

Basildon Borough Council

Publication Statement of the Hovefields and Honiley Neighbourhood Area and Neighbourhood Forum Applications

May 2016

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1. INTRODUCTION

Background

- 1.1 The Neighbourhood Planning regime was introduced by the *Localism Act 2011* (amending the *Town and Country Planning Act 1990*) as a way for local communities to better guide the development future of the places where they live or do business. In August 2012, Local Councils (including Town, Parish and Village Councils) and new unelected 'Neighbourhood Forums' were given powers to prepare neighbourhood development plans and neighbourhood development orders in the *Neighbourhood Planning (General) Regulations 2012 (as amended)*.
- 1.2 Neighbourhood plans and orders are not a legal requirement, but they are a right which Local Councils or Neighbourhood Forums (in unparished areas) can choose to prepare should they wish to. The decision to prepare a neighbourhood plan or neighbourhood order is one that only a Local Council or a community which could form a Neighbourhood Forum can make.
- 1.3 There are seven key stages in the Neighbourhood Planning process which must be fulfilled in order for a neighbourhood plan or order to be adopted. These are identified from the relevant regulations and the *Planning Practice Guidance*, and are as follows:
 - Stage 1: Designating a Neighbourhood Area
 - Stage 2: Designating a Neighbourhood Forum (applicable only in non-parished areas)
 - Stage 3: Preparing a draft Neighbourhood Development Plan or Order
 - Stage 4: Submission of the draft Neighbourhood Development Plan or Order
 - Stage 5: Independent Examination
 - Stage 6: Referendum
 - Stage 7: Making the neighbourhood development plan or order (bringing it into force)
- 1.4 The Council has a statutory duty as a Local Planning Authority to fulfil each of the seven stages, whether that is to take a decision or to organise a certain stage such as the referendum.

Purpose of this Report

- 1.5 This report sets out the Council's statutory duties in relation to stages one and two in accordance with Sections 61F and 61G of the *Town and Country Planning Act 1990* (as inserted by Schedule 9 Part 1 of the *Localism Act 2011*). It provides information on the applications, the process of publicising the applications, and the representations received.

2. THE COUNCIL'S STATUTORY DUTIES FOR STAGES ONE AND TWO OF NEIGHBOURHOOD PLANNING

This section sets out in more detail the statutory duties of the Council, as the Local Planning Authority, once a neighbourhood area application or a neighbourhood forum application has been formally submitted.

Validating an Application

- 2.1 Following receipt of a neighbourhood area application the Council must first validate it. To do this the Council must check that the application meets Regulation 5(1) of the *Neighbourhood Planning (General) Regulations 2012 (as amended)*:

Where a relevant body(b) submits an area application to the local planning authority it must include—

(a) a map which identifies the area to which the area application relates;

(b) a statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and

(c) a statement that the organisation or body making the area application is a relevant body for the purposes of section 61G of the 1990 Act.

(2) A local planning authority may decline to consider an area application if the relevant body has already made an area application and a decision has not yet been made on that application.

- 2.2 Following receipt of a neighbourhood forum application the Council must follow the same process as above and validate it. To do this the Council must check that the application meets Regulation 8 of the *Neighbourhood Planning (General) Regulations 2012 (as amended)*:

Where an organisation or body submits a neighbourhood forum application to the local planning authority it must include—

(a) the name of the proposed neighbourhood forum;

(b) a copy of the written constitution of the proposed neighbourhood forum;

(c) the name of the neighbourhood area to which the application relates and a map which identifies the area;

(d) the contact details of at least one member of the proposed neighbourhood forum to be made public under regulations 9 and 10; and

(e) a statement which explains how the proposed neighbourhood forum meets the conditions contained in section 61F(5) of the 1990 Act.

Publicising an Application

- 2.3 Once validated, the Council must publicise a neighbourhood area/ neighbourhood forum application and invite representations. For a neighbourhood area application this is carried out in accordance with Regulation 6 of the relevant regulations:

As soon as possible after receiving an area application from a relevant body, a local planning authority must publicise the following on their website and in such other manner as they consider is likely to bring the area application to the attention of people who live, work or carry on business in the area to which the area application relates—

(a) a copy of the area application;

(b) details of how to make representations; and

(c) the date by which those representations must be received, being –

(i) in the case of an application to which paragraph (2)(b) of regulation 6A applies, not less than four weeks from the date on which the area application is first publicised;

(i) in all other cases, not less than six weeks from the date on which the area application is first publicised.”.

- 2.4 For a neighbourhood forum application this is carried out in accordance with Regulation 9 of the relevant regulations:

As soon as possible after receiving a neighbourhood forum application, which the local planning authority do not decline to consider under regulation 11, a local planning authority must publish the following on their website and in such other manner as they consider is likely to bring the application to the attention of people who live, work or carry on business in the area to which the application relates—

(a) a copy of the application;

(b) a statement that if a designation is made no other organisation or body may be designated for that neighbourhood area until that designation expires or is withdrawn;

(c) details of how to make representations; and

(d) the date by which those representations must be received, being not less than 6 weeks from the date on which the application is first publicised.

Determining an Application

2.5 Following the end of publicising an area application, the Council is required to determine the application within a set timeframe. This is in accordance with Regulation 6A of the relevant regulations:

(1) Where a local planning authority receive an area application from a relevant body the authority must determine the application by the date prescribed in paragraph (2).

