



APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY AND
RESOURCES
Paul Dodson

06 September 2023

Dear Councillor

You are summoned to attend the meeting of the;

COUNCIL

on **THURSDAY 14 SEPTEMBER 2023 at 7.30 pm**

in the **Council Chamber, Maldon District Council Offices, Princes Road, Maldon.**

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely. Public participants wishing to speak remotely at a meeting can continue to do so via Microsoft Teams.

To submit a question in writing or attend in person please complete a [Public Access form](#) (to be received no later than 12noon two clear working days before the Council meeting). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy and Resources





AGENDA COUNCIL

THURSDAY 14 SEPTEMBER 2023

1. **Chairperson's notices**

2. **Apologies for Absence**

3. **Minutes - 13 July 2023** (Pages 5 - 22)

To confirm the Minutes of the Council meeting held on 13 July 2023 (copy enclosed).

4. **Declaration of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Questions**

To receive questions from members of the public, of which prior notification in writing has been received (no later than noon two clear working days before the day of the Council meeting).

Should you wish to submit a question please complete the online form at www.maldon.gov.uk/publicparticipation.

6. **Chairperson's Announcements**

7. **Minute Book**

There are no recommendations coming forward from Committees.

8. **Minutes of Meetings of the Council**

To note that since the last Council, up until Wednesday 6 September 2023 (Council agenda dispatch) the following Committees have met, and to receive any questions in accordance with Council and Committee Procedure Rule 6 (2).

Central Area Planning Committee	5 July 2023
District Planning Committee	11 July
Strategy and Resources Committee	20 July
South Eastern Area Planning Committee	26 July
Performance, Governance and Audit Committee	27 July
Overview and Scrutiny Committee	1 August
North Western Area Planning Committee	16 August
Central Area Planning Committee	30 August

9. **Questions in accordance with Procedure Rule 6(3) of which notice has been given**
 10. **Constitution of the Joint Standards Committee** (Pages 23 - 26)
To consider the report of the Monitoring Officer (copy enclosed).
 11. **Adjournment of the meeting**
To adjourn the meeting to allow the Joint Standards Committee to proceed to elect a Chairperson and Vice-Chairperson.

Special meeting of the Joint Standards Committee
 - (a) To elect a Chairperson of the Committee for the remainder of the Municipal Year.
 - (b) To appoint a Vice-Chairperson of the Committee for the remainder of the Municipal Year.
 12. **Resumption of Business**
To continue with the business of the Council.
 13. **South Eastern Area Planning Committee Management** (Pages 27 - 32)
To consider the report of the Director of Strategy and Resources, (copy enclosed).
 14. **Growth Options for the Review of the Local Development Plan** (Pages 33 - 82)
To consider the report of the Director of Service Delivery, (copy enclosed).

Please note: Should this report not be agreed, the following item of business (Agenda Item 15 – Update on the Local Development Scheme) will need to be deferred because the timetable of the Local Development Plan will have to be reassessed.
 15. **Update on the Local Development Scheme** (Pages 83 - 102)
To consider the report of the Director of Service Delivery, (copy enclosed).
 16. **Essex Wide Devolution Update** (Verbal Report)
To receive a verbal update on Essex Wide Devolution.
 17. **Questions to the Leader of the Council in accordance with Procedure Rule 1 (3)(m)**
 18. **Business by reason of special circumstances considered by the Chairperson to be urgent**
-

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

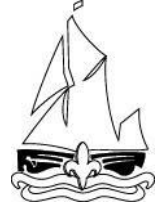
Please be advised of the different levels of flooring within the Council Chamber.

Closed-Circuit Televisions (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.

Lift

Please be aware, there is not currently lift access to the Council Chamber.



**MINUTES of
COUNCIL
13 JULY 2023**

PRESENT

Chairperson Councillor K M H Lagan

Councillors M G Bassenger, D O Bown, S J Burwood, J Driver,
M F L Durham, CC, A Fittock, A S Fluker, L J Haywood,
K Jennings, A M Lay, N R Miller, S J N Morgan, M G Neall,
N G F Shaughnessy, R H Siddall, U C G Siddall-Norman,
N D Spenceley, P L Spenceley, W Stamp, CC, E L Stephens,
J C Stilts, N J Swindle, M E Thompson, S White and
L L Wiffen

143. CHAIRPERSON'S NOTICES

The Chairperson welcomed everyone to the extraordinary meeting of the Council and went through some general housekeeping arrangements for the meeting. He advised that he was suspending Procedure Rule 4(8)3 standing to address the Chairperson.

144. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors V J Bell, J C Hughes, W J Laybourn, C P Morley and R Pratt.

145. MINUTES OF THE STATUTORY ANNUAL COUNCIL - 18 MAY 2023

RESOLVED that the Minutes of the Statutory Annual meeting of the Council held on 18 May 2023 be approved and confirmed.

146. MINUTES - 8 JUNE 2023

RESOLVED

(i) that the Minutes of the meeting of the Council held on 8 June 2023 be received.

**Minute 62 – Questions to the Leader of the Council in Accordance with
Procedure Rule 1(3)(M)**

Councillor R H Siddall proposed an amendment to the last paragraph of this Minute, that the second sentence be amended to read "...he referred to *not* being in coalition *but* working informally...". This amendment was duly noted.

Minute No. 49 – Leaders and Composition of Political Groups

Minute No. 53 – Appointment of Membership of Committees of the Council

In relation to both these items, Councillor E L Stephens highlighted that reference to Maldon Independent Group should be Maldon *District* Independent Group. This was duly noted.

Councillor Stephens also referred to an Appendix and the incorrect recording of Political Group names within it. It was noted that this was the report Appendix and not those Appendices to the Minutes.

Minute No. 50 – Adjournment of the Meeting

Councillor Stephens raised and it was duly noted that this Minute should refer to the proposal of Councillor R H Siddall and not Councillor A S Fluker.

Minute No. 47 – Notice of Motions

In respect of Motion Three and a question from Councillor A S Fluker as to why this had not been actioned, the Chairperson advised that the Director of Strategy and Resources would be providing Members with a verbal update on Devolution at Agenda Item 7.

Minute No. 52 – Leaders and Composition of Political Groups (continued)

Councillor Fluker referred to the last paragraph in this Minute regarding the Leader of the Opposition and questioned why it had not been actioned as the meeting recording indicated it had been agreed by assent. In response the Lead Legal Specialist and Monitoring Officer advised that this had not been a decision of the Council although the Chairperson confirmed that he had declared this at the time.

The Lead Legal Specialist and Monitoring Officer clarified that at that time he had provided the Chairperson advice, which he had accepted, according to the Council's constitution. There had been no motion or vote in respect of this.

The Chairperson then moved that the Minutes be confirmed, subject to the above amendments and this was duly agreed.

RESOLVED

- (ii) that subject to the above amendments the Minutes of the meeting of the Council held on 8 June 2023 be confirmed.

147. DECLARATION OF INTEREST

There were none.

148. PUBLIC QUESTIONS

There were none.

149. CHAIRPERSON'S ANNOUNCEMENTS

The Chairperson advised that on behalf of the Council he had sent a card to former Councillor R G Boyce who had been unwell. Members wished Mr Boyce a speedy recovery and sent their best wishes to his family.

150. VERBAL UPDATE FROM THE DIRECTOR OF STRATEGY AND RESOURCES

At this point in the meeting and as part of the Chairperson's announcements, the Chairperson advised that he had agreed for the Director of Strategy and Resources to give a brief update in relation to Devolution.

The Director drew attention to a presentation he had circulated to all Members which provided a background to Devolution in Greater Essex. He outlined that:

- devolution deals were not about local government reform, reorganisation, taking powers or funding from existing Local Authorities. They were made with upper authorities over a fixed functional area or countywide area.
- the upper tier authorities of Essex – namely Essex County, Southend and Thurrock - following their expression of interest having been accepted were in discussions with the Government 'Greater Essex'. Should a combined authority be developed District Council's would have a voice.
- there were three levels of devolution deals and Members were advised that level three offered the greatest benefit in terms of the powers and funding that would devolved from Government.

The Director of Strategy and Resources advised Members he was happy to receive any questions outside of the meeting or could arrange an all Member briefing. It was noted that the Devolution Working Group (appointed at the last meeting of the Council) was due to meet on 17 July 2023 to discuss the slides, proposals, and opportunities for Maldon District within any agreed Devolution deal.

151. STRATEGY AND RESOURCES COMMITTEE - 22 JUNE 2023

The Council considered the recommendations set out on the agenda coming forward from the Strategy and Resources Committee for consideration.

Agenda Item 10 – Area of Special Control for Advertisements

RESOLVED that the Area of Special Control Order for Advertisements attached at Appendix 1 to the Agenda, is reconfirmed.

Agenda Item 11 – Business Rates Discretionary Rate Relief

RESOLVED that the Discretionary Non-Domestic Rate Relief Scheme at Appendix 2 to the agenda be updated to include an additional scheme.

152. MINUTES OF MEETINGS OF THE COUNCIL

The Council noted the list of Committees that had met before and since the last meeting of the Council, up until Wednesday 5 July 2023 for which Minutes had been published.

153. STATEMENT OF THE LEADER OF THE COUNCIL

Councillor R H Siddall, Leader of the council (the Leader) made a statement (attached at **APPENDIX 1** to these Minutes) setting out the Council's report and programme for

the remainder of the municipal year. The statement referred to a number of areas, including:

- The recent District Council elections and the opportunity it provided for different political groups to work together in the best interests of the Council, its residents, and the District. He advised that how the different political groups were not working together and had found a solution for administering the Council.
- The Local Government Association's (LGA) recent work with the Council, recommendations coming forward from a recent Finance Peer Review undertaken and future work planned with the LGA, Members and Officers.
- The need to support officers in the delivery of their roles and for the District. He referred to the recent structure changes within the Service Delivery directorate and the benefits this would bring.
- A new Customer Service Strategy was being worked on and the Leader referred to the importance of how residents contacted and interacted with the Council.
- The financial pressures on the Authority and the ongoing work in relation to this.
- The Local Development Plan (LDP) and how it gave Members opportunity to shape the future of the District and the need to create a sustainable District. Including improving its link to wider infrastructure and working with Partners to deliver this.
- Building connections to Town and Parish Council, which would help build a community network across the District.
- The Council's Corporate Plan for 2023 to 2027 set out the Council's vision, priorities and guiding principles.
- Working with other Local Authorities would help the Council to engage and improve the delivery of services both in the District and across Essex.

The Leader explained his aim was to put politics aside and ensure that the Council worked hard to support the challenges residents were facing through these hard times. He referred to the Council's vision (where quality of life matters) and the need to delivery on this and provide sustainability for residents, businesses, the environment and partners.

The Chairman advised that there were currently two Leaders of the Opposition and he would allow both to response to the statement made by the Leader of the Council.

Councillor J Driver, Leader of the Liberal Democrat Group, advised how his Group would work constructively with other political groups to enable the Council to function and had supported the Leader of the Maldon District Independent Group leading the administration. Councillor Driver highlighted some of the issues facing the Maldon District and how in order for improvements to occur the Council needed to function effectively with all Political Groups working together.

Councillor J C Stilts, Leader of the Maldon District Support Group, advised the Council that her Group were not aligned with the Maldon District Independent Group and looked forward to working with the other Groups. The Maldon District Support Group would work for the people of Maldon, businesses and customers to ensure they got the best service and value the Council could deliver. It would challenge the administration, including the Medium-Term Financial Strategy. Working with Officers to achieve balanced budgets along with Members to meet the aims and visions of the corporate plan

At this point, Councillor W Stamp requested that the Chairperson consider allowing Councillor Morgan (Leader of the Conservative Group) to respond to the statement of the Leader of the council. She asked that her request be Minuted.

On consideration of the request, the Chairperson invited Councillor Morgan to speak. Councillor Morgan advised how the Conservative Group would stand for Conservative principles but had a responsibility towards the residents in their respective Wards. Referring specifically to the Local Development Plan and devolution Councillor Morgan advised that the Conservative Group would work constructively together with the other Group to make sure that Maldon District Council moved forward.

Councillors S White and L L Wiffen leave the chamber during this item of business and do not return.

154. MOTIONS FROM COUNCILLOR A S FLUKER (MOTION 08/2023)

Motion 1:

Councillor A S Fluker provided some background information to his Motion and presented Motion 1, as set out below, to the Council:

That Councils resolves to agree that on the basis, that the members of the Maldon District Independent Group a registered Political Party, the members of the Conservative Party Group and the members of the Liberal Democrats Party Group voted in unison, alliance and partnership to appoint into the roles of the Leader and Deputy Leader of the Council, Vice Chairman of the Council, Chairman and Vice Chairman of the Strategy and Resources Committee, Performance Governance and Audit Committee and Overview and Scrutiny the political groups so mentioned become the administration of the Council and that the Maldon Support Group becomes the official opposition.

In accordance with Procedure Rule No. 13 (3) Councillor A S Fluker requested a recorded vote. This was duly seconded.

During the discussions that followed Councillor W Stamp sought clarification from the Conservative Group Leader regarding previous coalition discussions. She asked that her request be Minuted. Councillor S J N Morgan as Conservative Group Leader responded to this.

The Chairman then put the Motion in the name of Councillor Fluker to the Council and the voting was as follows:

For the recommendation:

Councillors A S Fluker and W Stamp.

Against the recommendation:

Councillor M G Bassenger, D Bown, S J Burwood, J Driver, M F L Durham, T Fittock, K Jennings, N R Miller, S J N Morgan, N G F Shaughnessy, R H Siddall, N Spenceley, P L Spenceley, E L Stephens, N Swindle and M E Thompson.

Abstention:

Councillors L J Haywood, K M H Lagan, M G Neall, U G C Siddall-Norman and J C Stilts.

This Motion was therefore not agreed.

Motion 2:

Councillor Fluker advised that he wished to withdraw this Motion. The withdrawal was supported by the seconder of the Motion.

155. MOTION FROM COUNCILLOR S J N MORGAN (MOTION 12/2023)

Councillor S J N Morgan presented the following Motion to the Council:

That for the remainder of this municipal year, the opposition leadership should be equally split between the leaders of the Conservative, Maldon Support and Liberal Democrat groups

The Chairman put the Motion to the Council and this was duly agreed.

RESOLVED that for the remainder of this municipal year, the opposition leadership should be equally split between the leaders of the Conservative, Maldon Support and Liberal Democrat Groups.

156. MOTIONS FROM COUNCILLOR W STAMP (MOTION 09/2023)

The Chairperson advised Councillor W Stamp that that the Council would go through each Motion individually. He explained the different voting requirements for each of the following Motions.

Motion 1:

Councillor W Stamp presented Motion 1, as set out below, to the Council.

To disband the Joint Standards Committee in its current form as proposed at the Extraordinary Council meeting on 8th June 2023.

In response to a question the Lead Legal Specialist and Monitoring Officer referred to the Council's Constitution and the current make-up of the Joint Standards Committee.

The Chairperson put Motion 1 to the Council and upon a vote being taken was agreed.

RESOLVED that the Joint Standards Committee be disbanded in its current form as proposed at the Extraordinary Council meeting on 8 June 2023.

Motion 2:

Councillor Stamp presented Motion 2, as set out below, to the Council.

The council waives the overall political control of the authority (political balance) to reconstitute the Joint Standards Committee.

The Chairperson advised Members that should they be minded to exclude political balance provisions, this would need to be a unanimous vote.

In accordance with Procedure Rule No. 13 (3) Councillor W Stamp requested a recorded vote. This was duly seconded.

The Chairperson put Motion 2 to the Council and a vote was taken. However, the recorded vote was stopped by the Chairperson, advising that because one Member had voted against the Motion it fell.

Motion 3:

The Chairperson advised that there was no basis for this Motion to be put.

Motion 4:

Councillor Stamp presented Motion 4, amending it as set out below, to the Council.

The Chair and Vice Chair to be appointed ~~by~~ for different political groups, and/or non-political groups.

The Lead Legal Specialist and Monitoring Officer advised the Council that following agreement of Motion 1 the Joint Standards Committee was now disbanded and no longer existed as a Committee. He explained the difficult situation Officers were now in and if Members were rethinking this decision because of the six-month rule under Rule 4 a Motion from ten Members of the Council would need to come forward.

This Motion was not voted on.

157. MOTIONS FROM COUNCILLOR R H SIDDALL (MOTION 10/2023)**Motion 1:**

Councillor R H Siddall presented Motion 1, as set out below, to the Council:

To prevent the paralysis of Council business at full council meetings and to ensure that the council delivers on its business, that at a full council meeting only one motion per political group made in accordance with procedure rule 4, can be put forward to the full council meeting. The nonaligned councillors will also be counted as one group.

Councillor E L Stephens proposed an amendment to the Motion, that if the Motion was agreed this would take effect from the next Council meeting. The Chairperson advised that the amendment could be accepted.

During the debate that ensued reference was made to the work of the Corporate Governance Working Group and some Members raised concern that if agreed the Motion would remove some democracy. Councillor A S Fluker raised a Point of Order referring to Procedure Rule 4 stating that all Motions except the one from Councillor Morgan and his own should be referred to the appropriate Committee.

The Chairperson put the Motion to the Council. Upon a vote being taken this was duly agreed. In response to a query regarding the amendment raised by Councillor Stephens, the Chairperson advised this Motion would take effect from the next Council meeting.

RESOLVED that at a full council meeting only one motion per political group made in accordance with procedure rule 4, can be put forward to the full council meeting. The non-aligned councillors will also be counted as one group.

Motion 2:

Councillor R H Siddall presented Motion 2, as set out below, to the Council:

Despite the recommendation of the recent members remuneration panel about allowances for special responsibility. It did not reflect the work and responsibilities of the Vice Chair of the council and the Vice Chair of Overview and Scrutiny, and this motion recommends that the special allowances for these positions, are brought into line with other Vice Chair of committees and that they are set at 25% of the basic allowance.

In response to a query regarding whether this item had already been considered by the Strategy and Resources Committee, Councillor P L Spenceley, current Vice-Chairperson of the Overview and Scrutiny Committee asked the Council not to consider this Motion and the proposed change be put off until the next year.

The Chairperson put the Motion to the Council and upon a vote being taken this was duly agreed.

RESOLVED that the special allowances for the following positions, be brought into line with other Vice-Chairperson of Committees and that they are set at 25% of the basic allowance:

- Vice-Chairperson of the Council;
- Vice-Chairperson of the Overview and Scrutiny Committee.

Councillor P Spenceley left and returned to the meeting during this item of business.

158. MOTION FROM COUNCILLOR E L STEPHENS (MOTION 11/2023)

Councillor E L Stephens presented the following Motion to the Council:

To prioritise essential business at full council meetings, motions at each full council meeting shall be debated at the end of the public part of the meeting, subject to time.

In response to a question the Chairperson clarified that 'the end of the public part of the meeting' referred to before any business due to be conducted in private session was considered. He then put the Motion to the Council and upon a vote being taken declared the Motion was lost.

159. QUESTIONS IN ACCORDANCE WITH PROCEDURE RULE 6(3) OF WHICH NOTICE HAS BEEN GIVEN

There were none.

160. APPOINTMENT TO COMMITTEES

The Council considered the report of the Director of Strategy and Resources seeking appointment of Members to vacant Committee positions for the remainder of the municipal year.

It was noted that at the Council meeting on 8 June 2023 appointment of a non-aligned Member to the Overview and Scrutiny Committee along with District Councillors to the Joint Standards Committee (JSC) had been deferred. The reasons for these deferrals were outlined in the report. In respect of the JSC and the Council decision on 23 June 2020 regarding the political make-up of this Committee, the report outlined further guidance received from the Monitoring Officer that this decision stood only for that particular municipal year.

Appendix A to the report outlined the expected political allocation of seats for the JSC and Appointments Board and it was noted that nominations for the Appointments Board remaining two seats would be required. A change to the Licensing Committee membership was also proposed following the resignation of Councillor J Driver.

The Director of Strategy of Resources advised that following the earlier Motion agreed, recommendation (ii) was deferred. In respect of recommendation (iii) he suggested that the three Opposition Leaders be allocated the remaining seats on the Appointments Board which would then equate to a politically balanced Board.

In response to a question from Councillor J C Stilts about giving up her seat (as an Opposition Leader) and nominating another Member, the Monitoring Officer clarified that this was not possible as the seats were assigned on their designations and the Board had to be politically balanced.

In response to further comments regarding membership of the Appointments Board the Monitoring Officer referred Members to Procedure Rule 15 and advised that should the Opposition Leader be unable / didn't want to sit on the Board then their deputy would sit in their place. He then went on to provide further guidance regarding the Constitution.

The Chairman moved to recommendation (i) and sought nomination of a non-aligned Member to the Overview and Scrutiny Committee. Leader of the Council nominated Councillor U C G Siddall-Norman and this was duly agreed by the Council.

