

Duty to Co-operate Statement



Contents

Context

1 Introduction	3
2 Stafford Borough Context	4
3 Cross-boundary Strategic Matters	9
4 Cooperation in the preparation of the 'The Plan for Stafford Borough'	10
5 Cooperation with Neighbouring Authorities & Staffordshire County Council	11
6 Cooperation with Public Bodies and other Agencies	21
7 Evidence Base	28
8 Outcomes from Co-operation and the way ahead	34
9 Future Partnership Working	35
10 Duty to Co-operate Protocols and Checklists	36
11 Duty to Co-operate with Statutory Agencies	51

Introduction

1.1 Strategic Planning is often driven by larger than local issues that extend beyond council boundaries. This is because the actions of people, businesses and services have consequences which go beyond a single local authority area.

1.2 Much of the plan preparation was undertaken prior to the introduction of the Localism Act. However from the outset of the Local Plan preparation, the Borough Council recognised that co-operation on key strategic issues was an essential part of the plan making process and has worked closely with other public bodies, including neighbouring local planning authorities, to address strategic issues and priorities.

1.3 The Localism Act and subsequent regulations introduced a duty on Local Planning Authorities to co-operate with each other to address strategic issues relevant to their areas. The Duty to Co-operate is set out in the Localism Act and described in the NPPF, and is intended to address cross boundary strategic planning issues at a larger than local scale. This requires councils and public bodies to engage constructively, actively and on an ongoing basis on development plan documents, in particular with to strategic infrastructure.

1.4 The purpose of this Statement is to provide an overview of how the Council has met its obligations under the Duty to Co-operate with regard to the 'The Plan for Stafford Borough'. The Duty to Co-operate' is a legal requirement of the plan preparation process and this Statement seeks to explain how Stafford Borough Council has fulfilled its obligation under the Localism Act 2011 in the preparation of the new Local Plan.

1.5 This Statement will demonstrate that all relevant bodies, beyond simply making contact with them, have had an adequate opportunity to influence the Plan, through serious discussions on the impact of the Plan on those bodies, and of the proposals of those bodies on the area covered by the Plan. The Statement will cover who was involved, what they were asked about, when and how they were asked – and the general nature of the outcome. It will help to demonstrate that the Plan has been positively prepared, leading to an effective outcome which covers the strategic priorities identified in the National Planning Policy Framework.

1.6 As part of the Local Planning process, Stafford Borough has co-operated with adjoining local authorities and key organisations to influence policies and proposals within the Local Plan. The outcome of this constructive cross boundary engagement is set out in signed Duty to Co-operate Statements with neighbouring authorities (Appendix 10) and Statutory Agencies (Appendix 11).

2 Stafford Borough Context

Stafford Borough

2.1 Stafford Borough is centrally placed within the North Staffordshire sub-region of the West Midlands. The adjoining local authorities are Stoke-on-Trent and Newcastle under Lyme to the north, Telford & Wrekin and Shropshire to the west. The Borough also adjoins the Staffordshire districts of Staffordshire Moorlands, East Staffordshire, Lichfield, Cannock Chase and South Staffordshire. A two tier local government system operates in Staffordshire. Stoke-on-Trent, Shropshire and Telford and Wrekin are unitary authorities.



Stafford Borough Context 2

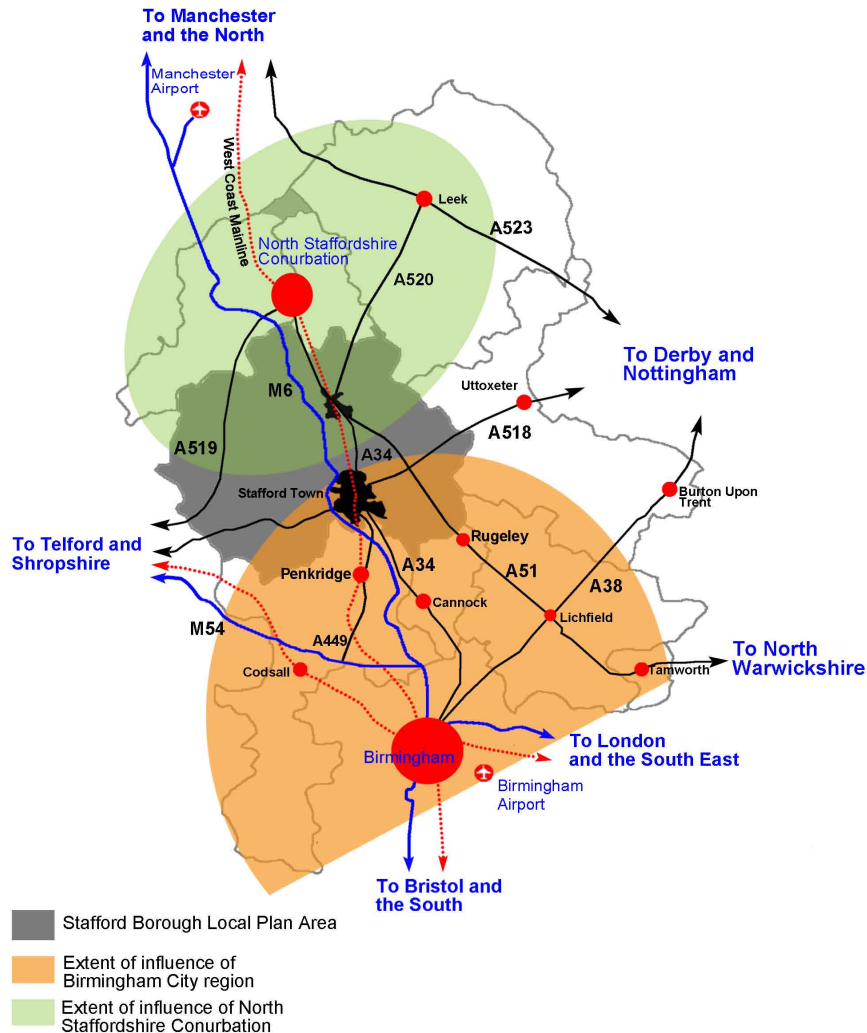
2.2 The Borough is dominated by the two major settlements of Stafford and Stone. Stafford is the principal administrative centre acting as a sub-regional centre of governance for a number of County-wide services, Government bodies and other agencies. Stone is the second largest market town within the Borough and provides a range of sport, recreation and community facilities, as well as providing a focus for the wider rural area. The rural area is characterised by a hierarchy of village settlements that range from the larger key service villages that provide a broad range of services and facilities, to smaller hamlets that look to larger settlements to provide services and facilities.

2.3 Beyond the main settlements much of the Borough is open countryside with rural landscapes, some of which are nationally recognised through the designation of the Cannock Chase Area of Outstanding Natural Beauty (AONB) in the south east of the Borough. Stafford Borough is also important for its biodiversity and areas of nature conservation, many of which are internationally and nationally designated sites. These are major assets in terms of tourism, providing areas for recreation and habitats for species.

2.4 The Borough has strong links along the north south axis of the A34 corridor and West Coast Rail Corridor between the major conurbations of Birmingham to the south and North Staffordshire to the North. The proximity to these major Urban Areas influenced key policies and proposals within our Local Plan.

2 Stafford Borough Context

Stafford Borough in its Regional Context



National Planning Context

The Localism Act

2.5 The Duty to Co-operate is set out in Section 110 of the Localism Act . This applies to all planning authorities, national park authorities and County Councils in England, and to a number of other public bodies. The new Duty:

- defines a strategic matter as one which relates to sustainable development or use of land, including infrastructure, which has or would have significant impact on at least two local planning areas (including Staffordshire County Council in this area).
- requires that councils set out policies to address such issues
- requires that councils and public bodies engage constructively, actively and on an on-going basis to develop strategic policies.

Stafford Borough Context 2

2.6 The prescribed bodies that the council has a duty to co-operate with are specified by part 2 paragraph 4 (1) of the Town and Country Planning (Local Planning)(England) regulations 2012 that came into force on 6th April 2012. The following are the prescribed bodies that are considered most relevant to the Stafford Borough Local Plan are:

- Environment Agency
- English Heritage
- Natural England
- Civil Aviation Authority
- Homes and Community Agency (HCA)
- Primary Care Trusts
- Marine Management Organisation
- Office of Rail Regulation
- Integrated Transport Authorities
- Staffordshire and Stoke-on-Trent Local Enterprise Partnerships (LEP)
- Mayor of London

National Planning Policy Framework

2.7 The National Planning Policy Framework was published in March 2012 and sets out the specific provisions that relate to the importance of planning strategically across local boundaries. It emphasises that local planning authorities should work collaboratively with other bodies to ensure that strategic priorities across administrative boundaries are properly co-ordinated and clearly reflected in individual Local Plans.