(2) The date prescribed in this paragraph is—

(a) in a case where the area to which the application relates falls within the areas of two or more local planning authorities, the date 20 weeks from the date immediately following that on which the application is first publicised;

(b) in other cases, where the relevant body is a parish council and the area to which the application relates is the whole of the area of the parish council, the date eight weeks from the date immediately following that on which the application is first publicised;

(c) in all other cases, the date 13 weeks from the date immediately following that on which the application is first publicised.”

2.6 There is at present no legal timeframe within which to determine an application for a neighbourhood forum.

3. SUBMISSION OF THE HOVEFIELDS AND HONILEY NEIGHBOURHOOD AREA AND FORUM APPLICATIONS

- 3.1 The proposed Hovefields and Honiley Neighbourhood Forum submitted an application to the Council on 23 October 2015 to designate the area around Hovefields Avenue, Hovefields Drive and Honiley Avenue in Wickford as a Neighbourhood Area.
- 3.2 On receipt of the neighbourhood area application, the Council checked its validity in accordance with the requirements set out in Regulation 5(1) of the *Neighbourhood Planning (General) Regulations 2012 (as amended)* before proceeding to publicising the application. On that occasion the application was found to be invalid and feedback was provided to the group.
- 3.3 On 17 February 2016, the Council received formal applications from the proposed Hovefields and Honiley Neighbourhood Forum to designate both the Neighbourhood Area and the Hovefields and Honiley Neighbourhood Forum. The applications were validated in accordance with Regulations 5(1) and 8 of the *Neighbourhood Planning (General) Regulations 2012 (as amended)* and the Council began arranging the publication of the applications.

4. PUBLICISING THE NEIGHBOURHOOD AREA AND NEIGHBOURHOOD FORUM APPLICATIONS

- 4.1 On 1 March 2016, the Council publicised both applications for a six-week consultation which closed on 12 April 2016. In order to bring the applications to the attention of people who live, work and carry out business in the Hovefields and Honiley area, the Council wrote to every address within the proposed neighbourhood area informing them of the consultation, where to view the applications and how to respond. A map of the proposed neighbourhood area was also enclosed.
- 4.2 Another letter of notification was sent to addresses within the surrounding area which covered the wider Fairmead Plotland Area, nearby farmsteads, and the employment areas and residential properties immediately south of the A127. Statutory consultation bodies were also notified in writing. Copies of both letters are shown in Appendix 1 of this report.
- 4.3 The applications, including their supporting documents, were published on the Council's website and reference copies of both applications were made available at the main Council Offices, and Basildon and Wickford libraries during the six-week consultation. The Council also published two press releases during the consultation period which were picked up by the media and an advertisement was placed in the Yellow Advertiser. Copies of these are shown in Appendix 2 of this report.
- 4.4 Representations could be submitted in writing, by email or through the Council's Local Plan Consultation Portal.

5. REPRESENTATIONS

- 5.1 A total of ten representations were received during the six-week consultation period which related to both the neighbourhood forum application and the neighbourhood area application. Of these, one was from a resident within the proposed neighbourhood area, one was from a Councillor representing the Electoral Ward and the rest were submitted by statutory consultees. These are set out in Table 1.
- 5.2 To summarise, none of the representations objected to the applications. One representation fully supported both the designation of the neighbourhood area and the designation of the neighbourhood forum and one representation was not relevant to the consultation. Three statutory consultees stated 'no comment' and the remaining representations from the other statutory consultees provided advice and guidance on the preparation of neighbourhood plans specific to their field of expertise. These responses are therefore more applicable to the neighbourhood forum should they proceed with plan preparation and will be forwarded onto them.

Table 1: Representations

ID	Name	Organisation (if applicable)	Representation	Council Response
HHNFA/1 & HHNAA/1	Cllr Chris Jackman		<p>I support the communities ambitions to address serious local issues such as the a127 draining into the area and flooding cess pools, poor highway infrastructure and poor highway safety and access. The Hovefields settled community has over the years been overpowered by numerous illegal developments within the green belt. Some of this have been enforced against and some are on going.</p> <p>Honily has had a very different expereince in my years as a ward councillor. The Principal issue here is higway safety as the A127 get busier accessing the highway with short slip roads presents serious risks to residents and visitors</p> <p>It's pleasing that after so much divison in this area that the community is prepared to consider working together to address mulptle issues that affect thier daily lifes. Postive community action could improve all residents life regardless of ethnicty or life style.</p>	Support noted
HHNFA/2 & HHNAA/2	Mrs Sue Bull	Anglian Water Services Ltd	<p>Thank you for the opportunity to comment on the above.</p> <p>We have no comments to make at this time, however if the Neighbourhood Plan progresses we would welcome the opportunity to comment on later stages on any aspects relevant to Anglian Water.</p>	No comment on applications and request for further engagement by neighbourhood forum noted
HHNFA/3 & HHNAA/3	Mr James Hudson	Environment Agency	<p>This checklist is for Neighbourhood Plans covering The Hovefields and Honiley Neighbourhood area. Due to the high volume of neighbourhood plans across the county we have had to focus our detailed engagement to those areas where the environmental risks are greatest.</p>	Advice and support for neighbourhood plan preparation noted

