

Supplementary Committee Agenda



**Epping Forest
District Council**

Cabinet Monday, 7th June, 2010

Place: Council Chamber, Civic Offices, High Street, Epping

Time: 7.30 pm

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**8.a LOCAL DEVELOPMENT FRAMEWORK CABINET COMMITTEE - 27 MAY 2010
(Pages 3 - 6)**

(Leader of the Council) To consider the minutes from the recent meeting of the Local Development Framework Cabinet Committee held on 27 May 2010 and the recommendations therein.

**8.b NORTH WEALD AIRFIELD & ASSET MANAGEMENT CABINET COMMITTEE - 17
MAY 2010 (Pages 7 - 10)**

(Finance & Economic Development Portfolio Holder) To consider the minutes from the recent meeting of the North Weald Airfield & Asset Management Cabinet Committee held on 17 May 2010 and the recommendations therein.

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EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Local Development Framework Cabinet Committee **Date:** Thursday, 27 May 2010

Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.10 - 8.10 pm

Members Present: Mrs D Collins (Chairman), R Bassett, B Rolfe and Mrs M Sartin

Other Councillors: Mrs C Pond and D Stallan

Apologies: Ms S Stavrou and Mrs L Wagland

Officers Present: K Polyzoides (Assistant Director (Policy & Conservation)), I White (Forward Planning Manager) K Wright (Senior Planning Officer) and G Lunnun (Assistant Director (Democratic Services))

1. WEBCASTING INTRODUCTION

The Chairman advised that despite the notice on the agenda this meeting would not be webcast.

2. DECLARATIONS OF INTEREST

There were no declarations of interest pursuant to the Council's Code of Member Conduct.

3. MINUTES

RESOLVED:

That the minutes of the meeting held on 12 April 2010 be taken as read and signed by the Chairman as a correct record.

4. TERMS OF REFERENCE

The Cabinet Committee noted its terms of reference, as agreed by the Council on 17 February 2009 (Minute 113(a)).

5. ANY OTHER BUSINESS

It was noted that there was no other urgent business for consideration at this meeting.

6. LANDSCAPE CHARACTER ASSESSMENT

The Cabinet Committee considered a report on the proposed content of the Landscape Character Assessment Study which would form part of the Local Development Framework Evidence Base.

Members noted that carefully drafted criteria-based policies in Local Development Documents, based on Landscape Character Assessments, should provide sufficient protection for rural areas which were not included in national designations.

The Forward Planning Manager reported that the Council had commissioned Chris Blandford Associates to undertake a Local Character Assessment of the District. The study had been produced in four sections:

- (a) an introduction which listed the aims and objectives and described the methodology;
- (b) an overview of the District, outlining the physical and historical influences which had shaped the present-day landscape, and identifying key forces for change;
- (c) the identification of 7 landscape character types, within which were 33 distinct landscape character areas; and
- (d) recommendations for taking the study forward including applications of the Assessment, incorporating Landscape Character, into the Local Development Framework; monitoring landscape change; and enhancing the Evidence Base.

The Cabinet Committee were advised that the Core Strategy should include at least one policy dealing with Landscape Character and a draft proposed policy was included within the study in order to ensure that the implications of different locations and patterns of strategic development were considered. Landscape Character should also feature in other Core Strategy policies, notably those addressing Nature and Heritage Conservation and Design. This would ensure that these policies were based upon comprehensive evidence which would help protect the unique features of the District. Members noted that the Assessment would be used to inform the Sustainability Appraisal of the Core Strategy and other Development Plan Documents. It would also provide a baseline for monitoring the impact of new development on landscape character, and the targeting of landscape enhancements in relation to development schemes.

The Forward Planning Manager reported that a Landscape Sensitivity Study had also been prepared by Chris Blandford Associates. That study had considered the main towns and villages in the District, and the sensitivity of the landscape to change. The outcomes of that study would be considered at a future meeting of the Cabinet Committee.

Members questioned the relevance of the assessment in view of the intention of the Coalition Government to abolish Regional Strategies and return decision making powers on planning to local councils. Members were advised that the Assessment was part of an Evidence Base which would be required in any event to ensure that future decisions were based on sound evidence.

Members also questioned the extent of the River Stort Valley identified on the plan showing Landscape Character Types and Assessments. The officers agreed to pursue this with Chris Blandford Associates.

RESOLVED:

That the content of the Landscape Character Assessment Study as part of the Local Development Framework Evidence Base be provisionally "signed off".

Reasons for Decision:

To ensure that full account was given to the protection and enhancement of landscapes in policy formulation, decisions on planning applications and to the management of land.

Other Options Considered and Rejected:

To not include the study as part of the Evidence Base.

7. STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT - DRAFT METHODOLOGY

The Cabinet Committee considered a report proposing the Strategic Housing Land Availability Assessment Draft Methodology for consultation with key local stakeholders and as the basis from which to appoint external consultants.

Members noted that in planning for housing development the Council was required to identify sufficient land for housing to cover the period of the Local Development Framework i.e. from 2011 to 2031.

