

AMENDED AGENDA

SPATIAL PLANNING STRATEGY ADVISORY GROUP MEETING



Date: Tuesday 5 March 2013
Time: 6.00 p.m.
Venue: Town Hall, High Street.
Maidstone

Membership:

Councillors Burton, Mrs Gooch, Harwood, Lusty
(Chairman), Moss and Mrs Wilson

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1. Apologies for Absence
2. Notification of Substitute Members
3. Notification of Visiting Members
4. Disclosures by Members and Officers
5. Disclosures of Lobbying
6. To consider whether any items should be taken in private because of the possible disclosure of exempt information

Continued Over/:

Issued on 25 February 2013

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEBBIE SNOOK on 01622 602030**. To find out more about the work of the Cabinet, please visit www.maidstone.gov.uk

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone, Kent ME15 6JQ**

7. Minutes of the meeting held on 22 January 2013
8. Report of the Director of Change, Planning and the Environment
- Local Development Scheme 2013-2015
9. Report of the Director of Change, Planning and the Environment
- Maidstone Borough Local Plan 2011-2031
10. **Report of the Director of Change, Planning and the Environment - Pro Forma for the Assessment of Potential Development Sites** **185 - 197**

MAIDSTONE BOROUGH COUNCIL

SPATIAL PLANNING STRATEGY ADVISORY GROUP

5 MARCH 2013

REPORT OF THE DIRECTOR OF CHANGE, PLANNING AND THE ENVIRONMENT

Report prepared by Michael Murphy

1. PRO FORMA FOR THE ASSESSMENT OF POTENTIAL DEVELOPMENT SITES

1.1 Issue for Decision

1.1.1 To consider the criteria set out in the pro forma that will be used for the assessment of potential development sites attached at appendix A.

1.2 Recommendation of the Director of Change, Planning and the Environment

That the Spatial Planning Strategy Advisory Group recommends that the Cabinet Member for Planning, Transport and Development approves the pro forma for the assessment of potential development sites attached at Appendix A.

1.3 Reasons for Recommendation

1.3.1 The reasons for the recommendation are set out in the attached report of the Director of Change, Planning and the Environment (Appendix B).

IS THIS A KEY DECISION REPORT?

Yes

No

If yes, when did it first appear in the Forward Plan?

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This is a Key Decision because:

.....

Wards/Parishes affected:

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Housing Sites Assessment Pro forma – 2013

1. SITE INFORMATION	
Reference number	
Site name/address	
Landowner	
Agent	
Greenfield/PDL	
Site area (ha)	
Proposed yield	
Is the site urban, adjacent to urban, rural settlement or rural	
Site origin (e.g. Call for Sites)	

2. SITE ASSESSMENT/SUITABILITY	
Site description (including topography and surrounding land uses)	
Current use	
Adjacent uses	
Planning and other designations (AONB, greenbelt etc)	
Planning history	
Has site previously been considered in Local Plan	
Landscape/townscape impact – including reference to Landscape Character Assessment 2012 (inc. long distance views); cumulative landscape impact; existing screening	
Ecological Impacts (inc. SSI & local wildlife sites within or adjacent to site)	
Trees (inc. TPO, ancient woodland)	
Agricultural land quality	
Heritage impacts (Listed building, conservation area)	
Archaeology (SAM etc.)	
PROW (within or near site)	
Access (Highways) <ul style="list-style-type: none"> • Site access • Availability of public transport/walking/cycling 	
Access to services – distances	

from bus stop/rail station/shop/GP/school	
Air quality/noise	
Land contamination	
Flood zone/drainage	
Impacts on existing residential amenity (including access to open space)	
Utilities (availability of utilities infrastructure: water/gas/electric)	
Suitability (assessment conclusion)	

3. AVAILABILITY	
Is the whole site available for the proposed use: e.g. <ul style="list-style-type: none"> • No existing uses • Willing landowner • Willing developer • Existing tenancy or lease agreement 	
Availability conclusion	

4. ACHIEVABILITY	
Identification of any abnormal costs or other constraints to development which would prevent or delay this site being delivered	
Achievability conclusion	

Timing (following assessment - when could the site be delivered?)	
now - 2016	
2016 - 2021	
2021 - 2026	
2026 - 2031	

5. CONCLUSIONS	
Overall conclusions inc. <ul style="list-style-type: none"> • Site capacity • Suitable uses • Recommendation to accept/reject 	

Economic Development/Mixed Use Sites Assessment Pro forma – 2013

1. SITE INFORMATION	
Reference Number	
Site address	
Landowner	
Agent	
Greenfield/PDL	
Site area (ha)	
Is the site urban, adjacent to urban, rural settlement or rural	
Site origin (e.g. Call for Sites)	
Proposed uses (sqm)	
Proposed timing of development	