2.8 The NPPF highlights the following strategic planning issues, where co-operation might be appropriate

- the homes and jobs needed in the area;
- the provision of retail, leisure and other commercial development;
- the provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- the provision of health, security, community and cultural infrastructure and other local facilities; and
- climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment, including landscape.

2.9 The Duty to Co-operate requires ongoing constructive and active engagement on the preparation of Local Plans and other activities relating to the sustainable development and use of land, and in particular, when addressing issues around strategic infrastructure. This document therefore demonstrates exactly how Stafford Borough Council has complied with the Duty to Cooperate, and will be submitted as a supporting document to the Planning Inspector, prior to the Examination.

2 Stafford Borough Context

Local Planning Context

The Plan for Stafford Borough

2.10 In the light of the publication of the Localism Bill in 2011 and its intention to revoke Regional Spatial Strategies (RSS), the Council consulted upon 'Delivering the Plan for Stafford Borough - Strategic Policy Choices' to help guide future decisions in light of future changes to the plan making process.

2.11 The Strategic Policy Choices consultation document re-assessed both housing and employment targets, as well as their distribution across the Borough (and was also intended to reflect more recent representations received from prior consultations, and changes taking place at national level). It has also informed changes to policies to address strategic policy gaps which were likely to arise from the abolition of the West Midlands RSS.

2.12 The Council finalised the Publication Document in September 2012 and representations were invited from January 14th to February 28th 2013. The Planning Strategy Statement consultation was undertaken in April and May 2013.

2.13 The timetable for taking forward the new Local Plan is:

- August 2013 - submission Local Plan for examination
- November 2013 – Examination
- Spring 2014– Adoption of Core Strategy

Regional Spatial Strategy (RSS) and the RSS Phase II Revision

2.14 Most of the plan preparation was undertaken under previous legislation where plans were required to be in general conformity with the Regional Spatial Strategy. Therefore cross boundary issues were guided by regional policy contained in the West Midlands Regional Spatial Strategy (RSS), adopted in June 2004, which was a statutory part of the Development Plan for Stafford Borough. As part of the West Midlands Regional Spatial Strategy review process, an Examination in Public was held in 2009 into an RSS Phase II revision, with the Panel Report being published in September 2009. However, this review was never concluded, and no Government response made to the Panel report. In that context, it should be noted that for a substantial period the preparation of the Stafford Borough Local Plan was heavily influenced by the adopted and emerging RSS and the evidence underpinning the RSS Phase II revision. However the Government abolished the West Midlands Regional Spatial Strategy in May 2013 and therefore there is no longer a requirement for the Local Plan to be in conformity with the RSS. In general, the evidence base that underpinned the RSS and its phased review is increasingly outdated, and has largely been superseded by the more up to date evidence base to support the plan. Nevertheless, some issues and policy responses remain relevant, and are addressed accordingly in the submitted Plan.

2.15 As one example, the RSS Phase II revision panel report highlighted that land south of Stafford should be identified as a cross border issue which needed to be considered by Stafford Borough Council and South Staffordshire District Council when preparing their new Plans. This is considered further in the commentary relating to South Staffordshire (para. 5.6).

Cross-boundary Strategic Matters 3

3.1 Before considering the specific details of co-operation with specific LPAs and other bodies, a brief listing and summary of the main issues identified to be strategic matters of cross-boundary significance will be helpful. The following have been the main focus of attention:

- i. the scale of total housing provision, in relation to provision being made in surrounding LPAs and the wider region, taking account of the Strategic Housing Market Assessments prepared by each LPA;
- ii. supporting the urban regeneration initiatives of neighbouring urban authorities;
- iii. ensuring consistency of approaches to the strategic purposes of the two areas of Green Belt in the Borough;
- iv. determining an appropriate approach to development south of Stafford town, including within the adjacent parts of South Staffordshire;
- v. ensuring adequacy of provision for gypsy and traveller needs;
- vi. protecting and enhancing the Cannock Chase AONB;
- vii. protecting and enhancing the Cannock Chase SAC, and ensuring that suitable and adequate provision is made for measures compensating for the implications of development (particularly housing);
- viii. contributing to the selection, if appropriate, of a location for a Regional Logistics Site;
- ix. ensuring consistency between the retail policies of neighbouring authorities, particularly relating to the consistent identification and policy support for an appropriate network of retail and town centres;
- x. ensuring consistency in provision of County level infrastructure and related matters, concerning in particular transport, education, and minerals and waste planning.

4 Cooperation in the preparation of the 'The Plan for Stafford Borough'

4.1 There have been strong relationships with a wide range of organisations and individuals (including specified 'statutory consultees') during the preparation of the new Local Plan, longstanding for many years.

4.2 The development of the new Local Plan has been a multi stage process involving several rounds of consultation and engagement with members of the public and statutory consultees, as set out in the table below. In addition, there has been ongoing dialogue and close co-operation between key partners to resolve strategic issues concerning delivery of the necessary infrastructure alongside development.

Initial and Evidence Base Consultations

Document Title	Date
Statement of Community Involvement (SCI)	July 2006
Settlement Assessment of Services and Facilities	January 2008
Principles of Settlement Development	June 2008

Local Plan Consultations

Document Title	Date
The Plan for Stafford Borough - The Borough Wide Development Strategy	January 2008
Delivering the Plan for Stafford Borough - Issues & Options	February 2009
Delivering the Plan for Stafford Borough - Draft Core Policies	February 2010
The Plan for Stafford Borough - Local Choices	November 2010
The Plan for Stafford Borough - Draft Publication	September 2011
The Plan for Stafford Borough - Strategic Policy Choices	May 2012
The Plan for Stafford Borough - Publication	January 2013
The Plan for Stafford Borough - Planning Strategy Statement	April 2013

4.3 The development of the new Local Plan has been a multi stage process involving several rounds of consultation and engagement with members of the public and statutory consultees, as set out in the table below. In addition, there has been ongoing dialogue and close co-operation between key partners to resolve strategic issues concerning delivery of the necessary infrastructure alongside development. The outcome of these constructive cross boundary engagements with neighbouring authorities is set out in signed Duty to Co-operate Statements (Appendix 10) and with Statutory Agencies (Appendix 11).

Co-operation between Local Planning Authorities

5.1 The co-operation between local planning authorities in Staffordshire is well established. As part of the preparation of the new Stafford Borough Local Plan there has been an established structure of inter council meetings at chief planning officer level - Staffordshire Development Officers Group (SDOG) which is complemented by a separate sub group, the Planning Policy Officers Group, which includes a member from each Council in Staffordshire and meets quarterly to discuss and share information and best practice on planning policy matters.

5.2 In terms of plan making, SDOG, which meets approximately 4 times a year, has a standing item on every authority's plan making updates and issues arising. This has proved to be an excellent forum for generating best practice, networking with neighbouring authority officers and identifying strategic cross-boundary issues. Whilst face to face meetings and networks are very effective means of co-operation, planning officers maintain contact with all the planning authorities through written correspondence to update the bodies on the latest stages of the new Local Plan and inviting them to make representations on the emerging plan. All planning authorities, together with all the statutory consultees and a full range of other bodies, have been invited to make formal representation at each of the statutory plan stages.

5.3 Stafford Borough has initiated a series of meetings with the following Local Authorities and the nature of the co-operation will be considered in turn:

5 Cooperation with Neighbouring Authorities & Staffordshire County Council

Staffordshire Authorities

- Stoke on Trent City Council;
- Newcastle under Lyme Borough Council;
- East Staffordshire Borough Council;
- Lichfield District Council;
- Staffordshire Moorlands District Council;
- Cannock Chase District Council;
- Tamworth Borough Council.

Other Authorities

- Staffordshire County Council;
- Shropshire Council;
- Telford and Wrekin Council;
- Birmingham City Council;
- Walsall District Council;
- Wolverhampton City Council;
- Sandwell Metropolitan Borough Council;
- Dudley Metropolitan Borough Council.

Stoke-on-Trent City Council/ Newcastle under Lyme Borough Council/ East Staffordshire Borough Council/ Cannock Chase District Council/ Lichfield District Council, South Staffordshire District Council/ Sandwell Metropolitan Borough Council, Dudley Metropolitan Borough Council/ Wolverhampton City Council/ Birmingham City Council and Walsall Council.