The core strategy was the key document within the Local Development Framework and it was that document which would identify the broad locations for future development. The primary role of the Strategic Housing Land Availability Assessment was to identify sites with the potential for housing, assess their housing capacity and assess when they could be developed.

The Cabinet Committee was informed that in formulating a Strategic Housing Land Availability Assessment there was a need to consult with house builders, developers, social housing providers and town and parish councils. Consultation on the methodology would ensure that the evidence provided by the Strategic Housing Land Availability Assessment would stand up to scrutiny when the Core Strategy was subject to Public Examination by a Planning Inspector.

The Cabinet Committee was advised that the Strategic Housing Land Availability Assessment Practice Guidance allowed local planning authorities some discretion in designing the methodology to suit the local authority area. The draft Methodology involved a desktop review to identify potential sources of sites for housing development and for this purpose it was proposed that discretion be exercised in setting a site size threshold of 6 dwellings or 0.2 hectares for this District. If the Strategic Housing Land Availability Assessment did not identify sufficient land to meet the minimum housing target for the District smaller sites could then be considered.

Members considered the proposed standard questions in a Site Appraisal Sheet to be used as part of the desktop review. The questions were divided into three stages and, to be considered suitable for housing development, a site had to meet the minimum requirements of Stage 1. The aim of Stage 1 was to ensure that potential housing sites were located either within or adjoining an existing settlement, were not within the zone for the highest risk of flooding and would not impact on sites of European or National Conservation or Heritage importance. If a site met these minimum requirements then a further assessment was made in Stages 2 and 3 against a range of other constraints.

The Cabinet Committee considered the proposed list of stakeholders to be consulted and were advised that following consultation changes would be made to the draft Methodology as appropriate and a final Methodology published. At that stage consultants would be appointed to carry out the Strategic Housing Land Availability Assessment using the Methodology.

RESOLVED:

That the Strategic Housing Land Availability Assessment Draft Methodology be approved for consultation with key local stakeholders and as the basis upon which to appoint external consultants subject to:

- (a) as part of the consultation exercise, the draft Methodology be published on the Council's website with an invitation for the public to comment;
- (b) the consultation exercise be drawn to the attention of statutory undertakers accepting that they may wish to reserve their comments until a later stage when specific sites have been identified;
- (c) as part of Stage 2 of the Methodology, information held by parish and town councils be taken into account in relation to urban extensions and new freestanding settlements; and
- (d) that an additional question regarding the Urban Open Spaces designated on the Proposals Map be included in the Appraisal Sheet.

Reasons for Decision:

Planning Policy Statement 3: Housing (PPS3) required that the Strategic Housing Land Availability Assessment be carried out in consultation with key local stakeholders and the draft Methodology set out how the Assessment would be carried out and the criteria that would be used in making an assessment of sites. The Methodology was also required as the basis upon which to appoint external consultants to undertake the assessments.

Other Options Considered and Rejected:

To not approve the draft Methodology for consultation. However as the Strategic Housing Land Availability Assessment was a key part of the evidence for the Local Development Framework the Core Strategy might be found to be unsound if the Assessment was not carried out correctly.

CHAIRMAN

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: North Weald Airfield and Asset Management Cabinet Committee **Date:** Monday, 17 May 2010

Place: Committee Room 1, Civic Offices, High Street, Epping **Time:** 7.30 - 8.50 pm

Members Present: C Whitbread (Chairman), Mrs D Collins, B Rolfe, Mrs M Sartin and D Stallan

Other Councillors: K Angold-Stephens and Mrs A Grigg

Apologies:

Officers Present: D Macnab (Deputy Chief Executive), J Gilbert (Director of Environment and Street Scene), C Pasterfield (Principal Valuer/Surveyor) and R Perrin (Democratic Services Assistant)

17. MINUTES

RESOLVED:

That the minutes of the meeting of the Committee held on 7 December 2009 be taken as read and signed by the Chairman as a correct record.

18. DECLARATIONS OF INTEREST

(a) Pursuant to the Council's Code of Member Conduct, Councillor Mrs M Sartin declared a personal interest in agenda item 7, Use of part of the Airfield as Park and Ride for Olympic White Water Centre, by virtue of being the Epping Forest District Council representative on the Lee Valley Regional Park Authority where the Olympic Centre would be based. The Councillor had determined that her interest was not prejudicial and would remain in the meeting for the consideration of the issue.

19. ANY OTHER BUSINESS

(a) Northern Showground on the Airfield.

A ward Member of North Weald queried the situation with a marquee on the northern showground of the airfield. The ward Member had attended a North Weald Parish Council meeting about the noise nuisance and complaints that had been reported to the District Council.

The Director of Environment and Street Scene advised that the noise standby team had been liaising with the owners of the marquee regarding the level of noise and how it could be controlled. Officers advised that noise notices had not yet been served on the owners and the marquee would be dealt with, as all other premises causing nuisance.

RESOLVED:

That the Director of Environment and Street Scene write to the ward Member with the relevant information on the action being taken.

20. NOTES OF THE ASSET MANAGEMENT GROUP

This item would be dealt with under private session.