The Chairman then put recommendation (iii) to the Council, amended to read that "...three Opposition Leaders' are appointed to the Appointments Board...". This was duly agreed along with recommendation (iv).

RESOLVED

- (i) That Councillor U C G Siddall-Norman be appointed to the Overview and Scrutiny Committee for the municipal year 2023 / 23;
- (ii) That the three Opposition Leaders be appointed to Appointments Board, for the Municipal Year 2023 / 24 and the Appointments Board membership be confirmed as follows;
 - Leader of the Council (Councillor R H Siddall)*
 - Leaders of the Opposition (Councillors J Driver, S J N Morgan and J C Stilts)*
 - *or their deputies
 - Chairperson or Vice-Chairperson of the Strategy & Resources and Performance, Governance and Audit Committees
- (iii) That Councillor N J Swindle is appointed to the vacant Liberal Democrat seat on the Licensing Committee for the Municipal Year 2023 / 24.

161. ADJOURNMENT OF THE MEETING

The Chairman advised that an adjournment as not required as the Joint Standards Committee had been disbanded.

162. LOCAL GOVERNMENT ASSOCIATION FINANCE PEER CHALLENGE

The Council considered the report of the Interim Chief Finance Officer reporting results of the Local Government Association (LGA) Finance Peer Challenge undertaken from 27 February – 1 March 2023 (attached at Appendix 1 to the report). The report also sought Members' agreement of recommendations made in response to this.

The report provided a summary of the Peer Challenge findings which were detailed in Appendix 1 to the report and set out the six key recommendations. The Council had created an Action Plan (attached at Appendix 2) which set out the Council's draft response to the six recommendations and the broader findings.

An updated Terms of Reference for the Finance Member Working Group was detailed in Appendix 3 and it was suggested that this Group be renamed, and its membership reviewed.

The Leader of the Council presented the report and moved the recommendations as set out within it. This proposal was duly seconded.

Councillor P L Spenceley referred to recommendation (v) and proposed an amendment to include political balance and allow substitutions. This proposal was duly seconded.

In response to a question regarding the proposed change to the Finance Working Group and adhering to the six-month rule, the Lead Legal Specialist and Monitoring Officer referred Members to Procedure Rule 12 and clarified that the Officers' report was made under Rule 5(6) so therefore Rule 12 did not apply.

Councillor N J Swindle left the meeting at this point.

Councillor A S Fluker referred to the excellent work of the LGA on the Council's Medium-Term Financial Strategy and raised some questions in respect of the recommendations detailed in the report. He then proposed an additional recommendation that in the best interest of value for residents, businesses and customers and the protection of our resident's cash reserves the Finance Working Group delivers a cost neutral budget for the municipal year 2024 / 25.

Councillor Swindle returned to, and Councillor A M Lay joined the meeting at this point.

A debate ensued and some comments were raised in respect of the individual recommendations contained in the report appendices. It was noted that Appendix 4 should refer to the Maldon *District* Independent Group.

Councillor R H Siddall proposed that the membership of the Finance Working Group be increased to ten Members for the remainder of the municipal year with additional Members from the Liberal Democrat and District Support Groups to ensure it was politically balanced. This proposal was duly seconded.

In response to a question, it was clarified that although called a Group the Finance Member Group would operate in the same way as a Working Group.

At the request of the Chairperson, Councillor Fluker repeated his motion adding in the words 'endeavor to'. The Chairperson confirmed that this had been seconded and he would now move each recommendation individually.

Recommendations (i) – (iv) were duly agreed, along with the proposed amendment to recommendation (v). Councillor K M H Lagan asked that his dissent regarding recommendation (ii) be recorded.

Councillor Fluker confirmed his proposal, that in the best interest of value for residents, business and customers and customers & residents cash reserves the Finance Board Working Group endeavours to delivers a cost neutral budget for the municipal year 2024 / 25. This was duly agreed by assent.

The Chairperson advised the Council that it needed to appoint the two additional Members to the Working Group. Councillor J C Stilts nominated Councillor M G Neall and Councillor J Driver nominated Councilor N D Spenceley. Both nominations were duly seconded and agreed.

RESOLVED

- (i) that the contents of the Finance Peer Challenge report at Appendix 1 to the report, be noted;
- (ii) that the Council's response to the six key recommendations (1 - 6) set out in the draft Finance Peer Challenge Action Plan at Appendix 2 to the report, be approved;
- (iii) That approval of the Council's response to the other recommendations (7 - 36) set out in the draft Finance Peer Challenge Action Plan at Appendix 2 to the report, be delegated to the Finance Member Group;
- (iv) That the revised Terms of Reference for the Finance Member Group as set out at Appendix 3 to the report be approved subject to an amendment to the Membership to include Councillors M G Neall and N D Spenceley, as detailed in the response to recommendation 5 of the draft Finance Peer Challenge Action Plan;
- (v) that the revised membership of the Finance Member Group be approved, as detailed in the response to recommendation 5 of the draft Finance Peer Challenge Action Plan at Appendix 2 to the report and summarised at Appendix 4.
- (vi) that in the best interest of value for residents, business and customers and customers & residents cash reserves the Finance Board Working Group endeavours to delivers a cost neutral budget for the municipal year 2024 / 25.

163. MEDIUM-TERM FINANCIAL STRATEGY UPDATE AND SAVINGS STRATEGY

The Council considered the report of the Interim Chief Finance Officer updating Members on the revised Medium-Term Financial Strategy (MTFS) position and setting out the need to identify a Savings Strategy to address the budget gap.

The report provided background information regarding approval of the Council's budget and MTFS assumptions for 2023 / 24. Updated forecasts for the periods 2023 / 24 – 2025 / 26 were also set out within the report. It was noted that urgent work to identify a Savings Strategy was required to address the projected budget gap. Members were advised that the Finance Working Group would be tasked with leading this work and making clear recommendations to the Strategy and Resources Committee / the Council for agreement.

The Interim Chief Finance Officer presented the report and highlighted paragraph 3.11 of the report emphasising the need for the Council to identify a savings strategy and set out clear recommendations which would address the budget gap.

The Chairperson put the recommendations as set out in the report and these were duly seconded.

In response to questions raised during the debate, Members were provided with the following additional information:

- Officers were looking at statutory and non-statutory services and the related costs and would be taken to the Finance Working Group at the earliest opportunity for consideration.
- Although the interest rate income had contributed towards the position reported for the financial year 2022 / 23 interest rates had been high as a result of high inflation rates which had significantly contributed to the cost pressures that the Council faced.
- Local Government authorities were not the subject of and therefore not directly impacted by the recently agreed the public sector pay increase.

The Chairperson moved the recommendations which were duly agreed.

RESOLVED

- (i) That the revised Medium-Term Financial Strategy position be noted;
- (ii) That the requirement to urgently identify a Savings Strategy to address the budget gap be agreed.

164. PROVISIONAL OUTTURN 2022 / 23 REPORT PRESENTED TO THE STRATEGY AND RESOURCES COMMITTEE ON 22 JUNE 2023

The Council considered the report of the Interim Chief Finance Officer seeking Members' approval of the recommendations within the Provisional Outturn 2022 / 23 report (attached at Appendix A to the report). These recommendations had previously not been approved by the Strategy and Resources Committee (S&R) at its meeting on 22 June 2023.

The report provided a brief outline of the discussions that had taken place at the S&R meeting and background information around each recommendation was provided. Members were advised that if the recommendations were not approved the Council would be unable to fulfil its statutory and legal commitments and many existing projects would have to cease or be paused while a review of all commitments was undertaken.

The Leader of the Council presented the report to the Council and highlighted the importance for Members to seek clarification and gain understanding of reports prior to attending a meeting. He noted that Officers were willing to work with Members and assist with any questions they may have. The Leader explained that the decision of the S&R would have a detrimental impact on Council projects. He then moved the recommendation set out the report.

In her presentation of the report the Interim Chief Finance Officer drew Members' attention to paragraphs 3.3 and 3.4 of the report which highlighted three of the recommendations (set out in Appendix A) and how if not approved the Council would not be able to fulfil its statutory commitments. In respect of the movement in earmarked reserves it was noted that the Council had already approved the majority of these during previous financial years and therefore the majority were just for noting.

Councillor A S Fluker commented on the report and requested that when Committees were dealing with high impact corporate recommendations that these be recommended to the Council for approval rather than resolved by a Committee. He expressed concern regarding use of the New Homes Bonus (NHB) to support the General Fund and how additional business rate monies should be used to support and attract new businesses to the District. Councillor Fluker then proposed that no funds from these two reserves be allocated without approval of the S&R.

In response the Interim Chief Finance Officer provided some clarification regarding the NHB and business rates income and how had they not been used as detailed in the report the pressure on the Council would have increased and left the budget gap unaddressed.

There was some discussion about the Flood Alleviation Scheme (FAS) in Heybridge and the Leader of the Council advised that the Environment Agency (EA) had the monies in place for this FAS which would be coming forward in the future for completion. The Director of Strategy and Resources provided further background information regarding the FAS and his understanding that it could be fully funded by the EA who would consult on the options in the coming months.

The Chairperson moved the recommendation set out in the report and this was agreed by assent. In response to a query from Councillor Fluker regarding his proposal, the Chairperson advised the proposal had been seconded and could therefore be included.

Post Meeting Note: Although the Chairperson was of the view that the proposal had been seconded adding an extra item to the recommendation of the report, that was subsequently shown not to be the case and the Chairperson rules that Councillor Fluker's proposal was never seconded and could not form part of the decision to assent the proposals.

RESOLVED

- (i) That the Provisional Outturn position for the 2022 / 23 financial year be noted;
- (ii) That the Revenue Commitments detailed in Appendix 2 to the report be approved to be brought forward into 2023 / 24;
- (iii) That the movement in Earmarked Reserves in Appendix 3 to the report be approved;
- (iv) That the Capital Commitments set out in Appendix 4 to the report be approved to be brought forward into 2023 / 24;
- (v) that £421k of additional business rates income is used to close the budget gap for 2023 / 24.

165. WEST MALDON COMMUNITY ASSOCIATION MANAGEMENT COMMITTEE

RESOLVED that Councillor N G F Shaughnessy be appointed as the Council's representative on the West Maldon Community Association Management Committee for the ensuing municipal year.

There being no other items of business the Chairperson closed the meeting at 10.15 pm.

K M H LAGAN
CHAIRPERSON

Statement from the Leader of the Council
(presented to the Council on Thursday 13 July 2023)

The results of the election produced a council that at first glance would appear to be unstable due to the number of different groups. This however provides the opportunity for different political groups have to work together in the best interests of the council, residents and the district. That's what we all need to do, as surely that's why we stood for election.

Over the past few weeks, the different groups have found a way through and found a solution for administering the council. We now have the Maldon District Independent group in a minority administration, we all know however that we can only run the council together through consensus and collaboration. We all need to find agreement and demonstrate to residents that we can act in their interests.

The different groups and those that stood as independent councillors at the election, may have said different things during the election. Some may have even run negative campaigns and made negative statements, politics is a funny game, as you certainly would not be able to get away with that in most other situation. However, as the outgoing Chairman of the LGA James Jamieson said recently 90% of what we do in local government has nothing to do with politics. We therefore move on progressively and work together in the best interests of the district.

I would like to thank the LGA for the support it has provided during the past 2 months. We will continue to work with the LGA and seek their advice and expertise. This will enable all of us to change the organisation progressively. As part of that change there will be an away day next month, where leaders both political and corporate, alongside our respective LGA group peers and LGA officers will get together. This will provide an opportunity for all representative to work together for the interests of the council. I am sure that everyone wants to demonstrate their commitment to the council and to creating change by attending. It is through these initiatives we can create change and also demonstrate to a wider audience, that we want to move the organisation on from the past problems.

We all want to make that difference and deliver for our residents and businesses, and I know the Maldon District group members feel the same, then we can all look forward to working together.

This also applies to the way we work with officers. We should be professional in the way we deal with officers, after all we are all working together and for the same organisation. We need to support Officers in the delivery of their role and challenge them in an appropriate manner, However In the cut and thrust of debate we must respect the difference between challenge and confrontation.

We have to ask ourselves do we want to be seen as an organisation that is constructive, positive and motivating for both members and officers. Where we create culture of inclusivity and trust, so we have a positive image externally and it is an organisation where officers and members look forward to interacting. The alternative is something we should challenge.

We need to let officers get on and deliver. We have processes and procedures defined, and our constitution states officer decision making. Those decisions and actions are reported back to working groups and committees in a timely manner. We need to let that happen and build trust with officers. If we want to be involved in operations then we should be officers not councillors. If there is a problem or a complaint, we need to inform officers and then for the work to take place to rectify the situation.

To ensure that officers can deliver for the district, we have recently changed the structure of Service Delivery. This now creates distinct roles and structure within each of the different teams. This will enable the planning department to focus upon all aspects of strategy and delivery. Like all local authorities, it can be a challenge to retain and recruit staff in planning, Maldon can be proud of the work it is doing in this area and is leading on this in Essex and working with the Local Government Association.

Officers are working on a new customer service strategy, which I am sure we are all looking forward to seeing. The way we interact with residents and how they can contact us, needs to reflect the requirements of our residents. Not all residents are able to access services digitally. and we need to ensure that they can speak to an officer if they require. We also need to explore and develop our online interaction, and how residents can interact with us through online chat and chatbot functions.

Leading from that change we need to look at how the organisation and leadership is structured. We are unusual in not having a chief executive. We need to come up with the right structure for the organisation and also learn from other authorities and what has worked for them. We have therefore asked the LGA for advice on this matter, and they will present possible structures for our size of council.

We need to go back to previous LGA advice and look at how our planning committees are structured and how we make planning decisions. We also need to ensure that our constitution is updated for multi-party politics, as that is unlikely to change in future elections.

The LGA finance peer review took place earlier this year and this week we had a briefing and we will be discussing the recommendations later in the meeting. Like all local authorities we are under financial pressure and need to focus on what and how we need to deliver. We are an authority that is debt free as in the past the council has been risk averse to commercial strategies.

That also has a negative consequence for the council, as unlike other authorities, we have no commercial income. We are therefore reliant currently on our revenue from tax, the government, revenues and fees, and grants. Commercial strategies should have been developed when the opportunities were allowed by Government, however previous administrations did not develop or exploit that situation. Those opportunities are much narrower now and has been complicated by the lack of resources and appetite for risk.

We need to review our corporate projects and be creative in what other opportunities may be available to the council. We need to look at our assets and how they can be utilised in the best interests of the district. We need to establish how and the way we might partner with other organisations. That means having an up-to-date asset management plans and strategies.

If we set up the finance group with its new terms of reference, it will enable all political groupings and representatives to make the right recommendations and explore how, what and the way that we deliver. We are in a situation where we have strong reserves, however if we do nothing those reserves will diminish within a few years.

Our Local development plan project is at a crucial stage of development and we are unsure at this stage what the Government might decide on the NPPF. This has resulted in 51 authorities pausing their local plan projects. The council is now in a good position with its 5-year housing land supply. There will always be targets set by Government for authorities to deliver housing and we need to recognise that factor.

The local development plan is something all members should demonstrate their commitment to, as it is your opportunity to shape the future of the district. We need to create a sustainable district, which balances the need for new homes and businesses, along side protecting our environment. We need a district that is sustainable in all senses of the word. As an authority we need to recognise where we can directly make decisions and areas where we can create influence.

Our high streets and towns are already attractive places to visit and are known for their character. We need to enhance them and in the long term make them places where events and other attractions take place. Making them person friendly and focused on the pedestrian rather than the car. We need to have clear high street plans and strategies.

We need to restore our link to the wider infrastructure and how we connect Maldon via a rapid transit link to the rail network. We need to look at creating a transport hub, with sustainable transport methods. This will relieve pressure on roads and create opportunities for both businesses and residents. In the rural parts of the district, we need to ensure that in the long term and further investment, so that public transport is sustainable and meets the needs of residents. The we need to exploit opportunities to have sustainable long term transport strategies.

One of those areas of influence is to ensure we work with our partners to deliver on infrastructure. We all had similar doorstep conversations during the election and the emails we receive, about roads and infrastructure, public transport, NHS facilities and schools. Working with our partners to ensure deliverer and for our officers to continue to lobby, as strongly as possible for the investment, delivery and implementation.

One of the key partnerships we have created is One Maldon District. This partnership now has a clear action plan and will provide more benefits in the longer term. We need to ensure that all our partners commit to delivering for our communities alongside ourselves and that it provides the opportunity to improve health and well being outcomes for residents. This alongside the support the council provides, is particularly important at the moment, where many of our residents are dealing with the cost of living crisis.

We need to build our connection to parish and town councils, so that a community network can be built across the district. We already have the Parish and Town council engagement forum. This is going through a process of change and it needs to become a forum for both Clerks, Chairman and Mayors to meet representatives from the district. We can then inform, engage and empower parish and town councils, and respond more directly to needs of the Parishes.

Our approved Corporate Plan for the period of 2023 to 2027 was developed earlier this year and sets out our vision, our priorities and our guiding principles. It demonstrates that we are a local authority where quality of life matters, and it is our aim to improve this over the next four-year period. It is also vital that we make sure we have a sustainable district in social and economic terms where we protect our characteristics and environment and that we seek investment for the future, supporting existing and attracting new businesses.

Our Corporate Plan is well evidenced and has a vision that staff are committed to with clear priorities. Our service managers have set out their delivery plans and we as members need to support them in enabling delivery and meeting the challenges we face as an authority. Expectations of what local authorities can deliver are higher than ever from partners who also face financial burden, and no doubt this means making some tough decisions about what can actually be achieved over the next 4 years.

Where we can, we need to ensure that our projects are ready for future levelling up funding. In addition to this, we also want to put a spotlight on the Government designating the district as a Priority 1 level area for Levelling Up. We are committed to delivering our £1 million UK Shared Prosperity Funding Plan and will continue our efforts to secure funding. All funding we successfully secure for the district is going to help bring forward investment and exciting projects that achieve greater outcomes for our people, place, and communities.

It is through partnerships with other local authorities that we can engage and also improve the delivery of services both in the district and across Essex. All local authorities are under financial pressure and we need to establish both in the short and long term how we might work with other authorities to explore any opportunities that are available. We are already part of North Essex Economic board and the North Essex association of local authorities. It is through these and other external working groups that we can establish combined approaches and strategies. It is important that we are a positive voice in those meetings and engage constructively.

It seems that no matter who wins the next election, that some form of devolution will be on the cards. That does not threaten the sovereignty of this council. We need to work with whatever level of devolution deal is secured to maximise what is best for the district, its residents and businesses. By taking this approach we will maximise the opportunities.

A statement that has been made about myself is that I am ambitious, my ambition is to achieve more for the district, which I hope that is something where we all have agreement. As councillors that should be something that motivates us all, that we want the best for the district and that we are ambitious for our residents. Together as councillors we need to focus on making a difference, delivering and creating a legacy. That's why I stood a councillor.

As I said last week my aim and I hope yours is, is to put politics aside and to ensure the Council works hard to support the challenges our residents are facing through these really hard times.

We all need to deliver on making a difference and delivering on the pledge to make where we live a place where the quality-of-life matters for all. Together all these aims, ensures we have a district that is truly sustainable in all senses of the word. Delivering for now and also creating strategy for the future. Sustainability for residents, businesses, the environment, our partners and those who come after us. Making a difference to the quality of life.

This page is intentionally left blank



REPORT of MONITORING OFFICER

to
COUNCIL
14 SEPTEMBER 2023

CONSTITUTION OF THE JOINT STANDARDS COMMITTEE

1. PURPOSE OF THE REPORT

- 1.1 To re-constitute the Joint Standards Committee (JSC).

2. RECOMMENDATIONS

- (i) That in accordance with the Terms of Reference for JSC eight Members are appointed to the Committee along with the two previously appointed Parish Councillors (non-voting) and the Independent Person (non-voting) in accordance with political balance;
- (ii) That the Vice-Chairperson is not from the same Political Group as the Chairperson.

3. SUMMARY OF KEY ISSUES

- 3.1 At the Council meeting on 13 July 2023 the Council disbanded JSC without establishing a new composition. Even though there was no new composition the motion to disapply political balance provisions failed.
- 3.2 The Constitution refers to the establishment of JSC with the general remit of maintaining high ethical standards and assessing investigation reports about member conduct.
- 3.3 Section 53 of the Local Government Act 2000 requires the Council to have a Standards Committee, but no detailed provisions exist in relation to its composition because of the repeal of the Standards Committee (England) Regulations 2008.
- 3.4 **APPENDIX A** shows the nominations made by the different political groups in accordance with the political balance legislation. As can be seen there are two appointments without nominations that the Council needs to fill if it follows the recommendations in section 2 above.

4. CONCLUSION

- 4.1 The Council needs to re-constitute JSC in accordance with legislation.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 None.

6. IMPLICATIONS

- (i) **Impact on Customers** – Maintaining ethical standards.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** –None.

Background Papers: None.

