

## Minutes Community Planning Panel

1<sup>st</sup> July 2021 – 6.30 online MS Teams

### Runnymede Borough Council Officers:

Rachel Raynaud (RR) – Corporate Head Planning Policy and Economic Development  
Georgina Pacey (GP)– Local Plans Manager  
Judith Orr (JO)- Deputy Local Plans Manager  
Helena Merriott (HM)- Senior Planner  
Mike Corbett (MC)– Senior Planner

### Attendees (a representative attended from each of the following organisations):

Egham Residents' Association (ERA)  
Englefield Green Village Residents' Association (EGVRA)  
Lyne Residents' Association (LRA)  
Ottershaw Society (OS)  
The Chertsey Society (CS)  
Friends of the Hythe (FotH)  
Thorpe Ward Residents' Association /Thorpe Neighbourhood Forum (TWRA/TNF)  
Englefield Green Village Neighbourhood Forum (EGVNF)  
Ottershaw Neighbourhood Forum (ONF)  
Virginia Water Neighbourhood Forum (VWNF)  
New Haw Residents Association (NHRA)  
Runnymede Access Liaison Group, Surrey Coalition of Disabled People.  
(RALG/SCDP)  
Stroud Residents Association (SRA)

1	<b>Welcome and introductions</b>
2	<b>Introduction to CPP</b>  HM gave overview of the Terms of Reference for the Group. She also confirmed that she would email all members after the meeting to ask if people were happy for their email details to be shared with the Group to help build a network between the various residents associations and groups in the Borough.  <b>Questions raised after presentation:</b>  It was requested if officers could clarify whether meeting minutes would be taken, and if so, which committee they would be reported to/which committee the CPP fell under. GP confirmed that CPP did not fall under the remit of any of the Committees per se. However, the minutes would be published on the Council's website (as they had been in the past for the CPP) and drawn to the attention of Councillors for their information.

	<p><b>Action: HM email sent to all members. Asking members to confirm they are happy for their emails to be circulated to the whole group.</b></p>
3	<p><b>Local Plan Timeline-presentation</b></p> <p><u>GP gave a presentation relating to the Local Plan Review Process and timetable.</u></p> <p><b>Questions raised after presentation:</b> Local Plan adopted less than 11 months ago why are you revisiting now?</p> <p>8-10 years of producing a plan why and you looking at it again?</p> <p>GP gave a response to the above questions as follows: At the examination into the Local Plan, only 11 years remained on the Plan period (10 years on adoption). Under the 2012 National Planning Policy Framework (NPPF) (and the transitional arrangements that the Local Plan were examined under) this was acceptable, but the 2019 NPPF requires that plan periods are a minimum of 15 years post adoption. The Inspector therefore required a modification to be incorporated into the Local Plan (para 5.19) which commits the Council to reviewing the Plan as soon as possible to ensure it is able to meet the requirements of the 2019 NPPF to complete the review within 5 years and also to ensure that the replacement Local Plan covers a 15 year period from the date of its adoption.</p>
4	<p><b>Consultation Techniques for Local Plan Review-discussion</b></p> <p><u>HM gave a presentation outlining some of the techniques which were being considered for the Local Plan Review process.</u></p> <p><b>Questions raised after presentation:</b></p> <p>The council website is hard to manage and needs to be improved. Placed based approach is everywhere at the moment at the Council and at Surrey CC. Can it really achieve better places?</p> <p>HM and GP gave the following responses – a new council website is due to be launched this summer – this should make it easier to find information.</p> <p>When the Planning Policy Team refers to a place based approach to the Local Plan, the intention is that the Local Plan would contain individual chapters on the</p>

