

# **Norfolk County Council**

## **Minerals and Waste Development Framework**

### **Minerals and Waste Development Scheme**

**June 2013**



# Norfolk County Council

## Minerals and Waste Development Framework

### Minerals and Waste Development Scheme

June 2013

M. Jackson  
Director of Environment, Transport and Development  
Norfolk County Council  
Martineau Lane  
Norwich  
NR1 2SG

[www.norfolk.gov.uk](http://www.norfolk.gov.uk)



If you need this in large print, audio, Braille, an alternative format or a different language please contact Norfolk County Council on 0344 2800 8020 or 0344 800 8011 (textphone) and we will do our best to help

## Contents

1.	Introduction	4
2.	A Minerals and Waste Planning Framework For Norfolk	6
	Community strategies	6
	Saved plans	6
	Documents comprising the Minerals and Waste Development Framework for Norfolk	6
	How the documents fit together	7
	Timetable	7
	Policies maps	7
	Authority's monitoring reports	8
	Sustainability appraisal and strategic environmental assessment	8
3.	Profiles Of Each Local Development Document	9
	Statement of Community Involvement	9
	Core Strategy and Minerals and Waste Development Management Policies DPD	9
	Waste Site Specific Allocations DPD	10
	Minerals Site Specific Allocations DPD	11
4.	Programme Management	13
	Resources	13
	Procedures and reporting protocols	13
	Identified priorities	14
	Evidence base	14
	Monitoring and review	16
	Risk analysis	16
5	Glossary	17
Diagram	Norfolk Minerals and Waste Development Framework and related documents	5
Table 1	Minerals and Waste Development Scheme Timetable 2011 -2016	18

## 1. Introduction

- 1.1 Norfolk County Council is the planning authority for minerals and waste matters within the county. Under the Planning & Compulsory Purchase Act 2004 as amended, all local planning authorities must prepare a Local Development Scheme. Similarly, a Minerals and Waste Development Scheme is prepared by a Minerals and Waste Planning Authority, and sets out the programme for preparing planning documents.

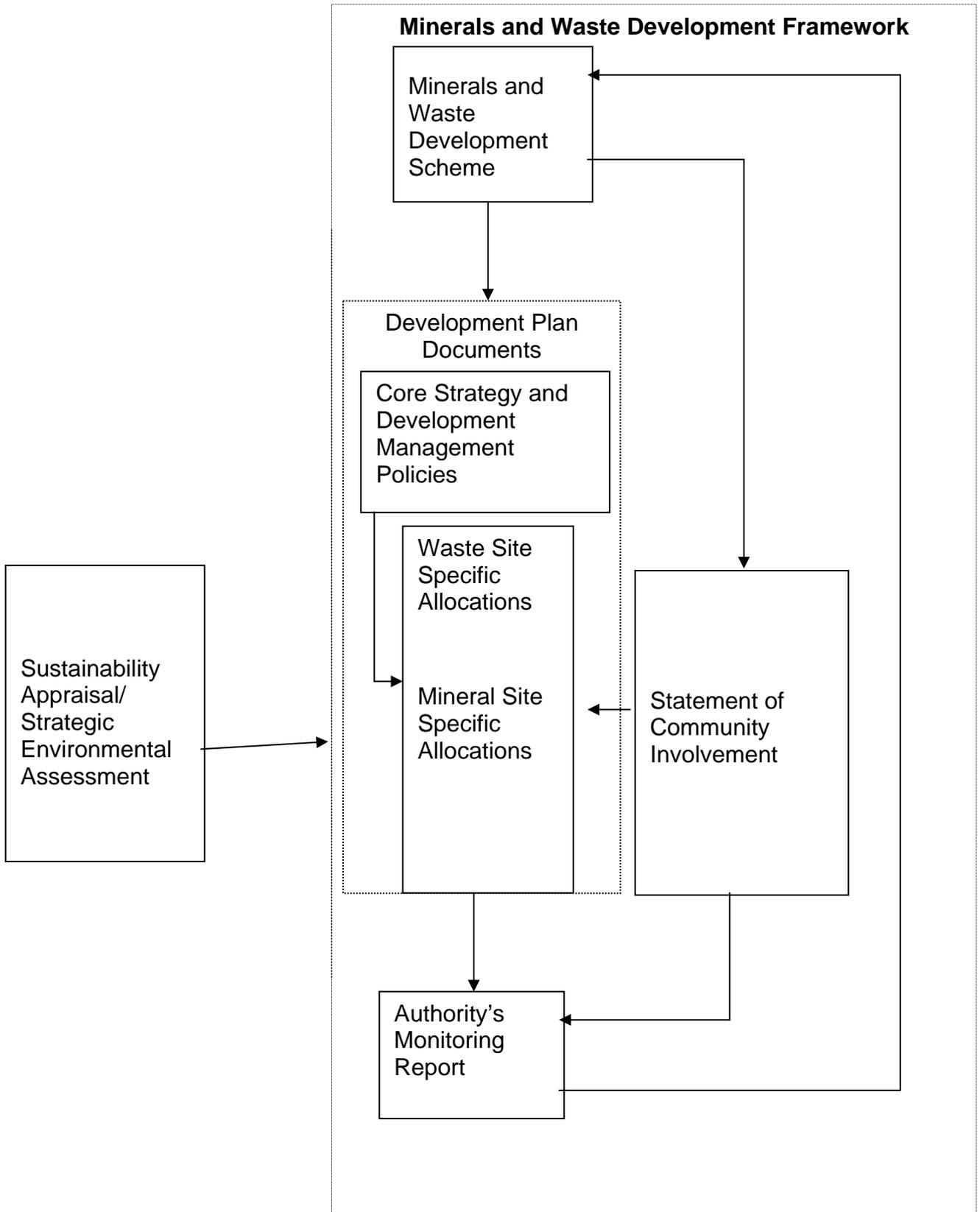
The County Council has prepared this Minerals and Waste Development Scheme (MWDS) in accordance with the Act.