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>Together with Natural England, English Heritage and Forestry Commission we have published joint advice on neighbourhood planning which sets out sources of environmental information and ideas on incorporating the environment into plans. This is available at: http://webarchive.nationalarchives.gov.uk/20140328084622/http://cdn.environment-agency.gov.uk/lit_6524_7da381.pdf</p> <p>The below checklist takes you through the issues we would consider in reviewing your Plan. We aim to reduce flood risk, while protecting and enhancing the water environment.</p> <p>We recommend completing this to check whether we are likely to have any concerns with your Neighbourhood Plan at later stages.</p> <p>Flood Risk</p> <p>Your Neighbourhood Plan should conform to national and local policies on flood risk:</p> <ul style="list-style-type: none"> • National Planning Policy Framework – para.100 <p>‘Inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk, but where development is necessary, making it safe without increasing flood risk elsewhere.’</p> <p>If your Neighbourhood Plan is proposing sites for development check whether there are any areas of Flood Zones 2 or 3 within the proposed site allocations.</p> <p>How?</p> <p>Input postcodes or place names at: http://maps.environment-agency.gov.uk/wiyby/wiybyController?x=357683.0&y=3551</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>34.0&scale=1&layerGroups=default&ep=map&textonly=off&lang= e&topic=floodmap</p> <p>If sites proposed include areas at risk of flooding:</p> <p>In accordance with national planning policy the Sequential Test should be undertaken to ensure development is directed to the areas of lowest flood risk.</p> <p>This should be informed by the Environment Agency's flood map for planning and Basildon Council's Strategic Flood Risk Assessment (SFRA). We recommend you contact Basildon Council to discuss this requirement further.</p> <p>Next steps</p> <p>Please contact us (see details below) for further advice if any sites include areas of Flood Zone 3, which is defined as having a high probability of flooding, as we may have concerns with your Plan.</p> <p>We would have concerns if development is allocated in this high risk flood zone without the Sequential Test being undertaken.</p> <p>It is important that your Plan also considers whether the flood risk issues associated with these sites can be safely managed to ensure development can come forward.</p> <p>Water Management</p> <p>In February 2011, the Government signalled its belief that more locally focussed decision making and action should sit at the heart of improvements to the water environment. This is widely known as the catchment-based approach and has been adopted to deliver requirements under the Water Framework Directive. It seeks to:</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<ul style="list-style-type: none"> • deliver positive and sustained outcomes for the water environment by promoting a better understanding of the environment at a local level; and • to encourage local collaboration and more transparent decision-making when both planning and delivering activities to improve the water environment. <p>Neighbourhood Plans provide an opportunity to deliver multi-functional benefits through linking development with enhancements to the environment.</p> <p>The Hovefields and Honiley Neighbourhood is within the Anglian River Basin Management Plan area. This area is subdivided into catchments. The relevant catchment for your District is the Chelmsford catchment. A Catchment Partnership has been established for each of these to direct and coordinate relevant activities and projects within the catchment through the production of a Catchment Management Plan. The Catchment Partnerships are supported by a broad range of organisations and individuals representing a whole host of interests.</p> <p>The following websites provides information that should be of use in developing your Neighbourhood Plan</p> <p>https://www.gov.uk/government/publications/anglian-district-river-basin-management-plan</p> <p>https://essexsuffolkriverstrust.org/</p> <p>Community Infrastructure Levy</p> <p>We would recommend that environmental infrastructure, including habitat enhancements, water storage areas, and</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			green space, is taken into account when looking to fund local infrastructure.	
HHNFA/4 & HHNAA/4	Ms Lesley Stenhouse	Essex County Council	<p>Thank you for consulting Essex County Council (ECC) on the two applications at Hovefields and Honiley for a Neighbourhood Area and Forum respectively.</p> <p>The following information and comments are solely to inform any forthcoming preparation of a neighbourhood plan by local residents.</p> <p>General</p> <p>ECC delivers a wide range of public services upon which it can provide guidance and advice for those carrying out neighbourhood planning projects. A reference guide (currently being updated) setting out the main ECC services that may need to be considered when carrying out neighbourhood planning can be accessed by this link ECC Neighbourhood Planning Guide</p> <p>It is recommended that the Area Forum contacts ECC as plan preparation commences to ensure the most up to date information is provided.</p> <p>Links to the emerging Basildon Local Plan</p> <p>Basildon Borough Council published its Draft New Local Plan for consultation between January 2016 - March 2016, setting out the preferred options for planned growth covering the period upto 2035. Significant work has been undertaken to prepare the evidence base to inform the Local Plan for the borough including the provision of 15,260 new homes and 8,600 jobs to meet the Objectively Assessed Need for housing over the plan period.</p> <p>The next iteration of the new Local Plan is scheduled to be the Pre-Submission draft; to be published in December</p>	Advice and support for neighbourhood plan preparation and request for further engagement by neighbourhood forum noted

