

Basildon Borough Housing and Economic Land Availability Assessment / Brownfield Land Register 2021/22

Submitting Sites to the Council

➤ **Housing and Economic Land Availability Assessment**

National policy requires every Local Planning Authority to assess the amount of land that is available for development in its area. This process is known as the Housing and Economic Land Availability Assessment (HELAA) which was previously referred to as the Strategic Housing Land Availability Assessment, or SHLAA.

The role of the HELAA is to identify sites within the Borough, it is important to note that the HELAA does not represent policy and will not determine whether a site should be allocated or granted permission. Its main role is to:

- Identify sites and broad locations with potential for development;
- Assess their development potential; and
- Assess their suitability for development and the likelihood of development coming forward (the availability and achievability).

➤ **Brownfield Land Register**

In April 2017 the Government introduced a requirement on Local Planning Authorities (LPAs) to publish an annual Brownfield Land Register (BLR). A BLR is a list of previously developed sites that are potentially suitable for residential development.

The BLR is in 2 parts:

- Part 1 will be for sites categorised as 'previously developed land' which are suitable, available and achievable for residential development.
- Part 2 of the register is optional and would allow selected sites from Part 1 to be granted permission in principle (PiP) for housing led development.

The Council has identified sites which form Part 1 of the BLR and these can be viewed on the Council's website. The BLR will be maintained and reviewed at least once a year to ensure it is kept up to date. In addition to utilising existing sources of information available, including the most recent HELAA, landowners and other stakeholders are invited to submit sites which meet the National Planning Policy Framework (NPPF) definition of previously developed land that they consider have the potential to be used for housing led development. However, a site's inclusion on Part 1 of the Register does not confirm that it will be progressed to Part 2 and receive PiP.

➤ **Guidance on submitting information**

The NPPF identifies the advantages of carrying out land assessments for housing and economic development as part of the same exercise, in order that sites may be allocated for the use which is most appropriate. The new BLR regulations ensure that the process of identifying suitable sites for the BLR is aligned to the HELAA process, and therefore proactively supports the plan-making process.

Please use the following form to submit a site that you think Basildon Council should consider for development within the next 15-20 years.

In completing the form please:

- Only submit sites that are within Basildon Borough
- Use a separate form for each site
- Complete the form to the best of your knowledge and as comprehensively as possible
- Submit sites that are likely to become available for development or redevelopment within the next 15-20 years
- Submit sites that do not already have planning permission for development of a similar type to that proposed – in relation to the HELAA, land submitted for the BLR may have planning permission – if this is the case please provide the application details on the form.

Please return this form, together with a map that clearly identifies the boundaries of the site. The map should be an OS map and must show at least two named roads, to ensure that the site can be correctly identified.

Where there is more than one landowner, the landownership boundaries must be clearly defined on the map and confirmation provided as part of the submission that each landowner is agreeing to the consideration of the land for possible development.

The deadline for submitting sites to be considered in the next HELAA Review and BLR is 31 March 2022. Sites submitted after this date will be considered in the next HELAA Review and BLR.

The form and all accompanying information should be submitted to:

HELAA and BLR, Planning Policy Team, Basildon Borough Council, Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL

Or email: planningpolicy@basildon.gov.uk

➤ **What you need to know**

Information submitted using this form will be used to produce the annual HELAA and BLR, with the exception of personal data, the information provided will be made available to the public.

Anonymous proposals cannot be accepted, as we will need to be able to contact you in the future. You are entitled to use an agent (e.g. planning consultant, solicitor, estate agent, family member, etc.) to submit this proposal on your behalf, but landownership details must be provided to confirm availability of a site.

➤ **General Data Protection Rights (GDPR)**

Basildon Borough Council needs to collect your personal data so that the Council can to identify future sources of land for housing and economic development to help meet the Borough's future development needs. The personal data you provide on this form will be used for the purposes of contacting you in respect of the HELAA, Brownfield Register, the Local Plan, Joint Strategic Plans and/or any other plans, guidance or strategies which concern the development or use of land within the Basildon Borough.