- 1.2 The National Planning Policy Framework requires all Local Planning Authorities to produce a Local Plan for their area. Norfolk County Council has produced the following development plan documents (DPDs) to meet this requirement; Core Strategy and Development Management Policies, Minerals Site Specific Allocations and Waste Site Specific Allocations. All of these documents are subject to independent examination.

The Council has also produced a Statement of Community Involvement, this Minerals and Waste Development Scheme and Annual Monitoring Reports.

- 1.3 County councils are responsible for minerals and waste planning matters. As a result, they are specifically required to produce a **Local Plan**. The Local Plan represents a portfolio of all the Local Development Documents which will comprise the spatial minerals and waste planning strategy for the County (see the Diagram on page 6). These local documents will, once adopted, be the statutory development plan and the basis on which all minerals and waste planning decisions will be made.
- 1.4 The Minerals and Waste Development Scheme is primarily a programme for the preparation of Development Plan Documents. The Scheme sets out which Development Plan Documents will be produced, in what order and when.

### Norfolk Minerals and Waste Development Framework and Related Documents



## **2. A Minerals and Waste Planning Framework for Norfolk**

### **Community strategies**

- 2.1 The County Council has a duty under Part 2 (18) of the Planning and Compulsory Purchase Act 2004 to prepare a Community Strategy and to 'ensure the economic, social and environmental well being of the area'. In 2003 the County Council set up a County Strategic Partnership to oversee the production of a Community Strategy for Norfolk. The Strategic Partnership Board has senior level representation from business and industry locally and regionally, local government, the church, voluntary organisations and learning and training organisations. The Community Strategy, *Norfolk Ambition*, was prepared in 2003 and updated in 2008. *Norfolk Ambition* covers the period until 2023. The Minerals and Waste Development Framework for Norfolk is informed by the County Council's Community Strategy and will, where appropriate, reflect aspects of the Strategy that have a land use perspective.

### **Saved plans**

- 2.2 On commencement of the Planning and Compulsory Purchase Act 2004 all existing Local Plans and relevant Structure Plan policies were automatically saved for three years. At the end of this three-year period, in September 2007, only relevant Minerals Local Plan (January 2004), Waste Local Plan (December 2000) and Norfolk Structure Plan (October 1999) policies were saved. Councils are required to indicate in their mineral and waste development schemes which of the saved policies they intend to replace, delete or merge into the new development plan documents. Following the adoption of the Core Strategy and Minerals and Waste Development Management Policies DPD on 26 September 2011, there are no longer any saved policies from the Minerals Local Plan (January 2004) and Waste Local Plan (December 2000). The saved policies in the Norfolk Structure Plan were revoked (January 2013) at the same time as the revocation of the East of England Plan (January 2013).

