

Runnymede Borough Council

PLANNING COMMITTEE

Wednesday 9 January 2008 at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillors G.B. Woodger (Chairman), D.W. Parr (Vice-Chairman), Mrs F.M. Angell, J.R. Ashmore, Mrs F.J. Barden, J. Broadhead, J.M. Edwards, J.R. Furey, Mrs E. Gill, C. Knight, M.T. Kusneraitis, Mrs Y.P. Lay, Mrs J. Norman, Mrs M. Roberts and P.B. Tuley.

AGENDA

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr. B.A. Fleckney, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425620). (Email: bernard.fleckney@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- iv) **Public speaking on planning applications only is allowed at the Planning Committee. For details please contact Mrs T. Eeles, the Administrative Section of the Technical Services Department. (Tel Direct Line: 01932 425174)**
- v) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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PART II

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- a) Exempt Information
- 11. DEVELOPMENT CONTROL (APPEALS) EXPENDITURE – OUTTURN COSTS 10
- b) Confidential Information
(No reports to be considered under this heading)

GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
Brownfield land	'Previously Developed Land'. Land which is or was occupied by a permanent (non-agricultural) structure, including the curtilage of the development (therefore includes gardens)
BVPI's	Best Value Performance Indicators. Specified by central government to measure performance on a wide range of Council services
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvement
CIR	Government Circular – document setting out policy which has legal connotations
CLEUD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CLOPUD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development requires planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
CPA	Comprehensive Performance Assessment. An external process to assess the quality of individual Council's Performance (set out in the Local Government White Paper 2001). It brings together evidence from a range of internal and external sources, in addition to an on site inspection, in order to arrive at an overall category
DC	Development Control – the area of planning service that processes planning applications, planning appeals and enforcement work
Design Statement	A design statement is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Structure Plan, Local Plan, Minerals and Waste Plans. Will shortly be replaced by the South East Plan, the Local Development Framework and the Minerals and Waste Frameworks
DTS	Director of Technical Services
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
ES	Environmental Assessment under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD')
GOSE	The Government Office for the South East. This is the local office of the Deputy Prime Minister for the South East region of England
HGV	Heavy Goods Vehicle
LBC	Listed Building Consent
LDD	Local Development Documents – component parts of the LDF
LDF	Local Development Framework. The policy document that will guide development in the Borough up to 2026
LDS	Local Development Scheme - sets out the programme and timetable for preparing LDDs

TERM	EXPLANATION
Listed building	An individual building or group of buildings which require a level of protection due to its architectural interest, historical interest, historical associations or group value
LNR	Local Nature Reserve
Local Plan	The current planning policy document that will be replaced by the LDF
LPA	Local Planning Authority
LSP	Local Strategic Partnership – Leads on the Community Strategy
Material Considerations	Matters which are relevant in determining planning applications
Net Density	As defined in PPG3: Housing. The density of a housing development excluding major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips
PCN	Planning Contravention Notice. Formal notice which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PDG	Planning Delivery Grant. An annual grant from central government which reflects the previous year's performance in delivering planning services
P & I	Policy and Implementation – the area of planning service that produces the Local Development Framework, monitors development and supports the Runnymede Business Partnership and Travel Initiative
PINS	Planning Inspectorate
POS	Public Open Space
PPG	Planning Policy Guidance. This is guidance issued by the Secretary of State detailing National Planning Policy within existing legislation
PPS	Planning Policy Statements. The replacement title for PPG
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community's Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the LDF
SEA/SA	Strategic Environmental Assessment/Sustainability Appraisal – formal appraisal of the Local development Framework
SEEDA	South East England Development Agency
SEERA	South East England Regional Assembly – based in Guildford. Responsible for producing South East Plan
Sec. 106	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
South East Plan	Regional Planning Document produced in draft form by SEERA. Will provide regional planning guidance and housing targets for individual Councils for the period up to 2026
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community's Directive on the Conservation of Wild Birds 1979
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest
Structure Plan	Strategic guidance for the whole county produced by Surrey County Council. Will eventually be replaced by the South East Plan

TERM	EXPLANATION
SUDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs"
TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TPO	Tree Preservation Order – where a tree or trees are formally protected and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Use Classes Order	Document which lists classes of use and permits certain changes between uses without the need for planning permission

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign the Minutes of the meeting of the Committee held on 28 November 2007 as a correct record (Appendix A).