5.4 The Council has recognised that housing need cannot be defined by administrative boundaries. Therefore, throughout the plan making process there have been extensive discussions with neighbouring authorities and other authorities within the sub-region regarding cross boundary housing requirements. These discussions confirm that, there are no requirement to meet any of the housing needs of other adjoining authorities, nor for any neighbouring authorities within the subregion within Stafford Borough Council. In addition, there is general agreement about the scale of growth (500 dwellings pa) proposed in the Plan for Stafford, and thus for the continued role of the Borough to accept in-migration, and be a location of relative growth, in a sub-regional and regional context.

Cooperation with Neighbouring Authorities & Staffordshire County Council 5

5.5 Within the wider subregion, dialogue with Birmingham, its neighbours and the Black Country indicates that, apart from the general growth strategy envisaged in the Borough, there is no suggestion or evidence that there are any substantial unmet needs from those authorities which could sensibly be met within Stafford Borough. However, Stafford Borough Council will continue to engage with Birmingham City Council and the Greater Birmingham and Solihull Local Enterprise Partnership constituent authorities, including Lichfield District, Cannock Chase District, Tamworth Borough and East Staffordshire Borough Councils on this matter.

5.6 As part of the West Midlands Regional Spatial Strategy review process, which was never completed but progressed to an Examination in Public from April to June 2009, the Panel Report published in September 2009, highlighted that land south of Stafford should be identified as a cross border issue which needed to be considered by Stafford Borough Council and South Staffordshire District Council when preparing their new Plans. Both Councils have been in dialogue concerning future development south of Stafford Town and a number of evidence based studies have been carried out as well as meetings with relevant landowners and developers. The outcome of these discussions is that development in this location has been found to be both less practical and less sustainable than at other locations around Stafford town, and it is therefore not proposed to identify significant development south of Stafford in the new Plan. Furthermore, in October 2012, the inspectors report into the South Staffordshire Core Strategy Examination considered that it is not necessary for that Core Strategy to facilitate growth relating and adjacent to Stafford Town.

Stoke-on-Trent City Council and Newcastle under Lyme Borough Council

5.7 At each iteration of the plan making process there has been ongoing dialogue with the City of Stoke-on-Trent and Newcastle-under-Lyme Borough Councils. In addition, Stafford Borough has a strong working relationship with both Authorities as part of the North Housing Market Area, which commissioned both the Strategic Housing Market Assessment (SHMA) and the Gypsy and Traveller Accommodation Needs Assessment (GTAA) in 2007. However, the revised GTAA and SHMA were not undertaken with the City of Stoke-on-Trent and Newcastle-under-Lyme Borough Councils, as they had an adopted a joint core strategy in 2008. The key strategic issues of joint concern with these authorities relate to the need to balance the developments of Stafford Borough and the urban regeneration initiatives of the North Staffordshire Urban Authorities and reduce the extent of out migration. This is particularly relevant to housing developments in the north of the borough at Stone as well as other settlements within and outside the North Staffordshire greenbelt.

5.8 Throughout the development of the Local Plan, there have been regular meetings and discussions between Stafford Borough Council, and the planning and regeneration teams from the Stoke-on-Trent City Council. Such continuous dialogue has ensured that the regeneration of the inner core areas of Stoke-on-Trent and Newcastle has influenced the approach taken by Stafford Borough Council regarding the phasing of new housing development in Stone, as well as the identification of a hierarchy of town, district and local retail centres to ensure that large scale office development is concentrated in major centres.

Joint Evidence Base Studies:

- Gypsy and Traveller Accommodation Needs Assessment (GTAA) 2007.
- Strategic Housing Market Assessment (SHMA) 2007

5 Cooperation with Neighbouring Authorities & Staffordshire County Council

Partnerships:

- Sports Across Staffordshire and Stoke-on-Trent
- Staffordshire and Stoke-on-Trent LEP

Key Strategic Issues:

- To balance the new housing and Employment developments in Stafford Borough to support the urban regeneration initiatives of the conurbation.
- Lack of identification of a hierarchy of town, district and local retail centres that could enable unqualified amount of office development anywhere in the plan area, thus undermining urban regeneration initiatives of the conurbation.

Outcomes

- To support urban regeneration within Stoke-on-Trent, it is proposed that new development in the North of the Borough, particularly at Stone will be phased until 2021
- Policy E8 of the new Local Plan defines a hierarchy of town, district and local centres

Cannock Chase District Council/ Lichfield District Council and South Staffordshire District Council

5.9 A key strategic issue for joint consideration with Cannock Chase District Council/ Lichfield District Council and South Staffordshire District Council is the need to protect and enhance the Cannock Chase AONB. This is a clear need to balance nature conservation objectives and the development requirements in each local planning authority.

Cannock Chase AONB

5.10 The Cannock Chase AONB is one of 47 designated AONBs in the UK. It was designated as an AONB in 1958, and is considered to be one of the most vulnerable, due to its proximity to large adjoining conurbations and the rich array of mineral resources located under it. The AONB contains a number of nationally and internationally designated sites. The most important of which are Sites of Special Scientific Interest (SSSI) and the Cannock Chase Special Area of Conservation (SAC).

5.11 The Council has a strong working relationship with partner authorities in the AONB Partnership, as well as Natural England, to provide for the management of the Cannock Chase Area of Outstanding Natural Beauty (AONB). The AONB is governed by a Joint Committee comprising elected members from Cannock Chase District Council/ Lichfield District Council, South Staffordshire District Council and is supported by an advisory partnership, officers working group and AONB unit. The conservation of the natural beauty of the landscape and countryside is managed through the AONB management plan. The AONB management plan is currently under review with the involvement of Stafford Borough Council.

Partnerships

- AONB Joint Committee

- AONB Officers Working group
- AONB Advisory partnership

Outcomes

- AONB Management Plan
- Appropriate and Consistent policies in each Local Authority's Local Plan

East Staffordshire Borough Council/ Cannock Chase District Council/ Lichfield District Council, South Staffordshire District Council/ Sandwell Metropolitan Borough Council, Dudley Metropolitan Borough Council/ Wolverhampton City Council/ Birmingham City Council/ Walsall Council and Staffordshire County Council

Cannock Chase Special Area of Conservation (SAC)

5.12 The Cannock Chase Special Area of Conservation (SAC) is a designated European site under the EC Habitats Directive. As such these are required to be restored or maintained to a favourable condition. Stafford Borough Council has also worked closely with its neighbouring authorities in commissioning a number of joint evidence based studies regarding the Special Area of Conservation (SAC) to determine the impact that new housing development will have, and assess the most appropriate mitigation strategy.

5.13 These studies have confirmed that any additional dwelling within a 12mile radius of the SAC will have a significant affect upon the SAC and will require mitigation strategies to identify requirements for Sites of Alternative Natural Greenspace (SANG) and other specific measures which can be delivered with financial contributions. The governance of the SAC is overseen through the SAC Partnership which comprises East Staffordshire Borough Council/ Cannock Chase District Council/ Lichfield District Council, South Staffordshire District Council/ Wolverhampton City Council/ Birmingham City Council and Walsall Council in conjunction with Staffordshire County Council and Natural England. The partnership meets regularly and is of fundamental importance to achieving teh protection of the SAC, which will require ongoing collaboration with partner authorities.

SAC Joint Evidence Base Studies:

- Evidence Base Relating to Cannock Chase SAC & the Appropriate Assessment of Core Strategies
- Cannock Chase SAC Visitor Survey
- Impacts of Recreation to Cannock Chase SAC
- Cannock Chase SAC Visitor Impact Mitigation Report

Partnership Working:

- Cannock Chase SAC Partnership

5 Cooperation with Neighbouring Authorities & Staffordshire County Council

Outcomes:

- A series of joint evidence base documents have been published regarding negative impact on Cannock Chase Special Area of Conservation and recommends mitigation measures
- Appropriate consistent and complementary policies in partner authority's Local Plan

East Staffordshire Borough Council/ Cannock Chase District Council/ Lichfield District Council, South Staffordshire District Council/ Wolverhampton City Council/ Birmingham City Council/ Walsall Council/ Tamworth Borough Council, Staffordshire County Council, Sandwell Metropolitan Borough Council, Dudley Metropolitan Borough Council and Staffordshire County Council plus Centro

West Midlands Regional Logistics Site (RLS)

5.14 The West Midlands Regional Spatial Strategy (WMRSS) Phase 2 Revision contained a policy relating to the provision of Regional Logistics Sites (RLS) to serve the needs of the Black Country located in southern Staffordshire and to serve the North Staffordshire conurbation.