### **Documents comprising the Minerals and Waste Development Framework for Norfolk**

- 2.3 The Minerals and Waste Development Framework for Norfolk will comprise the following documents:
- Minerals and Waste Development Scheme;
  - Statement of Community Involvement
  - Core Strategy and Minerals and Waste Development Management Policies DPD;
  - Waste Site Specific Allocations DPD;
  - Minerals Site Specific Allocations DPD;
  - Policies Map; and
  - Annual monitoring reports.

- 2.4 Details of the Statement of Community Involvement and the DPDs and their roles, chains of conformity and main milestones are given in Table 2. Further details are set out below in Section 3.

### **How the documents fit together**

- 2.5 Details of the Local Development Documents (and the Statement of Community Involvement) that form part of the Minerals and Waste Development Framework for Norfolk are given below.
- 2.6 **The Statement of Community Involvement (SCI)** sets out standards and the approach to involving the wider community in Norfolk in the preparation of all of the minerals and waste DPDs (and planning applications determined by the County Council). It looks at the service level agreement between the County Council and its community and stakeholders, and includes methods to secure close working with the Local Strategic Partnership (Norfolk Ambition). The document is considered fundamental to all future production of development plans and enables locally based requirements and community expectations to be addressed at an early stage within plan preparation. The most recent version of the (SCI) document was published, in April 2012 and was adopted in September 2012.
- 2.7 **Core Strategy and Minerals and Waste Development Management Policies DPD (the 'Core Strategy')** sets out the strategic vision for minerals extraction and associated development and waste management development throughout Norfolk. This document also provides detailed development management policies for assessing minerals and waste planning applications within Norfolk. The DPD contains measurable objectives to enable successful monitoring. The policies in this document replace the 'saved' minerals and waste policies contained within the Norfolk Minerals Local Plan and the Norfolk Waste Local Plan.
- 2.8 **Waste Site Specific Allocations DPD** – identifies specific sites for waste management facilities in Norfolk and forms part of the Local Plan.
- 2.9 **Minerals Site Specific Allocations DPD** - identifies specific sites and, if justified, future areas of search for mineral working in Norfolk and forms part of the Local Plan.

### **Timetable**

- 2.10 Table 1 provides an overview of the updated timetable for preparing the DPDs.

### **Policies Map (formerly Proposals Map)**

- 2.11 The Policies Map accompanying the Core Strategy will be revised following the adoption of the Minerals Site Specific Allocations DPD and Waste Site Specific Allocation DPD. The Policies Map will be revised and adopted successively each time a DPD that includes a policy requiring spatial expression is adopted. An interactive version of the policies map is available on Norfolk County Council's website: [www.norfolk.gov.uk/nmwdf](http://www.norfolk.gov.uk/nmwdf). The

interactive map is considered to be the most up to date version of the map available.

### **Authority's Monitoring Reports**

- 2.12 The County Council is required to prepare monitoring reports to assess the implementation of the Minerals and Waste Development Scheme and the extent to which policies in the development plan documents are being achieved. In accordance with Part 8 of the 'Town and Country Planning (Local Planning) (England) Regulations 2012' the County Council must make available any information collected as soon as possible after the information becomes available.

The County Council assesses:

- whether it is meeting, or is on track to meet, the targets set out in the development plan documents and, if not, the reasons why;
- what impact the policies set out in the DPDs are having on other targets set at national or local level;
- whether any policies need to be replaced to meet sustainable development objectives; and
- what action needs to be taken if policies need to be replaced.

### **Sustainability appraisal and strategic environmental assessment**

- 2.13 Sustainability appraisal is a systematic and iterative appraisal process which incorporates the requirements of the Strategic Environmental Appraisal directive (2001/42/EC). As a result, DPD preparation needs to:

- Identify strategic alternatives;
- Collect baseline monitoring information;
- Predict significant environmental effects;
- Secure consultation with the public and environmental authorities; and
- Address and monitor the environmental effects of the plan.

