

Thurrock: An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Local Development Plan Task Force

The meeting will be held at 7.00 pm on 13 July 2020

Due to government guidance on social-distancing and COVID-19 virus the Local Development Task Force on 13 July 2020 will be held virtually online. The press and public will be able to watch the meeting live online at the following link: <https://www.youtube.com/user/thurrockcouncil>

Membership:

Councillors Joycelyn Redsell (Chair), Martin Kerin (Vice-Chair), Alex Anderson, Andrew Jefferies, Gerard Rice and Luke Spillman

Substitutes:

Councillors

Agenda

Open to Public and Press

	Page	
1	Nomination of Chair	
2	Nomination of Vice-Chair	
3	Apologies for Absence	
4	Minutes	5 - 10
5	Items of Urgent Business	
6	Declaration of Interests	
7	Terms of Reference	11 - 12
8	Thurrock Local Plan Infrastructure Baseline Report (Presentation from Arups)	

To follow

9	Thurrock Local Plan - Next Steps Update	13 - 18
10	Work Programme	19 - 20

Queries regarding this Agenda or notification of apologies:

Please contact Wendy Le, Democratic Services Officer by sending an email to direct.democracy@thurrock.gov.uk

Agenda published on: **6 July 2020**

Information for members of the public and councillors

Access to Information and Meetings

Due to current government guidance on social-distancing and the COVID-19 virus, council meetings will not be open for members of the public to physically attend. Arrangements have been made for the press and public to watch council meetings live via the Council's online webcast channel: www.youtube.com/user/thurrockcouncil

Members of the public have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

Recording of meetings

This meeting will be recorded with the audio recording being published on the Council's website. The meeting will also be filmed and live streamed. At the start of the meeting the Chair will confirm if all or part of the meeting is to be recorded.

If you have any queries regarding this, please contact Democratic Services at Direct.Democracy@thurrock.gov.uk

Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Thurrock Council Wi-Fi

Wi-Fi is available throughout the Civic Offices. You can access Wi-Fi on your device by simply turning on the Wi-Fi on your laptop, Smartphone or tablet.

- You should connect to TBC-CIVIC
- Enter the password **Thurrock** to connect to/join the Wi-Fi network.
- A Terms & Conditions page should appear and you have to accept these before you can begin using Wi-Fi. Some devices require you to access your browser to bring up the Terms & Conditions page, which you must accept.

The ICT department can offer support for council owned devices only.

Evacuation Procedures

In the case of an emergency, you should evacuate the building using the nearest available exit and congregate at the assembly point at Kings Walk.

How to view this agenda on a tablet device



You can view the agenda on your [iPad](#), [Android Device](#) or [Blackberry Playbook](#) with the free modern.gov app.

Members of the Council should ensure that their device is sufficiently charged, although a limited number of charging points will be available in Members Services.

To view any “exempt” information that may be included on the agenda for this meeting, Councillors should:

- Access the modern.gov app
- Enter your username and password

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together

2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services

3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Local Development Plan Task Force held on 9 March 2020 at 7.00 pm

Present: Councillors Joycelyn Redsell (Chair), Martin Kerin (Vice-Chair) and Gerard Rice

Apologies: Councillors Alex Anderson and Andrew Jefferies

In attendance: Leigh Nicholson, Interim Assistant Director of Planning, Transport and Public Protection
Grant Greatrex, Sport and Leisure Policy Development Manager
Clare Macleod, Knight Kavanagh and Page
Sean Nethercott, Strategic Lead of Strategic Services
Jenny Shade, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting may be filmed and was being recorded, with the audio recording to be made available on the Council's website.

22. Minutes

The minutes of the Local Development Plan Task Force held on the 20 January 2020 were approved.

Councillor Kerin questioned whether the Sports Facilities referred to on page 8 of the agenda was reference to the proposed visit by Grays Athletic Football Club to a task force meeting. Leigh Nicholson stated this had been discussed and agreed that Grays Athletic Football Club should present at this meeting rather than at the Planning Transport and Regeneration Overview and Scrutiny Committee. Democratic Services agreed to pick this action point up and report back.

23. Items of Urgent Business

There were no items of urgent business.

24. Declaration of Interests

There were no declarations of interest.

25. Thurrock Active Place Strategy

The Chair agreed to change the order of the agenda so that Item 6 could be heard first.