Enquiries to: Simon Quelch, Lead Legal Specialist and Monitoring Officer.

Committees and Political Balance

JOINT STANDARDS COMMITTEE (8 plus 3 non-members):

Councillor nominations from:					
Conservative Group	District Support Group	Liberal Democrat Group	Maldon District Independent Group	Non-Aligned	Non-Members
W J Laybourn M E Thompson L L Wiffen	M G Neall *	S J Burwood *	M G Bassenger *	One Member <i>(Appointment of the Council)</i> * PLUS one member from either District Support, Liberal Democrat, or Maldon Independent Groups	Independent Person – J Mitchell Two Parish / Town Councillors <ul style="list-style-type: none"> • Peter Allen Davey • Stephen Stratton

This page is intentionally left blank



**REPORT of
DIRECTOR OF STRATEGY AND RESOURCES**

**to
COUNCIL
14 SEPTEMBER 2023**

SOUTH EASTERN AREA PLANNING COMMITTEE MANAGEMENT

1. PURPOSE OF THE REPORT

- 1.1 To review the South Eastern Area Planning Committee (SEAC) running from Burnham-on-Crouch Town Council (BTC) offices and provide options for the future set up for these meetings.

2. RECOMMENDATIONS

- (i) That Members note the findings from the review and the issues as set out in section 3.7 of the report;
- (ii) That Members confirm the preferred option for future meetings, as set out in section 3.8 of the report.

3. SUMMARY OF KEY ISSUES

- 3.1 The Council voted on 24 February 2022 to continue live streaming for all SEAC meetings (Minute No. 538 refers).
- 3.2 At the Statutory Annual meeting of the Council on 12 May 2022, the Council also agreed to hold future SEAC meetings from BTC offices, allocating £4,812 set up cost and £252 per meeting officer resource to put in place a hybrid / digital set up in line with public experience from the Maldon District Council (MDC) Chamber.
- 3.3 Meetings have been running since August 2022 from BTC offices. There have been issues with the streaming of the meetings that are highlighted in the table in section 3.7 below.
- 3.4 In the six SEAC meetings held between January and July 2023, there were an average of 130 online meeting views, versus an average of five members of the public attending physically to view the meeting.
- 3.5 Since the meeting on 7 December 2022, due to interference with the on-site microphone system, a temporary microphone was put in place to improve the meeting sound. This was a temporary fix and the sound is still of low quality.
- 3.6 There have recently been issues with live streams of the meetings 'dropping out'. The ICT team have run speed tests from the location at different times of the day and night. These show an average download speed of 32Mbps – and upload speed of 10Mbps. On average a 40Mbps upload speed is required as a minimum for a good quality, reliable stream.

- 3.7 In order to address the issues at BTC, additional IT support would need to be funded to solve the problems and provide ongoing support. Further details of the costs and wider considerations are set out in the table below:

Known issue	Further detail
Broadband speed and reliability	<p>Public streams have been dropping. The ICT team has run speed tests on 3 August 2023 from the location, which show an average download speed of 32Mbps (megabits per second) – and upload speed of 10Mbps. A 40Mbps upload speed is the required minimum for a good quality, reliable stream.</p> <p>MDC ICT has tested internet speeds before, during and after every meeting plus when they are reviewing setups etc. Testing has been completed morning, midday, afternoon and late evening and whilst the speeds are stable, this is not fast enough for streaming when the line is in use as would be the case during any meeting held.</p> <p>The work needed to resolve this issue would be a new internet line with at least 80Mbps download and 40Mbps upload which BTC would need to purchase and install. As BTC own the IT infrastructure on site, they would need to provision the new line.</p>
Sound issues	<p>There is an intermittent ‘thump’ over recordings making it hard for the viewing public to hear, and the Council has received at least one public complaint.</p> <p>Officers have spent eight hours system testing and recommend that a sound system change will be needed to address this.</p> <p>A temporary Omnidirectional microphone has been put in place as an interim solution, but this only picks up sound quietly and is not a good quality permanent solution.</p>
BTC set up relies on BTC sound system	<p>ICT has identified that this system is not fit for purpose. It is a wireless microphone system and not cable. This system will pick up ongoing interference from local wireless devices during meetings, for example personal phones whereas a cable system will not.</p> <p>There would be a cost and additional time to change this set up to a cable set up. However, the wireless system is owned by BTC. BTC has been approached to see if they have any plans around system changes but have none to date.</p> <p>A new sound, cabled system would need to be implemented to provide good quality, consistent sound.</p> <p>BTC IT could do this work. Alternatively, MDC ICT could complete this at a cost.</p> <p>BTC will benefit from this work as MDC is a user of the system only once a month, but the offices are used for town council and wider business around this.</p>

Known issue	Further detail
MDC ICT staff are unable to control environment – space is used for other meetings	Hardware used for other non-MDC meetings such as the access points on site, means sometimes issues have been stabilised after the last MDC meeting, but then in the month up to the next meeting, set up / hardware has been changed by BTC IT causing further issues.
Costs - agreed £4,800 already borne and around average 9 hours ICT resource being taken out for each meeting which is not within MDC ICT budget and structure	<p>The report to the Council on 12 May 2022 highlighted £4,812 set up costs and £252 per meeting resource to deliver the project, but these costs have been surpassed by the need of a new sound system.</p> <p>We are also paying BTC £120 for room hire and set up service per meeting.</p> <p>There have been 60 ICT specialist hours taken out for problem solving, which were not in the original project calculation and have impacted on Business As Usual (BAU) and ICT project delivery.</p> <p>In the scoping paper it was agreed that IT resource and the sound system would be provided by BTC - so far this team have not been involved in any of the set up or repair works.</p>
Impact to MDC ICT programme delivery	Resource diverted so far and any further resource commitments will have an impact on the MDC ICT programme unless an additional officer post is funded.
Area Planning Committee uniformity	At present, the customer experience is different across the Area Planning Committees. This was one of the issues raised by the Planning Advisory Service when they completed a review of our planning arrangements
Demand for access to meetings is largely online	<p>Figures (see below) show the public demand for these meetings to be higher for online viewing, so for improved customer experience this should be kept in mind.</p> <ul style="list-style-type: none"> • 18 January 2023 120 views0 people physically • 15 February..... 121 views5 people physically • 15 March 84 views 1 person physically • 12 April..... 105 views4 people physically • 25 May 163 views 13 people physically • 28 June 187 views4 people physically • 26 July..... Stream not available <p>Average: 130 online views 5 physical attendees</p>

3.8 Members are asked to review the issues table and confirm a future approach based on the options scored below:

No.	Option	Positive	Negative
1	Continue to run meetings from BTC offices without streaming	<p>Environmental impact: 26 mile round trip – 11 Committee Members and average five physical attendees – This contributes to 0.15 tonnes of carbon per meeting saved (however, there are usually three officers making the opposing journey) - overall net saving of 0.12 tonnes per meeting run - Here's your calculation Carbon Calculator (bp.com)</p> <p>Budget impact: Without streaming, this would reduce the call on MDC ICT resource and additional spends on the set up.</p>	<p>Customer impact: On average 96% of views are online rather than in person.</p> <p>This also goes against the Council resolution that all meetings should be streamed and creates varied experience across Committees.</p> <p>Governance: This Option would go against the 24 February 2022 Council resolution that all meetings would be live streamed</p>
2	<p>Continue to run meetings from BTC offices, investing in streaming consisting of:</p> <ul style="list-style-type: none"> • New cabled system • New internet line 	<p>Customer impact: On average 96% of views are online rather than in person.</p> <p>Governance: This would be in line with the two Council resolutions made on 24 February and 12 May 2022 respectively.</p>	<p>Budget and Resource:</p> <p><u>New cabled system</u></p> <ul style="list-style-type: none"> • Approximately £6K to purchase. • 3 days installation from a Level 2 MDC ICT Fixed Term Employee (FTE), £175 per day, totalling £525. • MDC ICT Support to take over management of BTC IT to prevent the issue where BTC IT change the set up and adversely impact on the meetings. • An additional £45k per annum required for MDC ICT officer to run BTC IT and to ensure no impact on MDC Corporate ICT Strategy and budget. <p><u>New Internet Line</u></p> <ul style="list-style-type: none"> • Ongoing £80 per month broadband costs, £960 per annum required. <p><u>Total</u> £52.5k required year one, £46k ongoing.</p>

No.	Option	Positive	Negative
3	Return to MDC Chamber for SEAC meetings	<p>Customer impact: On average 96% of views are online rather than in person.</p> <p>Governance: Adheres to the Council resolution that all meetings should be streamed and creates consistent experience across Committees.</p> <p>Officer capacity This option would have the best impact for freeing up officer capacity and time that is currently spent on problem solving the streaming issues.</p>	<p>Environmental impact: It is expected that 0.12 tonnes of carbon will be generated per meeting- this could be offset at a cost of £0.74 per meeting - Here's your calculation Carbon Calculator (bp.com)</p> <p>Governance: This would be a change to the Council resolution of 12 May 2022.</p> <p>Customer impact: Attending meetings physically may be harder for the five (average) in person attendees.</p> <p><u>Please note:</u> The Council provides a Microsoft Teams dial in option for public participation.</p>

4. CONCLUSION

- 4.1 The details are provided with the associated live stream of the SEAC from BTC, so that Members can review and confirm an Option for future delivery as set out in the table at section 3.8.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Smarter finances

- 5.1.1 Depending on the Council decision, the Options detailed above could either incur additional finances or reduce resource impacts.

5.2 A greener future

- 5.2.1 Depending on the Council decision, there could be a carbon impact as set out in 3.8 of the report.

5.3 Provide good quality services.

- 5.3.1 The details in the report are given to understand the customer impact of the decision.

6. IMPLICATIONS

- (i) **Impact on Customers** – The details in the report are given to understand the customer impact of the decision.

- (ii) **Impact on Equalities** – Restricting access if only available in person and not online.
- (iii) **Impact on Risk** – The report identifies current operational risks of SEAC and the benefits and risks of potential options.
- (iv) **Impact on Resources (financial)** – Depending on the Council's decision, options could incur additional finances.
- (v) **Impact on Resources (human)** – Depending on the Council's decision, options could reduce officer resource impact at meetings.

Background Papers: None.

Enquiries to:

Cheryl Hughes, Programmes, Performance and Governance Manager
Annette Cardy, Resources Specialist Services Manager.



REPORT of DIRECTOR OF SERVICE DELIVERY

**to
COUNCIL
14 SEPTEMBER 2023**

GROWTH OPTIONS FOR THE REVIEW OF THE LOCAL DEVELOPMENT PLAN

1. PURPOSE OF THE REPORT

- 1.1 This report follows an All-Member Workshop on 12 July 2023 whereby attending Members discussed the detail of the seven high-level Options of Growth as consulted on in the Maldon District Local Development Plan (LDP) Review: Issues and Options Consultation, which ran from 17 January to 14 March 2022. This report sets out recommendations to approve which Growth Options should proceed to be subject to further evidence testing and evaluation.

2. RECOMMENDATIONS

That Members agree to:

- (i) pursue further testing for Option 3 – Growth generally focused on the towns Maldon and Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Pattern;
- (ii) pursue further testing for Option 5 – A large urban extension bolted onto the existing settlements in the District and adjacent to the District boundary in combination with Option 3 - Growth generally focused on the towns Maldon and Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Pattern;
- (iii) pursue further testing for Option 7 - Focus growth along the rail line to Althorne, Burnham-on-Crouch, North Fambridge and Southminster in combination with Option 1 - Retain the option in the LDP approved in 2017 – focus growth in Maldon and Heybridge. (Burnham-on-Crouch is part of Option 7)
- (iv) not pursue Option 4 – Pepper pot growth throughout the Settlement Pattern (Spread the growth across all the sustainable settlements in the District);
- (v) not pursue Option 6 – Focus growth in the north of the District to link into the services and facilities available in Tiptree, Witham and Maldon and Heybridge.

3. SUMMARY OF KEY ISSUES

- 3.1 Attached at **APPENDIX 1** is the paper distributed to all Members and presented to Members at an All-Member Workshop on 12 July 2023.

- 3.2 In the Issues and Options Consultation which ran from 17 January to 14 March 2022 the Council set out seven high level options for growth in the District, these were:
- OPTION 1 – Retain the option in the LDP approved in 2017 – focus growth in the settlements of Maldon/Heybridge and Burnham-on-Crouch;
 - OPTION 2 – A strong focus on the towns and larger sustainable villages;
 - OPTION 3 – Growth generally focused on the towns Maldon/Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Pattern;
 - OPTION 4 – Pepper pot growth throughout the Settlement Pattern (Spread the growth across all the sustainable settlements in the District);
 - OPTION 5 - Create a new satellite settlement or large urban extension bolted onto one of the towns, larger villages and/or settlement adjacent to the District boundary;
 - OPTION 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge;
 - OPTION 7 – Focus growth along the rail line to Althorne, North Fambridge and Southminster.
- 3.3 As already presented to Council as an outcome of the Issues and Options consultation the Plan Period for the review of the LDP Review is going to be 20 years. It is therefore important that options chosen to go forward for further testing should be able to accommodate 20 years' worth of growth. The National Planning Policy Framework (NPPF) sets out in paragraphs 60 and 61:
- “60. To support the Government’s objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay.
61. **To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance** – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. In addition to the local housing need figure, any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for.”
- 3.4 In accordance with the NPPF, the District’s Housing Requirement is calculated using the national Standard Method. The Standard Method is calculated every year and can change every year as the affordability ratio used in the calculation for each area can and does change annually. At the present time, July 2023, the Standard Method calculation for Maldon District’s Housing Requirement is 279 homes per year. Whilst there may be changes to the way the housing requirement is calculated in the next iteration of the NPPF, these are not present at the moment and even if they were, as the consultation draft of the NPPF was set out, the Council has no evidence it can move away from the Standard Method as a means of calculating its housing requirement. This figure is a minimum not a maximum, so it is only the minimum amount of housing the District has to provide each year and the Council can, if it chooses, provide additional homes in a Local Plan, if for instance it had the evidence that they were needed to fund infrastructure, boost the economy, or enable other things to happen.

- 3.5 For the purposes of choosing the District's Growth Options to conduct further tests and evaluations on, it is important to work out the land supply based on an uplifted amount of housing. This is because, the affordability ratio changes annually and could increase again for the District, prior to the Plan's submission to the Secretary of State, and it is important that all the work and testing carried out by not only Maldon District Council (MDC) officers, but also strategic partners is not carried out on a figure that could actually come up short. Therefore, for the purposes of testing and appraising options, 10% has been added onto the 279 per annum bringing it back up to 310 homes as set out in the present approved LDP per annum and a further 20% would bring the requirement up to 334 per annum.
- 310 x 20 years = 6,200 homes
 - 334 x 20 years = 6,680 homes
- 3.6 Existing commitments must then be deducted from a housing requirement in a Local Plan. The first five years will nearly be built-out by the time of submission, so these have not been counted. The amount of housing with permission outside of five years at the present time is 1,003 homes; it should be noted this figure will change as the LDP Review advances. All the calculations for land supply of the options have included these commitments.
- 3.7 There is a risk that must highlighted to the Council which concerns secondary education provision. As already reported to the Council on 30 March 2023, Essex County Council (ECC) in the Issues and Options Consultation response has indicated that there will be the need to fund the capital development of a new secondary school in the District within the next plan period, which the LDP Review will cover. A new secondary school needs approximately 4,500 homes to fund it and 10 hectares of land. A few applications granted before the LDP Review is adopted could undermine any headroom between what is to be allocated and what already has planning permission very quickly unless the Council can negotiate contributions, or land towards a secondary school. At the moment any highway improvement costs are unknown as they need to be modelled.
- 3.8 In order to try and build in some kind of 'safety net' for the options testing that can cope with the uncertainties present, officers advise and have predicated the analysis work on adding the 20% onto the present Standard Method housing requirement figure of 279, which would bring the overall minimum requirement up to 334 per annum or 6,680 over 20 years as set out above. This allows a safety net for testing and will help avoid abortive work before the plan is submitted for Examination. This would give the Council flexibility to (if the Standard Method allows) go either below the 279, or up to 334 per annum in the final LDP. By not building in this flexibility at testing stage, the Council could have to abort or repeat testing in the future, before submission, which is not budgeted for in terms of officer time or financial cost. Only Options 3 and 4 could, on their own, provide the sufficient land to accommodate the growth necessary to ensure that there were economies of scale for the potential infrastructure required for the District going forward.
- 3.9 The NPPF requires Local Plans to ensure 10% of the housing requirement is delivered on sites of less than 1.0 hectare. Based on the Maldon District Housing and Economic Land Availability Assessment (HELAA) data, none of the options can supply enough land to provide 10% of the housing requirement on sites of less than 1.0 hectare. This is even the case if we add in sites of 1.0 hectare or less which already have planning permission. There is a shortfall in every case. This effectively means that the decision on whether the Council takes forward a Windfall Policy, or not is effectively being made for us by the lack of small sites in our land supply. The NPPF is clear and says at paragraph 69 (emphasis added in bold):

“Small and medium sized sites can make an important contribution to meeting the housing requirement of an area and are often built out relatively quickly. To promote the development of a good mix of sites local planning authorities should:

- a) identify, through the development plan and brownfield registers, land to accommodate at least 10% of their housing requirement on sites no larger than one hectare; unless it can be shown, through the preparation of relevant plan policies, that there are strong reasons why this 10% target cannot be achieved.*
- b) use tools such as area-wide design assessments and Local Development Orders to help bring small and medium sized sites forward.*
- c) support the development of windfall sites through their policies and decisions – giving great weight to the benefits of using suitable sites within existing settlements for homes; and*
- d) work with developers to encourage the sub-division of large sites where this could help to speed up the delivery of homes”*

3.10 The Windfall matter will need to be discussed in more detail at a future Planning Policy Working Group meeting and/or all Member Workshop and officers and Members will have to consider what a Windfall Policy could look like for the LDP Review along with which settlements it could affect. At the present time, the medium and small villages have not been included in the recommended options unless they have a potential large urban extension in them or are part of Option 7. Any Windfall Policy could seek to provide a small amount of growth, controlled by policy, in these smaller settlements in order to assist their continued sustainability and meet very localised needs.

3.11 **Brownfield Land**

3.11.1 There is very little brownfield land in the District for development, not enough to make any meaningful contribution to the site allocation numbers and reduce the need to use greenfield sites. However, where there is suitable brownfield land in settlements within the options for growth, this land will be considered first in terms of potential site allocations.

3.12 **Affordable Housing**

3.12.1 Only Options 3 and 4 could go some way to meeting the affordable housing target of 174 homes per year. This is not unusual because affordable housing is calculated as a percentage for each site, and this is worked out via a district wide Local Housing Needs Assessment and tested by a Whole Plan Viability Assessment. The figures have been calculated using the present LDP's affordable housing requirements and therefore may change as the work on the LDP Review progresses.

3.13 Option 4 was the only option which could bring forward the affordable housing target. However, as set out in **APPENDIX 1**, Option 4, pepper-potting, would in effect allocate land in the small and medium villages, some of which do not have access to a railway station or bus services, and it may not be possible to provide a bus service if a settlement is particularly isolated. Therefore, this option could increase the effects of rural isolation for more people and would have to come with a comprehensive funded transport strategy - part of an Infrastructure Delivery Plan, to ensure that future residents could access higher-order settlements for their essential needs. ECC is likely to be reluctant to fund this scale of intervention if other options were available for the Council to choose from that present more affordable, deliverable or sustainable transport solutions. There is a risk, albeit unknown in likelihood at this time, that the cost of this kind of provision alongside other infrastructure provision

could make the whole LDP Review unviable, which would mean it would be found unsound at Examination and unable to proceed in the format it was submitted. There is also a risk that taking forward this option would result in objections from the Council's other Duty to Co-operate partners at the Examination; objections which the Inspector would, given that sustainability is a key tenet of national planning policy, most likely support as a questionable approach. Failure of the Duty to Co-operate is not recoverable once the LDP Review is submitted and the LDP would need to be withdrawn, its cost written-off and then repurchased.

