

**Basildon Borough Council**

**BASILDON BOROUGH LOCAL PLAN (2014-2034)**

**Masterplan Procedure for Allocated Sites**

**January 2020**

Masterplan Procedure for sites allocated in the emerging  
Basildon Borough Local Plan 2014-2034

Background

As part of the work associated with the emerging Basildon Borough Local Plan 2014-2034, a number of sites are required to be developed in accordance with an approved masterplan to ensure that the sites are developed in a clear and structured manner.

Where there is a requirement for a site to be masterplanned, this is specified in the policy for the site allocation. It is considered necessary to establish a masterplanning procedure to guide masterplan preparation and subsequent approval. Masterplans are separate from the planning application process. An approved masterplan must be in place for the relevant site prior to the consideration of any planning application by the Council.

Following approval of a masterplan, further detailed design work to cover aspects such as architecture, materials and hard and soft landscape would be required as part of the pre application process.

Masterplan Procedure

The masterplan procedure is set out in detail below:

<b>Stage</b>	<b>Developer</b>	<b>Council</b>
Inception	Developer notifies Council of their intention to commence the masterplan process	The sites identified as requiring a masterplan in the emerging Local Plan are:
	Developer enters into a Planning Performance Agreement (PPA)  [Where a site includes multiple land parcels such as Policy H17 South West Billericay each developer will be expected to enter into a PPA and endorse the masterplan]	1. Policy E5/H5 – Land West of Gardiners Lane South, Basildon;  2. Policy E6 – Land East of Burnt Mills, Basildon;  3. Policy H11 – East of Basildon;  4. Policy H17 – South West Billericay.
1	Masterplan scoping exercise which shall:  Reflect the Proposals Map and comply with the allocation in the emerging	Agree scope, what information and analysis should be included in the masterplan for the site, supporting evidence and consultation strategy

	<p>Local Plan;          Be accompanied with supporting evidence; and          Set out a robust consultation strategy for stakeholders (statutory bodies, service providers, local highway authority, local organisations such as Parish/Town Councils, neighbourhood plan groups, Local Ward Members, residents associations, action groups and any other local representatives</p>	<p>The extent of the masterplanning and level of detail will vary from site to site dependent upon size, scale and land uses but as a minimum, should include:</p> <ul style="list-style-type: none"> <li>- A vision;</li> <li>- Site and context analysis;</li> <li>- Movement and circulation patterns;</li> <li>- Infrastructure needs;</li> <li>- Public realm and place making strategy to include drainage and landscape;</li> <li>- Land use and developable areas;</li> <li>- Building heights;</li> <li>- Layout principles including health and wellbeing;</li> <li>- Delivery and phasing.</li> </ul>
2	Masterplan drafted and signed off for public consultation by developer	Approve draft masterplan for public consultation
3	Consultation feedback	Analyse feedback and identify key issues
	Masterplan amendments	Agree masterplan amendments
	Masterplan submitted for approval	<p>Masterplan registered on Uniform (suffix MP).          Masterplan and supporting evidence publicly available.</p> <p>Consultation report detailing number of responses, content and a schedule of amendments which will accompany the masterplan.</p> <p>Approved as a material</p>

		consideration by Planning Committee
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### Masterplan Status

In terms of the status of an approved masterplan, the masterplan will be a material consideration in the determination of planning applications within the masterplan allocation and will be a key reference document for decision making but will not form part of the statutory development plan and will not be subject to independent examination.