

# Individual Decision

---

The attached report will be taken as  
Individual Portfolio Member Decision on:

**Thursday, 19th September, 2013**

<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member</b>	<b>Page No.</b>
ID2724	<b>West Berkshire Minerals and Waste - Development Plan Document - Call for Sites</b>	Councillor Hilary Cole	1 - 14



This page is intentionally left blank

## Individual Executive Member Decision

---

<b>Title of Report:</b>	<b>West Berkshire Minerals and Waste - Development Plan Document - Call for Sites</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	19 September 2013
<b>Forward Plan Ref:</b>	ID2724

**Purpose of Report:** To initiate the call for potential mineral and waste development sites that will be assessed prior to the publication for examination of the West Berkshire Minerals and Waste Development Plan Document which forms part of the West Berkshire Local Plan

**Recommended Action:** Approve the "Call for Sites" publication

**Reason for decision to be taken:** To enable the timely progression of the development of the constituent parts of the West Berkshire Local Plan

**Other options considered:** None

**Key background documentation:** Town and Country Planning (Local Planning) (England) Regulations 2012

Portfolio Member Details	
<b>Name &amp; Telephone No.:</b>	Councillor Hilary Cole - Tel (01635) 248542
<b>E-mail Address:</b>	hcole@westberks.gov.uk

Contact Officer Details	
<b>Name:</b>	Bryan Lyttle
<b>Job Title:</b>	Planning and Transportation Policy Manager
<b>Tel. No.:</b>	01635 519638
<b>E-mail Address:</b>	blyttle@westberks.gov.uk

### **Implications**

---

**Policy:** None  
**Financial:** None met by existing budgets  
**Personnel:** Not Applicable

**Legal/Procurement:** Not Applicable

**Property:** Not Applicable

**Risk Management:** Not Applicable

<b>Is this item relevant to equality?</b>	Please tick relevant boxes		<b>Yes</b>	<b>No</b>
Does the policy affect service users, employees or the wider community and:				
• Is it likely to affect people with particular protected characteristics differently?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Is it a major policy, significantly affecting how functions are delivered?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Will the policy have a significant impact on how other organisations operate in terms of equality?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to functions that engagement has identified as being important to people with particular protected characteristics?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to an area with known inequalities?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Outcome</b> (Where one or more 'Yes' boxes are ticked, the item is relevant to equality)				
Relevant to equality - Complete an EIA available at <a href="http://www.westberks.gov.uk/eia">www.westberks.gov.uk/eia</a>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not relevant to equality			<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Consultation Responses

### Members:

**Leader of Council:** Councillor Gordon Lundie

**Overview & Scrutiny Management Commission Chairman:** Councillor Brian Bedwell

**Commission Chairman:**

**Ward Members:** N/A

**Opposition Spokesperson:** Councillor Keith Woodhams

### Local Stakeholders:

### Officers Consulted:

### Trade Union:

<b>Is this item subject to call-in?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval		<input checked="" type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>	
Delays in implementation could compromise the Council's position	<input type="checkbox"/>	
Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months	<input type="checkbox"/>	
Item is Urgent Key Decision	<input type="checkbox"/>	
Report is to note only	<input type="checkbox"/>	

## Supporting Information

---

### 1. Background

- 1.1 The Local Development Scheme (LDS) is a public statement setting out details of which development plan documents (DPDs) will be produced by the Council as part of its Local Plan, and the timetable for producing them. The current LDS shows that between 2013 and 2016 the Council is intending to produce a Minerals and Waste Development Plan Document for West Berkshire.
- 1.2 One of the early stages in the production of the Minerals and Waste DPD is to approach land owners, developers, land owning public bodies, land agents and other stakeholders and request details of any site that think has potential to be developed for either mineral activities or waste activities.
- 1.3 Following the “call for sites” all the submissions will be evaluated and a draft Minerals and Waste DPD produced which will be the subject of extensive consultations prior to a final Minerals and Waste DPD being consulted on the spring of 2015. The Minerals and Waste DPD will then be subject to an independent Examination in Public and is scheduled to be adopted by the Council in September 2016.

