strategy
Statement of Community Involvement – Adopted and Draft Documents
Local Development Scheme – Adopted Document

The Chelmsford Local Development Framework takes into account all published strategies of the City Council, together with the Sustainable Community Strategy published by The Chelmsford Partnership.

Corporate Plan Priorities

The report relates to the following priorities in the Corporate Plan

Attracting investment and delivering infrastructure	<input checked="" type="checkbox"/>
Facilitating suitable housing for local needs	<input checked="" type="checkbox"/>
Providing high quality public spaces	<input checked="" type="checkbox"/>
Promoting a more sustainable environment	<input checked="" type="checkbox"/>
Promoting healthier and more active lives	<input checked="" type="checkbox"/>
Enhancing participation in cultural activities	<input checked="" type="checkbox"/>

1. Introduction

- 1.1 This report seeks the Committee's approval for the procedure for approving masterplans for development allocations in the emerging Local Plan. The procedure document is attached at **Appendix 1** of this report.

Background

- 1.2 The City Council is currently preparing a new Local Plan to meet local development needs for the period up to 2036. The Chelmsford Local Plan Pre-Submission Document is currently on public consultation which closes on 14 March 2018. Following the consultation period, responses will be processed by the Council and the main issues raised reported back to the Committee. The full evidence base, the Pre-Submission Local Plan and all the consultation responses will then be submitted to the Secretary of State who will appoint a Planning Inspectorate to hold an Independent examination of the Local Plan. It is anticipated that the submission of the Plan will take place in the Summer 2018 and the Examination hearing sessions in the Autumn 2018.
- 1.3 The Spatial Strategy of the Pre-Submission Local Plan is set out in Strategic Policy S9. Strategic Policy S9 identifies development allocations up to 2036 in three Growth Areas. The sites allocated vary in scale and type and are categorised as shown below:

Site Type	Threshold
Strategic Growth Sites	Housing and/or mixed used sites for 100 or more new homes
Growth Sites	Residential sites of less than 100 new homes
Opportunity Sites	No threshold
Existing Commitments	10 new homes or above
Employment Sites	No threshold

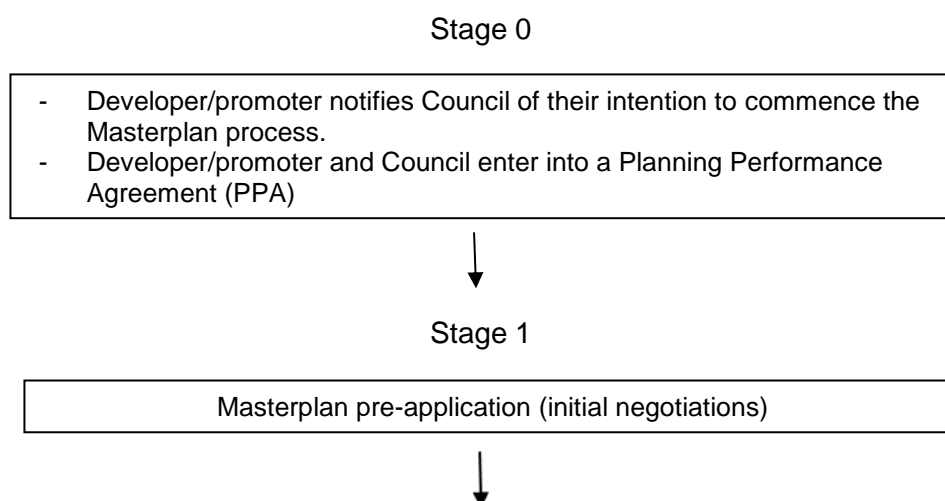
- 1.4 Both Strategic Policy S9 and paragraph 7.5 of the Pre-Submission Local Plan state that for larger Strategic Growth Sites the Council will expect a masterplan for each site to be submitted for approval. This is to ensure the site is developed in the manner in which it is intended to help deliver the Spatial Strategy.
- 1.5 Where there is a requirement for a site to be masterplanned, this is specified in the policy for the site allocation. The masterplan is required to be approved by the Council ahead of consideration of a planning application.
- 1.6 For clarity, it is likely that officers will recommend minor modifications to Strategic Policy S9 and paragraph 7.5 ahead of the submission of the Local Plan for Independent Examination to list the individual sites where masterplans are required. The list of sites is also set out in the procedure document attached at **Appendix 1**.
- 1.7 It is therefore necessary to establish a masterplanning procedure to guide masterplan preparation and approval. The procedure will set out the obligations on the part of both the developer/promoter and the Council, the extent of engagement with stakeholders and the public and, once finalised, the status of masterplans.