- 2.14 As part of the process the Council must:

- Prepare an environmental report on the significant effects of options and the draft plan;
- Carry out consultation on the draft plan and accompanying environmental report;
- Take into account the environmental report and the results of consultation in decision making; and
- Provide information when the plan is adopted and show how sustainability appraisal has been taken into account.

### 3. Profiles Of Each Local Development Document

#### 3.1 Statement of Community Involvement

##### Overview

<b>Role and Subject</b>	Norfolk County Council's service level agreement with stakeholders and the community, covering engagement in the plan making process
<b>Coverage</b>	The administrative area of Norfolk
<b>Status</b>	Non-development plan document
<b>Conformity</b>	Meeting minimum consultation requirements in the regulations and will have regard to the community strategy

##### Timetable

The adopted SCI (September 2012), is available on the County Council's website. A formal revision of the SCI is not thought necessary at the present time.

#### 3.2 Core Strategy and Minerals & Waste Development Management Policies DPD

##### Overview

<b>Role and Subject</b>	To provide the core strategy and development management policies for minerals and waste planning in Norfolk until 2026
<b>Coverage</b>	The administrative area of Norfolk
<b>Status</b>	Development plan document
<b>Conformity</b>	None needed

##### Timetable for Review

The Core Strategy and Development Management Policies DPD was adopted on 26 September 2011. A full review of the Core Strategy will be undertaken five years after adoption of the document.

<b>Stage</b>	<b>Dates</b>
Preparation of Local Plan consultation (Regulation 18)	June 2015 – August 2015
Pre-Submission representations period (Regulation 19)	October 2015 – December 2015
Submission (Regulation 22)	January 2016
Hearing (Regulation 24)	April 2016
Inspector's Report	July 2016
Adoption (Regulation 26)	September 2016

### 3.3 Waste Site Specific Allocations DPD

#### Overview

<b>Role and Subject</b>	To identify site specific allocations for waste management facilities up to 2026
<b>Coverage</b>	The administrative area of Norfolk
<b>Status</b>	Development plan document
<b>Conformity</b>	Conformity with the Core Strategy and Minerals & Waste Development Management Policies DPD

#### Timetable

<b>Stage</b>	<b>Dates</b>
Evidence gathering	September 2007
Public consultation on issues and options (Regulation 18)	February 2008
Public consultation on preferred options (Regulation 18)	(i) October – December 2009 (ii) June – August 2011
Pre-Submission representations period (Regulation 19)	(i) May – June 2012 (ii) October – November 2012
Submission (Regulation 22)	December 2012
Hearing (Regulation 24)	April 2013
Inspector's Report	August 2013
Adoption (Regulation 26)	September 2013

#### Review

A full review of the Waste Site Specific Allocations DPD will be undertaken five years after adoption of the document.

#### Arrangements for Production

Organisational lead	Assistant Director Public Protection
Political management	Cabinet
Internal resources	Planning Services Section Policy Team
External resources	Strategic Partnership
External stakeholder resources	Local Strategic Partnership
External community & stakeholder involvement	Meet the requirements as set out in the Statement of Community Involvement

### 3.4 Minerals Site Specific Allocations DPD

#### Overview

<b>Role and Subject</b>	To identify site specific allocations and/or areas of search for mineral working up to 2026
<b>Coverage</b>	The administrative area of Norfolk
<b>Status</b>	Development plan document
<b>Conformity</b>	Conformity with the Core Strategy and Minerals & Waste Development Management Policies DPD

#### Timetable

<b>Stage</b>	<b>Dates</b>
Evidence gathering	September 2007
Public consultation on issues and options (Regulation 18)	February 2008
Public consultation on preferred options (Regulation 18)	(i) October – December 2009 (ii) June – August 2011
Pre-Submission representations period (Regulation 19)	(i) May – June 2012 (ii) October – November 2012
Submission (Regulation 22)	December 2012
Hearing (Regulation 24)	March 2013
Representations period on Main Modifications	May 2013
Inspector's Report	August 2013
Adoption (Regulation 26)	September 2013

#### Silica Sand Review

Norfolk County Council has agreed to an early review of the Minerals Site Specific Allocations DPD in recognition of an under allocation of silica sand.