### 2. Call for Sites

- 2.1 The attached “Call for Sites” form will be sent to all Parish Councils, land owners, mineral operators waste management operators and the wider public who are invited to put forward potential mineral and waste development sites by 31<sup>st</sup> December 2013.
- 2.2 The Minerals and Waste team are seeking to gather as much information as possible about potential sites that can inform and provide evidence for preparation of the Minerals and Waste DPD.
- 2.3 The identification of sites does not imply that the Council considers that the site is suitable for development, either now or in the future. It cannot be taken as representing either an intention to allocate these sites, or as a material consideration in the determination of a planning application.
- 2.4 Potential sites that have been identified will be further tested through the plan-making process for Development Plan Documents, including Sustainability Appraisal/ Strategic Environmental Assessment, several stages of public participation and independent examination, under the guidance and direction of the Planning Policy Task Group.

### 3. Equalities Impact Assessment Outcomes

- 3.1 There is no decision to be made and therefore no Equality Impact Assessment has been undertaken.

## Appendices

---

Appendix A – Call for Sites Form

This page is intentionally left blank



## Minerals and Waste Development Plan Document

### “Call for Sites” Form 2013

## Site Submission

Land owners, mineral operators, waste management operators and the wider public are invited to put forward potential mineral and waste development sites in order to inform and provide evidence for preparation of the Minerals and Waste DPD.

## Where do I send the completed forms?

Please return all completed forms to the Minerals and Waste Planning Policy Team either:

- By e-mail to: [mineralsandwasteplanningpolicy@westberks.gov.uk](mailto:mineralsandwasteplanningpolicy@westberks.gov.uk)
- In hard copy to: Minerals and Waste Planning Policy, West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire RG14 5LD

Please submit completed forms by 31<sup>st</sup> December 2013.

If you have any difficulties completing this form or if you would like further information please call us on (01635) 519 111 or e-mail [mineralsandwasteplanningpolicy@westberks.gov.uk](mailto:mineralsandwasteplanningpolicy@westberks.gov.uk).

## What happens next?

Sites submitted as potential mineral or waste sites will be considered in the preparation of the Minerals and Waste DPD.

**The identification of sites does not imply that the Council considers that the site is suitable for development, either now or in the future. It cannot be taken as representing either an intention to allocate these sites, or as a material consideration in the determination of a planning application. Potential sites that have been identified will be further tested through the plan-making process for Development Plan Documents, including Sustainability Appraisal/ Strategic Environmental Assessment, several stages of public participation and independent examination**

## Guidance Notes

Before completing this form, please read the following guidance notes:

- Sites may be included in future public consultation exercises and published so cannot be treated confidentially.
- Please complete the form in as much detail as possible. Please attach an Ordnance Survey map clearly showing the precise boundaries of the site and the part that is regarded as suitable for development (if that is not the whole area). This will assist in the assessment of the site. You are also welcome to attach any relevant additional information (e.g. tree survey).
- Please complete a separate form for each site.
- Do not submit sites that already have planning permission for development unless a new and different proposal is likely in the future.
- Only submit sites that you have an interest in and that you believe have genuine potential to be developed over the next 15 to 25 years.
- Only sites that are 0.15 hectares (approximately 0.4 acres) or greater in size should be submitted.
- You do not need to complete this form if you are not seeking to safeguard or allocate your site for minerals and/or waste uses.
- In completing this form, you are giving permission for a representative of the Council to access the site with or without prior notice, in order to assess its suitability.
- The Call for Sites request is part of the Minerals and Waste DPD plan making process and is separate from the Council's planning application process.