- 3.14 Option 3 is actually a combination of Options 1 and 2 but with all the large villages included in it, whereby growth would be focused in the towns / principal settlements of Maldon, Heybridge, Burnham-on-Crouch and the large villages, Southminster, Tollesbury, Mayland, Latchingdon, Tolleshunt D'Arcy, Wickham Bishops, Tillingham and Great Totham South.
- 3.15 There is enough land in Option 3 to allocate the residual housing requirement for a 20-year plan period and it may also be possible to bring forward the funding needed for a secondary school. It could also potentially bring forward the land required as well. The option still comes up short in terms of the delivery of affordable housing target only delivering 89% of the target. This is one of the best options with regard to this. The option may offer better chances for economies of scale to deliver other infrastructure and does allow for development to be located in the most sustainable settlements which could support the delivery of services provided by both the NHS, ECC and emergency services. On the other side of this argument though is the growth could be spread out over too many settlements, thus stretching the capacity of key services providers. Overall, the option allows for a wider choice of sites to be considered at a future date by the Council, than either Options 1 or 2 across a number of settlements. This is an important consideration, because some sites will inevitably fail at testing stage and some of the settlements may, through the evidence work of the LDP Review also be shown to have constraints which will impact on the amount of growth they can take.
- 3.16 Option 5 on its own cannot bring forward enough land to accommodate the growth required. This option examined whether a new settlement or large urban extension could fulfil the growth requirements for the District. No land came forward for a new stand alone settlement in the District and therefore the Option has had to examine the possibility of bringing forward a large urban extension instead. This means that there would have to be sites which are contiguous with one another so that when they are built on, they fit into the existing spatial townscape of the settlement they are being 'bolted' onto. The only way to assess this option is to have a number of the larger contiguous sites in different places in the District making up the total housing requirement. This would mean a number of urban / village extensions across the District. From those sites submitted into the HELAA so far, the following could be considered:
- There is land in the Maldon District for approximately 1,556 homes adjacent to the new approved edge of South Woodham Ferrers.
 - There are sites in Althorne which could accommodate 750 homes.
 - There are sites in Maldon which could accommodate 1,614 homes
 - There is a site in Southminster which could accommodate 1,050 homes
- 3.17 By combining Option 5 with Option 3, this allows the Council to explore the possibility of larger strategic sites coming forward still but with a wider choice of sites across more settlements in the District. It also provides in terms of delivery of growth across the Plan period the possibility of ensuring a continuous Five-year supply of housing

because larger sites, as demonstrated in the present LDP, take longer to come forward than smaller sites and this can mean a lag in supply. It must also be pointed out that in the work that is to be done on testing this proposed option, the Council will have to better understand the impact on the rest of the District in terms of its housing market (supply / demand / house prices / site allocations) particularly if a large site was to be developed on the edge of the District. In this scenario, it could also mean that investment in infrastructure is not contained within the District but has to occur in a neighbouring area.

3.18 Option 6

- 3.18.1 With regard to Option 6 - despite a further extension to the Call for Sites which informs the HELAA ending on 15 August 2023, including placing an advert in the national Estates Gazette; no further land of any size has come forward in the north of the District. Even with 10% of growth directed to the remaining large villages and towns, there would still not be enough land to accommodate the housing requirement. Most of the District's protected wooded areas and local wildlife sites are in the north and the Great Braxted Estate takes up approximately 200 hectares of land, which is more wooded or managed under positive land management including for biodiversity net gain.
- 3.18.2 There were also concerns raised from National Highways concerning the impact on the operation of the A12, part of the Strategic Road Network, as it has advised that even with the widening project it has not taken into account any further growth from local authority areas along the route. Option 6 is the only option that it has commented on.
- 3.18.3 Colchester City Council has objected to Option 6 as well because of the impact on the infrastructure in and around Tiptree; it has commented that settlements between each District could coalesce and there could be a disproportionate amount of affordable housing in one area. The last two reasons are currently unsubstantiated as there are no plans or discussions about the coalescence of settlements which are not already in this position, and it is unclear how that could happen or why it would impact on Colchester City Council's area when the evidence suggests the Housing Market Area for Maldon District is shared with Chelmsford and Braintree. With regard to the comment on affordable housing they may be concerned that there would be a disproportionate distribution of housing, focusing it all in one part of the District to the detriment of the rest of their area. However, the impact on Tiptree is a cause for consideration as is the impact on Witham which Braintree District Council are concerned about because both settlements are already planned for in terms of growth and infrastructure under other Local and Neighbourhood Plans. This effectively means that any infrastructure impact on those settlements would have to be funded from developer contributions in Maldon District which would mean it would not be available to be spent in the Maldon District itself.
- 3.18.4 Option 6 could not even be delivered in tandem with another of the options as has been explored elsewhere because effectively by doing that it would have to include settlements which were not in the north of the District and in actuality would become one of the other options therefore by default. This option therefore carries a significant risk in that it is unlikely to provide sufficient land to deliver the housing requirements and there are Duty to Co-operate risks of an unknown quantum at present. It is therefore recommended that this option is not pursued further.

3.19 Option 7

- 3.19.1 There is not quite enough land for this option on its own to deliver the housing requirement. There are some sites large enough to accommodate a secondary school in this option, though they would be unable to also fund it fully. There would also be a question mark over the economies of scale to fund other needed infrastructure. The NHS advocate growth on strategic developments that are well related to larger settlements as it would support their model for delivering health services in the future in that there is a connection with Burnham-on-Crouch, Southminster, and South Woodham Ferrers via the rail and road network; albeit one to be explored further and it would also assist in the delivery of other strategic partners services such as ECC and emergency services.
- 3.19.2 The option did not propose strategic allocations in Burnham-on-Crouch even though it does have a railway station. This was because there was a local perception of a lag in infrastructure coming forward in the town. However, there is a view from the Issues and Options consultation that it undermined that perception, because the County Council has asked for clarification, because this is not how they perceive the situation, which would indicate that despite residents' concerns, there is not a lag in infrastructure coming forward, or rather not anymore of a lag than anywhere else in the District/Essex. Therefore, given that Burnham-on-Crouch is a main town in the Settlement Pattern already, to remove it from this option at this point in the process on what is an assumption, without any key evidence could undermine the robustness of any options appraisal going forward. Taking Burnham-on-Crouch out will also certainly be noted in the Sustainability Appraisal of the options, particularly as it is a main town with a number of key services and facilities including a secondary school and railway station. This could also undermine the LDP when it gets to examination because this is a reasonable alternative scenario that needs to be considered further. The assessment has therefore included Burnham-on-Crouch, and it should be for the evidence to determine whether it should be removed as first proposed not assumptions.
- 3.19.3 As a standalone option with Burnham-on-Crouch in it, Option 7 however still does not provide the housing requirement. There is not enough headroom to provide for any shortfall in the analysis work, nor is there a large enough choice of sites. If Maldon and Heybridge were added into this option, in effect it would become a combination of Options 1 and 7 then the quantum of housing would be sufficient. This would be more than adequate to cover the housing requirement and provide more choice of sites. It would also raise the potential of delivering affordable housing to 75% of the target. It would mean that growth could be assessed in the towns, as the most sustainable settlements, linking in with key services, facilities and also along the railway line, in keeping with the key tenet of this option which was about exploring growth potential and constraints in line with an available sustainable travel choice.

4. CONCLUSION

- 4.1 Only three of the options; Options 2, 3 and 4 can meet the housing requirement on their own, without combining with any other option. Though Option 3 is actually a combination of Options 1, 2 and 3 in itself, as was consulted at Issues and Options stage in 2022. Given that Option 4 has received objections from all of the key statutory infrastructure providers and surrounding local authorities it is recommended that this not be taken any further for testing. It is considered that in the presence of other options, Option 4 would be an unusual choice in planning terms to follow and is likely to be hard to defend at Examination.

- 4.2 Option 6, growth in the north of the District, does not have enough land in it to be a sustainable option to test, even with the addition of Maldon/Heybridge and Burnham-on-Crouch (Option 1) there would still not be enough land. The potential pressure on Tiptree and Witham could mean there may be Duty to Cooperate objections from neighbouring authorities which could be justified, and that infrastructure funding would have to be spent outside of the District to provide additional infrastructure in both those places, may leave a shortfall on what is spent for infrastructure inside the District. There also may be continued objections from National Highways regarding the impact on the A12 and the possibility that further contributions would need to be spent on the strategic road network to receive unplanned growth. Overall, the questions and issues raised by Option 6 are too many to comfortably consider this as a suitable alternative option to take forward.
- 4.3 Option 3 can provide enough land, has sufficient sites in it to provide choice when site selecting and has sites in it which could potentially accommodate a secondary school. It can accommodate not the whole affordable housing target but a good proportion of it, it would be assessing growth in the most sustainable settlements which have some services and facilities and a good base on which potential improvement could be made on the back of additional growth. There is enough land for economies of scale in the determination of what infrastructure is required and how it is going to be funded. The locations for growth may be appropriate in terms of the capacity for strategic infrastructure providers to service their functions sustainably, though this would be for future discussion with them to clarify should the option be taken forward for testing.
- 4.4 This then leaves Options 5 and 7. Both of these only really work as options if they combine with other options; rather than on their own. For Option 5 it would have to include the larger sites and contiguous sites around settlements within the District and combining them with what is effectively Option 3. So that it is clear, in this option the Council would be analysing and carrying out further work on the following settlements Maldon, Heybridge, Burnham-on-Crouch, Althorne, Southminster and South Woodham Ferrers (in Chelmsford City Council area) and the other large villages. The Council would also have to consider the formulation of a Windfall Policy to ensure support for delivery across the Plan Period.
- 4.5 Option 7 once again does not work as a viable option on its own but in combination with Option 1 it could be achievable, giving a choice of sites. Having an analysis of the railway line and how it could interact with future growth in an option is a suitable alternative option and given the Climate Change emergency the Council has declared, the need to maximise the use of transport alternatives to the car.
- 4.6 Assuming the Council approves the recommendations presented, the three options will go forward for testing. For information, this means that a substantial amount of work and expense will be carried out on all three of them including the following along with any other work that arises as officers go through the testing and appraisal process. The results of this testing will be brought back to Members for discussion so that the Council can reduce the three options down to one Preferred Option, which will then be consulted on to wider stakeholders and the public.

Work to be undertaken	How the work is to be carried out
Transport Model the options	External Specialists
Transport Model any major sites	External Specialists
After transport modelling reassess the options (it might knock out some)	

Work to be undertaken	How the work is to be carried out
Work with Strategic Delivery Partners on Infrastructure requirements across the options	Strategic partners
Heritage impact assessments (as required)	In house
Apply the results of the Strategic Flood Risk Assessment (SFRA) to sites/settlements	In house
Apply the results of the wildlife study to the sites	In house
Revisit all the relevant HELAA sites	In house
Relook for connectivity	In house
Consult Anglian Water	In house
Integrated Assessment (IA) of the sites/settlements	External Specialists
Determine in more detail site numbers/constraints	In house
Assess the sites for any site-specific policy that should be applied/master planning needed to positively influence outcomes	In house
Engage with developers	In house
Set out a draft delivery trajectory for each site linked to the above	In house
Set out if any site should provide specialist older persons/ extra care housing or Gypsy and Traveller provision	In house
Set out the amount of affordable housing each site could provide	In house
Produce and agree at Council at Preferred Options Document	In house

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Supporting our communities

- 5.1.1 By ensuring that growth is placed in the most sustainable places in the District it will help to reduce rural isolation, link up with the important infrastructure provision provided by our key strategic partners and ensure it is provided where the majority of people can access it.

5.2 Enhancing and connecting our place

- 5.2.1 Connectivity is a key objective of the review of the LDP. Ensuring growth is placed in the most sustainable places allows the Council to work with ECC to ensure access, transport and mobility can be built into the plan as a priority.

5.3 Helping the economy to thrive

- 5.3.1 Ensuring growth is in the most sustainable places links up with economic growth and the allocation of land for employment, meaning that housing is placed near to where employment is located, this should help to strengthen the local economy and increase the number of businesses in the District.

5.4 A greener future

- 5.4.1 Reducing the need to use the car for essential journeys is a key tenet of a greener future so growth should be located in the most sustainable places where other

transport options can be provided. The growth options chosen for further consideration allows the Council to explore this fully.

6. IMPLICATIONS

- (i) **Impact on Customers** – The work to be done on the three growth options will enable the Council to distil them down to one preferred option which will be consulted on with customers of the Local Planning Authority including the public, statutory consultees, special interest groups, landowners, developers and agents.
- (ii) **Impact on Equalities** – The Integrated Assessment includes an Equality Impact Assessment along with the Health Impact Assessment that will help to ensure that the Council understands the potential effects of policy by assessing the impacts on different groups both external and internal. The Council understands any adverse impacts and how they are identified, and actions identified to remove or mitigate them. It will make decisions which are transparent and based on evidence with clear reasoning to comply with the Equality Act 2010.
- (iii) **Impact on Risk** – The District remains at risk from speculative development and therefore moving the LDP Review onto a new timetable, which has been delayed for various reasons, and carrying out the work needed to get to a Preferred Options stage as quickly as possible will assist the District with this matter. Prematurity is not a reason to refuse planning permission, but once a Preferred Option is agreed and consulted on then that is setting out the 'direction for travel' of how the District wishes to grow and anything outside of that will need very careful consideration to determine whether it is appropriate.
- (iv) **Impact on Resources (financial)** – Any further delay in the timetable of the LDP Review will mean evidence work that has been done already may need to be looked at again, which could have an unbudgeted financial consequence and staffing implications. The options have been reduced down in number from seven to three because of two main reasons. Firstly, the cost of carrying out the assessments of each option includes transport modelling and this would be cost prohibitive. It has been estimated that the cost of testing three options will be around £100k. Secondly, key strategic partners such as the NHS and ECC have to model the options and therefore for them there is also a cost in terms of staffing capacity, they will not commit to modelling more than three options, this includes other key providers such as Anglian Water.
- (v) **Impact on Resources (human)** – The team is fully staffed at present, and this will be monitored as a risk on the project risk register.

Background Papers:

APPENDIX 1 – Papers that were presented to Members at a workshop on 12 July 2023.

Enquiries to: Anne Altoft-Shorland, Head of Planning Policy and Implementation.

BRIEFING PAPER**ALL MEMBER BRIEFING/WORKSHOP****OPTIONS FOR GROWTH****12th July 2023****1.0 INTRODUCTION**

- 1.1 A consideration for the review of the local plan is the extent and distribution of growth within the plan area. All councils have to prepare a Development Plan called a Local Plan; this document alongside the Minerals Local Plan and Waste Local Plan and Neighbourhood Plans where they have been prepared forms the “Development Plan” and is used as the starting point in the determination of planning decisions. It sets out how an area can meet its growth needs for matters such as new housing and employment development. All local plans must take into account the National Planning Policy Framework (NPPF) when they are prepared including having a spatial strategy which directs where this growth will go and allocates land so that it can be developed. Local Plans also contain more detailed policies to guide how councils will make decisions on planning applications. The plan covers all types of development, from housing to employment, shops, infrastructure (roads, schools, green spaces) and community facilities, with a few exceptions including how marine, waste and minerals related development will be catered for.
- 1.2 Maldon District Council’s Local Development Plan (LDP) is a Local Plan and was approved following an Examination in Public by the Planning Inspectorate in 2017 and it covered the period 2014 to 2029. The present LDP applies to the whole of Maldon District. From this point on in reports the terms Local Plan Review will be used to bring the Council in line with national terminology.
- 1.3 The Local Plan (LP) Review has a number of formal statutory stages to pass through which will take place over the next few years. This includes consultation on draft versions of the Plan. The Issues and Options document was the first formal, but non-statutory consultation in the plan-making process. Its main purpose was to ensure that the Plan scoped and identified the main issues for those parts of the Plan that the Council is reviewing and that all suitable alternative options for accommodating change were considered. The consultation ran from the 17th January to the 14th March 2022. 23,400 comments were received from 490 representations including the public, statutory consultees such as neighbouring authorities, Parish Councils, Essex County Council, the NHS, Environment Agency, Marine Management Organisation and special interest groups including developers and landowners.
- 1.4 The Council put forward in the Issues and Options Consultation seven high- level growth options for consultees to consider with two specific questions that covered the growth options, these were:

Question 15. Which growth option do you consider to be the most appropriate for the District of Maldon?

Question 16. Do you believe that there is another suitable growth option for the District, perhaps a combination of any of the above? Please set out your views.

- 1.5 There were a number of responses to these questions; 327 to question 15 and 242 to question 16. 142 respondents in question 16 thought there was another option to consider, however, none of them put forward one, they were mostly combinations of the options already put forward or a repeat of the answer to question 15.
- 1.6 Many of the responses were around the fact that responders did not want any more growth either overall or in their settlement. It was apparent in the responses that more respondents made comments from the south of the District than the north and this gives the Council a challenge of ensuring it does not place bias when determining a growth option given this pattern.
- 1.7 Whilst these types of comments are important to those making them, not wishing to see a settlement grow or not wanting any more growth in general in the District is not a matter that the Council can take into account when making decisions regarding the Local Plan. When making the decision about which direction the Local Plan will take in regard to choosing a growth option, the Council has a statutory duty to produce a sound Local Plan which sets out how it is going to deliver its full identified growth. That choice needs to be made not by how many like or dislike each option but by evidence to either support or discount it. This also applies to those respondents who were using the consultation to promote a growth option based solely on the fact that there was what they deemed to be a suitable site within it to develop. This is not relevant at this stage in the process.
- 1.8 One of the main issues that arose from the responses to questions 15 and 16 was concern around infrastructure; this was a thread that ran through the whole consultation response and shows the level of concern regarding this matter within the District.
- 1.9 Whilst, we must not make decisions based on the numbers of supporters for an option, it is a matter of interest to see the number of respondents supporting the growth options, they came out in a preferential order as follows.

OPTION 1 – Retain the option in the LDP approved in 2017 – focus growth in the settlements of Maldon/Heybridge and Burnham-on-Crouch

Option 2 – A strong focus on the towns and larger sustainable villages

Option 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge

Option 4 – Pepper pot growth throughout the Settlement Pattern (Spread the growth across all the sustainable settlements in the District)

OPTION 3 – Growth generally focused on the towns Maldon/Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Pattern.

Option 5 - Create a new satellite settlement or large urban extension bolted onto one of the towns, larger villages and/or settlement adjacent to the District boundary

Option 7 – Focus growth along the rail line to Althorne, North Fambridge and Southminster

- 1.10 The task now is to reduce the number of options down from the original seven in the consultation document to a maximum of three. This is because the remaining options will require a substantial amount of testing and appraisal work to be carried out on them *before* Members will have enough information and evidence to discard two options and choose a Preferred Option. That work comes at a human resources and financial cost for MDC, ECC and other statutory partners such as the NHS. It is also important to reduce the number of options down because we are unable to restart the clock on the LP Review timetable until the work on them starts.
- 1.11 In the Issues and Options Consultation, we set out seven high-level concept growth options. These were based on different types of settlement that could be chosen as having a role for LP Review growth, rather than examining the scale of growth and locations for growth within each settlement. It was not possible to have options with any more detail attached to them at the time, because the evidence needed to be more precise was not available. It started instead within evidence that was available at a high-level.
- 1.12 The reduced number of options can be a combination of the seven options already presented; we do not need to choose them from those as specified in the Issues and Options Document, but they do need to relate directly back to them as they were consulted on, so we should not add in another option which is not related to them.
- 1.13 Once the number of options has been reduced to three, the remaining ones will be subject to an Integrated Assessment (incorporating the legally required Sustainability Appraisal or SA, a Strategic Environmental Assessment (SEA) and Habitats Regulation Assessment (HRA) and an Equalities Impact Assessment (EqIA); these processes are a legal part of the preparation and eventual Examination of the Plan. In addition, they will be subject to a Health Impact Assessment as advocated by the Essex

Design Guide and the NHS Integrated Care Partnership to ensure the planning system has regard to health and wellbeing outcomes. The SA & SEA will also have a broad look at the options the Council is not taking forward to determine the sustainability merits of not doing so and to ensure the Council has not dismissed an option that may have other advantages not fully realised. This will ensure that the Council can show it has considered 'reasonable alternatives' for the options for its Spatial Strategy and not just dismissed one or more of the options at this stage because for example it got less support than the others, or we believed it would cause more issues or had more problems than the other options. It is through the SA/SEA report that there is a legitimate vehicle for challenge on the options at the Plan's Examination and if we do not get it right it can lead to challenges through the Judicial Review process as well.

- 1.14 In this process, Maldon District Council is the Local Planning Authority and we are considering this for the whole district. This is planning for the future, so any final option will have to be able to accommodate not only future growth, but also future infrastructure. Therefore, just because it is felt there is not infrastructure now, does not mean that the option would not be able to provide what it is required to over a plan period, so this would not be a reason to discount an option at this early stage.
- 1.15 Set out below is an analysis of each option. Accompanying each option is a RAG analysis that was discussed by the Planning Policy Working Group on the 6th September 2022. The minutes of this meeting are available on Mod.gov.
- 1.16 These have been set out in this paper for each option because some Members may find it easier to read it in a paper format rather than on a spreadsheet. At Appendix B attached to the end of this report is a table setting out the numeric details of each option.

2.0 HOUSING REQUIREMENT

- 2.1 The NPPF sets out in paragraphs 60 and 61.

"60. To support the Government's objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay.

61. To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. In addition to the local housing need figure, any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for."