Clare Macleod, Knight Kavanagh and Page Representative, gave a detailed presentation to accompany the report provided within the agenda. The presentation can be found from the following link:

<https://democracy.thurrock.gov.uk/ieListDocuments.aspx?CId=441&MId=5627&Ver=4>

Members thanked Clare Macleod for the presentation and made the following comments:

Councillor Rice asked for reassurance that open spaces such as Blackshots and Orsett Health playing fields would not be built on. Leigh Nicholson stated playing fields on green belt had protection with Fields in Trust protecting parks and green spaces such as sport pitches.

Councillor Rice questioned whether East Thurrock United would be relocating to another site. Leigh Nicholson stated there were no proposals for this football club to be relocated.

Councillor Kerin questioned how accessible the amenity green spaces were to residents. Claire Macleod stated that a strategic look would be undertaken on how to invest, to look at those less accessible spaces and those green spaces used dually or multi used and confirmed this information would be covered in the full report.

Councillor Redsell questioned how many sites had been visited. Claire Macleod stated the number of site visits had been agreed with Officers before the work commenced and those open spaces such as football and hockey pitches and indoor amenities had been visited.

Councillor Rice questioned how funding could be obtained for a private individual to erect an outdoor gym on Orsett Heath. Grant Greatrex suggested that the individual contacted the Parks Engagement Team.

Councillor Rice questioned why no golf clubs had been included in the consultation. Claire Macleod stated that the scope of the consultation had been agreed with Officers.

Members discussed the findings from the Playing Pitch Strategy:

- Councillor Kerin questioned whether the significant shortfalls would be fed into the Local Plan to identify land for this purpose.
- Councillor Redsell stated the shortfalls of youth 11v11 had been the impact of Blackshots playing fields closing.
- Councillor Rice stated that the facilities at Palmers College need to be updating.
- Councillor Redsell stated the Tennis Club no longer used the tennis courts at St Clere's School as the charges were too high.
- Councillor Rice stated Chadwell had lost their cricket ground facility following the pavilion fire and needed to be addressed.

- That Section 106 monies should be used as a priority and strategically back into the Local Plan to address such findings.

Members discussed the findings from the Indoor Facilities:

- Councillor Rice reminded members that the Civic Hall and Blackshots were built in the 1960s and had concerns on the age of the buildings.
- Councillor Redsell stated that as a ward member she was beginning to get a lot of complaints about Blackshots swimming pool.
- Councillor Kerin questioned the reliance of indoor and outdoor facilities in schools and was informed these would be itemised in the full report.
- Councillor Rice stated that larger industries in the borough should be assisting with funding.
- Councillor Redsell stated that this was an opportunity going forward to get this right.
- Claire Macleod stated further findings would be reported back to members as lot of changes would be needed.

Councillor Redsell thanked Claire Macleod for the very enlightening presentation.

At 8.04pm, Claire Macleod and Grant Greatrex left the committee room.

26. Thurrock Local Plan - Next Steps

Sean Nethercott, Strategic Lead of Strategic Services, summarised some the steps the Council proposed to take to prepare the Local Plan over the next two years. This included the technical work that needed to be undertaken, and the assessment of options leading to the production of a preferred spatial strategy. This work would be undertaken with the community and community engagement would be built in at an early stage. The Council were working with scheme providers and their agents on the master planning of new development and infrastructure planning work.

Councillor Kerin questioned whether these plans had been based on the assumption of the current Lower Thames Crossing route. Sean Nethercott stated that broadly yes but there had been some alignment changes.

Councillor Rice raised concerns that the east of the borough were calling out for new homes and this should be included within the proposal to build 32,000 new homes in the borough. Sean Nethercott stated that the proposed 32,000 new homes would include a cross section of homes across the borough and these options would be included in the Local Plan.

Councillor Rice questioned whether retirement villages had been considered as part of the Local Plan.

Councillor Rice stated that more council homes should be considered on a bigger scale. Sean Nethercott stated the Housing Needs Strategy would

identify community needs including specialist housing needs such as the elderly and to look at what support and infrastructure was required. Members agreed that this was a key piece of work to bring back to the group to include infrastructure study on today's needs v. future needs and what the costs would be.

Councillor Kerin questioned the waiting lists for social housing as part of the Housing Needs Strategy. Sean Nethercott confirmed that this was the approach across all local authorities and would be based on need.

Councillor Redsell stated it was good to see the wider transport plan would include river taxis which would take traffic off roads.