2. SITE ASSESSMENT/SUITABILITY	
Site description (including topography and surrounding land uses)	
Current use	
Adjacent uses	
Planning and other designations (e.g. AONB, MGB)	
Planning history	
Was site considered in MBWLP Inquiry? If so, record Inspectors recommendation	
Landscape/townscape impact – including reference to Landscape Character Assessment 2012 (inc. long distance views); cumulative landscape impact; existing screening	
Ecology (inc. SSSI and local wildlife sites within or adjacent to site)	
Trees (inc. TPO, ancient woodland within and adjacent to site)	
Agricultural land quality	
Heritage impacts (Listed building, conservation area)	

Archaeology (SAM etc.)	
PROW (within or near site)	
Access/Highways <ul style="list-style-type: none"> • Site access • Access to strategic/main road network • Availability of public transport, cycling, walking 	
Air quality/noise	
Land contamination	
Flood zone/drainage	
Impacts on residential amenity (including access to open space) or other incompatible uses	
Availability of Utilities infrastructure (water/gas/electricity)	
Access to labour supply and distances to services for workforce such as shops/bus stops (include GP/schools if proposal is for mixed use residential)	
Will the sequential test apply to the proposed use?	
Suitability conclusion	

3. AVAILABILITY

Is the whole site (including access) available for the proposed use: e.g. <ul style="list-style-type: none"> • Existing uses • Willing landowner • Willing developer • Existing tenancy or lease agreement 	
Availability conclusion	

4. ACHIEVABILITY

identification of any abnormal costs or other constraints to development which would prevent or delay this site	
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being delivered	
Market attractiveness (of proposed uses, site and location)	
Achievability conclusion	

Timing (following assessment – when could the site be delivered?)	
now – 2016	
2017 – 2021	
2022 – 2026	
2027- 2031	

CONCLUSIONS	
Overall conclusion including <ul style="list-style-type: none"> • Site capacity • Suitable uses • Recommendation to accept/reject 	

Gypsy and Traveller Sites Assessment Pro forma – 2013

1. SITE INFORMATION	
Reference number	
Site name/address	
Landowner/Origin of site	
Agent	
Greenfield/PDL	
Site area (ha)	
Proposed yield	
Is the site urban, adjacent to urban, rural settlement or rural	
Site origin (e.g. Call for Sites)	

2. SITE ASSESSMENT/SUITABILITY	
Site description (including topography and surrounding land uses)	
Current use	
Planning and other designations (AONB, greenbelt etc)	
Planning history	
Landscape/townscape impact – including reference to Landscape Character Assessment 2012 (inc. long distance views); cumulative landscape impact; existing screening	
Ecological Impacts (inc. SSI & local wildlife sites within or adjacent to site)	
Trees (inc. TPO, ancient woodland within and adjacent to site)	
Agricultural land quality	
Heritage impacts (Listed building, conservation area)	
Archaeology (SAM etc.)	
PROW (within or near site)	
Access (Highways) <ul style="list-style-type: none"> • Site access • Availability of public transport/walking/cycling 	
Access to services – distances from bus stop/rail	

station/shop/GP/school	
Impact upon residential amenity	
Air quality/noise	
Land contamination	
Flood Risk (zone/drainage)	
Utilities (availability of utilities infrastructure – e.g. water/gas/electric)	
Suitability (assessment conclusion) – is the site suitable in planning terms as a Gypsy and Traveller Site?	
Could the site be used for travelling showpeople?	
Pitch Capacity (following assessment)	

3. AVAILABILITY	
Is the whole site known to be available for Gypsy and Traveller use?	
Availability conclusion	

4. ACHIEVABILITY	
Identification of any abnormal costs or other constraints to development which would prevent or delay this site being delivered	
When could the site be delivered?	
Achievability conclusion	

5. CONCLUSIONS	
Overall conclusions including <ul style="list-style-type: none"> • Site capacity • Recommendation to accept/reject 	

MAIDSTONE BOROUGH COUNCIL

CABINET MEMBER FOR PLANNING, TRANSPORT AND DEVELOPMENT

REPORT OF DIRECTOR OF CHANGE, PLANNING AND THE ENVIRONMENT

Report prepared by Michael Murphy

Date Issued:

1. PRO FORMA FOR THE ASSESSMENT OF POTENTIAL DEVELOPMENT SITES

1.1 Key Issue for Decision

1.1.1 To consider the criteria set out in the pro forma that will be used for the assessment of potential development sites.

1.2 Recommendation of Director of Change, Planning and the Environment

1.2.1 That Cabinet Member for Planning, Transport and Development approves the criteria for the assessment of potential development sites for housing, economic development and for Gypsies, Travellers and Travelling Showpeople accommodation as set out in the pro forma (attached at Appendix A).