5.15 Subsequently Inspector's Reports into the Examinations of the Black Country and South Staffordshire adopted Core Strategies has led to joint working between the Black Country and southern Staffordshire authorities to update the evidence base concerning the identified need for large scale logistics activity and how needs might best be met, led by Wolverhampton City Council. A Stage 1 Report for the Black Country and southern Staffordshire Regional Logistics Site Study is anticipated in Spring 2013 for implications to be considered.

5.16 To date no development sites have been put forward for a Regional Logistics Site in Stafford Borough. As part of the WMRSS Phase 2 Revision in paragraph 7.46 reference was made to Meaford, north of Stone as being one of a number of 'possibilities to be explored'. However, Meaford former power station site has been granted planning permission for 34 hectares of new employment provision, subject to a Section 106 agreement to deliver transport access infrastructure. In terms of meeting the policy criteria set out in the WMRSS, in particular the RLS being 50 hectares or more and having existing or potential for dedicated access to the regional rail and close proximity to the Strategic Road Network the only area of search for such a site would be south of Stafford near Junction 13 in Stafford Borough / South Staffordshire District. Nevertheless Stafford Borough Council will continue to co-operate with partners and relevant parties to ensure that further studies are completed in order that the issue of providing RLS in the West Midlands Region is addressed, if necessary through a subsequent review of the Plan.

RLS Joint Evidence Base Studies:

- Black Country & Southern Staffordshire Regional Logistics Site Study

RLS Outcomes:

- Joint evidence base documents have been published which identifies the need for a Regional Logistics Site in the West Midlands

Staffordshire Moorlands District Council

5.17 Staffordshire Moorlands District is located in north eastern Staffordshire. Stafford Borough has a strong working relationship with Staffordshire Moorlands District Council as part of the North Housing Market Area, which commissioned both the Strategic Housing Market Assessment (SHMA) and the Gypsy and Traveller Accommodation Needs Assessment (GTAA) in 2007. However, the revised GTAA and SHMA were not undertaken with Staffordshire Moorlands District, as their Local Plan had been submitted to the Secretary of State for examination. Discussions with Staffordshire Moorlands District Council around their emerging Local Plan proposals indicate that there are no key cross-boundary issues.

Joint Evidence Base Studies:

- Gypsy and Traveller Accommodation Needs Assessment (GTAA)
- Strategic Housing Market Assessment (SHMA) 2007
- Strategic Flood risk Assessment (SFRA) Level 1
- Renewable Energy Study

Telford and Wrekin Council and Shropshire Council

5.18 The approach adopted by the Borough Council regarding retail, employment and housing development will not impact either council as most of the development will be concentrated in the principal towns of Stafford and Stone, with no large scale development proposed for the border areas close to Telford and Wrekin Council or Shropshire Council. There is limited cross-boundary commuting and migration flows between the authorities and Stafford Borough administrative area, and therefore there are no key cross-boundary issues.

Staffordshire County Council (SCC)

5.19 The Council has a strong working relationship with Staffordshire County Council across a number of thematic areas. The Staffordshire Development Officers Group (SDOG) meets around every 3 months to discuss strategic planning issues and includes a representative from each Council in Staffordshire. In addition, a separate Local Planning Officers Group which provides a representative from each of the Staffordshire Councils meets to discuss and share information and best practice on planning policy matters.

5.20 Stafford Borough Council is a two-tier area, and a key element of discharging the duty to co-operate is dialogue and cooperation with Staffordshire County Council. Staffordshire County Council (SCC) is a key partner with Stafford Borough Council. In addition to Borough level relationships, it is the mineral and waste planning authority, highway authority, education authority, major land owner (particularly at Falmouth Avenue) and the major infrastructure provider in the district. They also take a leading role in the Staffordshire and Stoke-on-Trent Local Enterprise Partnerships (LEP) and are closely involved in the management of the Cannock Chase AONB and Special Area of Conservation (SAC).

5 Cooperation with Neighbouring Authorities & Staffordshire County Council

Transport

5.21 SCC has worked closely with the Borough Council on the preparation of the Transport Evidence base and Stafford Borough Integrated Transport Strategy over a number of years. The County Council is also a key partner in overseeing the Stafford Borough Transportation Model for the assessment of development impacts on the county and strategic transportation network. In relation to the Strategic Development Locations (SDLs) the County Council has also been involved with partners in overseeing key components of the Stafford Borough evidence base. Continuing co-operation will also be required when Community Infrastructure Levy (CIL) is introduced as the County Council is not a CIL charging authority.

Transport Joint Evidence Base Studies:

- Staffordshire Local Transport Plan
- Western Access Improvement Scheme
- Transport Evidence to Support the Western Direction of Growth
- Stafford Eastern Distributor Road
- Saturn Transportation Model
- Draft Stafford Borough Integrated Transport Strategy 2011-2026
- Stafford Eastern Distributor Road- Indicative Economic Assessment
- The Plan for Stafford Borough Transport Evidence to Support a Western Direction of Growth

Partnership Working:

- There has been ongoing dialogue with Staffordshire County Council at each iteration of the Local Plan to shape the transportation strategy, to ensure that the highway network can deliver the quantum of development proposed.

Outcomes:

- Joint Integrated Strategy for Stafford town published for and signed up to which includes significant new highway schemes for Stafford Borough and in particular Stafford Town improvements package.
- Within Stafford town, the development of an evidence base that provides understanding of the implications of the proposed changes, and identifies the necessary measures to support the substantial growth proposed, e.g. in relation to the need for completion of the Western Access Improvement Scheme to support the sustainable development of the western direction of Growth for Stafford Town.

Education

5.22 Stafford Borough Council has worked closely and had ongoing dialogue with Staffordshire County Council education services to help assess the education needs of the Local Plan over the plan period to ensure that necessary facilities are delivered in a timely manner. The County Council has, through various meetings, assisted in determining the educational requirements with the Borough Council through each stage of the plan preparation process. This has subsequently informed the Infrastructure Delivery Plan (IDP) to guide development within the Plan's Strategic Development Locations.

Education Joint Evidence Base Studies:

- Plan for Stafford Borough: Spatial Plan for Education

Partnership Working:

- There has been ongoing dialogue Staffordshire County Council to shape the Plan's education provision at each stage of the planning process. In addition, the County Council has been intimately involved to identify and quantify the educational requirements that will arise from each Strategic Development Location (SDL).

Outcomes:

- Development of joint evidence base regarding the provision, cost and delivery of educational requirements over the plan period
- Identification of specific educational requirements for each Strategic Development Location (SDL)

Historic Environment

5.23 As part of the evidence base a number of historic environment studies have been produced collaboratively with Staffordshire County Council. In 2009, Staffordshire County Council, with funding support from English Heritage undertook a number of Historic Environment Character Assessment (HECA) to inform growth options in the new Local Plan. As part of the Staffordshire Extensive Urban Survey (EUS) Staffordshire County Council undertook a Historic Character Assessment for Stafford and Stone Towns, and the Key Service Village of Eccleshall.

5.24 As part of the West Midlands Farmsteads & Landscapes Project, English Heritage, in collaboration with County Councils, including Staffordshire, published a County Summary for Staffordshire. This report characterised historic farmsteads within Staffordshire and included a number of different character areas within Stafford Borough. This influenced the development of historic environment policies, Strategic Development Locations and the development strategy contained within the Stafford Borough Local Plan.

Historic Environment Joint Evidence Base Studies:

- Stafford Extensive Urban Survey
- Stone Extensive Urban Survey
- Eccleshall Extensive Urban Survey

5 Cooperation with Neighbouring Authorities & Staffordshire County Council

- Stone Historic Environment Character Assessment (HECA)
- Stafford Historic Environment Character Assessment (HECA)
- Eccleshall Historic Environment Character Assessment (HECA]
- The Haywoods Historic Environment Character Assessment (HECA)
- Gnosall Historic Environment Character Assessment (HECA)

Cooperation with Public Bodies and other Agencies 6

6.1 The key bodies Environment Agency (EA), English Heritage, Natural England, Ministry of Defence (MoD) and the Highways Agency have all been significantly involved in the preparation of the new Local Plan and in developing much of its supporting evidence base. All other prescribed bodies and other public bodies have been invited to make a response to each consultation stage of the new Local Plan, and issues specific meetings have been held to address specific strategic issues when they arise.