Councillor Redsell questioned why paragraph 3.4 of the report had no mention of residents or members. Sean Nethercott stated the context was for the technical production of the plan and not a community or member engagement.

Councillor Rice questioned when the correct provisions of the partial plan would be in place to meet the development needs of the borough and specifically mentioned when the plans would be in place for a relief road in Chadwell to ease the traffic at the Cross Keys Junction. Sean Nethercott stated it would take 24 months to draft the technical plan, followed by a 6 to 8 week consultation period, and then a further 12 to 16 month period before a Regulation 19 Local Plan would be consulted upon and submitted to the Secretary of State, Following examination and the Plan would then be formally adopted by the Council in 2024.

Councillor Rice asked when the draft Local Plan would be presented at Council for sign off. Sean Nethercott stated that after a period of continuous Member engagement a draft plan would be presented to Council in approximately 24 months' time.

Councillor Redsell stated site specifics from the Local Plan Technical Works would need to be brought back to the meeting for comment.

Councillor Rice questioned the assessments undertaken on the Thurrock Gypsy and Travellers Sites Study in respect of the Lower Thames Crossing to which Councillor Redsell stated that more work would need to be undertaken.

Members thanked Officers for the report.

27. Work Programme

As this was the last committee for the 2019/20 municipal calendar the Chair thanked officers and members for their contribution.

The meeting finished at 8.40 pm

Approved as a true and correct record

CHAIR

DATE

**Any queries regarding these Minutes, please contact
Democratic Services at Direct.Democracy@thurrock.gov.uk**

This page is intentionally left blank

Local Development Plan Task Force Terms of Reference

Aim:

To form a working group, hereafter referred to as “Task Force” to discuss and make recommendations in relation to the development and implementation of the Local Development Plan (LDP).

Membership:

6 elected Members (to be nominated in accordance with political proportionality).
1 named substitute from each political party.

Chair:

The Chair and Vice-Chair shall be elected by the membership of the Task Force at its first meeting of each municipal year. The appointment will last for the municipal year’s duration.

Duration:

The Task Force shall continue until such time as all business of the Group is complete, which will be when the plan is submitted to Government for inspection. The ultimate decision to discontinue the Task Force shall lie with the Planning, Transport and Regeneration Overview and Scrutiny Committee as parent committee; however the Chair of the Task Force may make such a request to disband at any time.

Meeting Schedule:

The Task Force shall meet every two months. Schedule to be agreed.

Activities:

The Task Force will undertake all but not exclusively the following activities:

1. To keep under review progress in preparing the Local Plan
2. Receive updates on Government policy changes and priorities insofar as they might impact on the preparation of the Local Plan
3. Receive reports and presentations on the development of the Local Plan evidence base and provide comments
4. Receive reports and presentations on the preparation of the South Essex Joint Strategic Plan and its implications for the Local Plan

5. Provide comment on the scope and nature of the thematic policy approaches to be considered in developing the Local Plan
6. Provide comment on the development of an evidence based Preferred Spatial Option
7. Review progress and the development of appropriate strategies and policy approaches to support the development of strategic sites within the framework provided by the Local Plan
8. To keep under review the Council's approach to community engagement in the plan-making process

Decision Making

The Task Force shall have no executive powers and will refer all recommendations directly to the appropriate executive or quasi-judicial committee by way of report.

13 July 2020	ITEM: 9
Local Development Plan Task Force	
Thurrock Local Plan – Next Steps	
This report is Public	

Executive Summary

This report summarises the steps that the Council will need to take to prepare a sound Local Plan in accordance with all relevant legal and procedural requirements and consistent with national policy. It provides an addendum to the previous Thurrock Local Plan - Next Steps Report which the Task Force considered at its last meeting on 9th March 2020 and sets out some of the steps that the Council will take to mitigate the impact of Covid-19 on the local process.

