

Our ref LDP Submission  
Your ref

24 April 2014

Enquiries to: David Coleman  
Email: [policy@maldon.gov.uk](mailto:policy@maldon.gov.uk)

Dear Sir / Madam

**Appendices to DOC73**

The Council has provided the following Committee Report to assist the Examination-in-Public process and provide a comprehensive and transparent audit trail of the decision making process. This report from the Head of Planning Services to the Planning and Licensing Committee/Council was withheld from publication at the time due to certain elements of its content being regarded as necessary for consideration in private session at the relevant meeting.

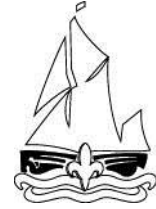
Please note that following the Planning and Licencing Committee meeting the Appendices of the report have since been published as submission documents, evidence base documents or supporting documents as detailed below.

Appendix Number	Submission Reference
1	EB061
2	DOC53
3	DOC54

Kind regards,



David Coleman  
Planning Policy Team Leader



**REPORT of  
HEAD OF PLANNING SERVICES**  

---

**PLANNING AND LICENSING COMMITTEE**  
**19 JANUARY 2012**

*NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF PART 1 OF SCHEDULE  
12A TO THE LOCAL GOVERNMENT ACT 1972*

**LOCAL DEVELOPMENT PLAN EVIDENCE BASE ADVICE NOTE**

**1. PURPOSE OF THE REPORT**

- 1.1 The LDP Evidence Base Advice Note will inform Members of the evidence base requirements and the ongoing work programme that is required to produce a robust and reliable Local Development Plan.

**2. AREA FOR DECISION / ACTION**

This report is for Members' information only.

**2.1 Background**

- 2.1.1 The Planning Advisory Service (PAS) is part of the Local Government Association (LGA) and is funded directly by the Department of Communities and Local Government. As an organisation they provide consultancy and peer support to help local authorities understand planning reform.
- 2.1.2 In June and July 2011, PAS was asked by the Council to undertake a detailed scoping of the needs in terms of evidence base support for the Maldon Local Development Plan (LDP) and to explore some of these matters in more detail. In particular, the following evidence documents and issue matters were assessed in detail to determine what measures are needed to ensure that they represent robust evidence base documents that will inform the Local Development Plan.
- Strategic Housing Land Availability Assessment;
  - Gypsy and Travellers Evidence Base;
  - Housing Needs Survey;
  - Developing Local Housing Targets;
  - The Use of Reserve Housing Sites in the Plan;
  - Strategic Flood Risk Assessment;
  - The Settlement Hierarchy;
  - Employment targets;
  - Evidence to Support an Energy Policy;

- Retail Evidence;
- Landscape Character Assessment;
- Green Infrastructure Study.

2.1.3 The LDP Evidence Base Advice Note, (**APPENDIX 1**) provides the final advice note from PAS and sets out their observations and recommendations for each of the above evidence documents and issue matters.

### 3. IMPACT ON CORPORATE GOALS

3.1 The recommendations of this report would support corporate goals by:

- Protecting and shaping the District and balancing the future needs of the community;
- Meeting the housing needs of the District;
- Delivering good quality, cost effective and valued services in a transparent way.

### 4. IMPLICATIONS

- (i) **Impact on Customers** – The LDP Evidence Base Advice Note will provide greater certainty and clarification on the evidence base required to inform the Local Development Plan. The production of the Local Development Plan’s evidence base will give additional opportunities for stakeholders to become involved in the preparation of the Local Development Plan.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – The LDP Evidence Base Advice Note sets out the evidence base requirements to progress of the Local Development Plan, which in turn provides the planning policy framework for facilitating the implementation of other corporate projects and services. Failure to implement some or all of the recommendations could result in an unsound Local Development Plan and delay the production of the district’s development plan.
- (iv) **Impact on Resources** – The observations and recommendations within the LDP Evidence Base Advice Note will have resource implications for Planning Services as further studies and updates to existing studies will be required.
- (v) **Impact on the Environment** - The LDP Evidence Base Advice Note will inform the evidence that will underpin the Local Development Plan, which in turn will seek to promote the environmental sustainability of the District through its objectives and policy requirements.

### 5. CONCLUSIONS

5.1 The LDP Evidence Base Advice Note, at **APPENDIX 1**, sets out the evidence base requirements to produce a robust and reliable Local Development Plan.

## 6. RECOMMENDATION

That the observations and recommendations within the LDP Evidence Base Advice Note, which sets out the evidence base requirements that need to be addressed in order to progress the Local Development Plan be noted.

Background Papers: None.

Enquiries to: David Coleman, Planning Policy Team Leader, (Tel: 01621 876283).