6.2 A summary of the type of co-operation and the outcomes achieved with prescribed bodies and other non statutory agencies are set out below:

Co-operation with Prescribed Bodies

English Heritage

6.3 Ongoing dialogue with English Heritage has, through numerous meetings, assisted in the formulation of policies throughout the plan process. Its input has primarily related to the Historic Environment to ensure that the Local Plan does not damage and adopts appropriate measures to conserve the historic environment. English Heritage has also been extensively involved in the preparation of the masterplans to guide development within the proposed Strategic Development Locations (SDLs). This is particularly important as new development on the West of Stafford SDL has implications relating to the setting of Stafford castle.

Joint Evidence Base Studies:

- Burleyfields, Stafford- Historic Environment Assessment
- Stafford Extensive Urban Survey
- Stone Extensive Urban Survey
- Eccleshall Extensive Urban Survey
- Stone Historic Environment Character Assessment (HECA)
- Stafford Historic Environment Character Assessment (HECA)
- Eccleshall Historic Environment Character Assessment (HECA)]
- The Haywoods Historic Environment Character Assessment (HECA)
- Staffordshire Extensive Urban Survey (EUS) Stafford
- Staffordshire Extensive Urban Survey (EUS) Stone
- Staffordshire Extensive Urban Survey (EUS) Eccleshall
- West Midlands Farmsteads and Landscape Project

Strategic Issues Identified

- Character assessment of Stafford and Stone

6 Cooperation with Public Bodies and other Agencies

- Western Stafford SDL effect on the setting of a Scheduled Monument.

Partnership Working:

- There are no formal partnerships but regular meetings have taken place between English Heritage regarding historic environment issues, particularly relating to the implications

Outcomes:

- A series of joint evidence base documents have been published which identifies and evaluates the effect that development will have on the historic environment.
- Establishment of appropriate measures in the Local Plan which safeguard and conserve the historic environment.
- Development of appropriate requirements within the proposals for the SDLs, which ensure protection of the historic environment.

Natural England

6.4 There have been ongoing discussions with Natural England about the Plan as a whole, and specifically regarding the implications of new development for Strategic Development Locations (SDLs) around Stafford and Stone Town. In addition, Natural England's ongoing collaborative role on the management and of the Cannock Chase Special Area of Conservation (SAC) and Area of Outstanding Natural Beauty (AONB) seeks to ensure that collectively and individually all plans, projects and management activities meet the requirements of the EU Habitats Directive and the Conservation of Habitats and Species Regulations 2010. The Agency seeks to ensure that significant adverse effects on the integrity of the SAC are avoided or fully mitigated, as well as by developing, commissioning and overseeing data collection and assessment required to allow identification of impacts and development of mitigation proposals (including by visitor surveys, traffic and recreational impact assessments).

Joint Evidence Base Studies:

- Evidence Base Relating to Cannock Chase SAC & the Appropriate Assessment of Core Strategies
- Cannock Chase SAC Visitor Survey
- Impacts of Recreation to Cannock Chase SAC
- Cannock Chase SAC Visitor Impact Mitigation Report

Strategic Issues Identified

- Cannock Chase Special Area of Conservation (SAC)

Partnership Working:

- Cannock Chase SAC Partnership

Cooperation with Public Bodies and other Agencies 6

Outcomes:

- A series of joint evidence base documents have been published regarding negative impact on Cannock Chase Special Area of Conservation and recommends mitigation measures
- Establishment of appropriate measures in the Local Plan which provide adequate mitigation for the SAC

Homes and Community Agency (HCA)

6.5 The Homes and Community Agency (HCA) has been closely involved in the plan making process from its inception with regular face-to-face meetings having taken place to facilitate a close working relationship with Stafford Borough Council through the Growth Point programme and the Local Delivery Vehicle. In addition there has been an ongoing working relationship with the Advisory Team for Large Applications (ATLAS) in relation to the masterplanning process concerning the West of Stafford SDL, including issues relating to design, environmental sustainability, social infrastructure and identification of the required components and approach to dealing with a future planning application, project planning and programming, as well as provision of other technical advice relating to transport, environmental sustainability and social infrastructure.

Strategic Issues Identified

- Stafford West Strategic Development Location (SDL)

Partnership Working:

- No formal partnership, but extensive meetings and discussions take place regarding the West of Stafford SDL

Outcomes:

- Discussions are on going regarding the delivery of the West of Stafford Town SDL
- Ensuring that mechanisms are in place to support masterplanning, and determining the suitability of detailed proposals.

Primary Care Trusts

6.6 There has been ongoing discussions with South Staffordshire Primary Care Trust throughout the plan preparation process to help assess the healthcare requirements involved in delivering the level of development and to ensure that these are provided in a timely manner. The Trust has, through numerous meetings and workshops contributed to the Infrastructure Delivery Plan (IDP), and assisted in determining the required level of healthcare provision to support the levels of development in the plan, particularly as part of the Strategic Development Locations.

Joint Evidence Base Studies:

- Health Strategy
- Stafford Borough Infrastructure Delivery Plan (IDP)

6 Cooperation with Public Bodies and other Agencies

Strategic Issues Identified

- Better access to healthcare services
- Impact of an ageing population

Partnership Working:

- Sports Across Staffordshire & Stoke-on-Trent
- Workshops as part of the preparation of the IDP

Outcomes:

- Ensuring identification and inclusion of the necessary specific health care services and facilities that are required to support the Plan, and in particular growth within the Stafford Town SDLs.

The Highways Agency

6.7 There has been an ongoing dialogue with the Highway Authority at each iteration of the new Local Plan to ensure that the extra traffic generated by the delivery of the strategic development locations at Stafford Town can be accommodated by the Strategic Road Network, particularly Junctions 14 and 13 of the M6 Motorway. In addition, there have been face-to-face meetings to regarding major road infrastructure to deliver the SDLs, particularly the Western Access Improvement Scheme and Eastern Access Improvement Scheme.

Joint Evidence Base Studies:

- Modelling work for Junctions 13 and 14 of the M6 Motorway

Strategic Issues Identified

- M6 Junctions 13 and 14

Partnership Working:

- No specific partnerships, but there have been extensive meetings regarding the implications for the SDLs for the Strategic Road Network.

Outcomes:

- Modelling work for Junctions 13 and 14 of the M6 Motorway
- Inclusion of the appropriate highways measures in the Plan's proposals, particularly related to the implications of the SDLs.

Cooperation with Public Bodies and other Agencies 6

The Environment Agency

6.8 There have been ongoing discussions with the Environment Agency regarding the implications of new development, in particular regarding the Strategic Development Locations (SDLs) around Stafford and Stone Town. In addition, the Agency have had an ongoing collaborative role on flooding matters through supporting the preparation of the Water Cycle Study, the Strategic Housing Land Availability Assessment (SHLAA) and the level 1 Strategic Flood Risk Assessment (SFRA).

Joint Evidence Base Studies:

- Strategic Flood Risk Assessment Level 1
- Water Cycle Study
- Surface Water Management Plan (Phase 1 and 2)
- Cannock Chase SAC Visitor Impact Mitigation Report

Strategic Issues Identified

- Cannock Chase Special Area of Conservation (SAC)

Partnership Working:

- The Environment Agency are of the Stafford Borough SHLAA partnership

Outcomes:

- A series of joint evidence base documents have been published that identify the scale and deliverability of water infrastructure required for Local Plan
- Identification by Severn Trent Water of the necessary capacity improvements to waste water treatment, and determining that there is sufficient capacity to supply the water demands to meet new development.

Network Rail

6.9 There has been ongoing discussions with Network Rail and franchise holders regarding upgrading of the existing rail network to improve the capacity of the West Coast Mainline and the upgrading of Stafford Town Station.

Strategic Issues Identified

- Capacity improvements on the West Coast Mainline
- Norton Bridge Rail Enhancements

Partnership Working:

- A number of face-to-face meetings have taken place in relation to the upgrading of the existing rail to improve the capacity of the West Coast Mainline, the Norton Bridge enhancement scheme and Stafford Station upgrade.

6 Cooperation with Public Bodies and other Agencies

Outcomes:

- Improvements in rail services and facilities in Stafford

Staffordshire and Stoke-on-Trent Local Enterprise Partnership

6.10 Local authorities should also have regard to Local Enterprise Partnership (LEP) and Local Nature Partnerships in their area. The Staffordshire Local Nature Partnership (LNP) has been formed recently to help bring about improvements in the local natural environment. The Staffordshire and Stoke-on-Trent Local Enterprise Partnership (LEP) was introduced in 2010. The LEP is formed from a strategic partnership from key employers located in the Stoke-on-Trent and Staffordshire area to entice new businesses and break down the barriers of enterprise for existing businesses in the region.