1. Introduction and Background.

- 1.1 This Report provides an update to the previous Thurrock Local Plan – Next Steps Report which was considered by the Taskforce at its meeting on March 9th 2020. At the time when the original report was written, the Government had yet to announce the Covid-19 Lockdown and there was little clarity on the implications of the pandemic on timescales for preparing the plan or on how the Council goes about engaging with stakeholders and the local community in a safe and effective manner during its production.
- 1.2 The impact of the Covid-19 pandemic will have significant and potentially long lasting economic, social and environmental impacts all of which could have profound impacts on how we live, work and travel in the future. Notwithstanding the inherent difficulties that this causes the plan-making in trying to predict what this all means in terms of the demand or use of land and infrastructure, the Government now requires all local authorities to have an adopted local plan in place by December 2023.
- 1.3 While this represents a considerable challenge to many authorities who have yet to adopt a new local plan, it is of an even greater challenge in Thurrock given the scale nature and complexity of the issues and opportunities which need to be addressed in bringing forward a Local Plan which can effectively drive transformational change. These include planning for the construction of the Lower Thames Crossing and making the most of a once in a lifetime opportunity to harness the Borough’s future growth potential to the benefit all sections of the local community.

2 Thurrock Local Plan – Next Steps Update

Timescales and Programme

- 2.1 Although the effects of the Covid-19 lockdown has led to some delay in progressing the Plan, it is not considered that the timetable set out in the previous Report will slip considerably. Work has continued on the commissioning and completion of necessary technical work with only limited delays being experienced in getting this work completed.
- 2.2 Additional work is now being undertaken to develop a more detailed project plan with a view to the Council publishing an updated Local Development Scheme (LDS) in September 2020. The Local Development Scheme sets out the programme for the preparation of the Local Plan and progress in completing this review will be reported back to the Taskforce at its next meeting, together with further information on the steps that the Council are taking to expedite the production of the plan.

Community Engagement

- 2.3 The Government has made clear that it wants authorities to continue to make progress on emerging Local Plans, reiterating its target of all authorities having up to date Plans in place by December 2023.
- 2.4 The Planning Practice Guidance (PPG) on Plan-making has been updated setting out how local authorities can review and update their Statements of Community Involvement. This states that where “any of the policies in the Statement of Community Involvement cannot be complied with due to current guidance to help combat the spread of coronavirus (COVID-19), the local planning authority is encouraged to undertake an immediate review and update the policies where necessary so that plan-making can continue.” The PPG states that any temporary amendments should promote effective community engagement “by means which are reasonably practicable”. Various online engagement methods are suggested, including virtual exhibitions, digital consultations, video conferencing, social media, whilst requirements for physical documents to be publicly available for inspection, may be satisfied through online publication.
- 2.5 To ensure accessibility for those without internet access, authorities are advised to consider engaging directly with representative groups, focusing on those in areas specifically affected by proposals, whilst allowing individuals to nominate others to represent their views on their behalf. It also suggests that representations may be made by telephone or in writing where alternatives cannot be identified.
- 2.6 In order that the Council's approach to Community Engagement complies with Government Guidance, it is proposed to review the Local Plan Statement of Community Involvement and to identify any necessary amendments as may be required to ensure that the process of community engagement can be undertaken in a safe and effective manner over the course of the plan-making

process, This work will also seek to identify alternative means of public consultation and the costs and feasibility of rolling these out as should they be required in the future. It is anticipated that this review will be completed in autumn 2020 with any subsequent amendments to the Statement of Community Involvement following shortly after. A further report on this matter will be submitted to the Taskforce on this matter in due course.

Thurrock Design Charrettes

- 2.7 As the Taskforce will be aware it was originally proposed to roll out the Design Charrette process successfully piloted in Aveley in 2019 across the Borough during summer 2020. However, due to the current situation it has been impossible to do this due to the restrictions imposed by the Covid-19 Lockdown. In recognition of the fact that the impact of the current pandemic is likely to be with us for some time, the Council has been working with the Princes Foundation to develop a new programme for the roll out of the process making use of alternative means and mechanisms for engaging with the local community in developing an agreed vision and guiding principles to inform the future planning of their area.
- 2.8 Although a detailed programme for the roll out of the Charrette process has to be finalised, the broad timescales for this work have been agreed and are as follows.
- **July to August 2020** – Agree Study Brief and collect Baseline Borough/Settlement Information
 - **September** - Hold Council Stakeholder Briefing Workshops
 - **October to December** – Undertake Stakeholder/Landowner/Scheme Promoter Workshops
 - **February to March 2021** – Undertake Community Engagement
 - **April to May** – Complete Charrette Settlement Reports.
- 2.9 A further verbal update on the programme for rolling out the Design Charrette process will be provided to Members at the Local Development Plan Taskforce Meeting on 13th July.

