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## **SUPPLEMENTARY PLANNING DOCUMENTS**

### **1 SUMMARY**

- 1.1 The Planning and Compulsory Purchase Act 2004 states that Local Development Frameworks may include the adoption of Supplementary Planning Documents (SPDs). These documents are largely based upon Supplementary Planning Guidance prepared under the old Local Plan system, but must be updated as Supplementary Planning Documents to comply with the new Act. The adopted Local Development Scheme sets out the documents that the Council intends to adopt as part of the Local Development Framework. This report provides details of eight Supplementary Planning Documents that the Council has committed to producing. A copy of the SPDs has been sent to all Members under separate cover.
- 1.2 The information contained within the SPDs is designed to provide further detail on policies contained within the Rochford District Replacement Local Plan. The SPDs will be used to aid the determination of future planning applications. The schedule for the production of other Local Development Documents and SPDs is covered in the Council's Local Development Scheme (LDS).
- 1.3 This report seeks Members' approval for the deposit versions of the SPDs. If approved, they will then be released for public consultation as required by Regulation 17 of the Town and Country Planning (Local Development) (England) Regulations 2004. The documents produced are updated versions of those previously adopted by the Council as supplementary planning guidance.
- 1.4 As SPDs must be based on adopted policies in the Replacement Local Plan the Council is not required to hold a public inquiry.

### **2 SUSTAINABILITY APPRAISAL**

- 2.1 The Council is also required to carry out a Sustainability Appraisal, incorporating the requirements of Strategic Environmental Assessment, for each of the Supplementary Planning Documents. This has been carried out by Essex County Council and an Environmental Report has been produced for SPD1-SPD5. A copy of the Environmental Report and Technical Annex for each of these SPDs has been placed in the Members' Library. The reports propose a number of changes to the SPDs to ensure they provide an appropriate balance between environmental, social and economic needs. Where appropriate, the SPDs 1-5 have been amended in accordance with the recommendations in the environmental reports.
- 2.2 The Environmental Reports and sustainability appraisals for SPD6-SPD8 were not complete at the time of drafting this report. Any requirements for

changes to these SPDs as a result of the appraisal will be reported directly to the Committee.

### **3 EDUCATION CONTRIBUTIONS (SPD1)**

3.1 This SPD gives details of the circumstances where developer contributions towards education will be required. It is based upon an Essex County Council document previously adopted as Supplementary Planning Guidance. The SPD outlines:-

- The relevant national and local policies,
- The demand and provision of school places,
- The forecasting of student numbers,
- Costs associated with providing such places,
- When education contributions will be required,
- How section 106 agreements may be used.

### **4 HOUSING DESIGN (SPD2)**

4.1 Much of the Housing Design document is based upon the Essex Design Guide for Residential and Mixed Use Areas (1997) produced by the Essex Planning Officers Association.

4.2 The Essex Design Guide provides a good model for development in the district and therefore the Housing Design SPD makes much reference to the standards set out in the Essex Design Guide. The Housing Design SPD also covers circumstances where the Essex Design Guide may be inappropriate for the Rochford District or those where further explanation is required.

### **5 PLAYING PITCH STRATEGY (SPD3)**

5.1 This SPD sets out the Council's policies with regard to formal open space and playing pitches. The document is split into two sections. The first section provides advice and guidance in relation to proposed additional playing pitches and whether they are required. The second part examines the impact of new residential development on playing pitch demand and provides detail on the collection of developer contributions.

5.2 The policies in the Playing Pitch Strategy SPD are based upon the recommendations of an assessment of pitch demand and availability carried out by Rochford District Council in 2002. The study used the method of assessment recommended by Sport England and provides a detailed analysis of playing pitches within the district, considering future policy options. The assessment of playing pitches document is included as an annex to the SPD in order to show the justification for the approach taken.

**6 SHOP FRONTS: SECURITY AND DESIGN (SPD4)**

6.1 This SPD sets out detailed guidance and policy for the design and security of shop fronts. The section on shop front design covers both the retention of existing historic shop fronts and how new shop fronts may be designed to complement the historic town centres. The section on security sets out the Council's policies with regard to security shutters and also provides guidance on other measures of shop front security. The latter part of the document sets out the Council's approach to shop front advertising.