6.11 The partnership's vision is to make Stoke-on-Trent and Staffordshire the best place to do business in the UK. Its mission is to create 50,000 jobs and increase the size of the economy by 50% over the next 10 years. To achieve this the partnership will focus on the following 6 key priorities. These are:

1. Supporting Existing Businesses to Grow
2. Increasing Inward Investment
3. Successfully Marketing Stoke-on-Trent and Staffordshire as a place to do business
4. Improving Access to Finance and Funding
5. Providing the Right Sites & Infrastructure
6. Ensuring the Skills & Training of our Workforce Meet Business Needs

Partnership Working:

- A number of face-to-face meetings have taken place with Stafford Borough Officers' regarding the emerging Economic and Growth Strategy and implications for the Borough.

Outcomes:

- Emerging Economic and Growth Strategy for Staffordshire

Co-operation with other Agencies

Ministry of Defence (MoD)

6.12 The MoD is a major landowner and employer in the Borough and there has been ongoing dialogue to resolve the key infrastructure issues relating to the relocation of troops from Germany under the BORONA Programme and its implications for the Stafford Borough Local Plan.

Strategic Issues Identified

- Relocation of troops from Germany to Stafford Town under the BORONA programme

Cooperation with Public Bodies and other Agencies 6

Partnership Working:

- There are no specific partnerships, but extensive meetings have taken place with Stafford Borough Officers' regarding the infrastructure implications, particularly housing provision at Stafford Town.

Outcomes:

- These discussions has helped to shape our policies, particularly regarding housing provision at Stafford Town at key stages through the formulation of the Plan, with the final outcome that the plan makes explicit separate provision for the housing needs of returning MoD personnel.

Severn Trent Water

6.13 Stafford Borough Council has worked in partnership with Lichfield District Council, Tamworth Borough Council, South Staffordshire District Council and Cannock Chase District Council in producing a joint Water Cycle Study from the Environment Agency's Water Cycle Study (WCS) guidance. This study assessed the capacity and requirements that will arise from the scale of the proposed growth on the water and waste water infrastructure within the Borough. Arising from this study and the Stafford Borough Infrastructure Delivery Plan (IDP) there has been ongoing discussions with Severn Trent Water to identify where investment and upgrades will be required and have confirmed that they will work with developers these deficiencies.

Joint Evidence Base Studies:

- Strategic Flood Risk Assessment Level 1
- Water Cycle Study
- Surface Water Management Plan (Phase 1 and 2)
- Stafford Borough Infrastructure Delivery Plan (IDP)

Strategic Issues Identified

- Waste Water Treatment Capacity

Outcomes:

- The Water Cycle Study and the IDP identify that Severn Trent Water will need to provide capacity improvements to waste water treatment but that there is sufficient capacity to supply the water demands to meet new development

7 Evidence Base

7.1 In addition to the formal consultation stages, Stafford Borough Council has collaborated extensively on cross boundary issues through the production of evidence based studies from consultants to inform the development of the strategy at its various stages. A number of these studies were carried out jointly with neighbouring authorities. The following table provides a summary of the evidence base work and the organisations involved. More detail on the substance of the co-operation its influence on the Submission Document is set out below:

DOCUMENT	OTHER ORGANISATIONS INVOLVED
Strategic Housing Market Assessment 2008 - Northern	City of Stoke-on-Trent Council, Newcastle-under-Lyme Borough Council, Staffordshire Moorlands District Council, East Staffordshire Borough Council
Strategic Housing Land Availability Assessment (SHLAA Panel)	South Staffordshire District Council, Environment Agency, Natural England
Staffordshire County wide Renewable / Low Carbon Energy study	All Staffordshire District and Borough Councils
Strategic Flood Risk Assessment	Tamworth Borough Council, Lichfield District Council, Staffordshire Moorlands District Council and Environment Agency
Surface Water Management Plan	Lichfield District Council, Tamworth Borough Council, South Staffordshire District Council, Cannock Chase District Council, Environment Agency, South Staffordshire Water, Severn Trent Water
Water Cycle Study	Lichfield District Council, Tamworth Borough Council, South Staffordshire District Council, Cannock Chase District Council, Environment Agency, South Staffordshire Water, Severn Trent Water
Gypsy & Traveller Accommodation Assessment	City of Stoke-on-Trent Council, Newcastle-under-Lyme Borough Council, Staffordshire Moorlands District Council, East Staffordshire Borough Council
Habitat Regulations Assessment	Natural England, South Staffordshire District Council, Staffordshire County Council, Black Country authorities, Birmingham City Council, Cannock Chase Area of Outstanding Natural Beauty (AONB) Partnership, Cannock Chase District Council, Forestry Commission, Lichfield District Council
Cannock Chase SAC Visitor Mitigation Strategy	Natural England, South Staffordshire District Council, Staffordshire County Council, Black Country authorities, Birmingham City Council, Cannock Chase AONB Partnership, Cannock Chase District Council, Forestry Commission, Lichfield District Council

DOCUMENT	OTHER ORGANISATIONS INVOLVED
Historic Environment Character Assessments	Staffordshire County Council & English Heritage
Stafford Borough Infrastructure Strategy	Staffordshire County Council, Staffordshire Fire & Rescue Service, Staffordshire Police, South Staffordshire Primary Care Trust (PCT), Staffordshire Wildlife Trust, Environment Agency, Natural England, Western Power, National Grid, Severn Trent Water
Stafford Borough Integrated Transport Strategy	Staffordshire County Council, Highways Agency and other integrated transport authorities
PPG17 Assessment	Sport England

Strategic Housing Market Assessment

7.2 The Strategic Housing Market Assessment (SHMA) was jointly commissioned in 2007 by Stafford Borough Council, Staffordshire Moorlands District Council, Newcastle-under-Lyme, East Staffordshire Borough Council and Stoke-on-Trent City Council for the north Housing market area to provide detailed sub-regional analysis of housing demand and need, identifying the key drivers in the North housing market area to provide a robust evidence base for current and future requirements of market and affordable housing to inform local policies. As part of the study a steering group was set up to oversee the study. The results of the study have informed Policy Stone 1- Stone Town, Policy Stone 2- West and South of Stone, Policy Stafford Town 1, Policy C1- Dwelling Types and Sizes, Policy C2-Affordable Housing.

Gypsy and Traveller Accommodation Assessment (GTAA)

The Gypsy and Traveller Accommodation Assessment (GTAA) was jointly commissioned in 2007 by Stafford Borough Council, Staffordshire Moorlands District Council, Newcastle-under-Lyme, East Staffordshire Borough Council and Stoke-on-Trent City Council for the North Staffordshire Partner Authorities in response to overarching legislative changes that required members of the Gypsy and Traveller Communities have equal access to decent and appropriate accommodation. The study was managed by a steering group composed of members representing the Partner Authorities. However, to provide the most up to date evidence base for the Plan, a separate study was undertaken in 2012 for Stafford Borough. The revised version not undertaken with neighbouring districts, as they were at different stages in their planning process, with both Stoke-on-Trent City and Newcastle-under-Lyme having adopted strategies. The results of the study have informed Policy C6- Provision for Gypsies, Travellers & Travelling Show-people.

Strategic Flood Risk Assessment (SFRA) Level 1

7.3 In 2007, a group comprising Stafford Borough Council Lichfield District Council, Staffordshire Moorlands District Council, Stafford Borough Council and Tamworth Borough Council commissioned consultants to produce a level 1 Strategic Flood Risk Assessment (SFRA) in accordance with Planning Policy Statement 25 (PPS 25). Officers from each of the Councils and the Environment Agency formed a steering group to oversee the project. The results of the study have informed a number of policies. These are Policy N2 (Climate Change) Policy N5 (Sites of European, National

7 Evidence Base

& Local Nature Conservation Importance), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford) and Policy Stafford 4 (East of Stafford).