Local Plan Planning Performance Agreements

- 2.10 It is a well-established principle of the plan-making process that the preparation and review of all policies must be underpinned by relevant and up-to-date evidence. Equally important is the need for local plans to be shaped by early, proportionate, and effective engagement between plan makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees. However, ensuring that both these considerations are addressed through the plan-making process can also significantly add to the cost and time it takes to prepare a new Local Plan. Reflecting this the Council is therefore seeking to promote the use of Planning Performance Agreements (PPAs) as a means sharing the cost of preparing a

local plan as well as expediting the time it takes to progress the plan through to Adoption.

- 2.11 While the use of voluntary Planning Performance Agreements is now common in respect of the determination of planning applications, the Council considers that there is also a role for them in helping to deliver a faster and more effective plan-making process. Equally, by adopting a collaborative and proactive approach to evidence development during the plan-making stage, it should also help shorten the time it takes for a planning application to be determined and granted planning permission following the adoption of the plan. The participation of other parties in the PPA process should also enable early consideration of all the fundamental issues relating to whether a particular site or strategic development will be acceptable in principle as well as providing the opportunity for those involved to work together to secure the necessary funding and delivery of supporting infrastructure. The Council considers that this can be best achieved by adopting a 'Development Team' approach as the preferred way of working with stakeholders as part of an 'end-to-end' and seamless plan-making and development management process.

Joint Working

- 2.12 Wherever possible and appropriate the Council will encourage adjoining landowners and scheme promoters to work collaboratively in the assisting the Council in developing the evidence base to support the preparation of the Local Plan and the promotion of strategic sites or broad locations for growth. Adopting this approach will make the most of efficient use of existing resources and lead to cost savings and efficiencies in the procurement and commissioning of technical studies and reports.
- 2.13 To facilitate joint working a Joint Project Team will be established for the term of the Agreement. Membership of the Joint Project Team will be at the ultimate discretion of the parties. However, changes to the Joint Project Team will need to be notified and agreed in advance wherever possible. The Joint Project Team will comprise of a Site Promoters Team and a Thurrock Council Team. For larger and more complex sites or growth areas consideration should be given the benefits of widening membership of the Joint Project Team to include representatives from the following organisations:

- The Environment Agency
- Homes England
- Highways England
- Natural England
- Heritage England
- Public Utilities
- Public Health
- Transport providers and operators
- Others to be determined

Developing the Evidence Base

- 2.14 The Council is committed to ensuring that the preparation of Local Plan is based on an up-to-date and robust evidence base. However, given the high costs involved in producing a local plan there is a need to obtain additional funding to ensure that the necessary technical work is completed within the shortest possible timescales to enable the Local Plan to progress quickly to adoption. Although the Council will continue to take the lead in commissioning this work there is significant role for stakeholders and site promoters to contribute to resourcing the development of the evidence base through the PPA process. In many cases the information needed to support the allocation of a site for development and provide evidence of its deliverability will also be required at a later stage to support the determination of a future planning application. It is that by twin-tracking and frontloading the development of the evidence base that the overall timescales and costs associated with bringing development forward can be shortened to the benefit of all parties.
- 2.15 As with the Thurrock Design Charrettes, it was originally proposed to start the entering into PPAs with scheme promoters during summer 2020 as a natural progression following on from the start of the Charrette process. However, this has had to be postponed to the autumn of 2020 to both enable the alignment of the two processes and to enable the parties to put in place the necessary infrastructure required to hold virtual Development Team Meetings. Reflecting these considerations it is now proposed to start rolling out the PPA process in September 2020 as capacity and resources allow.

Report Author:

Sean Nethercott

Strategic Lead – Strategic Services

Place

This page is intentionally left blank

Work Programme

Committee: Local Development Plan Task Force

Year: 2020/2021

Dates of Meetings: 13 July 2020, 14 September 2020, 9 November 2020, 11 January 2021, 8 March 2021.

Topic	Lead Officer	Requested by Officer/Member
13 July 2020		
Nomination of Chair and Vice-Chair	Democratic Services	
Terms of Reference		
Thurrock Local Plan Infrastructure Baseline Report (Presentation from Arups)	Sean Nethercott	Officers
Thurrock Local Plan – Next Steps Update	Sean Nethercott	Officers
Work Programme	Dem Services	Standing item
14 September 2020		
Work Programme	Dem Services	Standing item
9 November 2020		
Work Programme	Dem Services	Standing item

Work Programme

11 January 2021		
Work Programme	Dem Services	Standing item
8 March 2021		
Work Programme	Dem Services	Standing item