**Personal information given on this form will be used for the purpose of correspondence only.**

Address of Site	

Contact details			
<b>Name</b>			
<b>Organisation</b> <i>(if relevant)</i>			
<b>Address</b>			
<b>Telephone</b>		<b>Fax</b>	
<b>Email</b>			

Your Details			
<b>You are..?</b> <i>(Please tick all that apply)</i>	A Private Landowner		A Planning Consultant
	A Public Land-owning Body		A Land Agent
			A Developer
	Other <i>(please specify)</i>		
<b>If you are representing a client(s), please supply the name(s) and addresses(es) of those you represent</b>			

Ownership Details	
<b>What is your legal interest in the site?</b>	Freeholder / leaseholder / holder of mineral rights etc (please specify)
<b>If you do not hold a legal interest in the site, or there are multiple parties with a legal interest in the site, please provide the name(s), address(es) and contact details of all parties with a legal interest in the site.</b>  <i>(Please continue on a separate sheet if necessary, and provide a plan showing extent of individual land holdings)</i>	
<b>Have all parties with a legal interest in the site indicated support for development of the land? If not please provide further information.</b>	

Site Location		
<b>Site name</b> <i>(is the site known by a particular name?)</i>		
<b>Site address</b>		
<b>Postcode</b>		
<b>Site OS grid reference</b>	Northing:	Easting:

	Development / Land Use	Details
<p>In the 1st column, please confirm the proposed type of development / land use, e.g. Minerals or Waste or Both</p> <p>In the details column, please specify the type of use and indicate the mineral / wastes to be won / processed / deposited at the site and any other pertinent information.</p> <p>If the proposal is for minerals development please specify the type of mineral(s), total quantity of mineral to be extracted over the lifetime of the operation (tonnes/cubic metres), and total voidspace (cubic metres) that would be created as a result of the extraction.</p> <p>If the proposal is a for waste management development please specify the types and volumes of waste that would be managed annually (tonnes), the intended sources of the waste, and the method/technologies used as part of the waste management operations.</p> <p>For both minerals and waste proposals please specify likely transportation methods, resultant traffic volumes, vehicle types used, and likely vehicle routes for transportation of mineral and waste resources enroute to the site and then after leaving the site.</p>		

Site Details		
<b>Site area (hectares)</b>	Whole site:	Area Suitable for development:
<b>Current or previous land use(s)</b> Please state whether the site is greenfield or brownfield development (please provide a % for each, if appropriate)	<b>Primary land-use</b>	
	<b>Secondary land-use</b>	
<b>Any existing structures</b>		
Would development require relocation of the current use or demolition of existing structures?		
<b>Adjacent land-uses (e.g. 2-storey terraced housing / open farmland)</b>	<b>To the north</b>	
	<b>To the east</b>	
	<b>To the south</b>	
	<b>To the west</b>	
<b>Relevant planning history</b>		
<b>Has this site previously been nominated as part of a planning policy 'call for sites' process in the last 5 years?</b>		

Site Constraints: Are there any limitations that may prevent or constrain development on this site? (please give details including any measures required to overcome constraint)	
<b>Access Issues</b> (e.g. limitations or problems relating to existing site access, proposed haulage routes to primary road network)	
<b>Topography or ground conditions</b> (e.g. site slopes, varying site levels, tree cover, etc)	
<b>Contamination/ Pollution/ Hazardous Uses</b> (e.g. unsuitable ground conditions, previous hazardous land uses, unstable/contaminated structures)	
<b>Flood risk</b> (liability of site to flooding)	

<p><b>Legal/ Operational Constraints</b> (e.g. ownership constraints, covenants, tenancies, 'ransom strips' or operational requirements of landowners)</p>	
<p><b>Environmental Constraints</b> (e.g. negative effects on local landscape wildlife designations, protected species, loss of mature woodland, loss of locally used open space or access to open space, affects a public rights of way or tree protection order)</p>	
<p><b>Utilities and Infrastructure Provision</b> (e.g. provision of services to development including electricity, water, gas, sewerage) as necessary / applicable</p>	
<p><b>Air quality</b> (e.g. impact on Air Quality Management Areas)</p>	
<p><b>Planning Policy Constraints</b> (e.g. based on adopted policy, designations or protected areas including Conservation Areas, SSSIs, Local Nature Reserves, listed building)</p>	
<p><b>Neighbouring uses</b> (e.g. is the site affected by power lines, railway lines, major highways)</p>	
<p><b>Other considerations</b> (any other issues that may affect the suitability of the site for development)</p>	

**Can the constraints be overcome and are any of them likely to affect the achievability or timing of the development? *Please give details***