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

6. REVENUE ESTIMATES 2008/09 (DF)

1. Members are asked to consider the draft Revenue Estimates for 2008/09.
2. A budget is the expression in financial terms of the Council's policies over the next year and is a statement of intention against which achievement can be compared. The main objectives of budgeting are:
 - satisfaction of statutory requirements
 - determining the amount to be raised from Council Tax or rents
 - assisting in the planning and policy making process
 - policy implementation and control
 - a means of measurement, and
 - strategic planning

3. The report of the Director of Finance containing the draft Revenue Estimates and fees and charges for the services under the remit of this Committee is attached at Appendix 'B'. (The Estimates have been circulated to Members of the Committee and relevant Officers only and a copy has been placed on the website for all other Members and the public).
4. The estimates are separated into the following sections:
 - i) Planning Committee Estimates (pages 1 - 17);
 - ii) Current and proposed fees and charges (pages 18 - 20).
 - iii) Assumptions used in setting the budgets for 2008/09 (pages 21 - 24).

OFFICERS' RECOMMENDATION that -

- i) the draft Revenue Estimates for 2008/09 be approved as submitted; and**
- ii) the proposed fees and charges for 2008/09, as set out in Appendix 'B', be approved and be implemented with effect from 1 April 2008.**

(TO RESOLVE)

Background Papers

Director of Finance's Estimates Working Papers 2008/09 file for the Planning Committee (part exempt)

7. PLANNING APPLICATIONS

A list of planning applications to be determined by the Committee is attached.

If Members have particular queries or interests in certain applications, the application files will be available for inspection and Officers present from 7.00 p.m. prior to the meeting in the ante room of the Council Chamber. This will be an informal opportunity for Members to see further details of applications and representations and to discuss and clarify issues. Copies of all letters of representation will also be placed on the table in the Chamber prior to the meeting and will be available for inspection by Members.

OFFICERS' RECOMMENDATION that –

the said applications be determined as indicated and any permission granted be subject to the conditions authorised.

(TO RESOLVE)

Background Papers

A list of background papers is available from the Technical Services Department.

8. HOUSING AND PLANNING DELIVERY GRANT (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to seek the views of the Committee on a consultation document from the DCLG entitled 'Housing and Planning Delivery Grant'.**

1.2 **Comments are requested by 17th January 2008.**

2. Background Information

2.1 The Government introduced the existing Planning Delivery Grant (PDG) as a means for rewarding Councils for improved performance in planning – initially based on development

control performance (speed of processing planning applications) but was lately extended to plan-making performance. This has assisted in providing additional resources to support the planning service.

- 2.2 The scheme was initially for a three year period commencing in 2003/04 but the principle of a reward grant will now be extended for a further period. However, the new grant regime, referred to as the Housing and Planning Delivery Grant (HPDG) will have a different focus. It is considered to be a new grant and not a replacement or an amended Planning Delivery Grant. The new grant is to compensate for the extra cost of dealing with and/or accommodating the growth in housing that the Government is promoting.
- 2.3 The planning element for the grant will split across three elements, namely:
- (a) Assessment of land for housing over 5 and 15 year timescale (40%)
 - (b) Delivery of sound development plan documents (DPDs) (50%); and
 - (c) Delivery of sound DPDs and Strategic Housing Market Assessments through joint working (10%).
- 2.4 As an example of how the grant regime will operate, it may help the Committee to consider one element of the reward mechanism. The housing element is designed specifically to promote local growth. It is intended to make a standard national payment for each dwelling completed within an authority's area which exceeds a figure of 0.75% of its existing housing stock. Using the national payment of £1,600 per dwelling as quoted in an example in the consultation document, at least 256 dwellings would have to have been completed in Runnymede before the grant became available. An average for the last 3 years' completions is 314 dwellings per annum. On this basis Runnymede would receive £92,800 grant per annum under this element, assuming that housing completions remained comparable to recent performance.
- 2.5 The consultation also explores the possibility of additional aspects being added to the HPDG in the future. These include design quality, reducing empty homes and the registration of surplus public sector land.

3. Policy and Technical Considerations

- 3.1 The consultation sets out a series of questions and invites comments. These are set out below with officer recommendations.

Question 1

Do you agree with the principle of rewarding a 5 year supply of deliverable sites for housing?