21. USE OF LAND ADJACENT TO MERLIN WAY, NORTH WEALD FOR WASTE DEPOT/TRANSFER STATION

The Committee considered a report on the use of land for a temporary waste depot to enable the relocation of the existing depot from Langston Road and the use of land adjacent to Merlin Way, North Weald for a waste transfer station.

The Committee were advised that since the Cabinet decisions on 5 January 2010 for the relocating of services from Langston Depot, active negotiations were underway with the current owners of the T11 site adjoining the Depot, on the possibility of a development encompassing both sites that would provide a significant receipt/revenue receipt to the Council.

The County Council had also expressed an interest in securing land adjacent to the airfield for use as a waste transfer station for handling residual waste from this District and Harlow.

The Committee were advised that the contract with Sita UK states that the Council had to provide a depot for Sita's use and contractual duties. The current contract runs until November 2012 with an option to extend until November 2014. The report advised that for effective operation of the contract 'local' depot facilities would be required to prevent a rise in costs and risks to service standards.

Members were advised that Essex County Council was still interested in securing the land adjoining North Weald Airfield at Merlin Way, North Weald as a waste transfer station, but due to time constraints they would require a written commitment of land availability by not later than 31 August 2010.

RECOMMENDED:

- (1) That the relocation of the Council's waste contractor's depot on a temporary basis be supported until the end at their contract period onto the land identified and officers be instructed to undertake any additional work necessary to facilitate the move; and.
- (2) That the continued interest of Essex County Council in securing an interest over the land adjoining North Weald Airfield at Merlin Way, North Weald for a waste transfer station be noted but that whilst undertaking the aviation intensification study the Council is unable to provide a written commitment of land availability by 31 August 2010.

22. USE OF PART OF AIRFIELD AS PARK AND RIDE FOR OLYMPIC WHITE WATER CENTRE

The Committee noted the Caravan Club had withdrawn its proposal to use part of North Weald Airfield as a camping site for the duration of the 2012 Olympics as a

result of the Council being unable to provide sufficient land to meet their requirements without comprising the aviation operations at the airfield.

The Committee were advised that the Olympic Development Agency (ODA) had requested the use of North Weald Airfield as a park and ride facility for the White Water Centre from Sunday 29 July to Wednesday 1 August 2012. The park and ride facility would enable 5235 cars to park for the four day event with the organisers requesting an additional two days before the event to enable the site to be set up and two days after the event to enable the site to be cleared.

Members were advised that there was currently no routing information for cars and coaches coming to and leaving from the airfield, although the incoming vehicle route could mirror that used for the Saturday market. The use of the airfield would be not dissimilar to the scout's use of the airfield as a 'staging post' for buses, other vehicles and equipment during their jamborees.

Officers advised that the ODA envisage that the Council would make the land available at no charge although they would cover legal and administration charges as well as making good any damages caused. Members were advised that it was not yet clear whether the Local Organising Committee for the Olympics Games (LOCOG) would charge users for the park and ride facility but in the event that they intended to, the Council should negotiate a share of the income.

RECOMMENDED:

- (1) That the Caravan Club's withdrawal of its proposal to use the part of the North Weald Airfield as camping site for the duration of the 2012 Olympics be noted;
- (2) That in principle the Olympic Development Agency's request for the use of the North Weald Airfield as a park and ride facility for the white water centre be considered, subject to terms and conditions and a negotiated income share in the event that the LOCOG intended to charge spectators for parking.

23. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded from the meeting for the items of business set out below on the grounds that they would involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972:

<u>Agenda Item No.</u>	<u>Subject</u>	<u>Exempt Information Paragraph Number</u>
5a	Notes of the Asset Management Group	3
9a	Aviation Intensification Study Update	3

24. NOTES OF THE ASSET MANAGEMENT GROUP

The Committee considered the notes of the Asset Management Group held on 20 April 2010. They considered the information regarding the sites own by District Council's and noted the progress.

RESOLVED:

That the notes of the Asset Management Group be noted.

25. AVIATION INTENSIFICATION STUDY UPDATE

The Committee noted the level of interest for the undertaking of the Aviation Intensification Study for North Weald Airfield. Forty one expressions of interest had been received and from that fifteen pre-qualification questionnaires (PPQ) and invitation to tender documents were sent out to interested parties. Officers received eight PPQ's and tender documents by the deadline and members were asked to consider the evaluation of the invitations to tender and the scoring for the Experience and Method Statement for bidders to be invited for interviews.

RECOMMENDED:

- (1) That Members note the level of interest in the undertaking the Aviation Intensification Study for North Weald Airfield;
- (2) That Members note the results of the PPQ with eight bidders proceeding to the Invitation to Tender stage;
- (3) That Members having considered the assessment scoring for the Experience and Method Statement the five highest scoring applicants be invited for interviews;
- (4) That a Thursday be the preferred interview day; and
- (5) That the interview panel includes the North Weald Airfield & Asset Management Cabinet Committee Members and that in the event that the North Weald Ward Member of the Committee is unable to attend the remaining North Weald Ward Member be co-opted onto the interview panel with voting rights.

CHAIRMAN