All data will be processed in accordance with GDPR, our privacy notice is available to read on the website: <http://www.basildon.gov.uk/privacy-planning-policy>

Site Submission Proforma

➤ Section 1: Contact details and landownership information

For a site to be considered the proforma must:

- Include details of the person submitting the site, the landowner and the appropriate contact
- Be accompanied by a map clearly identifying the boundaries of the site
- Be legible

Person submitting the site for consideration

Full name	
Company (if applicable)	
Address	
Telephone number	
Email address	
What is your interest in the land?	

Landowner

Full name	
Address (Please note: name and address details must be provided of the landowner(s) to ensure the site is considered to be available).	
Telephone number	
Email address	
Is this person the sole landowner of the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No If you have ticked No please provide additional landowner(s) full name and address details in the box below.
Do all landowners consent to their land being considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Additional landowner details

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Site Promoter

If the site is being promoted by a developer please provide their contact details below.

Full name	
Company	
Address	
Telephone number	
Email address	
Is there an option on this site? If yes please provide details	

Contact

Please provide the contact details of the person you wish to be kept informed about the site's progress in the HELAA.

Full name	
Company (if applicable)	
Address	
Telephone number	
Email address	

➤ **Section 2: Site Details**

The following information is required in order for the Council to identify the site and to carry out an assessment of the site as part of the HELAA/BLR.

Site details	
Site name	
Site address	
Site postcode	
Estimated site area (hectares)	
Current and previous use of the site	
Is there direct access to the site from the adopted road network? If yes please state the road(s)	
<p>By identifying this site you are giving permission for the Council to access the site to assess its suitability pursuant to Section 324 (1)(a) of the Town and Country Planning Act 1990, as amended. Are there any access issues, if so please provide a contact name and number below?</p>	
Name and telephone number for access	

Planning history	
<p>Does the site have any pending or approved planning applications which include residential development? Please provide the application reference and description of the proposal if applicable.</p>	
Permissioned	
Pending decision	
Not permissioned	

Potential constraints to development

Are there any environmental, physical or historic features which may constrain the site? By identifying such constraints they may be able to be addressed and development realised sooner than otherwise.

Are there any physical constraints (such as topography, pylons, marshland or access to utilities) that could limit development? If yes please provide further details	
Are there any historic or environmental designations on the site? If yes please provide further details	
Is the land contaminated?	
Are there any covenants on the land which may prevent development? If yes please provide further details	
Are there any other issues that the Council should be made aware of that are not identified above?	
Have any site investigations been undertaken to consider how any of the above constraints can be overcome? If yes please provide further details	

➤ **Section 3: Site Ambition and Availability**

This section informs the Council of the future intentions for the site and the availability of the site for development.

Ambitions for the site	
Please select the proposed uses for the site	
<input type="checkbox"/>	Housing
<input type="checkbox"/>	Gypsy, Traveller or Traveller Showpeople pitches
<input type="checkbox"/>	Employment - Offices
<input type="checkbox"/>	Employment - Industrial
<input type="checkbox"/>	Employment - Warehousing
<input type="checkbox"/>	Retail and/or Leisure
<input type="checkbox"/>	Mixed Uses including residential
<input type="checkbox"/>	Other Mixed Uses (please state)
<input type="checkbox"/>	Other Uses (please state)

Please detail the proposed scale of this development. If mixed development or other uses are proposed please specify what they are.	
If the site is proposed for housing, how many dwellings are considered appropriate?	
If the site is proposed for other uses, how much floorspace and how many units are proposed?	
If the site is proposed for mixed uses what would this consist of?	
Is there potential to provide any community infrastructure or major transport infrastructure as part of the site?	

Site Availability

It is important to identify sites that can be developed in the long term as well as the short term. This ensures that there is a steady supply of development land for the whole of the planning period.

Please select the timespan within which development could realistically start on the site (taking account of identified constraints, the planning application process and current planning restrictions).

0-5 years

6-10 years

11-15 years

15+ years

If you have selected 0-5 years above please provide further details on what is actively being done to achieve this timeframe. We are asking this to ensure there is a realistic prospect of delivery consistent with the National Planning Policy Framework.

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Disclaimer

By signing and returning this form you are confirming that the information given is true, complete and accurate. If returned electronically please print your name in the signature box below.

Signed	
Date	