	<p>different communities in Runnymede with the aim of giving all stakeholders a better understanding of the land use challenges and opportunities within smaller communities across the Borough. The idea is to make the Local Plan more accessible to communities, who will then be able to focus on the area(s) of the Borough that they are most interested in, with a greater level of local detail being provided. The term 'place based approach' can have other interpretations but this is what is meant by the term in the context of the Runnymede Local Plan.</p>
5	<p><b>Strategic Land Availability Assessment-presentation</b>  <u>SLAA – JO/MC presentation</u></p> <p>Doesn't mean a site will get allocated if it's in the SLAA Updates to NPPF and PPG means we need to update the SLAA methodology.  Working closely with Spelthorne – closely linked through the housing market area.  Mainly consulting DtC bodies, developers and landowners on the proposed changes to the methodology, but happy to receive comments by 18<sup>th</sup> July 2021 from any other interested parties.  We are trying to maximise development on brownfield sites and in the Borough's urban areas. If not all of the required development can be accommodated in the Borough's urban areas, other strategy options will need to be developed.  If anyone would like to draw to the attention of the Planning Policy Team a site/sites in their area which they think could have development potential, please send the details to <a href="mailto:mike.corbett@runnymede.gov.uk">mike.corbett@runnymede.gov.uk</a></p> <p><b>Questions raised after presentation:</b></p> <p>A specific question was raised about the Byfleet Road allocation, specifically in relation to how it would be assessed in the SLAA and also in relation to flood modelling.</p> <p><b>Action: GP to pick up discussion about this site with interested party outside of meeting.</b></p>
6	<p><b>Neighbourhood Planning</b> - no presentation due to time constraints but neighbourhood planning was discussed elsewhere in the meeting (see entry below)</p>
7	<p><b>AOB</b></p>
	<p><b>General Questions/observations raised throughout meeting:</b></p>

	<ul style="list-style-type: none"> <li>• Changing housing targets and impacts on Runnymede. Specifically concern that current housing targets will necessitate further erosion of the Green Belt and will impact on the general character of the borough.</li> <li>• Strategic housing figures and impacts on neighbourhood plans. Concern about the disconnect between Local Plan and Neighbourhood Plan timetables, and work currently being undertaken by neighbourhood forums being superseded by the policies contained in the next iteration of the Borough Local Plan.</li> <li>• Concern about more strategic housing allocations</li> <li>• Refresh of Gypsy and Travellers policy approach.</li> <li>• Impacts of permitted development rights (specifically addition of 2 storeys on to buildings) on structural integrity of buildings.</li> <li>• Ability to use article 4 directions in Runnymede to add an additional layer of control for certain types of development.</li> </ul> <p><b>Action: Use of Article 4 Directions. See details below on Article 4 directions for more information.</b></p> <p><b>Action: Planning Policy Team to produce note for Neighbourhood Forums in Runnymede to cover some of the key points raised at the meeting.</b></p> <p><b>Action: GP to seek response from Building Control on the point raised about permitted development and structural integrity of buildings and respond to CS directly.</b></p> <p><b>Action: GP to circulate a presentation on the Surrey Minerals and Waste Plan to the group for information.</b></p>
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## Article 4 directions

### What are Article 4 directions?

The permitted development rights in national planning legislation allow certain building works and changes of use to be carried out without having to make a planning application. An Article 4 Direction removes certain permitted development rights for a specific property or area, meaning a planning permission from the council will be needed should someone wish to carry out the prescribed development.

Such an application will then be assessed like any other, against the relevant policies in the development plan and material considerations. Applications can only be refused where there is a policy reason to do so.

The Government has given Councils the power to remove certain 'permitted development rights' in all or part of their area through Article 4 of the General Permitted Development Order 2015 (as amended) if they consider it is appropriate to do so and there is sufficient planning justification. When adopted, the effect of the Article 4 direction results in a requirement for planning permission for certain types of development that would otherwise not require an application for planning permission.

A sound evidence base case must be submitted to the Secretary of State detailing why the removal of permitted development rights is required.

An article 4 direction would take at least a year to come into effect after a decision was made to adopt it. This is because if a year's notice is not provided it would lead to a compensation liability arising. Realistically this means that such a piece of work would have at least an 18-24 month lead time.

## **Policy Context**

Paragraph 53 of the NPPF states the following: "The use of Article 4 directions to remove national permitted development rights should be limited to situations where this is necessary to protect local amenity or the well-being of the area (this could include the use of Article 4 directions to require planning permission for the demolition of local facilities)."

In January 2021 the government indicated an intention to update this paragraph<sup>1</sup> to state:

"The use of Article 4 directions to remove national permitted development rights should

- where they relate to change of use to residential, be limited to situations where this is essential to avoid wholly unacceptable adverse impacts
- [or as an alternative to the above – where they relate to change of use to residential, be limited to situations where this is necessary in order to protect an interest of national significance]
- where they do not relate to change of use to residential, be limited to situations where this is necessary to protect local amenity or the well-being of the area (this could include the use of Article 4 directions to require planning permission for the demolition of local facilities)
- in all cases apply to the smallest geographical area possible."

It is clear that the purpose of this is to heavily restrict the use of Article 4 directions.

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<sup>1</sup> [Draft NPPF for consultation \(publishing.service.gov.uk\)](https://www.gov.uk/government/consultations/draft-nppf-for-consultation)