<b>Site Availability and Achievability</b> <i>(please give details including any measures required to overcome constraint)</i>				
Is the site currently being marketed?				
Is the site owned by a developer?				
Is the site under option to a developer?				
Is there any legal/ownership constraints that might prohibit or delay development of the site (e.g. Ransom strip/covenants)?				
Is there any current uses which need to be relocated?				
Please tick the likely timescale for the site being developed	Available immediately	<input type="checkbox"/>	Within the next 11-15 years	<input type="checkbox"/>
	Within the next 1-5 years	<input type="checkbox"/>	Years 15+	<input type="checkbox"/>
	Within the next 6-10 years	<input type="checkbox"/>		<input type="checkbox"/>
Is there any issue that may influence the economic viability or timing of the development?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Once work has commenced, how many years do you think it would it take to complete? In the case of mineral extraction sites please also detail the projected life of the mineral extraction operations				

<b>Access to Site – Site Assessment</b> <i>(please give details)</i>	
Are there any issues that would restrict access to the site by a representative of the Council undertaking further assessment?	

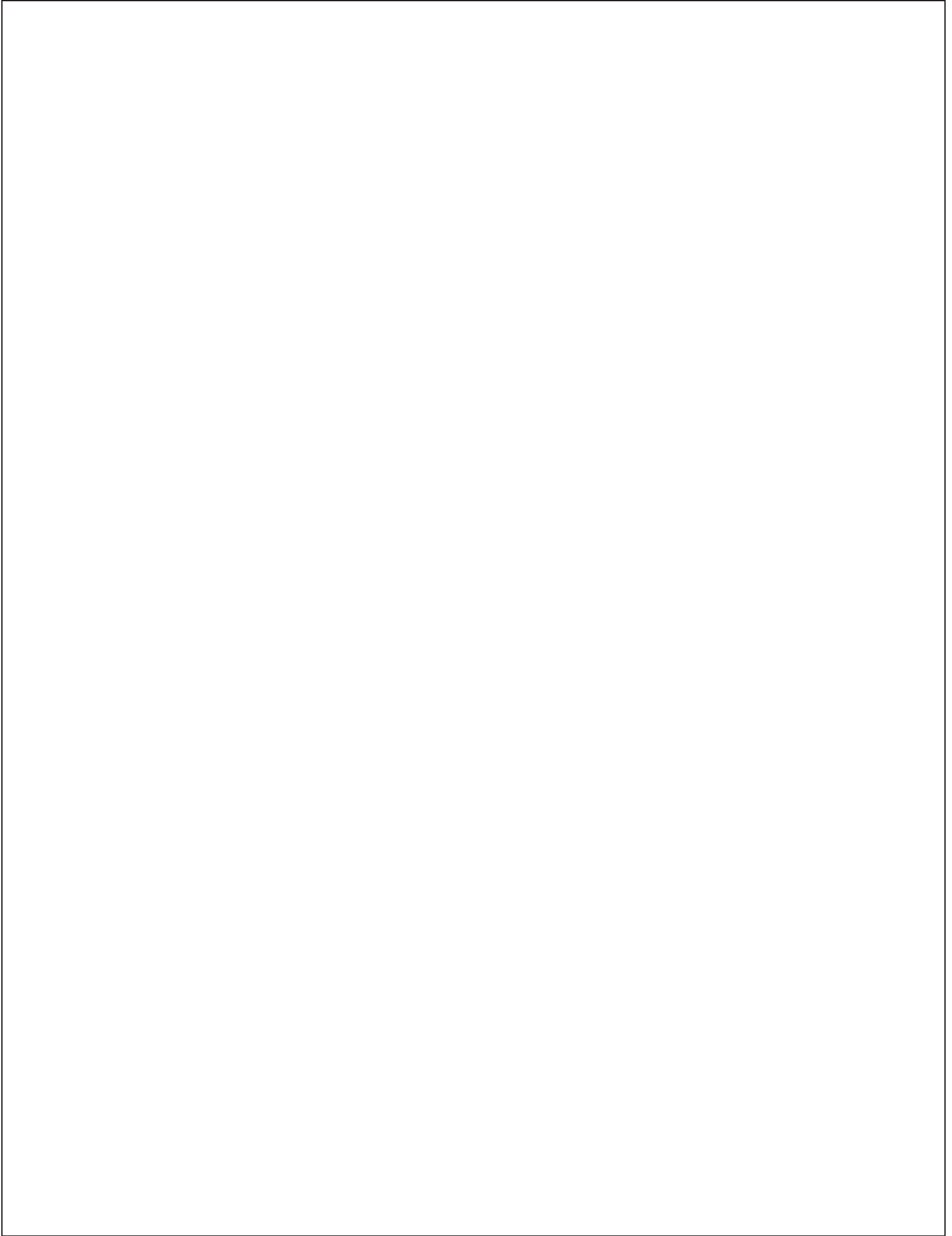
**Please provide any additional information you think may be helpful to the Council in its consideration of this site for development .**