Water Cycle Study

7.4 In 2009, a group comprising Stafford Borough Council, Lichfield District Council, Tamworth Borough Council, South Staffordshire District Council and Cannock Chase District Council commissioned consultants to produce phase 1 and Phase 2 Surface Water Management Plan (SWMP) and Outline Stage Water Cycle Study. The study was commissioned to ensure that proposed growth does not adversely impact on the existing water infrastructure and to highlight the necessary improvements to achieve the required levels of growth for each development site throughout the planning period. In doing so, it ensures that the necessary water infrastructure can be delivered alongside development. The study was required to address the constraints that flood risk, water resources, water supply, sewerage infrastructure, wastewater treatment, water quality and Sustainable Drainage System (SUDS) may pose to future development and discusses the improvements necessary to achieve the required level of development. The results of the study have informed policy N2 (Climate Change), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford) and Policy Stafford 4 (East of Stafford).

Renewable Energy

7.5 The renewable energy study was conducted by Camco in October 2010 on behalf of all of the Staffordshire Authorities (Stafford Borough Council, Cannock Chase District Council, East Staffordshire Borough Council, Lichfield District Council, Newcastle-under-Lyme Borough Council, South Staffordshire District Council, Staffordshire Moorlands District Council, Tamworth Borough Council and Staffordshire County Council) to better inform the technical potential, viability and deliverability of various renewable energy and low carbon options to inform each authorities Local Plan. As part of the study a workshop was undertaken with key stakeholders to help build a consensus on the most appropriate policy approaches for the Staffordshire authorities by obtaining the views from local developers to regional energy representatives. The results of the study have informed Policy N3 (Low carbon and Renewable Energy), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

Cannock Chase Area of Outstanding Natural Beauty (AONB) and Special Area of Conservation (SAC)

7.6 A Cannock Chase Special Area of Conservation Partnership was set up in 2010 with membership includes the following authorities and organisations:

- BIRMINGHAM CITY COUNCIL
- CANNOCK CHASE AONB UNIT
- CANNOCK CHASE DISTRICT COUNCIL
- EAST STAFFORDSHIRE BOROUGH COUNCIL
- LICHFIELD DISTRICT COUNCIL

- NATURAL ENGLAND
- SOUTH STAFFORDSHIRE DISTRICT COUNCIL
- STAFFORD BOROUGH COUNCIL
- STAFFORDSHIRE COUNTY COUNCIL
- THE BLACK COUNTRY AUTHORITIES
- THE FORESTRY COMMISSION

7.7 Since the formation of the Partnership in 2010, the following pieces of work have been completed:

- Cannock Chase SAC Visitor Survey and Map Annex
- Cannock Chase SAC Impacts Report
- Cannock Chase SAC Visitor Impacts Mitigation Report

7.8 The results of these studies have informed Policy E6 - Tourism, Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford), Policy N4 (The Natural Environment and Green Infrastructure), Policy N6 (Cannock Chase Special Area of Conservation (SAC)) and Policy N7(Cannock Chase AONB).

Strategic Housing Land Availability Assessment (SHLAA)

7.9 The Strategic Housing Land Availability Assessment (SHLAA) was initially published in 2008 and has been updated annually, the latest being 2013. The SHLAA is a technical exercise whose main purpose is to assess the potential housing land availability for residential development in five year intervals up to 20 years to provide a suitable evidence base to help select sites for inclusion in the new Stafford Borough Local Plan.

7.10 Throughout the production of the SHLAA there has been extensive co-operation. The first aspect was the establishment of a SHLAA partnership comprising key local stakeholders including house builders, housing providers, local property agents, local community representatives, regional planning partners and statutory agencies to ensure a joined-up and robust approach was delivered. The Partnership has managed and scrutinised decisions in relation to the assessment of suitability, availability and achievability of sites identified in each SHLAA documents.

7.11 In addition, there was a public consultation on the draft SHLAA document. This enabled those who had submitted sites and the general public to review the assessments and send in additional information that would influence the conclusions. A number of representations were received from members of the public and local land owners and changes were made to reflect the information received. The results of the study have informed Spatial Principal 2 (SP2) (Stafford Housing and Employment Requirements), Spatial Principal 3 (SP3) (Stafford Borough Sustainable Settlement Hierarchy), Spatial Principal 6 (SP6) (Achieving Rural Sustainability), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

7 Evidence Base

Infrastructure Delivery Plan

7.12 The Infrastructure Delivery Plan (IDP) was prepared by consultants on behalf of Stafford Borough Council. The IDP sets out the critical infrastructure required to support the new Stafford Borough Local Plan, quantifying where possible, responsibilities for delivery, timing for provision, means of funding and delivery. To achieve this, the IDP required a significant amount of dialogue and close co-operation between a wide range of both public and private sector infrastructure providers, to ensure full consideration of the delivery of all key social, environmental and social infrastructure.

7.13 The IDP also has a longer term role to provide a 'live infrastructure framework' that will enable the council and its key infrastructure partners to monitor infrastructure delivery and land use development through the implementation of the plan and provide a basis for monitoring. The IDP will function as a business plan for infrastructure planning and delivery, and it is intended to prepare regular updates over the plan period. The results of the study have informed Policy I1 (Infrastructure Delivery Policy), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

Planning Policy Guidance (PPG) 17 Assessment

The Planning Policy Guidance (PPG) 17 Assessment was prepared by consultants on behalf of Stafford Borough Council. The PPG 17 Assessment sets out the critical sports and recreational infrastructure required to support the new Stafford Borough Local Plan. To achieve this, the PPG 17 Assessment required a significant amount of dialogue and close co-operation between a wide range of both public and private sector organisations. The results of the study have informed Policy I1 (Infrastructure Delivery Policy), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

Historic Environment Character Assessments

Stafford Borough Council in conjunction with Staffordshire County Council & English Heritage produced a Historic Environment Character Assessment for the Stafford, Stone, Eccleshall and the Haywoods which forms part of the evidence base. The results of the Historic Environment Character Assessment has been used to inform Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford), Policy N8 (landscape Character) and Policy N9 (Historic Environment).

Stafford Borough Integrated Transport Strategy

There has been an ongoing dialogue with the Staffordshire County Council at each iteration of the new Local Plan to ensure delivery of a package of transport improvements to deliver the level of development set out in the Plan. The evidence base provides an understanding of the implications of the proposed changes, and identifies the necessary measures to support the substantial growth of the boroughs key settlements, particularly the towns of Stafford and Stone. The results of the Stafford Borough Integrated Transport Strategy has been used to inform Policy T1 (Transport)

Policy I1 (Infrastructure Delivery Policy), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

Habitats Regulation Assessments

7.14 Stafford Borough Council in conjunction with South Staffordshire District Council, Lichfield District Council, Cannock Chase District Council, East Staffordshire District Council, Staffordshire County Council, Wolverhampton City Council, Walsall Council, Sandwell Metropolitan Borough Council, Dudley Metropolitan Borough Council, Birmingham City Council, Cannock Chase Area of Outstanding Natural Beauty (AONB) Unit and the Forestry Commission have commissioned a number of evidence based documents as part of the Habitat Regulations compliance. The evidence base provides an understanding of the implications that new development arising from development within Stafford Borough in combination with other plans and strategies on the Cannock Chase Special Area of Conservation (SAC) and suggests possible mitigation strategies, such as the provision of Sites of Alternative Natural Greenspace (SANG) and other measures which can be delivered with financial contributions. The results of these studies has been used to inform Policy E6 (Tourism), Policy N5 (Sites of European, National and Local Nature Conservation Importance), Policy N6 (Cannock Chase Special Area of Conservation Area (SAC)), Policy Stone 1 (Stone Town), Policy Stone 2 (West and South of Stone), Policy Stafford 1 (Stafford Town), Policy Stafford 2 (North of Stafford), Policy Stafford 3 (West of Stafford), Policy Stafford 4 (East of Stafford).

8 Outcomes from Co-operation and the way ahead

8.1 Consultation, cooperation and collaboration have been key to the development of both the evidence base behind policies and the policies themselves in the new Stafford Borough Local Plan. The involvement and input of those local planning authorities and bodies identified by the Localism Act, statutory consultees and other key stakeholders with which the Council has engaged has helped to achieve:

- a significant degree of consensus between various bodies and Local Planning Authorities on the emerging strategy, in particular, the spatial strategy;
- decisions on each of the strategic matters (see section 3 above) which are of greater than local significance, which have led to the development of proposals in each Local Plan which are consistent and complementary with each other;
- an appropriate level of detail, in terms of strategic area based and thematic policies, to enable sustainable economic growth and development to be delivered in Stafford Borough, and to provide a framework to deliver future stages in the development planning process (eg. Neighbourhood Planning) and a Sites and Allocations Development Plan Document;
- greater levels of community support for new development resulting in fewer objections to the strategy and development proposals;
- a robust evidence base to support the Strategic and Local Areas policies;
- a greater understanding of the implications of the scale of development proposed, and the infrastructure and services required to support it;
- a clear understanding of the most sustainable pattern and locations for growth, and of the implications of proposed growth and change on areas outside Stafford Borough;
- the drawing out of objections and contentious issues to ensure that a proper debate has been held during the formal consultation processes on the Plan.