- 2.2 The Standard Method is calculated every year and can change every year as the affordability ratio for each area can change annually. At the present time, July 2023, the Standard Method calculation for Maldon District's Housing Requirement is 279 homes per year. Whilst there may be changes to this in the next iteration of the NPPF, these are not present at the moment and even if they were, as the consultation draft of the NPPF was set out, the Council has no evidence it can move away from the Standard Method as a means of calculating its housing requirement. This figure is a minimum not a maximum, so it is only the minimum amount of housing the District has to provide each year and the Council can, if it chooses, provide additional homes in a Local Plan, if for instance it had the evidence that they were needed to fund infrastructure, boost the economy or enable other things to happen.
- 2.3 For the purposes of choosing our growth options it is important to work out the land supply based on an uplifted amount of housing. This is because, the affordability ratio changes annually and could increase again for the District, prior to the Plan's submission to the Secretary of State, and it is important that all the work and testing carried out by not only MDC officers, but also strategic partners is not carried out on a figure that could actually come up short. Therefore, the Council could, for the purposes of testing and appraising options, add on 10% to the 279 per annum bringing it back up to 310 homes as set out in the present approved LDP per annum and 20% bringing it up to 334 per annum.
- $310 \times 20 \text{ years} = 6,200 \text{ homes}$
 - $334 \times 20 \text{ years} = 6,680 \text{ homes}$
- 2.4 Existing commitments are deducted from a housing requirement in a Local plan. The first five years will nearly be built out by the time of submission so these should not be counted. The amount of housing with permission outside of 5 years at the present time is 1,003 homes; it should be noted this figure will change as the LDP Review advances. All the calculations have included these commitments.
- 2.5 There is a risk which we must highlight to Members which concerns secondary education provision. ECC in the Issues and Options Consultation have already indicated that there will be the need to fund the capital development of a new secondary school in the District within the next plan period, which the Review will cover. A new secondary school needs approximately 4,500 homes to fund it and 10 hectares of land. 5,197 homes does not provide very much headroom in terms of funding for infrastructure. A few applications granted before the LDP Review is adopted could undermine that headroom very quickly unless we can negotiate contributions or land toward a secondary school. At the moment any highway improvement costs are unknown.
- 2.6 In order to try and build in some kind of 'safety net' for the options testing officers would advise and have predicated the analysis work on adding the 20% onto the present Standard Method housing requirement figure of

279, which would bring the overall minimum requirement up to 334 per annum or 6,680 over 20 years as set out above. This allows a safety net for testing. This would give the Council flexibility to (if the Standard Method allows) go either below the 279, or up to 334 per annum in the final Local Plan. By not building in this flexibility at testing stage, we could have to abort or repeat testing in the future, before we submit, which is not budgeted for.

3.0 CONSIDERATIONS THAT COVER ALL OR MOST OF THE OPTIONS

3.1 SMALLER SITES OF LESS THAN 1.0 HECTARE

- 3.2 The NPPF requires Local Plans to ensure 10% of the housing requirement is delivered on sites of less than 1 hectare. Based on the Housing and Economic Land Availability Assessment (HELAA) data, none of the options can supply enough land to provide 10% of the housing requirement on sites of less than 1.0 hectare. This is even the case if we add in sites of 1.0 hectare or less which *already* have planning permission. There is a shortfall in every case. This effectively means that the decision on whether we have a windfall policy is effectively being made for us by our land supply, because national planning policy is clear and says at paragraph 69 (emphasis added in **bold**).

"Small and medium sized sites can make an important contribution to meeting the housing requirement of an area, and are often built-out relatively quickly. To promote the development of a good mix of sites local planning authorities should:

a) identify, through the development plan and brownfield registers, land to accommodate at least 10% of their housing requirement on sites no larger than one hectare; unless it can be shown, through the preparation of relevant plan policies, that there are strong reasons why this 10% target cannot be achieved.

b) use tools such as area-wide design assessments and Local Development Orders to help bring small and medium sized sites forward.

c) support the development of windfall sites through their policies and decisions – giving great weight to the benefits of using suitable sites within existing settlements for homes; and

d) work with developers to encourage the sub-division of large sites where this could help to speed up the delivery of homes"

- 3.3 This matter will need to be discussed in more detail at a future Working Group meeting and officers and Members will have to consider what a windfall policy could look like for the LDP Review.

3.4 AFFORDABLE HOUSING

- 3.5 In most of the options there is a shortfall against the affordable housing target. This target is found in the Local Housing Needs Assessment May 2021 and is 172 units per annum or 3,440 over a 20-year period. The amount of affordable housing required from development is presently set

in the Approved LDP 2017 and varies in terms of a percentage requirement of between 25% and 40% across the District. The figures for each option have been calculated using these present adopted percentages. This may alter when a critical piece of evidence is completed called the Whole Plan Viability Assessment after the Preferred Option is selected.

- 3.6 A shortfall in the affordable housing need does pose a risk to the LDP Review at Examination and consideration may have to be given to having a more relaxed rural exceptions site housing policy to try and bring forward rural affordable housing and/or the allocation of additional sites to try and meet the target. National Planning Policy Guidance states.

"Strategic policies should provide a clear strategy for bringing sufficient land forward, and at a sufficient rate, to address objectively assessed needs over the plan period, in line with the presumption in favour of sustainable development. This should include planning for and allocating sufficient sites to deliver the strategic priorities of the area"

- 3.7 This in effect means that where we have a clear evidenced need, in this case for affordable housing, we should be planning for and allocating enough land to deliver that need if we have it.

3.8 **BROWNFIELD LAND**

- 3.9 The term 'brownfield' land means land which is, or was, developed previously. As the term 'developed' has a legal meaning, there are exclusions in national policy which including agricultural buildings, mineral extraction areas, waste disposal or landfill, land in built-up areas including parks, allotments and recreation grounds and residential gardens. As Members can see, none of the options provide for very much land at all in terms of brownfield land. This was to be expected in a District like Maldon which does not have the traditional redundant industrial workings or office blocks. This lack will not impact on the Plan's soundness at Examination. We should as a matter of course however and as good practice consider suitable brownfield sites first in any of the chosen options, including whether allocating them for residential development will help them come forward.

3.10 **FLOOD RISK**

- 3.11 In 2021, the Council commissioned a Strategic Flood Risk Assessment (SFRA) for the District, to update the last assessment undertaken in 2007. It remains underway but is close to completion. The provisional flood risk maps for the updated SFRA have been checked against the settlements of the District and apart from Steeple, Heybridge Basin and Bradwell Waterside, there are no settlements which could not accommodate some level of growth. Any major sites which now fall into flood risk areas have been discounted. This has mainly affected Heybridge with land for 282 units being taken off the total available sites within the Parish as set out

in the HELAA and North Fambridge with 120 units being taken off the total available sites within the Parish.

4.0 CONSIDERATION OF THE OPTIONS FOR GROWTH – OPTION 1

4.1 **OPTION 1 – Retain the option in the LDP approved in 2017 – focus growth in the settlements of Maldon/Heybridge and Burnham-on-Crouch**

Set out in the Issues and Options Consultation Document 2022 this option was described as.

"This option would continue the principles set out in the present approved LDP 2017 with most of the growth being allocated in Maldon/Heybridge and Burnham-on-Crouch, these are the main towns of the District. This could ensure the economies of scale necessary to generate a wide range of community facilities in these areas, a supported public transport network, business and employment opportunities and a supported retail offer. The only alteration would be encompassing national planning policy changes with regard to 10% of any housing allocation should be on smaller sites."

Rag Analysis of Option 1.

Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services

4.2 **General Comments Received** - The comments received from respondents were broadly that this option would.

- protect green spaces.
- The majority of the services and facilities are already in the main towns. Urban extensions next to towns minimises impact elsewhere.

- Helps protect the rural settlements, garden suburbs maintain infrastructure.
- The towns have publicly accessible transport facilities and more employment opportunities.
- There would be a need to allocate medium and small sites to ensure choice in the market.
- The option failed last time.
- The towns do not have the infrastructure to take more growth, they have taken their share of growth in the past.
- It would be better to allocate into the north of the District to link up with the A12.
- Move the growth into neighbouring authority areas.
- Need to ensure there is not urban sprawl and towns and villages merge.
- May place additional strain on services and facilities, it would not allow investment on infrastructure in other parts of the District.
- It would maximise sustainability in the towns.
- The existing infrastructure in the towns must be able to cope with the increase in growth.
- Easier to expand what is already there.
- It's the least unattractive option.
- Spoil the charm of Maldon.
- Will result in too much development in the same places as before, large villages can also take growth.

4.3 **Statutory Consultees comments.**

- **Chelmsford City Council** - the growth option should be guided by transport modelling, provision of jobs close to housing. Choices should also be informed by the impact on infrastructure such as health and education in adjoining authorities. The road network is under pressure, transport modelling for the Chelmsford City adopted plan left little headroom for further growth. For Options 1 – 5 they were concerned about the A414 Maldon to Chelmsford corridor – A414 east of Chelmsford could be exacerbated by growth in the District. B1012/A132 into South Woodham Ferrers and links to the A130. The A130/A132 junction and the Rettendon Turnpike are forecast to be over capacity by 2036, and traffic modelling for Chelmsford's Local Plan identified significant constraints. This led to requirements in the Chelmsford Local Plan allocation for the development to maximise opportunities for sustainable travel, provide new public transport routes, improve pedestrian and cycle connections to the railway station, build specific junction improvements, and make contributions to strategic network improvements. In addition, the impact of additional traffic from the Maldon district on two of the Air Quality Management Areas in the City Council area should be considered - on the A414 at Danbury and the Army and Navy junction.

- **Colchester City Council** do not consider option 1 as deliverable because it did not address the issues raised previously.
- **Braintree Borough Council** consider options 1 – 3 most appropriate because they direct development to the most sustainable places.
- **Essex County Council** have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District, the Plume Academy has, once the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth.

Impact on road corridors – Options 1 to 6 will need to consider the proposed realignment of the A12 and movements along the B1019 corridor and the B1019 Maldon Road/B1137 Duke of Wellington mini roundabout as well as any potential A120 route. Growth options 1 to 6 and to a lesser degree option 7 need to consider the impact of growth along the A414 through Danbury. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers.

- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population.

The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements

rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

- 4.4 **Summary for Option 1** - Maldon, Heybridge and Burnham-on-Crouch are settlements with a range of services and facilities including health, employment, education and sport and leisure facilities. Maldon and Heybridge are contiguous in that they form in spatial planning terms an continuous urban area which although separated by the River Chelmer is otherwise joined up and not separated by any visual or development distance. There were concerns raised in the consultation that the present spatial strategy has failed because the 2017 LDP allocated all growth on large strategic sites. The NPPF seeks to address this nationally now advocating that at least 10% should go on smaller sites of less than 1.0 hectare. This option along with the others however cannot deliver the 10% of housing requirement on smaller sites because there is a lack of smaller site land supply.

There have been issues raised around the highway network, but this was to be expected and transport modelling, which is planned as part of the LDP Review process will help the Council to determine the full impact of growth on the highway network. There could be an issue on the AQMA in Danbury and this could be fundamental, but at the present time this impact and mitigation potential is not known. The Health Authority advocate growth on strategic developments that are well related to larger settlements and this option would fit in with their model for delivering health services in the future.

Essex County Council have identified a need to provide a new secondary school in the District, with the Plume Academy once the present expansion been undertaken having reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy`s ability to expand further. There will be a need to consider primary school and early years provision as well alongside growth. To provide a secondary school, this will need at least 10 hectares of land and 4,500 homes to fund it. There is a site in the HELAA that this option could consider as part of the work on the options to accommodate a new secondary school.

- 4.5 **Analysis for Option 1** - There is not enough land in this option to allocate the residual housing requirement for a 20-year plan period; this translates to an inability to bring forward the funding needed for a secondary school. Though the option may be able to bring forward the land for both a secondary school and other infrastructure such as a primary school as there is at least one site of the appropriate size in this option that could accommodate a secondary school.

This option along with all the others has a shortfall in the ability to deliver the 10% on sites of less than 1.0ha in size, even with the addition of existing commitments on smaller sites.

The option does support the delivery of part of the affordable housing target, but only potentially delivering 37% of the target. It is unlikely,

given the shortfall in the housing requirement that the option could offer economies of scale to bring forward all the other current or future evidenced infrastructure, but it does allow for development to be located in the most sustainable settlements in the District (the towns) and this would support the functioning of the NHS, emergency services and ECC community and education services. It could also offer future residents access to the services and facilities of the towns. It may be appropriate to combine this option with one or two of the others in order to try and ensure the correct level of delivery and to offer a choice in the sites to be selected.

5.0 CONSIDERATIONS OF THE OPTIONS FOR GROWTH - OPTIONS 2 & 3

5.1 These two options are similar so are being discussed together

Option 2 – A strong focus on the towns and larger sustainable villages

Set out in the Issues and Options Consultation Document 2022 this option was described as.

"This option would focus the majority of growth on the two towns in the District, Maldon/Heybridge and Burnham-on-Crouch and the larger sustainable villages. The larger sustainable villages in the context of this option will most likely be the top three/four/five (yet to be determined) large villages as set out in the settlement hierarchy with a good range of services and facilities and connectivity. This would ensure the economies of scale necessary to generate a wide range of community facilities, a supported public transport network, business and employment opportunities and a supported retail offer that could not only support their own populations but also spread benefits to their surrounding rural communities. It could also increase opportunities for small, medium building enterprises to develop housing in the District. 10% of the growth would be directed to the other large villages in the District."

5.2 OPTION 3 – Growth generally focused on the towns Maldon/Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Pattern.

Set out in the Issues and Options Consultation Document 2022 this option was described as.

"This option would focus on the most sustainable settlements within the District, with the allocated growth going in the towns Maldon/Heybridge and Burnham-on-Crouch and the large villages. The amount of growth will be proportioned out with the housing allocated being proportional to the number of houses already in each settlement. This scenario would ensure the economies of scale necessary to generate a wide range of community facilities, a supported public transport network, business and employment opportunities and a supported retail offer for anticipated population

growth. 10% of the growth would be directed to the medium villages in the District."

SPREADSHEET A - OPTIONS	Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/ provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services
<i>Option 2 - A strong focus on the towns and larger sustainable villages. Top four large villages Southminster, Tollesbury, Mayland & Latchingdon 4265 and 10% would be directed to the other large villages plus the 10% from towns and top four large villages</i>								
<i>Option 3 - Growth generally focused on the towns Maldon/Heybridge and Burnham-on-Crouch and all the large villages of the Settlement Hierarchy - Southminster, Tollesbury, Mayland, Wickham Bishops, Tillingham, Tolleshunt D'Arcy, Great Totham South, Latchingdon. 10% would be directed to the medium villages - Althorne, Cold Norton, Bradwell, Purleigh, St Lawrence, Langford, Heybridge Basin, Woodham Walter, North Fambridge</i>								

5.3 General Comments received on Option 2 – These were.

- that it protects the character and landscape of the district.
- It will address the damage to Burnham-on-Crouch.
- It is the best form of sustainable development.
- Any building in the villages should focus on small sites for local builders.
- The inclusion of more settlements could help deliverability.
- Existing infrastructure could be expanded.
- The other large villages could take more growth.
- The option could encourage growth in a district with an aging population and diminishing working age population.
- The option should include the medium villages as well.
- The road connections and amenities would be unable to cope.
- It will result in too much development in the same places.
- The option is similar to option 3.

5.4 Statutory Consultee Comments on Option 2

- **Chelmsford City Council** - made comment in that the growth option should be guided by transport modelling, provision of jobs close to housing. The road network was under pressure. For Options 1 – 5 they were concerned about the A414 Maldon to Chelmsford corridor – A414 east of Chelmsford could be exacerbated by growth in the District. B1012/A132 into South Woodham Ferrers and links to the A130 The A130/A132 junction and the Rettendon Turnpike are forecast to be over capacity by 2036, and traffic modelling for Chelmsford's Local Plan identified significant constraints. This led to requirements in the Chelmsford Local Plan allocation for the development to maximise opportunities for sustainable travel, provide new public transport routes, improve pedestrian and cycle connections to the railway station, build specific junction improvements, and make contributions to strategic network improvements. In addition, the impact of additional traffic from the Maldon district on two of the Air Quality Management Areas in the City Council area should be considered - on the A414 at Danbury (its inclusion is noted at 5.1) and the Army and Navy junction.
 - **Colchester City Council** – This could be a suitable option, focusing growth in the most sustainable areas.
 - **Braintree Borough Council** - consider options 1 – 3 most appropriate because they direct develop to the most sustainable places.
 - **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District, the Plume Academy has once the present expansion has been undertaken has reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth.
- Impact on road corridors – Options 1 to 6 will need to consider the proposed realignment of the A12 and movements along the B1019 corridor and the B1019 Maldon Road/B1137 Duke of Wellington mini roundabout as well as any potential A120 route. Growth options 1 to 6 and to a lesser degree option 7 need to consider the impact of growth along the A414 through Danbury. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers.
- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and

care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population.

The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

5.5 **General comments received on option 3**

- many of the settlements do not have enough suitable sites.
- Large villages are sustainable.
- This option is similar to option 2.
- It would focus growth in the most sustainable settlements which already have services and facilities.
- Without new housing issues of affordability could get worse.
- It would reinforce the existing settlement pattern.
- We should look to opportunities along the railway line.
- This option will assist smaller builders, allows growth to be spread more evenly.
- Levels of growth should be spread proportionately in line with populations.
- This option will achieve economies of scale.
- This could lead to an under delivery of housing.
- Distribution by population size of settlement could lead to an under delivery.

5.6 **Statutory Consultee Comments on Option 3**

- **Chelmsford City Council** - made comment in that the growth option should be guided by transport modelling, provision of jobs close to housing. The road network was under pressure. For Options 1 – 5 they were concerned about the A414 Maldon to Chelmsford corridor – A414 east of Chelmsford could be

exacerbated by growth in the District. B1012/A132 into South Woodham Ferrers and links to the A130 The A130/A132 junction and the Rettendon Turnpike are forecast to be over capacity by 2036, and traffic modelling for Chelmsford's Local Plan identified significant constraints. This led to requirements in the Chelmsford Local Plan allocation for the development to maximise opportunities for sustainable travel, provide new public transport routes, improve pedestrian and cycle connections to the railway station, build specific junction improvements, and make contributions to strategic network improvements. In addition, the impact of additional traffic from the Maldon district on two of the Air Quality Management Areas in the City Council area should be considered - on the A414 at Danbury (its inclusion is noted at 5.1) and the Army and Navy junction.

- **Colchester City Council** – This could be a suitable option, focusing growth in the most sustainable areas.
- **Braintree Borough Council** - consider options 1 – 3 most appropriate because they direct develop to the most sustainable places.
- **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District, the Plume Academy has once the present expansion has been undertaken has reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth.

Impact on road corridors – Options 1 to 6 will need to consider the proposed realignment of the A12 and movements along the B1019 corridor and the B1019 Maldon Road/B1137 Duke of Wellington mini roundabout as well as any potential A120 route. Growth options 1 to 6 and to a lesser degree option 7 need to consider the impact of growth along the A414 through Danbury. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers.

- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations

will need to be reviewed to ensure that it meets the needs of the growing population.

The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

- 5.7 **Summary for Options 2 and 3** - Both Maldon and Heybridge and Burnham-on-Crouch are settlements with a range of services and facilities including health, shopping, employment, education and sport and leisure facilities. Maldon and Heybridge are contiguous in that they form in spatial planning terms a continuous urban area which although separated by the River Chelmer is joined up and not separated by any visual distance. The large villages also have services and facilities, not as many as the towns of course but enough to warrant serious consideration as places which could grow. These settlements can also offer a positive contribution to sustainable transport solutions, whether they have them now or can accommodate them with future growth.

There were concerns raised in the consultation that the present strategy has failed because the 2017 LDP allocated all growth on large strategic sites. The NPPF now advocates that at least 10% of the housing requirement should go on smaller sites of less than 1.0 hectare. This option even with existing commitments would be unable to achieve this on its own. There have been issues raised around the highway network, but this was to be expected and transport modelling which is planned as part of the LDP review will help the Council to determine the full impact of growth on the highway network. There could be an issue on the AQMA in Danbury and this could be fundamental but at the present time this impact and mitigation potential is not known. Options 2 and 3 were quite similar and some of the respondents also pointed this out. These two options would be directing growth into the towns and large villages which have the most services and facilities already and the potential to expand these if they grow.

The Issues and Options Document did not name the large villages and going forward we would have to do this for Option 2. In the Settlement Pattern, the top four large villages with the most services and facilities are

Southminster, Tollesbury, Mayland and Latchingdon. The others in order of services and facilities are Wickham Bishops, Tillingham, Great Totham South and Tolleshunt D'Arcy. They all have primary schools except Wickham Bishops. Four of them have a doctor's surgery. Any growth option could consider, if the evidence supported it, making it a necessity to bring an additional doctor's surgery forward, or a primary school in Wickham Bishops (although there is not enough land in Wickham Bishops to do this at the moment). Both options 2 and 3 also bring in the railway line as a sustainable form of transport alongside potential improvements to the public bus network and other active travel options; however, there are known existing capacity/service challenges which would have to be analysed in the work following a reduction in the number of growth options.