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>2016, prior to formal submission of the plan to the Planning Inspectorate, for independent examination. ECC recommends that the neighbourhood plan reflects the strategic vision and strategy of the emerging Local Plan, as required in the National Planning Policy Framework (NPPF), paragraph 184, which states:</p> <p><i>'The ambitions of the neighbourhood should be aligned with the strategic needs and priorities of the wider local area.'</i></p> <p>ECC response to the Draft Local Plan consultation is available on the ECC website by the following web links, the full details set out in CMA Annex 1.</p> <p>CMA Report ECC Response to Basildon draft LP March 2016 and CMA Annex 1 ECC Full response to Basildon draft LP March2016</p> <p>Minerals and Waste</p> <p>ECC is the Minerals and Waste Planning Authority, responsible for the preparation of Local Plans for Minerals and Waste related developments. Although Neighbourhood Plans cannot include policies that cover minerals or waste development, it should be noted that when an area forum or Parish Council develops its vision and objectives for shaping development and growth, minerals and waste matters will need to be taken into account as Minerals and Waste Local Plans form part of the Development Plan.</p> <p>Minerals (Essex Minerals Local Plan, 2014)</p> <p>The Minerals Local Plan adopted in 2014 is concerned with the minerals related developments, including safeguarding mineral resources (Policy S8) and sustainable construction (policy S4). The Minerals Planning Authority can confirm that policy S8 does not apply to the proposed</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>neighbourhood area of Hovefields and Honiley, as the area is not within a minerals safeguarding area or minerals consultaiton area, as defined in the Polices Map. However, please refer to policy S4 which does apply to the proposed neighbourhood area, and should be taken into account within any proposals for the area. It is recommended that ECC in its role as Minerals Planning Authority is contacted to ensure the provisions of the Minerals Local Plan are appropriately reflected in the neighbourhood plan as preparation commences.</p> <p>Waste</p> <p>In respect of waste planning issues, extant policy is set out within the joint Essex & Southend on Sea Waste Local Plan (adopted in 2001). The Authorities are currently preparing a Joint Replacement Waste Local Plan; work is at an advanced stage with a Pre Submission Plan published in March 2016 (www.essex.gov.uk/WLP). The Plan includes site allocations and policies to guide future waste development in Essex up to 2032.</p> <p>In relation to waste development, there are 3 main issues to consider:</p> <p>1. <i>Waste Local Plan (2001)</i></p> <p>The adopted Plan included a waste site allocation just outside of the Neighbourhood Area, which was subsequently developed into the Tovi Eco Park. This site is an important location for the management of local authority collected waste in the county and as such has been placed within a Waste Consultation Area to ensure that future proximal development doesn't compromise the operation of the facility. The concept of Waste Consultation Areas is set out below.</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p data-bbox="824 300 1518 355"><i>2. Replacement Waste Local Plan: Pre Submission draft (March 2001)</i></p> <p data-bbox="824 379 1518 499">The Pre Submission Draft Replacement Waste Local Plan includes 2 site allocations within or in close proximity to the Hovefields and Honiley Neighbourhood Area (as set out in Appendix 1):</p> <ul data-bbox="869 523 1518 691" style="list-style-type: none"> <li data-bbox="869 523 1518 611">• Basildon Waste Water Treatment Works - allocated as a suitable site for the treatment of 25,000tpa of biological waste; <li data-bbox="869 627 1518 691">• Courtauld Road, Basildon – allocated as suitable for the treatment of 34,000tpa of biological waste. <p data-bbox="824 707 1518 1193">A Waste Consultation Area (WCA) will be designated within and up to 250m from the boundaries of these facilities and Basildon Borough Council will consult the County Council on proposed development within this distance. It is considered that these WCAs fall within the boundary of the proposed Neighbourhood Planning Area. The policy approach with regard to WCAs is set out in Policy 2 of the Replacement Waste Local Plan: Pre-Submission Draft 2016. Please note that WCAs are not intended to be a barrier to all potential future development, rather they seek to ensure that the Waste Planning Authority are consulted on non-waste development that could adversely impact on the operation of a safeguarded waste site or infrastructure. This also ensures that potential future development is not adversely affected by existing or future waste developments.</p> <p data-bbox="824 1209 1193 1241"><i>3. Existing waste development</i></p> <p data-bbox="824 1257 1518 1377">Burnt Mills Industrial Estate is an established and important industrial location in the County, it is home to a number of existing waste operations including skip hire and scrap metal recyclers. Burnt Mills has been designated as</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>an Area of Search for future waste development, recognising the suitability of the area for future waste development to meet mainly local and/or small scale needs.</p> <p>Areas of Search are described in Section 8 of the Replacement Waste Local Plan 2014. By way of introduction, the role of Areas of Search is primarily to direct waste facilities serving a more local need towards existing industrial estates across the county that are most suitable for waste development. This plan-led approach therefore seeks to direct waste facilities away from more greenfield locations which may potentially have a less suitable transport network, into those areas more industrialised in nature.</p> <p>If established, the Neighbourhood Forum should note the presence of allocated and proposed waste development in proximity to the Neighbourhood Area, and the extent of all Waste Consultation Areas. Any Neighbourhood Plan may need to consider the inclusion of mitigation measures associated with new development to ensure the continued operation of waste sites as indicated.</p> <p>Highways</p> <p>ECC in its role as Highways Authority is working in partnership with Basildon Borough Council, and is undertaking transport modelling to further inform the preparation of the new Basildon Local Plan and these are reflected within the recent Draft New Local Plan consultation, January 2016, Transportation policies and in particular Policy TS2 (Improvements to Carriageway Infrastructure) and Policy TS5 (Safeguarded Areas for Transport Improvements), which specifically include safeguarding the A127 route for future improvements. These policies are supported by the Essex Transport</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>Strategy, the Local Transport Plan for Essex (June 2011) and the A127 Corridor for Growth - An Economic Plan 2014. Please refer to the attached copy of ECC's consultation response to the Basildon Local Plan dated 23 March 2016 for further details on the requirements and importance of the A127 Corridor.</p> <p>Sustainable Drainage Systems</p> <p>It is recommended that neighbourhood plan policies reflect requirements for new development of all scales to incorporate sustainable drainage systems. As the Lead Local Flood Authority (LLFA) ECC is responsible for overseeing flood risk from surface water, groundwater and ordinary watercourses. The LLFA is therefore expected to provide support to Local Planning Authorities and the development industry on sustainable drainage proposals. The Sustainable Drainage Systems Design Guide was adopted in December 2014, and assists in identifying the level of treatment necessary in considering new development. This document forms the local standards for Essex and, together with the National Standards, strongly promotes the use of sustainable drainage systems which help to reduce surface water runoff and mitigate flood risk.</p> <p>Environment and Climate Change</p> <p>The following information and links are provided to inform the Neighbourhood Plan in considering the risks from severe weather and changing climate.</p> <ul style="list-style-type: none"> • Low Carbon Neighbourhood Planning: A Guide Book, Centre for Sustainable Energy, September 2015 <p>https://www.cse.org.uk/downloads/reports-and-publications/policy/community-energy/energy-</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>advice/planning/renewables/low-carbon-neighbourhood-planning-guidebook.pdf</p> <ul style="list-style-type: none"> • How should neighbourhood planning take account of flood risk? <p>http://planningguidance.communities.gov.uk/blog/guidance/flood-risk-and-coastal-change/neighbourhood-planning-flood-risk/</p> <ul style="list-style-type: none"> • Planning for the Environment at a Neighbourhood Level Guidance <p>http://www.ourneighbourhoodplanning.org.uk/news/2012/07/30/Planning_for_the_Environment_at_a_Neighbourhood_Level</p> <p>Strategic Environmental Assessment (SEA)</p> <p>It is recommended that Basildon Borough Council screen the future Neighbourhood Plan in order to determine whether a Neighbourhood Plan proposal requires a SEA, once more detail on the content of the Neighbourhood Plan is known or determined.</p> <p>Conclusions</p> <p>ECC looks forward to engaging constructively, actively and on an on-going basis during the preparation of the Hovefields and Honiley Neighbourhood Plan. Please do not hesitate to contact me if you require further information or would like to discuss this response in more detail.</p> <p>Appendix 1 Replacement Waste Local Plan pre Submission draft site allocations <i>[Attachment available to view on consultation portal]</i></p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
HHNFA/5 & HHNAA/5	Ms Heather Archer	Highways Agency	<p>Thank you for your email dated 01 March 2016, advising Highways England of the above consultation.</p> <p>Highways England has been appointed by the Secretary of State for Transport as strategic highway company under the provisions of the Infrastructure Act 2015 and is the highway authority, traffic authority and street authority for the strategic road network (SRN). The SRN is a critical national asset and as such Highways England works to ensure that it operates and is managed in the public interest, both in respect of current activities and needs as well as in providing effective stewardship of its long-term operation and integrity.</p> <p>Highways England will be concerned with proposals that have the potential to impact on the safe and efficient operation of the Strategic Road Network (SRN).</p> <p>Having examined the above documents, we do not offer any comment to this proposal.</p>	No comment noted
HHNFA/6 & HHNAA/6	Mr David Grech	Historic England	<p>Thank you for consulting Historic England about the application to designate Hoverfields and Honiley as a Neighbourhood Area. Historic England has no objection to this designation, but we would like to take this opportunity to provide some initial advice on the matter and will send a copy to the Parish Council for their use in the event that their application is successful.</p> <p>The Neighbourhood Area does not incorporate any designated heritage assets.</p> <p>It will be important that the strategy put together for this area safeguards those elements which contribute to the importance of these historic assets. This will assist in ensuring they can be enjoyed by future generations of the</p>	No objection to applications and advice and support for neighbourhood plan preparation noted