Recommended Response -

Yes, the 5 year supply is a long-established requirement and has been helpful in defending against unacceptable proposals in the past. However, the criteria used to reward delivery should be linked to the annualised requirement set out in the South East Plan (currently recommended by the Panel Report on the Plan to be 161 units p.a.). The system proposed in the Consultation only rewards the supply of housing in Runnymede when the number of annual completions exceeds 256 dwellings. It is proposed that the formulae be revised to reflect the annual housing requirement for each Authority set out in the Regional Spatial Strategy (The S.E. Plan).

Question 2

Do you agree with the principle of enhanced grant for demonstrating a 5 year supply of deliverable sites for housing where the authority has also identified 15 years of deliverable, developable and/or broad locations of housing sites?

Recommended Response -

Yes, this is the position to which the Council aspires with its Core Strategy

Question 3

Do you agree with the principle of rewarding local planning authorities for the delivery of priority Development Plan Documents?

Recommended Response –

Yes, the Council has a defensible programme in its Local Development Scheme

Question 4

Do you agree with reductions in the grant payable where delays occur to the delivery of the milestones for submission and adoption?

Recommended Response

No, this will depend on the cause of the delay. A Council should not be punished if the delay is outside its control.

Question 5

Do you agree with the principle of rewarding joint working among local planning authorities.

Recommended Response

Only if the allocation will allow for payment of grant to authorities which work together on topics such as joint work on Gypsy and Traveller Accommodation Assessments etc. It should not be restricted to those authorities which produce formal joint DPDs.

Question 6

Do you have any views as to whether the Housing and Planning Delivery Grant should be incentivising delivery of family homes?

Recommended Response

The grant should be payable to those authorities which meet their allocation and which meet their own policy requirements in terms of the appropriate mix of dwellings. The appropriate mix is determined locally through Housing Need Assessments.

Other General Comments

3.2 ***One of the main criticisms of the existing grant regime that will expire in March 2008 and the proposed mechanism is that it does not allow the long term planning of resources to take place. With the PDG the grant settlements were not announced until well into the financial year for which they were allocated. The temporary nature and fluctuation of the grant meant allocating resources was a problem for many authorities.***

3.3 ***It is not anticipated that the new grant regime will be available in the first instance, until well into the next financial year (2008/09). The Government is therefore requested to establish a mechanism that will enable authorities to take account of the grant when they are setting budgets.***

4. Resource Issues

4.1 The Planning Delivery Grant regime has enabled additional resources to be provided to support the Planning Service to meet the targets set by Government. The new HDPG is changing the emphasis to promote housing delivery and reward progress on the plan-making process. Your Officers are currently assessing the implications of the new grant, the impact of increased fee income and income derived from the new planning obligation mechanism (to

be introduced in March 2008) to identify if the Planning Service needs to be refocused to meet these new challenging Government targets.

4.2 The financial forecast has assumed £271,000 income in the past for Planning Delivery Grant. The Government has signalled an increase in planning application fees of 23% from April 2008 and this should net an additional £100,000 in Runnymede if development remains buoyant. This is already reflected in the financial forecast.

4.3 To meet the financial forecast, a further £171,000 will be required from the Housing and Planning Delivery Grant on an annual basis.

5. Conclusions

5.1 The Government wishes to introduce a new grant regime to replace the Planning Delivery Grant. The overall aim of the HPDG is to incentivise local authorities to improve the delivery of housing and other planning outcomes as part of their strategic place shaping role and to provide more support to local government in promoting housing growth.

5.2 Under the previous PDG the authority was always advised of the grant settlement well into the financial year for which it was available and it is hoped that the Government can develop a regime that enables local planning authorities to plan ahead and with certainty to provide the quality of service proposed.

OFFICERS' RECOMMENDATION that -

the comments set out in this report be forwarded to the Government as the formal response of the Council on the proposed Housing and Planning Delivery Grant mechanism.

(TO RESOLVE)

Background Papers

Housing and Planning Delivery Grant (HPDG), Consultation on allocation mechanism; Communities and Local Government, October 2007

9. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES (DTS)

A list of planning applications recently determined by the Director of Technical Services under his delegated powers is attached at Appendix 'C'. If Members have any particular matters they wish to raise, prior notice to the Chairman would be of assistance.

(FOR INFORMATION)

Background Papers

None

10. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that -

the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in paragraph 3 of Part I of Schedule 12A of the Act.

(TO RESOLVE)

PART II

Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection.

a) Exempt Information

11. DEVELOPMENT CONTROL (APPEALS) EXPENDITURE – OUTTURN COSTS

b) Confidential Information

(No reports to be considered under this heading)