<b>Stage</b>	<b>Dates</b>
Review Silica Sand Allocation – Preparation of Local Plan consultation (Regulation 18)	June 2015 – August 2015
Silica Sand Allocation – Pre-Submission representations period (Regulation 19)	October 2015 – December 2015
Silica Sand Allocation – Submission (Regulation 22)	February 2016
Silica Sand Allocation – Hearing (Regulation 24)	April 2016
Inspector's Report	May 2016
Adoption (Regulation 26)	June 2016

#### Review

A full review of the Mineral Site Specific Allocations DPD will be undertaken five years after adoption of the document, to reflect market changes and ensure an adequate landbank exists in the county.

### Arrangements for Production

Organisational lead	Assistant Director Public Protection
Political management	Cabinet
Internal resources	Planning Services Section Policy Team
External resources	Strategic Partnership
External stakeholder resources	Local Strategic Partnership
External community & stakeholder involvement	Meet the requirements as set out in the Statement of Community Involvement

## 4. Programme Management

- 4.1 Table 1 sets out the timetable for the remaining stages in the production of the Minerals and Waste Local Development Framework. At this stage, assumptions have been made about the exact availability of the Planning Inspectorate to hold examinations and produce reports. When these details are known with certainty the Minerals and Waste Development Scheme will, if necessary, be adjusted.
- 4.2 The document profiles in Section 3 identify management responsibilities for the areas of work. Key contacts are:
- Planning Services Manager (staff and resource management)
  - Principal Planning & Policy Officer (programme overview)
  - Senior Planner (day-to-day programme, consultant liaison)
- 4.3 The Planning Services Manager will ensure that the Annual Monitoring Report is produced on time and that the information is fed into the annual review of the Minerals and Waste Development Scheme.

### Resources

- 4.4 The following resources will be made available for preparing the Minerals and Waste Development Framework:

4.5	pc of time spent on the Minerals and Waste Development Framework
Assistant Director (Public Protection)	2
Planning Services Manager	10
Principal Planning & Policy Officer	65
Senior Planner (Minerals & Waste)	75
Planner	75

### Planning Consultants

Assistance from the Strategic Partnership and external consultants, where appropriate.

### Procedures and reporting protocols

- 4.6 For each DPD and the Statement of Community Involvement, the levels of political responsibility are as follows:
- The project will include a Member Reference Group consisting of ten County Councillors. Meetings will be held when required. The purpose of

the Member Reference Group is to act as the primary source of wider political input at each stage of the Local Plan preparation. Steer and contribute to the development of the Local Plan including Minerals and Waste Development Plan Documents and ensuring its timely delivery in accordance with the adopted Development Scheme. Help ensure consistency with national, regional and particularly local priorities. Provide advice on public priorities, acceptability and concerns and consider which stages require input from wider member representation.

- Full Council resolution will be required for submission and adoption stages

**4.7** Responsibility for the preparation of all the required committee reports lies with the Director of Environment, Transport & Development.

### **Identified priorities**

**4.8** The priority as of May 2013 is as follows:

- Progress to adoption of the Waste Site Specific Allocations DPD
- Progress to adoption of the Minerals Site Specific Allocations DPD

### **Evidence Base**

**4.9** Comprehensive survey and monitoring information is needed to develop evidence bases to identify opportunities, constraints and issues. The table below identifies a list of background technical work which has already been completed or which will be undertaken in preparation for the Minerals and Waste Development Framework. Further information will also be collected through the sustainability appraisal process.