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>area and make sure it is in line with national planning policy.</p> <p>We would also recommend that the Council speak to the staff at Essex County Council Place Service who look after the Historic Environment Record and give advice on archaeological matters. They should be able to provide details of not only any designated heritage assets but also locally-important buildings, archaeological remains and landscapes. Some Historic Environment Records may also be available on-line via the Heritage Gateway (www.heritagegateway.org.uk). It may also be useful for the Town Council to involve local voluntary groups such as the local Civic Society, local history groups, building preservation trusts, etc. in the production of their Neighbourhood Plan.</p> <p>Neighbourhood Plans need to include enough information about local heritage to guide planning decisions and to put broader strategic heritage policies from the local authority's local plan into action at a neighbourhood scale. If appropriate this should include enough information about local non-designated heritage assets including sites of archaeological interest to guide decisions.</p> <p>Further information and guidance on how heritage can best be incorporated into Neighbourhood Plans has been produced by Historic England. This signposts a number of other documents which the Council might find useful in helping to identify what it is about their area which makes it distinctive and how they might go about ensuring that the character of the area is retained. These can be found at:- http://www.historicengland.org.uk/advice/planning/plan-making/improve-yourneighbourhood/</p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
			If you have any queries about this matter or would like to discuss anything further, please do not hesitate to contact me.	
HHNFA/7 & HHNAA/7	Ms Stacey Clarke	Marine Management Organisation	Can you please send all future consultation requests directly to the MMO consultation mailbox: Consultations.MMO@marinemanagement.org.uk Please treat this as the formal response unless you receive another written response in the near future from myself or another member of the MMO.	No comment noted
HHNFA/8 & HHNAA/8	Ms Victoria Kirkham	Natural England	<p>To designate the Hovefields and Honiley Neighbourhood Area</p> <p>Thank you for notifying Natural England of your Neighbourhood Planning Area in your email dated 01/03/2016.</p> <p>We would like to take this opportunity to provide you with information sources you may wish to use in developing your plan, and to highlight some of the potential environmental risks and opportunities that neighbourhood plans may present. We have set this out in the annex to this letter.</p> <p><u>Natural England's role</u></p> <p>Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Your local planning authority should be able to advise you when we should be consulted further on your neighbourhood plan.</p>	Advice and support for neighbourhood plan preparation noted