**Please also use this section if you require more space to respond to any of the earlier questions. Although please clearly mark which sections the information relates to.**

The following information will be of use during our assessment of sites (it is acknowledged that not all information will be relevant in each case).

- Existing / proposed location of site access;
- Proposed location and layout of plant;
- Proposed location of ancillary developments;
- Proposed lorry haulage routes;
- Proposed operating hours;
- Estimated vehicle movements (daily) including calculations explaining how these were derived;
- Location of nearest residential properties;
- Current agricultural land classification;
- Flood zone map and details on flood risk management;
- Proximity to national/international conservation designation (on or near site);
- Archaeological features or historic buildings (on or near the site);
- Proximity to national and local designations (on or near site);
- Protected Species (on or near site);
- Details of how biodiversity and habitat can be enhanced;
- If land-won minerals or landfill - boundary of extraction/landfill area;
- If land-won minerals or landfill - restoration proposals, including final contours or
- Proposed afteruse or restoration;
- If proposed mineral importation/export facility (wharf or railhead) – current/proposed operational area on a plan & indication of future extensions and/or proposed modification to site operations;
- Borehole / test pit details, including analysis;
- Groundwater implications. Including details on groundwater protection zones;
- Depth of mineral, overburden and soil thickness and proposed end use of the mineral;
- Estimated annual output / infill. throughput;
- Types of waste to be used in restoration operations;

Where appropriate, please provide this information through maps. For ease of use please use separate maps at your discretion. Please use a suitable scale, with the scale and north point indicated.



Please tick here if you wish to be kept informed of the progress of the Minerals and Waste DPD		
To the best of my knowledge the information provided is currently an accurate representation of the site.		
<b>Signed</b>		<b>Date</b>

**Data Protection and Freedom of Information**

We need your permission to hold your details on our database.

I agree that West Berkshire Council can hold the contact details and related responses and I understand that they will only be used in relation to Minerals and Waste Planning Policy matters.

<b>Signed</b>		<b>Date</b>	
---------------	--	-------------	--

Please note that forms that are not signed and dated will not be accepted.

This information is collected by as data controller in accordance with the data protection principles in the Data Protection Act 1998. The purposes for collecting this data are:

- 1 to assist in the preparation of the Minerals and Waste Development Plan Document; and
- 2 to contact you, if necessary, regarding the answers given on this form.

The above purposes may require public disclosure of any data received by West Berkshire Council on the form, in accordance with the Freedom of Information Act 2000.

The form will also be used in discussion with consultees, but the contact details on the first sheet of questions will be detached and kept separate. If you have any concerns regarding the processing of your data, please contact email: [mineralsandwasteplanningpolicy@westberks.gov.uk](mailto:mineralsandwasteplanningpolicy@westberks.gov.uk)  
Tel: (01635) 519 111.

**Putting a site forward does not guarantee that the Council will allocate it or support its development in the future, as all sites will need to be judged against relevant planning policies and other considerations.**

If you have any questions please contact the Minerals and Waste planning policy team by:

Email: [mineralsandwasteplanningpolicy@westberks.gov.uk](mailto:mineralsandwasteplanningpolicy@westberks.gov.uk)

Telephone: (01635) 519 111

Post:

Minerals and Waste Planning Policy, West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire RG14 5LD