<b>Background Document</b>	<b>Availability</b>	<b>Dates</b>
Annual survey of mineral facilities	Reports available from the County Council	Available annually since 1997
Annual monitoring reports on the implementation of minerals policies	Reports available from the County Council	Available annually since 1999
Annual Monitoring Reports of the East of England Aggregates Working Party	East of England Aggregates Working Party publication	Available annually
Annual survey of waste facilities	Reports available from the County Council	Available annually since 1997
Annual Monitoring Reports on the implementation of waste policies	Reports available from the County Council	Available annually since 2000
Joint Municipal Waste Management Strategy for Norfolk	County Council publication	Second revision March 2006
Study of existing waste facility capacity and future needs in the East of England	East of England Waste Technical Advisory Body	2005
Technical Paper on Waste consultation document	East of England Waste Technical Advisory Body (WTAB)	2009
East of England Construction and Demolition Waste Arisings – final report	WTAB	2009
Detailed Assessment of East of England Waste Arisings for the East of England Regional Assembly	WTAB	2009
East of England Study into Markets for Hard to Recycle Materials	WTAB	2008
Study into Commercial and Industrial Waste Arisings	WTAB	2009
Hazardous Waste Study for the East of England Final Study Report	WTAB	2007
Scoping Review of Waste Management in the Construction & Civil Engineering Sector in the East of England	WTAB	2007
Development of a policy for the apportionment of London's waste exports to the East of England	WTAB	2006
Waste Data Evidence Base	County Council Publication	2010

## **Monitoring and Review**

4.10 The Authority's monitoring reports are prepared by the Council and in accordance with Part 8 of the 'Town and Country Planning (Local Planning) (England) Regulations 2012' and are made available for public scrutiny as soon as possible after the information becomes available. The first full annual monitoring report was submitted in December 2005.

### **4.11 Risk Analysis**

The ability of the Council to meet the timetable set out in Table 1 depends on a number of factors and the key risks associated with them (and ways in which they may be managed) are set out below:

#### **Staff resources**

In-house resources for the day to day work on the preparation of the local plan documents are limited to three full time planners and one temporary contracting planner post (appointed during periods of high work loads).

#### **Political decision making**

The rigidity of the structure of committee meetings and the need to report to an Overview & Scrutiny panel as well as Cabinet could lead to milestones being missed. As a result a project structure has been devised that includes a Member Reference Group, consisting of ten County Councillors to provide political direction for reporting to Cabinet. The MRG meets as and when necessary.

#### **Soundness of the Plan/ legal challenges**

To avoid future legal challenges the Council will work in close association with the Planning Inspectorate and stakeholders at the key stages in production of the Plan to ensure that all of the correct procedures are adhered to and that the proposed policies are in compliance with national policy.

#### **Fiscal resources**

It is the Council's intention to ensure that adequate resources are made available to achieve the proposed timetable.

#### **Input from other consultees**

At various stages in the process other agencies/bodies such as the Planning Inspectorate, Natural England, Environment Agency, English Heritage etc will be consulted and their views will be central to the preparation of the plan documents. The Council has no influence over the capacity of these bodies to comment on the documents but it is hoped that with early engagement and correspondence they will be better placed to comment within the proposed timetable.

## 5. Glossary

**Annual monitoring report** – report assessing the implementation of the local development scheme and the extent to which policies in development plan documents are being successfully implemented.

**Core strategy** – sets out the long-term spatial vision for minerals and waste planning in the County, and the spatial objectives and strategic policies to deliver that vision.

**Development plan documents** – A term brought in by the Planning and Compulsory Purchase Act 2004. These are the spatial planning documents that form part of the Local Plan. These set out spatial planning policies and proposals for an area or topic. They include the core strategy, detailed development management policies, site specific allocations of land, area action plans (where needed) and a policies map.

**Local development scheme** - sets out the programme for preparing development plan documents.

**Local Plan** - sets out the long-term vision for the local planning authority area, the objectives and strategic policies to deliver that vision through development management policies and strategic site allocations. The new Local Plan will have the status of a Development Plan Document.

**Minerals and waste development plan documents** – spatial planning documents within a minerals and waste local plan that are subject to independent examination.

**Minerals and waste development scheme** - sets out the programme for preparing minerals and waste development documents.

**Policies map** – the policies map illustrates on a base map all policies contained in development plan documents.

**Site specific allocations** – allocations of sites for specific or mixed uses or development to be contained in development plan documents.

**Statement of community involvement** – sets out the standards which authorities will achieve with regard to involving local communities in the preparation of local development documents and development control decisions.

**Strategic environmental assessment** – an assessment of the environmental effects of policies, plans and programmes, required by European legislation, which will be part of the public consultation on the policies.

**Sustainability appraisal** – a tool for appraising policies to ensure they reflect sustainable development