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p><u>Planning policy for the natural environment</u></p> <p>Neighbourhood plans and orders present significant opportunities, but also potential risks, for the natural environment. Your proposals should be in line with the National Planning Policy Framework. The key principles are set out in paragraph 109:</p> <p>The planning system should contribute to and enhance the natural and local environment by:</p> <ul style="list-style-type: none"> • protecting and enhancing valued landscapes, geological conservation interests and soils; • recognising the wider benefits of ecosystem services; • minimising impacts on biodiversity and providing net gains in biodiversity where possible, contributing to the Government's commitment to halt the overall decline in biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures; <p>You should also consider the natural environment policies in your area's Local Plan. Your neighbourhood plan or order should be consistent with these, and you may decide that your plan should provide more detail as to how some of these policies apply or are interpreted locally.</p> <p>The attached annex sets out sources of environmental information and some natural environment issues you may wish to consider as you develop your neighbourhood plan or order. <i>[Attachment available to view on consultation portal]</i></p>	

ID	Name	Organisation (if applicable)	Representation	Council Response
HHNFA/9 & HHNAA/9	Ms Zoe Hughes	Sport England	<p>Thank you for consulting Sport England on the above Neighbourhood Consultation.</p> <p>Planning Policy in the National Planning Policy Framework identifies how the planning system can play an important role in facilitating social interaction and creating healthy, inclusive communities. Encouraging communities to become more physically active through walking, cycling, informal recreation and formal sport plays an important part in this process and providing enough sports facilities of the right quality and type and in the right places is vital to achieving this aim. This means positive planning for sport, protection from unnecessary loss of sports facilities and an integrated approach to providing new housing and employment land and community facilities provision is important.</p> <p>It is important therefore that the Neighbourhood Plan reflects national policy for sport as set out in the above document with particular reference to Pars 73 and 74 to ensure proposals comply with National Planning Policy. It is also important to be aware of Sport England's role in protecting playing fields and the presumption against the loss of playing fields (see link below), as set out in our national guide, 'A Sporting Future for the Playing Fields of England – Planning Policy Statement'.</p> <p>http://www.sportengland.org/facilities-planning/planning-for-sport/development-management/planningapplications/playing-field-land/</p> <p>Sport England provides guidance on developing policy for sport and further information can be found following the link below:</p> <p>http://www.sportengland.org/facilities-planning/planning-for-sport/forward-planning/</p>	Advice and support for neighbourhood plan preparation noted

ID	Name	Organisation (if applicable)	Representation	Council Response
			<p>Sport England works with Local Authorities to ensure Local Plan policy is underpinned by robust and up to date assessments and strategies for indoor and outdoor sports delivery. If local authorities have prepared a Playing Pitch Strategy or other indoor/outdoor sports strategy it will be important that the Neighbourhood Plan reflects the recommendations set out in that document and that any local investment opportunities, such as the Community Infrastructure Levy, are utilised to support the delivery of those recommendations.</p> <p>http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/</p> <p>If new sports facilities are being proposed Sport England recommend you ensure such facilities are fit for purpose and designed in accordance with our design guidance notes.</p> <p>http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/</p>	
HHNFA/10 & HHNAA/10	Mrs Bateman		<p>Thank you for your letter received. I would like to tell you I want my property put in for building I have lived here fifty six years but it is not like it used to be. We now have a traveller site here only four residents here now. <i>[inadmissible comment removed]</i> So if building is possible I want my name down. a bungalow is what I want.</p>	Comment noted

Appendix 1: Letters Publicising the Applications

Copy of letter sent to addresses within the proposed neighbourhood area



Date	26 th February 2016
Please ask for	Planning Policy
Department	Regeneration and Economic Development
Tel. No	01268 533333 (Option 6)
E-Mail	planningpolicy@basildon.gov.uk
Ref	2016/HHNA&FA/CON/01

Dear Sir or Madam,

RE: CONSULTATION ON THE HOVEFIELDS AND HONILEY NEIGHBOURHOOD AREA AND NEIGHBOURHOOD FORUM APPLICATIONS

Basildon Borough Council has received valid applications to designate the Hovefields and Honiley Neighbourhood Area and the Hovefields and Honiley Neighbourhood Forum. The Council has published these applications for a six-week consultation closing **23:59 on Tuesday 12th April 2016**. This letter provides further information on neighbourhood planning, the applications, and how you can have your say.

We are writing to inform you of the consultation on the neighbourhood area and neighbourhood forum applications because you live/work within the proposed neighbourhood area. A map of the proposed neighbourhood area is enclosed.

What is Neighbourhood Planning?

Neighbourhood planning is a key part of the Government's Localism agenda. It aims to give local communities greater power to shape development by taking a more active role in the development of planning policies at a local level. Communities will be able to not only produce a statutory 'neighbourhood plan' to be used by Basildon Borough Council when deciding planning applications within the area, but also grant 'permitted development' rights for certain types of new development.

The first stage in the process is to designate a neighbourhood area, before then establishing a representative body to carry out neighbourhood planning.

Within the proposed Hovefields and Honiley Neighbourhood Area a neighbourhood forum would be required to act as the representative body to undertake neighbourhood planning. A neighbourhood forum has to consist of a minimum of 21 individuals and be open to those who live or work in the area.

In accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended) should the designation for the neighbourhood forum be made no other organisation or body may be designated for that neighbourhood area until that designation expires or is withdrawn.

Where to view the applications?

The neighbourhood area and neighbourhood forum applications can be viewed on the Council's website: www.basildon.gov.uk/neighbourhoodplanning.

Reference copies of both applications are also available to view during the consultation period during normal office hours at:

- Basildon Borough Council and Basildon Library: The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL
- Wickford Library: Market Road, Wickford, Essex, SS12 0AG

How to comment on the applications?

The applications for the neighbourhood area and the neighbourhood forum will be available for comment for six weeks until **23:59 on Tuesday 12th April 2016**. Any comments received after this date and time may not be considered.

You can provide comments on the applications online by visiting the Council's website: www.basildon.gov.uk/neighbourhoodplanning.

If you wish to comment by email or post, please ensure that you include your name, email address and your postal address including postcode, and identify which application your comment relates to. Anonymous comments are not valid.

Email: planningpolicy@basildon.gov.uk

Post: Neighbourhood Planning, Planning Policy, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL.

If you have any further queries please do not hesitate to contact the Planning Policy Team on the details above.

Yours sincerely,

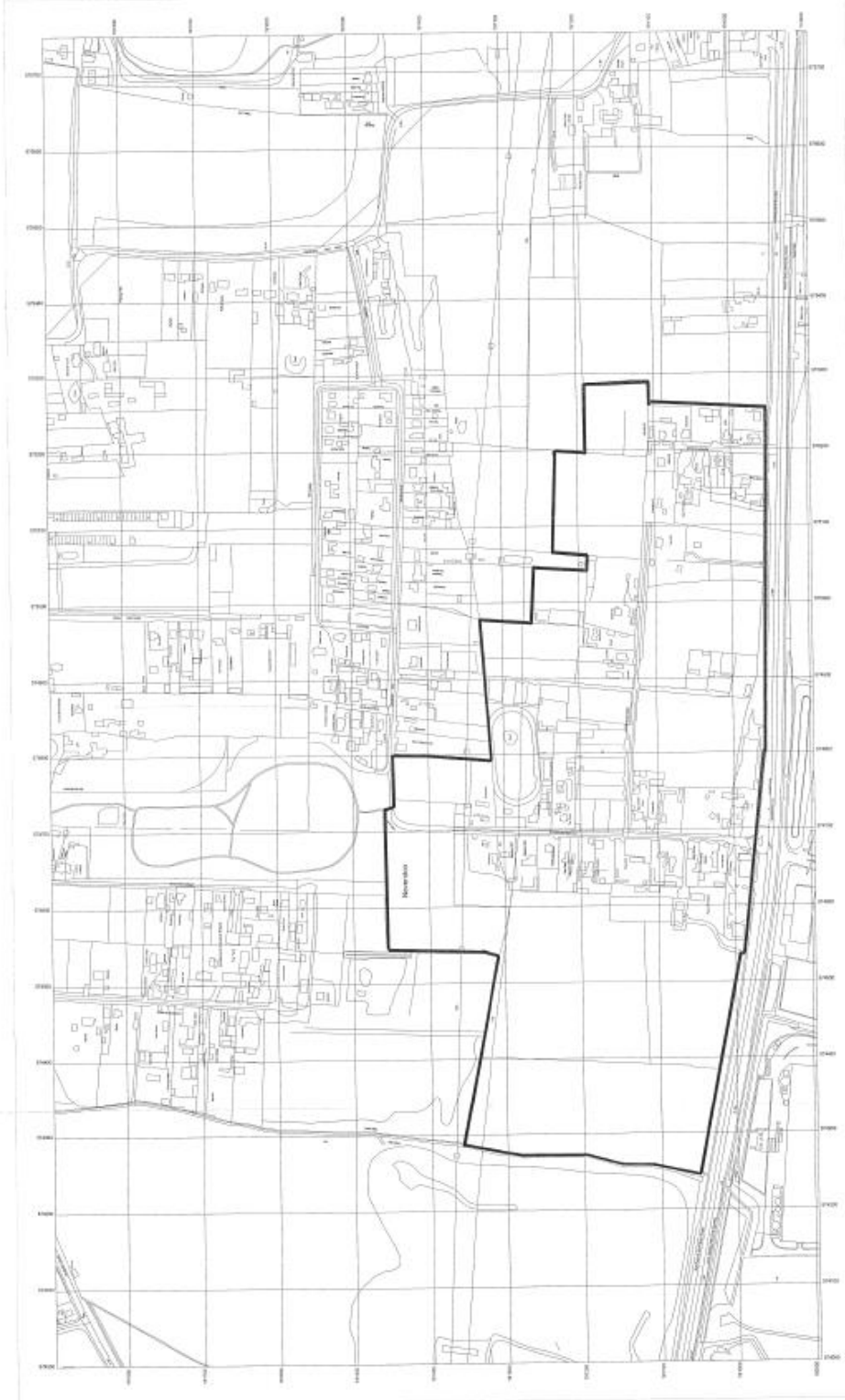


Matthew Winslow
Service Manager - Planning Policy & Regeneration Strategy

NATIONAL
MAP CENTRE

OS Plan B&W

100001/100000



Scale 1:50,000
100 METRES



THE ROYAL CANAL AND CANALS
AUTHORITY FOR THE CONSERVATION
OF GREAT OXFORDSHIRE
100001/100000

PLANNING POLICY
17 FEB 1988
RECEIVED

© Crown Copyright 1988
The Ordnance Survey Name and Address for the National Map Centre is: National Map Centre, 215 High Street, Southampton SO9 4AP. The Ordnance Survey Name and Address for the National Map Centre is: National Map Centre, 215 High Street, Southampton SO9 4AP.