2. The requirement for masterplans

- 2.1 The rationale behind the requirement for masterplans is two-fold. Firstly, unlike the current Local Development Framework, the emerging Local Plan does not include Area Action Plans (AAPs) which allocate sites for development, establish masterplanning principles, co-ordinate transport and infrastructure for the plan area and facilitate a programme for delivery. They have been important Development Plan Documents for the delivery of strategic sites in the City Council's area during the current Plan period.
- 2.2 In preparing for the next Plan period, the National Planning Policy Framework (NPPF) makes clear that the Government's preferred approach is for local planning authorities to prepare a single Local Plan for its area. While additional Local Plans can be produced, for example a separate site allocations document or an Area Action Plan, there should be a clear justification for doing so.
- 2.3 The City Council's emerging Local Plan contains much of the detail found in AAPs albeit at a higher level – an approach which again is advocated by the Government. Each Local Plan site policy for a development allocation contains key requirements for that site. For larger strategic sites it is expected that the further detail and development principles will be contained in masterplans. They will replace AAPs and set out the Council's strategic approach to development.
- 2.4 Secondly, masterplans will be used to create excellent places to live, work and enjoy that respond to the unique site circumstances. Masterplans will deliver a framework in enough detail to define predictable outcomes but with sufficient flexibility to allow creative responses from developers. They will help demonstrate the delivery of strategic sites and therefore in turn, the delivery of the Council's Spatial Strategy.

3. Masterplan procedure

- 3.1 The proposed masterplan procedure is attached at Appendix 1. It sets out a number of stages to a masterplan being adopted by the Council as approved guidance.
- 3.2 A flow chart of the stages is set out below:



Stage 2

Masterplan application (subject to public consultation)



Stage 3

- Consultation feedback report produced
- Masterplan approved by Development Policy Committee as Council approved guidance

- 3.3 Key points to note from the various stages are, firstly, the entering into a Planning Performance Agreement (PPA) at Stage 0. A PPA is an agreement between the local planning authority and the developer/promoter that provides a project management framework so that unnecessary delay and uncertainty in the masterplan process can be avoided. It is a collaborative approach that places obligations on both parties to ensure timeframes and mutual goals are met. Masterplan PPAs will be subject to a charging structure dependent on the size of the site.
- 3.4 Stage 1 is the pre-application masterplan stage. The developer/promoter and the Council will engage in negotiations on masterplanning principles, supporting document requirements and initial engagement with relevant stakeholders. The purpose of this stage is to ensure the masterplan responds to the vision and principles for the site to ensure the delivery of the Spatial Strategy.
- 3.5 Once masterplanning principles are established and the developer/promoter has prepared the relevant supporting documentation, they will submit a masterplan application at Stage 2. This will be subject to consultation to ascertain the views of the public and stakeholders. Comments made will be assessed and the relevant changes made to the masterplan. The Council will publish the results of the consultation in a feedback report (Stage 3).
- 3.6 Once finalised, masterplans will be presented to Development Policy Committee for approval to be used by the Council as approved guidance.

4. Status of Masterplans

- 4.1 Once approved, masterplans will be significant material consideration to the Local Plan to ensure Strategic Growth Sites deliver the Spatial Strategy.
- 4.2 Approved masterplans will sit alongside the Local Plan once adopted and will form part of the planning framework for Strategic Growth Sites but will not form part of the statutory development plan. They will not be subject to Independent Examination.
- 4.3 They will form part of planning applications and be a key reference document. However, masterplans and the masterplan process do not override statutory requirements of the planning application process, specifically consultation to statutory consultees and members of the public.

5. Conclusion

- 5.1 To ensure the delivery of the Council's Spatial Strategy, the emerging Local Plan identifies the need for sites of a certain size to be masterplanned. Given this requirement, it is necessary to have a masterplan procedure that allows the Council to guide development to deliver spatial visions and principles but also gives reasonable flexibility to developers. It should also allow for public engagement to help shape the growth of the Borough.
- 5.2 It is considered that the masterplan procedure at **Appendix 1** achieves the above objectives. It is necessary to have the procedure in place ahead of the Local Plan Examination so both developers/promoters and the Planning Inspector are clear on the role of masterplans in the Local Plan process.
- 5.3 It is expected that minor changes will need to be made to the masterplan procedure as the Council moves forward to the Examination of the Local Plan. Such changes should not require the procedure document to be further approved by Committee.

List of Appendices

Appendix 1 Masterplan Procedure for Local Plan Development Allocations to 2036

Background Papers

- Chelmsford Pre-Submission Local Plan and Policies Map (Maps 1-40)
- National Planning Policy Framework (NPPF), March 2012