Essex County Council - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy has, once the present expansion has been undertaken, has reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth. To provide a secondary school, this will need at least 10 hectares of land and 4,500 homes to fund it. There will also be a need to consider primary and early years provision given the level of growth. There are potential sites which could accommodate a secondary school in these options, and which could give the school access to a wider housing network. The Health Authority advocate growth on strategic developments that are well related to larger settlements and this option would fit in with their model for delivering health services in the future, these two options could also assist in the delivery of emergency services and county community services such as adult social care and education.

- 5.8 **Analysis for Option 2** - There is enough land in this option to allocate the residual housing requirement for a 20-year plan period and it may also be possible to bring forward the funding needed for a secondary school. Overall, there is not a great deal of difference between having the top five, four or three large villages included in the option alongside the towns, using the 310 per annum housing requirement calculation, the land could deliver in overall numbers for the option 9833, 9743 and 9167 respectively. There is plenty of headroom and a wide choice of sites; not all of which would have to be selected. The option could also potentially bring forward the land for a secondary school there are a few sites in this option which are large enough. The option does not allow for the delivery of the affordable housing target, only being able to deliver 85% of it. The option also does not allow for 10% of the housing requirement to be delivered on sites of less than 1.0 hectare, even taking into account the existing small windfall sites with planning permission. The option may offer more economies of scale to deliver other infrastructure.

The option does allow for development to be located in the most sustainable settlements which could support the delivery of services provided by both the NHS, ECC and emergency services; however, the option only allows for the largest large villages to be considered, but in terms of delivering services this means the concentration of growth in fewer places and less strain placed on services in terms of travel times and access. It could be a consideration to combine this option with option 3 so to expand the number of available large villages which could take growth and give the council a wider choice of settlements and sites.

- 5.9 **Analysis of option 3** - There is enough land in this option to allocate the residual housing requirement for a 20-year plan period and it may also be possible to bring forward the funding needed for a secondary school. It could also potentially bring forward the land. The option still comes up short in terms of the delivery of affordable housing target only delivering 89% of the target. This is one of the best options with regard to this. This option also does not allow for 10% of sites to be delivered on sites of less than 1.0 hectare even taking into account the existing small windfall sites with planning permission, its slightly improved on option 2. The option may offer economies of scale to deliver other infrastructure and it does allow for development to be located in the most sustainable settlements. The option does allow for development to be located in the most sustainable settlements which could support the delivery of services provided by both the NHS, ECC and emergency services. On the other side of this argument though is the growth could be spread out to too many settlements, thus stretching the capacity of key services providers. Overall, the option allows for a wider choice of sites to be considered than either options 1 or 2 across a number of settlements.

6.0 CONSIDERATIONS OF THE OPTIONS FOR GROWTH - OPTION 4

6.1 Option 4 – Pepper pot growth throughout the Settlement Pattern (Spread the growth across all the sustainable settlements in the District)

Set out in the Issues and Options Consultation Document 2022 this option was described as;

"All growth will be pepper potted across the towns, large, medium and small villages this would include major and minor site allocations. This means that all settlements would get some growth and it would be based on a percentage proportion of the number of homes in each settlement, so larger settlements will receive more growth."

SPREADSHEET A - OPTIONS	Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services
<i>Option 4 - Pepper-potting, spreading the growth around the towns, large, medium and small villages</i>								

6.2 General comments received on option 4

- It will give the opportunity for all settlements to improve,
- there is a need to consider different transport options,
- will enable settlements to grow more slowly.
- There will be an impact on infrastructure.
- There, will be an inability to pay for infrastructure.
- The option will put pressure on services, impact on the rural villages.
- Share the growth.

6.3 Statutory Consultee Comments on option 4

- **Chelmsford City Council** - do not support this option it is considered that growth will be placed in unsustainable locations.
- **Colchester City Council** - do not support this option as it is considered to focus growth where there would be no infrastructure to support it.
- **Braintree City Council** – does not support this option.
- **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy will have, once the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy`s ability to expand further. There will be a need to consider primary school and early years provision alongside growth.

They do not support this option it would not deliver the necessary scale of growth, particularly through 'major' site allocations, to secure the viable and sustainable delivery of local or strategic infrastructure and services (most notably a secondary school and school transport costs) and would not be supported.

- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population. The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

6.4 **Summary of option 4**

There is enough land to deliver the housing requirement in this option. As with all the other options there is concern around the highway network to deliver additional growth, but transport modelling will inform the Council concerning this matter in terms of impact and mitigation.

There was a lack of support for this option from the statutory consultees, although this is not a reason in itself to discount an option because their rationale maybe guided by their organisational considerations just as ours is on occasions. However, it is important to consider what they are saying and whether it has credence, particularly given we have a legal obligation to them for strategic and cross-boundary matters under the Duty to Cooperate. Neighbouring local authorities are concerned that if the Council direct growth to all the settlements then we would be unable to provide for our own infrastructure, which then places pressure on theirs, particularly around education and health services. The County Council and NHS are concerned that spreading the growth to settlements which

are unsustainable would make it more difficult to deliver their services. Essex County Council - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy will have, once the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth.

Given the level of concern raised among many of the consultees regarding infrastructure delivery and that it is a key consideration, the question must be asked whether this option can deliver economies of scale to ensure that there is not a deficit in infrastructure. If the Council pepper-pots the growth to all the settlements, whilst it may appear to a degree to limit the impact of that growth in terms of visual impact as well as all parts of the District taking a 'share' of the growth; this is not an adequate planning reason. The risk of infrastructure not being funded is high, particularly with regard to the ability to bring forward large items of infrastructure such as schools or highway improvements. This is because there would be a watering down of the economies of scale needed to deliver large items of infrastructure. Also, Members should be aware that some settlements, even in this option will still be allocated substantial amounts of growth because pepper potting does tend to mean that growth goes where the sites are. Therefore, settlements with no land coming forward would not receive any allocations whilst those settlements with large sites, no matter how large or small they would have to be considered. Though policy could be put in place to try and bring forward additional infrastructure, it does take a significant amount of growth to bring forward a primary or secondary school or additional health services for instance and spreading the growth around would limit the Council's ability to create the right policy conditions to ensure this happened.

- 6.5 **Analysis of Option 4** - There is sufficient land in this option to allocate the residual housing requirement for a 20-year plan period. The option does allow for the delivery of the affordable housing target delivering 101% of the target. The option can potentially bring forward the land for a secondary school but there is a question mark over its ability to bring forward the funding for it and for other larger pieces of infrastructure because growth would be spread around the District.

This option could in effect allocate land in the small and medium villages some of which do not have access to a railway station or bus services, and it may not be possible to provide a bus service if a settlement is particularly isolated. Therefore, this option could increase rural isolation and would have to come with a comprehensive funded transport strategy - part of an Infrastructure Delivery Plan, to ensure that future residents could access higher order settlements for their essential needs; ECC are likely to be reluctant to fund this scale of intervention if other options were available for the Council to choose from that present more affordable

or sustainable transport solutions. There is a risk, albeit unknown at this time, that the cost of this kind of provision alongside other infrastructure provision could make the LDP unviable; which would mean it is unsound at Examination. There is also a risk that taking forward this option would result in objections from the Council's Duty to Co-operate partners at the Examination, objections which the Inspector would, given that sustainability is a key tenant of national planning policy, most likely support. Failure of the Duty to Cooperate is not recoverable from once the LDP is submitted.

7.0 CONSIDERATIONS OF THE OPTIONS - OPTION 5

7.1 Option 5 - Create a new satellite settlement or large urban extension bolted onto one of the towns, larger villages and/or settlement adjacent to the District boundary

Set out in the Issues and Options Consultation Document 2022 this option was described as.

"The satellite settlement or large urban extension would accommodate all allocated growth excepting 10% and a 20% buffer. This would ensure the economies of scale necessary to generate a wide range of community facilities, a supported public transport network, business and employment opportunities. The 10% and 20% buffer of growth would be allocated to the remaining towns and large villages."

SPREADSHEET A - OPTIONS	Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services
Option 5 - Create a new satellite settlement or large urban extension bolted onto one of the towns, larger villages and/or settlement adjacent to the District boundary								

6.2 General comments on option 5

- This is a chance to integrate services and facilities in one place, could be close to the A12 and trainlines.
- The option offers an opportunity for infrastructure and will reduce pressure on communities.
- It should target a new settlement.
- It needs to include smaller sites for local builders.
- The option will have too long a lead in time and would need an interim strategy to ensure delivery of supply.
- A new garden village should be considered in the south near to a railway station.
- Climate change and infrastructure needs to be considered.
- The option would be very damaging and would require substantial amounts of infrastructure.
- It would work well with options 6 and 7.
- It would protect the countryside.
- The option would create similar problems to the existing strategy. The road networks and other infrastructure would need substantial improvement.

6.3 Statutory Consultee Comments

- **Chelmsford City Council** - made comment in that the growth option should be guided by transport modelling, provision of jobs close to housing. The road network was under pressure. For Options 1 – 5 they were concerned about the A414 Maldon to Chelmsford corridor – A414 east of Chelmsford could be exacerbated by growth in the District.
- **Colchester City Council** - strongly objects to this option, it could lead to pressures on services and facilities in an adjacent authority and the merging of settlements.
- **Braintree Borough Council** - do not support this option, it is undeliverable because no suitable site has come forward. They are concerned that there will be a negative impact on Witham and its surroundings. Any further growth in the north of the District seeking to make use of the services of Witham would have to provide in terms of infrastructure improvements.
- **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy will have, once the present expansion has been undertaken, reached capacity.
Impact on road corridors – Options 1 to 6 will need to consider the proposed realignment of the A12 and movements along the B1019 corridor and the B1019 Maldon Road/B1137 Duke of Wellington mini roundabout as well as any potential A120 route. Growth options 1 to 6 and to a lesser degree option 7 need to consider the

impact of growth along the A414 through Danbury. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers. Option 5 is considered to have significant strategic cross boundary issues and would probably require a 30-year plan time.

- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population. The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

- 6.4 **Analysis and Summary for option 5** - As with all the options, issues were raised regarding the highway network, transport modelling will be assessing the matter, and this will help inform the Council further into the process.

The Council did not name a settlement in this option. For a large urban extension there has to be sufficient land to accommodate the needs of future residents, so there would have to be enough land to develop the housing, employment, and community services and facilities necessary to form a viable new settlement. Despite the Call for Sites being open since 2021, including promotion in local newspapers and industry press via Estates Gazette, no land of sufficient scale and similar location has come forward that could be considered for a new settlement in its own right. Therefore, this leaves the Council with the consideration of urban extensions onto existing settlements to deliver this Option.

- 6.5 As stated in 6.4 above, any land to be considered has to be large enough to not only accommodate the housing requirement, but also potential

employment, retail, education and health uses and include open space. It also has to be viable to fund any potential off-site highway works. Any development in the areas discussed would have to consider the provision of this and the council can expect to be tested on this at Examination.

- 6.6 A large urban extension would have to have sites which are contiguous with one and another so that when they are built on, they fit into the existing spatial townscape of the settlement they are being bolted onto. In terms of the sites that have come forward, there is no one site, or group of sites, in broadly one place in the District which could achieve this. The only way to assess this option is to have a number of the larger contiguous sites in different places in the District making up the total housing requirement. This would mean a number of urban extensions across the District. From those submitted into the HELAA, the following could be considered:

- There is land for approximately 1,556 homes adjacent to South Woodham Ferrers.
- There are sites in Althorne which could accommodate 750 homes.
- There are sites in Maldon which could accommodate 1,614 homes
- There is a site in Southminster which could accommodate 1,050 homes

- 6.7 This would total 4,970 homes. This still leaves a shortfall on the housing requirement and the affordable housing target. It also leaves no headroom and if one site falls by the wayside then there is almost no chance of achieving the housing requirement; which will be a resilience test in the Examination. If Burnham-on-Crouch and the rest of the sites in Maldon and Heybridge were to be added, effectively merging this option with option 1, the total amount of housing it could bring forward would rise to 8488; that is considered to give sufficient headroom if sites were not suitable and had to fall out. This would also provide a wider choice of sites.

There could be an issue however with the long lead in times expected for the delivery of urban extensions, as raised by some of the consultees in that in the interim period whilst the urban extensions were coming forward through planning or enabling infrastructure, other sites would have to be allocated to ensure a continuous supply of housing. In effect this could create the same issues as occurred with the present approved LDP. To get around this issue it would mean considering allocating additional housing (over and above the housing requirement) to ensure a supply or having a more relaxed windfall policy which clearly sets out where and how growth could support the supply. Some of this may be mitigated by the addition of the Burnham-on-Crouch and the rest of the Maldon and Heybridge sites. Essex County Council - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District, The Plume Academy will have, once

the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth. The option could however accommodate a secondary school and fund it. There is a question mark over whether this option would assist the statutory infrastructure providers such as the NHS and ECC or emergency services as well as other options. This would have to be assessed as part of any further work on the options alongside discussions with the relevant partners. This option to go forward would have to be considered to be combined with one or more of the other options to be able to bring forward the growth required and provide the choice of sites to ensure supply. Given the climate change emergency the Council has declared, this option, though less than option 7 brings in the relationship of the railway line as a means of sustainable transport

7.0 CONSIDERATIONS OF THE OPTIONS FOR GROWTH - Option 6

7.1 Option 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge

Set out in the Issues and Options Consultation Document 2022 this option was described as.

"This option would focus major allocations in the settlements in the north of the District. These settlements have a relationship with the settlements of Tiptree and Witham which lie outside of the District, and Maldon/Heybridge in the District and residents can also access the railway connections at Hatfield Peverel and Witham and the strategic road connection of the A12. Residents of the District look to these settlements for the majority of their higher-order services and facilities. Maldon/Heybridge is not included in this scenario for strategic growth allocations because of the amount of growth it has previously received, the amount of existing commitments it already has but are still to come forward and the lag in infrastructure coming forward in the town. Maldon/Heybridge requires a period of time in order for planned infrastructure to be delivered and existing commitments to be built out without additional pressure from new strategic growth. 10% of the growth would be directed to the remaining large villages and towns."

SPREADSHEET A - OPTIONS	Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/ provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services
<i>Option 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge - Great Totham South, Wickham Bishops, Tollesbury, Tolleshunt D'Arcy. 10% would be directed to the remaining large villages and towns.</i>								

7.2 General comments on option 6

- This option would benefit from links to the A12 corridor, Danbury and Hatfield Peverel.
- There is the need to ensure the continuing support for the towns Maldon, Heybridge and Burnham-on-Crouch.
- The option would create similar problems to those that already exist.
- Economies of scale funding would go outside the district.
- Development would be close to Colchester and Chelmsford.
- Good access to the A12,
- No windfall development.
- This option would be discharging responsibility for infrastructure to neighbouring authorities, ignoring sustainable communities such as Maldon and Burnham-on-Crouch.
- Loss of rural character of small villages.
- Would need good cycle routes to the towns.
- Impacts could be mitigated against by pepper-potting.
- Put development where infrastructure already is.
- Have had an over-reliance on Maldon/Heybridge and Burnham-on-Crouch.
- Focus growth in areas which are less dense.
- Danbury is already over-burdened.
- Closer to strategic transport links.
- Tiptree already has services and facilities.
- This option would not resolve the affordable housing problem in the south of the District.

7.3 Statutory Consultee Comments

- **Chelmsford City Council** – no comment

- **Colchester City Council** - This option is not supported. There are already a number of capacity issues within Tiptree, notably health care services, public transport and the road network. These issues are being explored through the Tiptree Neighbourhood Plan, which is currently preparing its Regulation 14 draft. In addition, this option could also further add to the strategic capacity concerns associated with the A12 and the connecting network, including traffic increase to and from and through Tiptree and surrounding settlements. This approach could lead to coalescence of settlements within Maldon as well as with neighbouring settlements outside of the District. Focusing development in one broad direction could lead to a disproportionate level of affordable housing provision throughout the district.
- **Braintree Borough Council** –This option appears to be limited by a lack of available sites, meaning that the Plan may not be able to deliver its expected level of growth. This could also have a significant impact on Witham and the surrounding villages. Growth and infrastructure improvements in Witham are planned for within the Braintree Local Plan but any further growth which is seeking to make use of the facilities of Witham would need to provide for further significant infrastructure improvements.
- **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy will have, once the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth.

Impact on road corridors – Options 1 to 6 will need to consider the proposed realignment of the A12 and movements along the B1019 corridor and the B1019 Maldon Road/B1137 Duke of Wellington mini roundabout as well as any potential A120 route. Growth options 1 to 6 and to a lesser degree option 7 need to consider the impact of growth along the A414 through Danbury. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers. Option 6 is considered to have significant strategic cross boundary issues.

- **National Highways** - have made comment on Option 6 they have said that focusing development on the north of the district could lead to detrimental impact upon the operation of the A12, even though there is a programmed scheme to widen the A12 between J19 and 25 (as it does not factor in unplanned growth). This would need investigating and mitigating, with contributions from the

Council into the Strategic Road Network, if this option were to be pursued. This may require even more growth to make the plan viable, alongside other infrastructure provision requirements.

- **Mid and South Essex Health and Care Partnership** – Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population. The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

- 7.4 **Summary of option 6** – To date, despite a further extension to the call for sites ending on the 15th August 2023, including placing an advert in the national Estates Gazette, no further land of any size has come forward in the north of the District. Even with 10% of growth directed to the remaining large villages and towns there would still not be enough land to accommodate the housing requirement. Most of the District's wooded areas and local wildlife sites are in the north and also the Great Braxted Estate takes up approximately 200 hectares of land, which is more wooded or managed under positive land management including for biodiversity net gain.

There are also concerns raised from National Highways concerning the impact on the operation of the A12, part of the Strategic Road Network. This is the only option that they have commented on. As with all the other options, highway impact has been raised as an issue and this would be assessed through transport modelling. There could also be an issue on the AQMA in Danbury and this could be fundamental but at the present time this impact or mitigation is not known.

Colchester City Council have objected to this option because of the impact on the infrastructure in and around Tiptree; they have commented that settlements could coalesce and there could be a disproportionate amount of affordable housing in one area. The last two reasons are currently unsubstantiated as there are no plans or discussions about the coalescence of settlements which are not already in this position and it is unclear how that could happen or why it would impact on Colchester City's area. With regard to the comment on affordable housing they may be concerned that there would be a disproportionate distribution of housing, focusing it all in one part of the District to the detriment of the rest of the area. However, the impact on Tiptree is a cause for consideration as is the impact on Witham which Braintree District Council are concerned about because both settlements are already planned for in terms of growth and infrastructure. This effectively means that any infrastructure impact on those settlements would have to be funded from developer contributions in Maldon District which would mean it would not be available to be spent in the Maldon District itself; but this is not a reason to discount it without further investigation.

Essex County Council - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District. The Plume Academy will have, once the present expansion has been undertaken, reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy's ability to expand further. There will be a need to consider primary school and early years provision alongside growth. There, is not enough land in this option to deliver a secondary school and it would not deliver the economies of scale to deliver other infrastructure.

- 7.5 **Analysis of option 6** – On its own without any other option, this option would only deliver 20% of the housing requirement at 310 per annum and 13% of the affordable housing target. With regard to the impact on Tiptree and Witham, there is a risk in that because both of these settlements are already planned for in terms of housing and infrastructure requirements, by taking this option forward, any additional identified pressures would have to be funded by developer contributions from sites within the northern part of the District and effectively funding or new infrastructure provision would go out of the District into the adjacent areas where the impact is felt; as a Duty to Cooperate matter. This could impact on the District's ability to fund other infrastructure within the area, such as secondary and primary schools. A new secondary school could not be planned for outside the District because as stated above the two locations it could go are already planned for in neighbouring authority Local Plans. This option could also place a disproportionate amount of growth in Tollesbury and Great Totham South because they are the two settlements with the most land put forward in the north. This does raise a question around the sustainability of this option given that Tollesbury does not have rail connection though it does have a bus service connection; a

transport strategy may have to be developed if this option were to go forward, the transport modelling will help to answer these questions by looking at impact and mitigation.

This option could not even be delivered in tandem with another of the options because effectively by doing that it would have to include settlements which were not in the north of the District and in actuality would become one of the other options. If option 1 was combined with this option in that it would include the towns there would still be insufficient land to deliver the housing requirement (6188) and no headroom if any sites failed. This option then carried a significant risk in that it is unlikely to provide sufficient land to deliver the housing requirements and there are Duty to Co-operate risks of an unknown quantum at present.

8.0 CONSIDERATIONS OF THE OPTIONS FOR GROWTH - OPTION 7

8.1 Option 7 – Focus growth along the rail line to Althorne, North Fambridge and Southminster

Set out in the Issues and Options Consultation Document 2022 this option was described as.