Date	26 th February 2016
Please ask for	Planning Policy
Department	Regeneration and Economic Development
Tel. No	01268 533333 (Option 6)
E-Mail	planningpolicy@basildon.gov.uk
Ref	2016/HHNA&FA/CON/02

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The first stage in the process is to designate a neighbourhood area, before then establishing a representative body to carry out neighbourhood planning.

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How to comment on the applications?

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You can provide comments on the applications online by visiting the Council's website: www.basildon.gov.uk/neighbourhoodplanning.

If you wish to comment by email or post, please ensure that you include your name, email address and your postal address including postcode, and identify which application your comment relates to. Anonymous comments are not valid.

Email: planningpolicy@basildon.gov.uk

Post: Neighbourhood Planning, Planning Policy, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL.

If you have any further queries please do not hesitate to contact the Planning Policy Team on the details above.

Yours sincerely,



Matthew Winslow
Service Manager - Planning Policy & Regeneration Strategy

Appendix 2: Press Releases and Newspaper Advertisement Publicising the Applications

Press release announcing the start of publicising the applications

In the news:- Consultation on the proposed Hovefields and Honiley Neighbourhood Area and Neighbourhood Forum, Wickford

Consultation on the proposed Hovefields and Honiley Neighbourhood Area and Neighbourhood Forum, Wickford

10 March 2016

Consultation on the proposed Hovefields and Honiley Neighbourhood Area and Neighbourhood Forum, Wickford

Basildon Council has received a formal application from the proposed Hovefields and Honiley Neighbourhood Forum to designate the area around Hovefields Avenue, Hovefields Drive and Honiley Avenue in Wickford as a Neighbourhood Area and establish a Hovefields and Honiley Neighbourhood Forum. Should the designation of the neighbourhood forum be made, no other organisation or body may be designated for that neighbourhood area until that designation expires or is withdrawn.

These applications are the first stages in Neighbourhood Planning which gives local communities greater power to shape development within their area at a local level. Whilst these are two separate applications, the Council is publicising both applications at the same time in a joint consultation. The consultation closes at 23:59 on Tuesday 12th April 2016.

The neighbourhood area and neighbourhood forum applications can be viewed online at www.basildon.gov.uk/neighbourhoodplanning. Reference copies are also available to view during the consultation at the main Council Offices, and Basildon and Wickford libraries.

You can provide comments on the applications online by visiting the Council's website: www.basildon.gov.uk/neighbourhoodplanning. Alternatively you can email your comments to planningpolicy@basildon.gov.uk, or post them to Neighbourhood Planning, Planning Policy, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL.

If you wish to comment by email or post, please ensure that you include your name, email address and your postal address including postcode, and identify which application your comment relates to. Anonymous comments are not valid.

Press release announcing the final week of publicising the applications

In the news:- Still chance to have your say on new Wickford Neighbourhood Forum

Still chance to have your say on new Wickford Neighbourhood Forum

05 April 2016

Residents are being asked to give their views on the creation of a Neighbourhood Forum in Wickford – but you need to hurry to have your say: the consultation ends next Tuesday.

Basildon Council has been holding a public consultation following a bid to create the forum and a Neighbourhood Area. This is part of a process which aims to give residents more say in how their community develops.

The council received an application in February to create a Hovefields and Honiley Neighbourhood Forum and for the proposed Forum to designate the area around Hovefields Avenue, Hovefields Drive and Honiley Avenue in Wickford as a Neighbourhood Area.

These applications are the first stage in Neighbourhood Planning which gives communities greater power to shape development within their area at a local level. Whilst these are two separate applications, the Council is publicising both applications at the same time in a joint consultation.


The consultation closes at 11:59pm next Tuesday, 12 April. You can read more about the Neighbourhood Forum and Area and view the applications by visiting the council's website at <https://www.basildon.gov.uk/neighbourhoodplanning>. Reference copies of the applications are also available to view during the consultation at reception in the Basildon Centre St Martin's Square, Basildon, and at Basildon and Wickford libraries.

You can provide comments on the applications online at <https://www.basildon.gov.uk/neighbourhoodplanning>. Alternatively you can email your comments to planningpolicy@basildon.gov.uk, or post them to Neighbourhood Planning, Planning Policy, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL.

If you wish to comment by email or post, please ensure that you include your name, email address and your postal address including postcode, and identify which application your comment relates to. Anonymous comments are not valid.

Related Internet Links

[Find out more about the Wickford Neighbourhood Forum and Area](#)



Consultation on the proposed Hovefields and Honiley Neighbourhood Area and Neighbourhood Forum

The Council have published for consultation an application to designate the Hovefields and Honiley Neighbourhood Area and an application to designate the Hovefields and Honiley Neighbourhood Forum.

The consultation closes at **23:59 on Tuesday 12 April 2016**.

The neighbourhood area and neighbourhood forum applications can be viewed online at www.basildon.gov.uk/neighbourhoodplanning where you can also provide comments on the application. Reference copies are also available to view during the consultation at the main Council Offices, and Basildon and Wickford libraries.

Alternatively you can email your comments to planningpolicy@basildon.gov.uk, or post them to Neighbourhood Planning, Planning Policy, Basildon Borough Council, The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL.

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