**7 VEHICLE PARKING STANDARDS (SPD5)**

7.1 The vehicle parking standards contained within this SPD are based on those recommended by the Essex Planning Officers Association 'Vehicle Parking Standards' Document (August 2001) and PPG13 (Transport). The SPD incorporates the principles of sustainable transport as set out in PPG13 (Transport) and PPS6 (Planning for Town Centres).

7.2 The SPD comprises the following:-

- Details on the application of parking standards, including when they should be strictly applied and when relaxation of the standards may be necessary.
- Tables setting out the required parking standards for each land-use classification.
- Cycle and motorcycle parking standards are expressed as a minimum requirement reflecting the greater sustainability of these modes of travel.
- Minimum parking standards and bay design requirements for disabled persons.
- The importance of consideration for pedestrians and the environment when applying parking standards.
- Standards for the layout of parking areas and dimensions of aisles.
- A summary of car parking standards is included at the end of the document.

**8 DESIGN GUIDELINES FOR CONSERVATION AREAS (SPD6)**

8.1 This Supplementary Planning Document provides further detail on the design policies set out in the Rochford District Replacement Local Plan. Policy BC1 in particular gives detail on the criteria by which applications for development within conservation areas will be considered. The SPD provides further

detailed guidance on the design of a range of different schemes within conservation areas.

**9 DESIGN, LANDSCAPING AND ACCESS STATEMENTS (SPD7)**

- 9.1 This SPD provides further detail and advice on Design, Landscaping and Access Statements. It covers the circumstances when the statements will be required, provides detail on what they should contain, and includes suggestions for possible structures.

**10 RURAL SETTLEMENT AREAS (SPD8)**

- 10.1 This SPD provides further detail on Policy R2 (Rural Settlement Areas) of the Rochford District Replacement Local Plan. Within the Rural Settlement Areas dwellings are not subject to the restrictive policies relating to extensions that are applied elsewhere in the Green Belt. The policy is applied to dwellings on an individual basis rather than covering the area as a whole. This SPD provides a list of all the dwellings to which Policy R2 applies.

**11 RISK IMPLICATIONS**

**11.1 Operational Risk**

All of the SPDs are based upon Supplementary Planning Guidance previously adopted by the Council. It was possible to carry forward much of this guidance when preparing the draft SPDs, thereby reducing the burden on the Council's resources. It is expected that the public consultation requirements under regulation 17 can be met in house using existing resources.

The Council must carry out a sustainability appraisal on each of the SPDs produced. The Council commissioned Essex County Council to do this on our behalf.

**11.2 Regulatory Risk**

The timetable for the preparation, consultation on, and adoption of the SPDs is contained within the adopted LDS. Public consultation for SPDs 1-5 is scheduled for June and July with adoption in November. For SPDs 6-8, public consultation is due to take place in August and September, with adoption in January 2007. Failure to meet these deadlines may lead to action being taken against the Council by the Department for Communities and Local Government (DCLG) or the Regional Government Office. The performance of the SPDs against the LDS may affect awards made through the Planning Delivery Grant scheme.

**12 RESOURCE IMPLICATIONS**

- 12.1 As noted in 11.2, the ability of the Council to adopt the SPDs within the time requirement outlined in the LDS is likely to affect awards made through the Planning Delivery Grant scheme.

**13 LEGAL IMPLICATIONS**

- 13.1 The various legal implications surrounding the introduction of Local Development Frameworks are specified in the Planning and Compulsory Purchase Act (2004).
- 13.2 The consultation requirements for SPDs are outlined in Regulation 17 of the Town and Country Planning (Local Development) (England) Regulations 2004. The Council must make the document available for public consultation for a period of no less than 4 weeks or more than 6 weeks. Any representations received are then required to be addressed before proceeding to adoption.

**14 RECOMMENDATION**

It is proposed that the Committee **RESOLVES**

- (1) That the aforementioned draft Supplementary Planning Documents be progressed to public consultation as required by Regulation 17 of the Town and Country Planning (Local Development) (England) Regulations 2004.
- (2) That authority be delegated to the Head of Planning and Transportation, in consultation with the Leader of the Council, to carry out minor amendments to the SPDs to ensure consistency and correctness following public consultation in line with the requirements of the Planning and Compulsory Act 2004.

Shaun Scrutton

Head of Planning and Transportation

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**Background Papers:-**

None.

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