This option would focus major allocations to Althorne, North Fambridge and Southminster because they have railway stations with a connection to London. Sites making up the 10% of housing allocations to be delivered on sites no larger than 1.0 hectare will be directed to Maldon/Heybridge, Burnham-on-Crouch and the remaining large villages. Though Burnham-on-Crouch has a railway station it is not included in this scenario for strategic growth because of the amount of growth in both allocations and windfall development it has previously received and the lag in infrastructure coming forward in the town. Burnham-on-Crouch requires a period of time in order for planned infrastructure to be delivered without additional pressure from new strategic growth.

SPREADSHEET A - OPTIONS	Can the option deliver the land requirement	Can the option deliver 10% on smaller sites of less than one hectare? This includes smaller sites with existing planning permission (234 at present)	Could this option deliver land for a secondary school	Could the option offer economies of scale to deliver other infrastructure including the funds to build the secondary school	Affordable Housing can it be delivered via this option	Could the option offer/provide/improve sustainable travel options	In terms of locations for growth does this option offer/improve/provide enough sustainable locations to accommodate the required growth	Would the option support the sustainable functioning of essential services such as health and social health, access to emergency services
<i>Option 7 - Focus growth along the rail line to Althorne, North Fambridge and Southminster - include Burnham-on-Crouch- 10% would be directed to Maldon/Heybridge, and the remaining large villages</i>								

8.2 General comments on option 7 - There was a lot of objections to this option, but this was mainly influenced by the fact that there was a large site in Althorne in the HELAA, which features in a lot of the comments. At the present time the Council cannot comment on whether individual settlements can or cannot accommodate future growth or on sites which have not had any technical evidence work done on them. The Council needs to make a choice on where that growth is going to go in a broader strategic sense, and this was one of the reasons for the Issues and Options Consultation 2022. Other comments were.

- that the north has already taken sufficient growth around Maldon/Heybridge,
- the railway has insufficient capacity
- the railway is a sustainable form of transport with capacity,
- impact on the landscape,
- focus growth around the railway stations,
- it is a greener solution.
- There is sufficient growth in the north more development needs to go in the south.
- Villages with a railway should be ranked higher.
- The option does not spread development around locations.
- Could provide a catalyst to offer new services to locations and a modal shift in transport.

8.3 Statutory Consultee comments and Summary

- **Chelmsford City Council** have commented that this option could have an impact on the road network through South Woodham Ferrers.
- **Colchester City Council** – no comment
- **Braintree Borough Council** - commented that it seemed to be an interesting possibility especially considering its proximity to the railway line and the high levels of commuting to London, albeit this could exacerbate the out-commuting problem and associated local affordability issue. This option could be beneficial if Bradwell B were to be approved as it would concentrate infrastructure.
- **Essex County Council** - have stated that all the options have cross boundary issues. There is the need to provide a new secondary school in the District, the Plume Academy, once the present expansion has been undertaken, has reached capacity. There are concerns about Ormiston Rivers Academy and William De Ferrers Academy`s ability to expand further. There will be a need to consider primary school and early years provision alongside growth. Growth options 1 to 5 and 7 would need to consider the impact of growth along the B1012 Lower Burnham Road to the A132 Woodham Ferrers. Option 7 will need to consider the capacity of the Southminster Branch Line. The line offers a key sustainable mode of travel in the south of the District. New trains do provide significant passenger seating capacity – approx. 66%. The Health Authority advocate growth on strategic developments that are well related to larger settlements and this option would fit in with their model for delivering health services in the future.
- **Mid and South Essex Health and Care Partnership** - Priorities require healthcare hubs that can host a wider range of health and care services including diagnostics and early intervention services; support a move to improved digital services and provide capacity for drop-in and wellbeing services. These are being established through a combination of refurbishment and/or extension of existing facilities; sharing of facilities; and new build projects. The suitability of existing health provision, including ambulance stations will need to be reviewed to ensure that it meets the needs of the growing population.

The HCP's preference is for a pattern of growth that reduces travel time and hence increases the efficiency of district nursing activities and makes the best use of any potential centralised cross functional clinical community services. Closely grouped strategic housing developments rather than pepper potting of housing developments

are therefore a preferred option. Pepper potting of housing would not be conducive to an efficient cost-effective district nursing service or support Patient accessibility to healthcare centres where GP, community and out-of-hospital services are offered will be better where sustainable and active modes of transport are available and attractive. This is more likely to be achievable in strategic developments that are well related to larger settlements rather than small scale and isolated developments. In addition, a shift to active travel will have population health benefits.

- 8.4 **Summary of option 7** - There is not quite enough land for this option on its own to deliver the housing requirement and as with all the other options it cannot deliver the 10% of the housing requirement on smaller sites. It also does not deliver the affordable housing target, potentially delivering only 50% of it. There are some sites large enough to accommodate a secondary school in this option, though it would be unable to fund it. There would also be a question mark over the economies of scale to fund other needed infrastructure. The Health Authority advocate growth on strategic developments that are well related to larger settlements and this option would fit in with their model for delivering health services in the future in that there is a connection with Burnham-on-Crouch, Southminster and South Woodham Ferrers via the rail network, albeit one to be explored further and it would also assist in the delivery of other strategic partners services such as ECC and emergency services.
- 8.5 **Analysis of option 7** - The option did not propose strategic allocations in Burnham-on-Crouch even though it does have a railway station. This was because there was a local perception of a lag in infrastructure coming forward in the town. The consultation has undermined that perception, because the County Council has asked for clarification, because this is not how they perceive the situation, which would indicate that despite residents' concerns, there is not a lag in infrastructure coming forward, or rather not anymore of a lag than anywhere else in the District/Essex. Therefore, given that Burnham-on-Crouch is a main town in the Settlement Pattern, to remove it from this option at this point in the process on what is an assumption, without any key evidence could undermine the robustness of any options appraisal going forward. Taking Burnham-on-Crouch out will also certainly be noted in the Sustainability Appraisal of the options, particularly as it is a main town with a number of key services and facilities including a secondary school and railway station. This could also undermine the LDP when it gets to examination because this is a reasonable alternative scenario that needs to be considered further. The assessment has therefore included it in, and it should be for the evidence to determine whether it should be removed as first proposed.

As a standalone option with Burnham-on-Crouch in it, option 7 still does not provide the housing requirement, it is short 1667 homes at 310 per

annum and 2147 homes short at 334 per annum; There is not enough headroom to provide for any shortfall in the analysis work, nor is there a large enough choice of sites. If Maldon and Heybridge were added into this option so in effect it would become a combination of options 1 and 7 then the quantum of housing would increase to 8016, this would be more than adequate to cover the housing requirement and provide more choice of sites. It would also raise the potential of delivering affordable housing to 75% of the target. It would mean that growth could be assessed in the towns, as the most sustainable settlements linking in with key services and facilities and also along the railway line in keeping with the key tenant of this option which was about exploring growth potential and constraints in line with an available sustainable travel choice.

Option 7 could be combined with options 2 or 3 but this is moving toward Option 4 (pepper potting) and Southminster is the largest village in the District already and it is in the option for consideration.

9.0 CONCLUSION

- 9.1 As set out in Section 8 above, only three of the options; Options 2, 3 and 4 can meet the housing requirement on their own, without combining with any other option. Though Option 3 is actually a combination of Options 1,2 and 3 in itself as consulted at Issues and Options stage in 2022. Given that Option 4 has received objections from all of the key statutory infrastructure providers and our surrounding local authorities it is recommended that this not be taken any further for testing and it is considered that in the presence of other options Option 4 would be an unusual choice in planning terms to follow and is likely to be hard to defend at Examination.
- 9.2 Option 6, growth in the north of the District, does not have enough land in it to be a sustainable option to test, even with the addition of Maldon/Heybridge and Burnham-on-Crouch (Option 1) there would still not be enough land. The potential pressure on Tiptree and Witham could mean there may be Duty to Cooperate objections from neighbouring authorities which could be justified, and that infrastructure funding would have to be spent outside of the District to provide additional infrastructure in both those places, may leave a shortfall on what is spent for infrastructure inside the District. There also may be objections from National Highways regarding the impact on the A12 and the possibility that further contributions would need to be spent on the strategic road network to receive unplanned growth. Overall, the questions and issues raised by option 6 are too many to comfortably consider this as a suitable alternative option to take forward.
- 9.3 Option 3 can provide enough land, has sufficient sites in it to provide choice when site selecting and has sites in it which could potentially accommodate a secondary school. It can accommodate not the whole affordable housing target but a good proportion of it, it would be assessing growth in the most sustainable settlements which have some

services and facilities and a good base on which potential improvement could be made on the back of additional growth. There is enough land for economies of scale in the determination of what infrastructure is required and how it is going to be funded. The locations for growth may be appropriate in terms of the capacity for strategic infrastructure providers to service their functions sustainably, though this would be for future discussion with them to clarify should the option be taken forward for testing.

- 9.4 This then leaves options 5 and 7. Both of these only really work as options if they combine with other options; rather than on their own. For option 5 it would have to include the larger sites and contiguous sites around settlements within the District and combining them with what is effectively Option 1. So that it is clear, in this option we would be analysing and carrying out further work on the following settlements Maldon, Heybridge, Burnham-on-Crouch, Althorne, Southminster and South Woodham Ferrers (in Chelmsford City Council area). The Council would also have to formulate a windfall policy to ensure support for delivery.

Option 7 once again does not work as a viable option on its own but in combination with Option 1 it could be achievable, giving a choice of sites and the potential to delivery 8016. Having an analysis of the railway line and how it could interact with future growth in an option is a suitable alternative option and given the Climate Change emergency the Council has declared, the need to maximise the use of transport alternatives to the car.

- **RECOMMENDATION – PURSUE FURTHER TESTING FOR OPTION 3 – GROWTH IN THE TOWNS AND LARGE VILLAGES.**
- **RECOMMENDATION – PURSUE FURTHER TESTING FOR OPTION 5 IN COMBINATION WITH OPTION 1**
- **RECOMMENDATION – PURSUE FURTHER TESTING FOR OPTION 7 IN COMBINATION WITH OPTION 1**
- **RECOMMENDATION – DO NOT PURSUE OPTION 4 – PEPPER POTTING ANY FURTHER IN THE LOCAL DEVELOPMENT PLAN REVIEW PROCESS.**
- **RECOMMENDATION – DO NOT PURSUE OPTION 6 – GROWTH ONLY IN THE NORTH OF THE DISTRICT.**

OPTIONS	Towns	Large Villages	Medium Villages	Small villages	10% contribution from land (no permissions - for information only)	Total Contribution	Shortfall Potential on Housing Requirement (red)	Potential affordable housing contribution	Shortfall on affordable Housing Requirement	Total 10% Contribution (Fcol plus , 1.0ha existing commitments)	Total 10% shortfall
Option 1 - Retain the option in the LDP approved in 2017 – focus growth in the settlements of Maldon/Heybridge and Burnham on Crouch - 10% would be on smaller sites - 310 PA	4960				21	4981	-1219	1266	-2174	255	-365
Option 1 - Retain the option in the LDP approved in 2017 – focus growth in the settlements of Maldon/Heybridge and Burnham on Crouch - 10% would be on smaller sites - 334 PA	4960				21	4981	-1699	1266	-2174	255	-413
Option 2 - A strong focus on the towns and larger sustainable villages. Top three/four/five large villages Southminster, Tollesbury, Mayland, Latchingdon and Wickham Bishops and 10% would be directed to the other large villages - THIS IS WITH THE TOP 5 LARGE VILLAGES	4960	4830			43	9833	3633	2962.5	-477.5	277	-343
Option 2 - A strong focus on the towns and larger sustainable villages. Top three/four/five large villages Southminster, Tollesbury, Mayland, Latchingdon and Wickham Bishops and 10% would be directed to the other large villages - THIS IS WITH THE TOP FOUR LARGE VILLAGES	4960	4740			43	9743	3543	2926.5	-513.5	277	-343
Option 2 - A strong focus on the towns and larger sustainable villages. Top three/four/five large villages Southminster, Tollesbury, Mayland, Latchingdon and Wickham Bishops and 10% would be directed to the other large villages - THIS IS THE TOP THREE VILLAGES	4960	4164			43	9167	2487	2696.1	-743.9	277	-343
Option 3 - Growth generally focused on the towns Maldon/Heybridge and Burnham on Crouch and all the large villages of the Settlement Hierarchy - Southminster, Tollesbury, Mayland, Wickham Bishops, Tillingham, Tolleshunt D`Arcy, Great Totham South, Latchingdon. 10% would be directed to the medium villages - Althorne, Cold Norton, Bradwell, Purleigh, St Lawrence, Langford, Heybridge Basin, Woodham Walter, North Fambridge	4960	5234	70		172	10436	4236	3092.9	-347.1	406	-214
Option 4 - Pepper-potting, spreading the growth around the towns, large, medium and small villages	4960	5234	1918	115	172	12399	6199	3754.65	314.65	406	-214
*Option 5 - Create a new satellite settlement or large urban extension bolted onto one of the towns, larger villages and/or settlement adjacent to the District boundary - 10% towns, large, medium & small villages.	4960	1050	1556		172	7738	1538	1632.1	-1807.9	406	-214
Option 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge - Great Totham South, Wickham Bishops, Tollesbury, Tolleshunt D`Arcy. 10% would be directed to the remaining large villages and towns.		1126	0	0	102	1228	-4972	442.4	-2997.6	336	-284

OPTIONS	Towns	Large Villages	Medium Villages	Small villages	10% contribution from land (no permissions - for information only)	Total Contribution	Shortfall Potential on Housing Requirement (red)	Potential affordable housing contribution	Shortfall on affordable Housing Requirement	Total 10% Contribution (Fcol plus , 1.0ha existing commitments)	Total 10% shortfall
Option 6 - Focus growth in the north of the District to link into the service and facilities available in Tiptree, Witham and Maldon/Heybridge - Great Totham South, Wickham Bishops, Tollesbury, Tolleshunt D`Arcy. 10% would be directed to the remaining large villages and towns. ADDING IN OPTION 1.	4960	1126			102	6188	-12	1708.4	-1731.6	336	-284
Option 7 - Focus growth along the rail line to Althorne, North Fambridge and Southminster - No evidence has come forward to not include Burnham on Crouch- 10% would be directed to Maldon/Heybridge, and the remaining large villages - THIS IS FOR 310 PA	1477	2279	653	0	124	4533	-1667	1695.4	-1744.6	358	-262
Option 7 - Focus growth along the rail line to Althorne, North Fambridge and Southminster - No evidence has come forward to not include Burnham on Crouch- 10% would be directed to Maldon/Heybridge, and the remaining large villages - THIS IS WITH 334 PA	1477	2279	653		124	4533	-2147	1695.4	-1744.6	358	-310
Option 7 - Focus growth along the rail line to Althorne, North Fambridge and Southminster - No evidence has come forward to not include Burnham on Crouch- 10% would be directed to Maldon/Heybridge, and the remaining large villages - ADDING IN MALDON AND HEYBRIDGE	4960	2279	653		124	8016	1816	2589.1	-850.9	358	-262



REPORT of DIRECTOR OF SERVICE DELIVERY

to
COUNCIL
14 SEPTEMBER 2023

UPDATE ON THE LOCAL DEVELOPMENT SCHEME

1. PURPOSE OF THE REPORT

- 1.1 To update Members on the timetable of the Local Development Plan (LDP) Review and present a revised statutory timetable and Local Development Scheme (LDS) for approval that can be maintained from this point in accordance with legal duties. This report is predicated on the approval of the previous report LDP Preferred Options. If the previous report is not agreed, then this report will need to be deferred because the timetable of the LDP will have to be reassessed.

2. RECOMMENDATIONS

- (i) That the revised Local Development Scheme 2023 to 2027 be approved for publication on the Council's website;
- (ii) That the Assistant Director for Planning and Implementation be granted delegated authority in consultation with the Chairperson of the Strategy and Resources Committee to amend the Local Development Scheme timetable, should the timetable slip, to ensure the Council complies with legal requirements on maintaining the Local Development Scheme.

3. SUMMARY OF KEY ISSUES

- 3.1 To plan, monitor, manage and understand the risks to the LDP Review as a project it is important to set out a revised timetable not only for the Council but also for the wider public, statutory stakeholders and organisations such as the Planning Inspectorate. This is so they know approximately when the Council will be publishing documents and undertaking consultation and when they therefore may need to engage.
- 3.2 The broad timetable associated with local plans for Councils is legally called a 'Local Development Scheme'. The LDS is required to be published under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended) and also maintained to ensure it remains in date between editions. A draft of the revised LDS is appended to this report at **APPENDIX A**.
- 3.3 In late 2022, work on the LDP Review was paused because Members wished to have reassurance of the methodology of the review. Furthermore, the local elections made it impossible to set out an amended LDS timetable for the LDP Review until this point in time. With the consideration of the Growth Options and reducing the number down from the seven high level options to three which can be tested, a reset of the timetable can now be programmed more accurately. This is because, the

remaining options will require a substantial amount of analysis and testing work to be carried out on them before Members can have enough information and evidence to inform their choice of a Preferred Option. That work comes at a human resources and financial cost for Maldon District Council, Essex County Council (ECC) and other statutory partners including the NHS. This is directly connected to the timetable because the clock on the LDP Review timetable can only be restarted when the number of growth options is reduced in number to allow the more substantial work to begin. A key piece of this work is transport modelling which is going to take a minimum of ten months to complete.

- 3.4 The broad timetable in the LDS at **APPENDIX A** is predicated on getting through the work associated with the preparation of a Preferred Growth Option, including working with Duty to Co-operate Partners.
- 3.5 Further updates to the LDS are likely in the future after Preferred Options to ensure the Council remains on track for preparing the LDP Review; however, a delegation is being sought to enable in-year edits to the timeline to take place to ensure it remains up-to-date in real-time to comply with legal duties.

4. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

4.1 Supporting our communities

- 4.1.1 By ensuring that growth is placed in the most sustainable places in the District it will help to reduce rural isolation, link up with the important infrastructure provision provided by our key strategic partners and ensure it is provided where the majority of people can access it. Having a robust published timetable assists communities in understanding when they can respond to public consultations on the plan.

5. IMPLICATIONS

- (i) **Impact on Customers** – The work to be done on the three growth options will enable the Council to distil them down to one preferred option which will be consulted on, timetabling this work is important because it helps the Council plan the resources needed to carry out the review of the LDP.
- (ii) **Impact on Equalities** – Not applicable (N/A).
- (iii) **Impact on Risk** – The District is at risk from speculative development and therefore moving on with the timetable, which has been delayed for various reasons, of the LDP review and carrying out the work needed to get to a preferred options stage as quickly as possible will assist the District with this matter. Prematurity is not a reason to refuse planning permission but once a preferred option is agreed and consulted on then that will set out how the District wishes to grow and anything outside of that needs very careful consideration.
- (iv) **Impact on Resources (financial)** – Any further delay in the timetable of the LDP Review will mean evidence work that has been done already may need to be looked at again, which could have a financial consequence and staffing implications. The options have been reduced down in number from seven to three because of two main reasons. Firstly, the cost of carrying out the assessments of each option includes transport modelling, this would be cost prohibitive, it is an estimated cost of £100k. Secondly, key strategic partners

such as the NHS and ECC have to model the options and therefore for them there is also a cost in terms of staffing capacity, they will not commit to modelling more than three options, this includes other key providers such as Anglian Water.

- (v) **Impact on Resources (human)** – The team is fully staffed at present, and this will be monitored as a risk on the project risk register.

Background Papers:

APPENDIX 1 – Draft of the Local Development Scheme 2023-2027 - July 2023.

Enquiries to: Anne Altoft-Shorland, Head of Planning Policy and Implementation.