1.3 Reasons for Recommendation

1.3.1 Strategic Housing and Employment Land Availability Assessments (SHLAA/SEDLAA) are an important component of the local plan evidence base, and in demonstrating a deliverable supply of land for the plan period.

1.3.2 A recent Call for Sites (7th Dec 2012 – 25th Jan 2013) invited the development industry, landowners and public to submit sites for assessment and subsequent inclusion in the SHLAA/SEDLAA¹. This process takes all sites submitted through the call for sites through a series of assessment steps intended to test their suitability, availability and overall deliverability.

¹ The SHLAA assesses housing and Gypsy and Traveller sites, and the SEDLAA assesses office, industry, warehousing, retail and mixed uses. Three pro formas are used for the assessments as follows:

1. Housing
2. Economic Development (offices, retail etc)
3. Gypsy, Travellers and Travelling Showpeople

- 1.3.3 Using the SHLAA/SEDLAA and Gypsy and Traveller site pro forma, sites are assessed equally and progress through all the stages, including independent sustainability appraisal, to a decision on whether to accept or reject a site to go forward to form the basis for local plan allocations. This involves the use of a broad range of planning assessment criteria.
- 1.3.4 In July, 2007, the Government produced a step by step good practice guide for local authorities on the preparation of SHLAAs. The Kent Planning Policy Forum followed this Guidance in 2008, when they prepared a protocol for undertaking SHLAAs in Kent to ensure consistency in the interpretation of the Practice Guidance and to help in the preparation of a sound evidence base for subsequent local plan documents. This protocol took into account both the then extant PPS3: Housing and the Practice Guidance as well as advice provided by the Planning Advisory Service in its document, "Strategic Housing Land Availability Assessments and Development Plan Preparation".
- 1.3.5 The NPPF states that a local authority must prepare a SHLAA to establish realistic assumptions about the availability, suitability and the likely economic viability of land to meet the identified need for housing over the plan period. For the SEDLAA, it recommends that reviews of land available for economic development should be undertaken at the same time as, or combined with the SHLAA. From March local planning authorities are also required to demonstrate a 5 year supply of Gypsy and Traveller sites and the identification and assessment of such sites is therefore also required.
- 1.3.6 However, the NPPF does not refer to any guidance on how this should be achieved. It is assumed therefore that the national good practice guidance is still extant and local authorities are able to develop their own methodology using this guidance. The approach developed by Kent districts remains a robust method to the development of SHLAA/SEDLAA documents. As a result, the pro formas closely follow the Kent Protocol but are tailored, where appropriate, to local circumstances.
- 1.3.7 The assessment criteria in the SHLAA/SEDLAA pro formas include:
- Site information (e.g. site, location, site area, landowner etc.)
 - Site Suitability (e.g. is site in a sustainable location, policy constraints, physical and infrastructure constraints)
 - Site availability (e.g. existing uses, willing developer etc.)
 - Site achievability (e.g. identification of any abnormal costs or other constraints to development)
- 1.3.8 Extensive stakeholder consultation with service providers and other bodies, including environmental groups, will be required in order to

comprehensively gauge the overall suitability of a site for development. Initial information is being gathered at present and officer site assessments are due to be completed in April 2013.

1.3.9 The SHLAA/SEDLAA pro forma ensure that sites are assessed in a transparent and consistent manner. Once site assessments are completed, potential sites for new housing and employment will be further tested through an independent Sustainability Appraisal, which will help the Council to determine the most suitable sites to propose for allocation in the local plan. Informal consultations with stakeholders, including the development industry, Members and parish councils, will add value to this process, which will be completed during the summer in time for a Cabinet date in September, prior to public consultation on new local plan land allocations in October. At this point, approval of the criteria used to undertake site assessments is being sought.

1.4 Alternative Action and why not Recommended

1.4.1 It is important to agree the criteria used to assess SHLAA/SEDLAA sites to ensure that assessments are undertaken in a consistent manner. Questioning of the criteria at a later date could result in delays to the local plan timetable.

1.5 Impact on Corporate Objectives

1.5.1 Strategic Housing and Employment Land Availability Assessments (SHLAA/SEDLAA) are an important component of the local plan evidence base, and in demonstrating a deliverable supply of land for at least the next 5 years. The Maidstone Borough Local Plan itself will assist in delivering the spatial objectives of the Sustainable Community Strategy and the Strategic Plan and will have regard to council strategies such as the Housing Strategy and Economic Development Strategy.

1.6 Risk Management

1.6.1 The allocation of all sites to meet the housing and employment targets that will ultimately be set out in the Maidstone Borough Local Plan will provide clarity for the development industry, Members, officers and the public. The use of pro forma minimises the risk of challenge at local plan examination because all sites will have been assessed consistently; an up-to-date SHLAA/SEDLAA will support a sound local plan.

1.7 Other Implications

1.7.1