This page is intentionally left blank

MALDON DISTRICT COUNCIL LOCAL DEVELOPMENT SCHEME 2023 –2027

(Draft)

Version No.	Version	Approval Process	Date
1.0	Original	Council	23 February 2021
1.1	Council approval	Director of Strategy and Resources and Director of Service Delivery as per Part 3b of the Council's Constitution in relation to the Terms of Reference for the Strategy and Resources Committee	Sept 2023



Contents

1.0 INTRODUCTION	3
2.0 MALDON DISTRICT DEVELOPMENT PLAN	3
Table 1: Timetable for a Review of the Local Development Plan	5
3.0 COMMUNITY INFRASTRUCTURE LEVY	5
Table 2: Timetable for a Community Infrastructure Levy	6
4.0 SUPPLEMENTARY PLANNING DOCUMENTS	6
Table 3: Adopted Supplementary Planning Documents	7
5.0 MASTERPLANS, DEVELOPMENT BRIEFS AND DESIGN CODES	9
Table 4: Masterplans, Development Briefs and Design Codes	9
6.0 CONSERVATION AREA CHARACTER APPRAISALS	9
7.0 ESSEX MINERALS AND WASTE LOCAL PLANS	9
8.0 NEIGHBOURHOOD PLANS	9
9.0 STATEMENT OF COMMUNITY INVOLVEMENT	10
10.0 AUTHORITY MONITORING REPORT	10
11.0 LDP EVIDENCE BASE	10
12.0 RESOURCES	10
13.0 RISK ASSESSMENT	11
Appendix 1: Local Development Plan Diagram	13
Appendix 2: Maldon District - LDP Policy List	14
Appendix 3 - Glossary	15

1.0 INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011, requires local planning authorities to prepare and maintain a Local Development Scheme (LDS). The purpose of the LDS is to set out the subject matter, area to be covered and timetable for the preparation and revision of local development documents, including Supplementary Planning Documents (SPDs) as well as other planning policy documents such as development briefs, Conservation Area character appraisals and LDP evidence base documents.
- 1.2 In essence, it is a project plan setting out the timetable for work to be undertaken. This document is an update to the initial document published in March 2021 and sets out the project plan from July 2023 until 2027. It sets out details of the documents that will be given priority during this period.
- 1.3 This LDS has been prepared having regard to the Localism Act 2011, the Government's National Planning Policy Framework (NPPF) February 2019, and the Town and Country Planning (Local Planning) (England) Regulations 2012 and the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017.
- 1.4 This LDS document will:
 - Provide details on the review of the Local Development Plan (LDP)
 - Provide details on Supplementary Planning Documents, other planning policy documents and Evidence Base documents that the Council intends to produce and a timetable for their preparation up to 2027.
 - Outline the 'Milestones' to be achieved as part of the process leading to the adoption of the various documents.
 - Provide information on the Authority Monitoring Report;
 - Set out the resources available and any constraints.
- 1.5 It is important that plans for the future development of the District are produced in a timely and efficient manner. If not, development which is crucial to the social, economic and environmental well-being of the District and its residents may be delayed, the co-ordination of development and infrastructure provision may be difficult to achieve, and it puts at risk the Council's ability to defend planning decisions at appeals.

2.0 MALDON DISTRICT DEVELOPMENT PLAN

- 2.1 The Maldon District Local Development Plan (LDP) together with the Essex Minerals and Waste Local Plans and any made Neighbourhood plans are part of the statutory Development Plan for the District. All planning applications should be determined in accordance with the Development Plan unless material considerations indicate otherwise.
- 2.2 On the 21 July 2017, the Secretary of State Approved the Maldon District Local Development Plan (LDP). The LDP includes the following components:

- The spatial strategy for future growth within the District for the period up to 2029;
 - Strategic development policies;
 - Development management policies; and
 - Land use allocations.
- 2.3 The diagram at Appendix 1 sets out how the LDP sits within the hierarchy of planning policy and supporting documents. The Policies Map illustrates the LDP, but does not form part of it.
- 2.4 On approval, the LDP replaced the 'Saved Policies' in the Replacement Local Plan (2005) and became the Development Plan for the District. The approved LDP policies are listed in Appendix 2.
- 2.5 Under regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) local planning authorities must review local plans, and Statements of Community Involvement at least once every 5 years from their adoption date to ensure that policies remain relevant and effectively address the needs of the local community.
- 2.6 Local planning authorities must publish information at least annually that shows progress with local plan preparation, report any activity relating to the duty to cooperate, any information collected which relates to indicators in the plan, and any policies which are not being implemented. Local planning authorities can also use the Authority Monitoring Report to provide up-to-date information on the implementation of any neighbourhood plans that have been brought into force and monitor the provision of housing for older and disabled people. It can help inform if there is a need to undertake a partial or full update of the local plan, when carrying out a review at least every 5 years from the adoption date.
- 2.7 The policies in the LDP which cover housing, including those covering the housing requirement are S2 and S3 and those covering the allocated strategic sites and garden suburbs S3, S4, S5, S6. The other housing policies within the plan are S7, S8, H1, H2, H3, H4, H5, H6, H7 and H8.
- 2.8 The Council determined on 23 February 2021 to carry out a review of its LDP.

Table 1: Timetable for a Review of the Local Development Plan

DOCUMENT TITLE	LOCAL DEVELOPMENT PLAN REVIEW
Role and Content	To provide an update to the Adopted Local Development Plan 2014 – 2029 this will provide a planning policy framework and development strategy for Maldon District up to 2042
Coverage	Maldon District
Timetable	Consult on Issues and Options (Reg 18) –Winter 2021/22 Consult on the Preferred Strategy LDP (Reg 18) – Autumn 2024 Publish Draft LDP (Reg 19) – Late summer 2025 Submit to the Secretary of State for Examination – Late Autumn 2025 Adoption – Summer 2026
Chain of Conformity	Relevant Planning Acts and Regulations National Planning Policy Framework and Planning Practice Guidance Maldon District Corporate Plan Local Development Plan Evidence base
Resource	Local Plans team; Other Council Officers; Co-operation with neighbouring local planning authorities; Co-operation with relevant stakeholders including infrastructure providers; Use of technology and web-based communication to assist with consultation; and Consultancy support to develop, review and update the evidence base and aid with the examination.

3.0 COMMUNITY INFRASTRUCTURE LEVY

- 3.1 The Community Infrastructure Levy (CIL) was introduced by the Planning Act 2008 and defined in the CIL Regulations 2010 (as amended). CIL is a locally set charge on new development that the Council will implement across the District. It is based on the size and type of development and once set in an area is mandatory to be paid and non-negotiable. The funds raised must be used to provide infrastructure which is required to support new development across the area.
- 3.2 CIL must be informed by an Infrastructure Delivery Plan and a CIL Viability Assessment. Both were previously published in 2014, have been updated in December 2020 and will be reviewed alongside the LDP Review.
- 3.3 Proposed CIL rates are published within a Draft Charging Schedule. The CIL Regulations 2010 (as amended) currently require consultation to be undertaken before the Draft Charging Schedule can be submitted to government.
- 3.4 Initial consultations were undertaken in 2014 on a Preliminary Draft Charging Schedule and the Draft Charging Schedule, which presented proposed CIL rates.

With updated evidence it is proposed to recommence the work to bring forward CIL in Maldon District, unless the situation is altered by the introduction of the proposed national Infrastructure Levy as part of the draft Levelling Up & Regeneration Bill. If that occurs then the Council will comply with any relevant legislation around this matter.

Table 2: Timetable for a Community Infrastructure Levy

DOCUMENT TITLE	COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE
Role and Content	To establish a charging schedule for the application of a community infrastructure levy on new development
Coverage	Maldon District
Timetable	Consult on Preliminary Draft Charging Schedule – Autumn 2026. Publication of Draft Charging Schedule – Spring 2027 Submit to the Secretary of State for Examination – late Spring 2027 Adoption – Late Summer 2027 (if it is possible in regards to the evidence this timetable will be brought forward)
Chain of Conformity	Relevant Planning Acts and Regulations National Planning Policy Framework and Planning Practice Guidance Maldon District Corporate Plan Local Development Plan Infrastructure Delivery Plan Viability assessment
Resource	Local Plans team; Other Council Officers; Co-operation with neighbouring local planning authorities; Co-operation with relevant stakeholders including infrastructure providers; Use of technology and web-based communication to assist with consultation; and Consultancy support to develop, review and update the evidence base and aid with the examination.

4.0 SUPPLEMENTARY PLANNING DOCUMENTS

- 4.1. Supplementary Planning Documents (SPDs) can be produced to build upon and provide more detailed guidance on the policies in the Local Development Plan. SPDs are not subject to independent examination, but are subject to public consultation

lasting 6 weeks. On adoption, SPDs will have material weight in decision-making on planning applications.

4.2 The Council has adopted the following SPDs;

Table 3: Adopted Supplementary Planning Documents

TITLE	YEAR OF ADOPTION
Maldon and Heybridge Central Area Masterplan	2017
Maldon District Design Guide	2017
South Maldon Garden Suburb Masterplan	2018
Renewable and Low Carbon Technologies	2018
Specialist Needs Housing	2018
Vehicle Parking Standards	2018
Affordable Housing and Viability	2018
Green Infrastructure Strategy	2019
North Quay Development Brief	2020
Essex Coast Recreational disturbance Avoidance Mitigation Strategy	2020

4.3 The Council is considering the adoption of the following SPDs during the period of this LDS. This may alter if the Infrastructure Levy overtakes the way S106 planning obligations are used.

DOCUMENT TITLE	PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT
Role and Content	To set out Maldon District Council's approach to seeking Section 106 planning obligations.
Coverage	Maldon District
Timetable	Publish and consult - 6 weeks – Late Autumn 2024 Adoption – Summer 2026
Chain of Conformity	Relevant Planning Acts and Regulations National Planning Policy Framework and Planning Practice Guidance Maldon District Council Corporate Plan Local Development Plan Any SPDs Evidence Base
Resource	Local Plans team; Other Council Officers; Co-operation with neighbouring local planning authorities; Co-operation with relevant stakeholders including infrastructure providers; Use of technology and web-based communication to assist with consultation; and Consultancy support to develop, review and update

	the evidence base and aid with the examination.
--	---

DOCUMENT TITLE	SINGLE PLOT EXCEPTIONS SUPPLEMENTARY PLANNING DOCUMENT
Role and Content	To set out Maldon District Council's approach to single plots for affordable housing in rural locations.
Coverage	Maldon District
Timetable	Publish and consult - 6 weeks – Late Autumn 2024 Adoption –Summer 2026
Chain of Conformity	Relevant Planning Acts and Regulations National Planning Policy Framework and Planning Practice Guidance Maldon District Council Corporate Plan Local Development Plan Any SPDs Evidence Base
Resource	Local Plans team; Other Council Officers; Co-operation with neighbouring local planning authorities; Co-operation with relevant stakeholders including infrastructure providers; Use of technology and web-based communication to assist with consultation; and Consultancy support to develop, review and update the evidence base and aid with the examination.

- 4.4 The Council will consider whether it is relevant to further update current adopted SPDs as it progresses through the review of the LDP. If there are changes to national legislation around SPDs, in that they will be no longer applicable and will have to become Supplementary Plans, as set out in the Draft Levelling Up and Regeneration Bill the Council will comply with those changes.

5.0 MASTERPLANS, DEVELOPMENT BRIEFS AND DESIGN CODES

5.1 Set out below are the masterplans and design codes that have been endorsed by the Council for use in the consideration of planning applications.

Table 4: Masterplans, Development Briefs and Design Codes

TITLE	YEAR OF ADOPTION
North Heybridge Garden Suburb Strategic Masterplan Framework	Endorsed by the Council – October 2014
North Heybridge Suburb Strategic Design Code	Endorsed by the Council – February 2017
South Maldon Garden Suburb Strategic Design Code	Endorsed by the Council – March 2016

6.0 CONSERVATION AREA CHARACTER APPRAISALS

6.1 There are 14 Conservation Areas in the District. Twelve have a character appraisal or statement, which summarises the area's special character and appearance and makes recommendations for its appropriate preservation and enhancement.

7.0 ESSEX MINERALS AND WASTE LOCAL PLANS

7.1 It should be noted that Essex County Council is the Minerals and Waste Planning Authority for the Maldon District. . The Essex Replacement Minerals Local Plan was adopted on the 8 July 2014 and the Replacement Waste Local Plan was adopted on the 11 July 2017. A review of the Minerals Local Plan is currently underway: [Minerals and waste planning policy: Minerals and Waste Development Scheme | Essex County Council](#)

8.0 NEIGHBOURHOOD PLANS

8.1 The following neighbourhood areas have been designated:

- Althorne Parish Council - designated 3 December 2014
- Great Totham Parish Council - designated 07 November 2016
- Heybridge Parish Council - designated 14 January 2016
- Latchingdon Parish Council - designated 25 April 2014
- Mayland Parish Council - designated 30 June 2014
- Tollesbury Parish Council - designated 27 February 2014

8.2 The Burnham on Crouch Neighbourhood Plan was made by the Council on the 7 September 2017. Several other Neighbourhood Plans are in the pipeline. Further information on their progress can be found on the Council's website at www.maldon.gov.uk

8.3 The Wickham Bishops Neighbourhood Plan was made on the 30 June 2021.

Langford and Ulting Neighbourhood Plan was made on the 31 March 2022.

8.4 The Great Totham Neighbourhood Plan was made on the 6 July 2022.

9.0 STATEMENT OF COMMUNITY INVOLVEMENT

9.1 The Statement of Community Involvement sets out how the community will be engaged in the preparation of planning policy documents and in determining planning applications in the District. The Council adopted the Statement of Community Involvement (SCI) in 2018 and reviewed it in 2021.

10.0 AUTHORITY MONITORING REPORT

10.1 The Authority Monitoring Report (AMR) monitors the implementation and performance of policies and proposals in the LDP and help to inform whether an LDP review is necessary. The AMR provides further details on the delivery of key LDP targets, including an Annual Position Statement relating to the Council's annual Five-Year Housing Land Supply.

10.2 The AMR is produced as a series of factsheets. The Council will update and publish the following aspects of the AMR annually:

- A statement on the progress of each document in the LDS project plan;
- An analysis of how or whether the policies of the LDP are delivering their objectives, including key targets, such as the number of net additional dwellings and the Five-Year Housing Land Supply figure;
- Details of the self-build register – before December each calendar year;
- Details relating to any neighbourhood plans that have been made in the last monitoring year;
- Progress on the LDP Review.

11.0 LDP EVIDENCE BASE

11.1 The LDP and other policy documents will be supported by evidence-based documents. These documents do not form part of the Development Plan but provide robust and reliable evidence to inform production of new documents. These documents will also provide the evidence for supporting the Council's position through the planning application process. The current evidence base is available to view and download from the Council's website www.maldon.gov.uk/LDP

11.2 Given that the Council has determined to review its LDP, the evidence base that accompanies it will also be reviewed and updated as necessary.

12.0 RESOURCES

12.1 The Planning Policy & Implementation Service will be responsible for the delivery of the LDP Review, the production of any Supplementary Planning Documents, CIL, the SCI and the AMR. In addition to these resources, there will also be contributions from other

officers within the Council, notably Development Management, and Planning Enforcement.

- 12.2 As far as possible, projects will be jointly undertaken by officers to ensure smooth work flow in case of any staff absence. The Council will consider employing consultants if the need arises within allocated budgets to ensure that the timetables for work set out in this LDS are adhered to where it does not have the expertise or capacity.
- 12.3 The Council will seek opportunities to work closely with neighbouring authorities in joint working arrangements for evidence base documents and research.

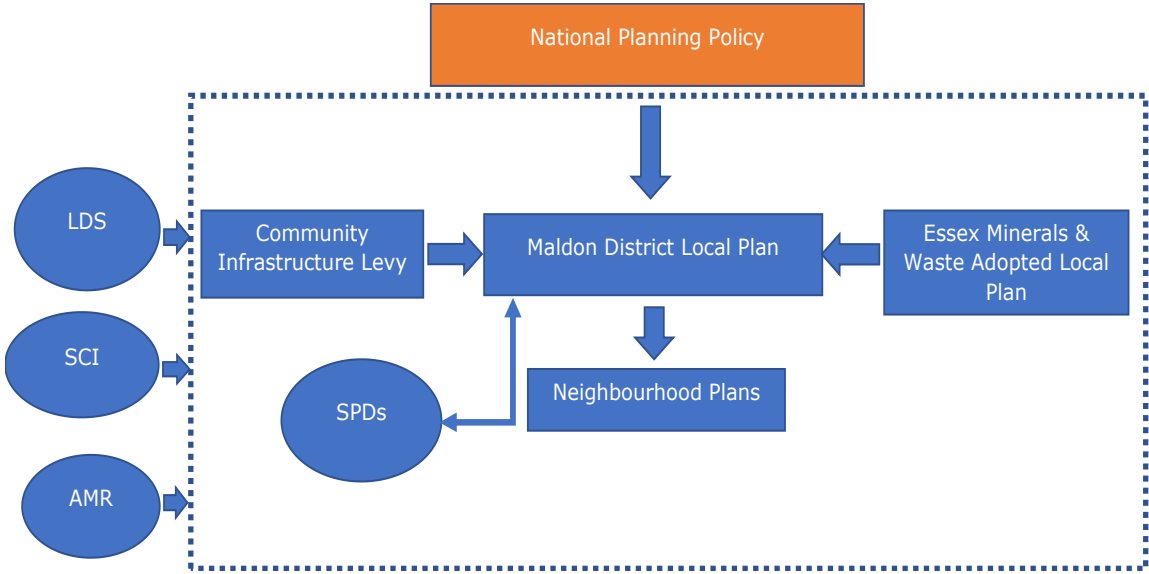
13.0 RISK ASSESSMENT

- 13.1 In preparing the LDS, the following risks have been identified that may affect or delay the process of delivering the Local Development Plan and the production of other planning policy documents. Contingency measures are suggested accordingly. The list is not exhaustive and does not include unlikely events which are difficult to foresee that temporarily cause a halt to normal Local Government operations.

RISK	IMPACT	MITIGATION	RESPONSIBILITY
Revisions to national legislation and planning policy guidance	The LDP becomes out of date and/or evidence base, lack of clear guidance available.	Monitoring of national policy revisions.	Planning Policy & Implementation Service
Delays in political agreement	Timetable would be impacted as set out in the LDS. The District may not have a clear adopted planning framework to make decisions against.	Ensure Members are fully engaged in the formation of any policy documents and regularly briefed.	Director of Strategy & Resources, Director of Service Delivery & Assistant Director of Planning & Implementation,
Lack of community engagement	The documents set out in the LDS do not respond to community concerns, vital issues are not addressed.	Minimise by arranging a coordinated programme and if possible integrating individual engagement activities with other agencies	Planning Policy & Implementation Service & Communications Team
Staff changes or staff loss (staff leaving post/time delays in recruitment)	Loss of capacity leading to delays in work production, Inconsistency in work flow, Knowledge gaps	Use of specialist consultants to cover particular gaps in expertise.	Head of Planning Policy & Implementation
Budget constraints	Insufficient budget to cover the costs of the work set out in	Agree a budget for the work set out in the LDS and	Director of Strategy &

	the LDS	review through Project & Programme Board arrangements, as well as monthly budget management & assurance activities	Resources; Director of Service Delivery; Assistant Director of Planning & Implementation; S151 Officer; Head of Planning Policy & Implementation

Appendix 1: Local Development Plan Diagram



Appendix 2: Maldon District - LDP Policy List

Policy	Policy Title
S1	Sustainable Development
S2	Strategic Growth
S3	Place Shaping
S4	Maldon and Heybridge Strategic Growth
S5	Maldon and Heybridge Central Area
S6	Burnham-on-Crouch Strategic Growth
S7	Prosperous Rural Communities
S8	Settlement Boundaries and the Countryside
D1	Design Quality and the Built Environment
D2	Climate Change & Environmental Impact of New Development
D3	Conservation and Heritage Assets
D4	Renewable and Low Carbon Energy Generation
D5	Flood Risk and Coastal Management
D6	Advertisements
E1	Employment
E2	Retail Provision
E3	Community Services and Facilities
E4	Agricultural and Rural Diversification
E5	Tourism
E6	Skills, Training and Education
H1	Affordable Housing
H2	Housing Mix
H3	Accommodation for 'Specialist' Needs
H4	Effective Use of Land
H5	Rural Exception Schemes
H6	Provision for Travellers
H7	Agricultural and Essential Workers Accommodation
H8	Provision for Houseboats
N1	Green Infrastructure Network
N2	Natural Environment and Biodiversity
N3	Open Space, Sport and Leisure
T1	Sustainable Transport
T2	Accessibility
I1	Infrastructure and Services
I2	Health and Wellbeing

Appendix 3 - Glossary

Authority Monitoring Report - Assesses the implementation of the Local Development Scheme and the extent to which policies in the Local Development Plan are being successfully implemented.

Development Plan Documents (DPDs) - The plan which identifies the future development of the District, drawn up by the Council in consultation with the community.

Development Management Policies - A suite of policies in the LDP that provide detailed technical guidance relating to the delivery of specific types of new development or address specific detailed planning issues.

Evidence Base - The evidence that any development plan document is based on. Includes documents relating to housing, the economy, the environment, infrastructure and transport.

Local Development Plan (LDP) - Sets out the planning strategy for future growth of the District over the next 15 years. It provides a spatial strategy for the delivery of the required future employment, homes, retail, community facilities and infrastructure. It identifies sites for new development and protects land for a variety of uses such as open space.

Local Development Scheme - A project plan which sets out the timetable for delivery of planning policy documents, the resources and risk involved.

National Planning Policy Framework (NPPF) - Sets out the government's planning policies for England and how these are expected to be applied.

National Planning Practice Guidance (PPG) - A web based resource which provides more detailed guidance on the planning policies set out in the NPPF.

Policies Map - A visual representation of the policies in the LDP.

Statement of Community Involvement (SCI) - Sets out how the community will be engaged in the preparation of planning policy documents and in determining planning applications in the District.

Supplementary Planning Documents (SPD) - Adds further detail to the policies in the LDP. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Can be a material consideration in planning decisions but are not part of the development plan.

This page is intentionally left blank