Future Partnership Working 9

9.1 Following the Examination and eventual adoption of the Stafford Borough Local Plan, there will remain a need to maintain co-operation with others, both those named within the Localism Act and wider bodies with a statutory or other key role in implementation, to deliver the Strategy.

9.2 The requirement to consult widely through the various stages of plan preparation (front-loading) and the need to fulfil the Duty to Co-operate has helped to build a good understanding of key issues and good working relationships with local authorities, other prescribed bodies and other parties key to the successful delivery of the strategy. It is important that this momentum is not lost. On-going processes which will require continuing co-operation include:

- The forthcoming Community Infrastructure Levy;
- The Infrastructure Delivery Plan;
- Masterplanning work for the Strategic Development Locations (SDLs);
- Neighbourhood planning process.
- Delivering affordable housing

10 Duty to Co-operate Protocols and Checklists

Duty to Co-operate Protocol & ChecklistStafford Borough
Council

- 1 MAR 2013

Received

Local Planning Authorities party to this agreement/understanding:Stafford Borough Council (SBC)
Cannock Chase District Council (CCDC)**Development Plan Documents covered by this agreement/ understanding:**SBC - The Plan for Stafford Borough (Local Plan)
CCDC – Cannock Chase Local Plan – Local Plan (Part 1)**Stage in the process forming part of this agreement:**The Plan for Stafford Borough - Publication
Cannock Chase Local Plan – Local Plan (Part 1) Proposed Submission

Checklist criteria	Full agreement	Areas for discussion
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & CCDC.	SBC - strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt amendments. CCDC - strategy to focus development across the existing settlements of Cannock/Hednesford/Heath Hayes, Norton Canes and Rugeley/Brereton, developing service provision to meet existing balances in housing across the District. No Green Belt amendments
Level of housing provision	Agreement between SBC & CCDC.	SBC - provision of 500 new homes per year totalling 10,000 over the Plan period. CCDC - provision of 241 new homes per year totalling 5,300 over the plan period. 500 houses identified in Lichfield District Local Plan to help meet the needs of Rugeley.
Distribution of housing provision	Agreement between SBC & CCDC.	SBC - housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes. Land south of Stafford not allocated. CCDC – 1,625 completions (2006-12), 2,350 on urban sites, 750 via strategic site for Hednesford (Pye Green) and 670 via urban extension of Norton Canes.
Provision for Gypsies and Travellers	Agreement between SBC & CCDC.	SBC - Appropriate provision assessed for Gypsy & Travellers with new sites to be identified. CCDC - Provision for Gypsies and Travellers via a broad area of search based around the A5 corridor.
Level and distribution of employment land provision	Agreement between SBC & CCDC.	SBC - employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new

Duty to Co-operate Protocols and Checklists 10

		site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites. CCDC- 88ha required with 91 ha available or provided in plan period; 68% in Cannock/Hednesford/Heath Hayes, 29% in Rugeley/Brereton and 3% in Norton Canes.
Level and distribution of retail provision	Agreement between SBC & CCDC.	SBC - does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Rugeley or Cannock. CCDC – 35,000m2 (gross) comparison retail provision for Cannock, 10,000m2 for Rugeley and 8,000m2 for Hednesford. 4,900m2 gross convenience retail provision for Rugeley and 6,400m2 for Hednesford.
Level and distribution of office provision	Agreement between SBC & CCDC.	SBC - does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres. CCDC – 30,000m2 additional office floor space for town centres with focus on Cannock.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & CCDC.	Both strategies in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. No significant cross border commuting. SBC - Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. CCDC – Transport infrastructure focussed on rail improvements, bus services to employment areas and key road junctions in south of District.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & CCDC.	Neither Council has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan, no cross border concerns between authorities. No site identified for Regional Logistics Site, subject to future evidence based studies although the Mid-Cannock freight interchange site is being promoted at a 'sub RLS' level. Joint working through the Cannock Chase Area of Outstanding Natural Beauty – Joint Area Committee.

10 Duty to Co-operate Protocols and Checklists

Log of meetings, reports and other records to substantiate the collaborative working:

Regular meetings of Staffordshire Authority officers via the Staffordshire Development Officers Group, South Staffordshire Local Plan Managers Group and Staffordshire Development Plans Officers Group. Member liaison via the Staffordshire Planning Forum.	
Meetings between: Antony Lancaster (CCDC – Planning Policy Manager) Alex Yendole (SBC – Planning Policy Manager) See note.	4 July 2012 – AL, AY
Collaboration on Protocol Antony Lancaster (CCDC – Planning Policy Manager) Alex Yendole (SBC – Planning Policy Manager)	January/February 2013 – AL, AY

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Cabinet Member for Planning and Regeneration

Stafford Borough Council



Cabinet Portfolio Holder for Economic Development and Planning

Cannock Chase District Council

Authority B* Cllr Gordon Alcott - Cabinet Portfolio Leader for Economic Development and Planning, Cannock Chase District Council

Authority A* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate Protocols and Checklists 10

21/6/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
East Staffordshire Borough Council (ESBC) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & ESBC.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. North Staffordshire urban regeneration to be taken into account. No Green Belt amendments.
Level of housing provision	Agreement between SBC & ESBC.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified.
Distribution of housing provision	Agreement between SBC & ESBC.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes
Level and distribution of employment land provision	Agreement between SBC & ESBC.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & ESBC.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Uttoxetter.
Level and distribution of office provision	Agreement between SBC & ESBC.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.

10 Duty to Co-operate Protocols and Checklists

Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & ESBC.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & ESBC.	Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan, no cross border concerns between authorities. Major Developed Sites in the Green Belt with support for employment development. No site identified for Regional Logistics Site, subject to future evidence based studies.

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between: Anna Miller (ESBC – Planning Policy Manager) Glenn Jones (ESBC - Planning Policy Team Leader) Steve Harley (ESBC – Planning Manager until December 2012) Naomi Perry (SBC – Planning Policy Officer) Alex Yendole (SBC – Planning Policy Manager) See note.	18 January 2013 – AM, NP 19 July 2012 – SH, GJ, AY
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We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.

Julia Jessel

Authority A*

Maureen Beatty

Authority B*

Authority / Organisation B (& C, D etc)*

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A*

Cllr Jessel – Deputy Leader, East Staffordshire Borough Council

Authority B*

Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate Protocols and Checklists 10

DRAFT – 23/1/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Lichfield District Council (LDC) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC- The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & LDC.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt amendments.
Level of housing provision	Agreement between SBC & LDC.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified.
Distribution of housing provision	Agreement between SBC & LDC.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & LDC.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & LDC.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Lichfield.
Level and distribution of office provision	Agreement between SBC & LDC.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.

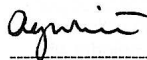
10 Duty to Co-operate Protocols and Checklists

Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & LDC.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & LDC.	Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan, no cross border concerns between authorities. No site identified for Regional Logistics Site, subject to future evidence based studies. Joint working through the Cannock Chase Area of Outstanding Natural Beauty – Joint Area Committee.

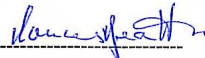
Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between:	
Neil Cox (LDC – Planning Policy Manager) Alex Yendole (SBC – Planning Policy Manager)	9 July 2012 – NC, AY
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*



Authority/ Organisation B (& C, D etc)*

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Cllr White – Portfolio Holder for Democratic Development & Legal Services Lichfield District Council

Authority B* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate Protocols and Checklists 10

DRAFT – 23/1/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Shropshire Council (SC) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & SC.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. North Staffordshire urban regeneration to be taken into account. No Green Belt amendments. Development strategies and roles of nearest market towns / main towns (Market Drayton in Shropshire; Stafford and Stone in Stafford Borough) discussed with functional and physical relationship between these settlements and the services they provide together for the wider hinterland.
Level of housing provision	Agreement between SBC & SC.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified. The level of provision for Shropshire is set out in the adopted Core Strategy. SAMDev Preferred Option identifies a growth figure of an additional 400 homes for Market Drayton set out in the revised draft SW Development Plan of 70 new dwellings. Migration flows between the authorities were considered, there is a small (10 households per year) net flow to Stafford from Shropshire. The housing provision for both authorities provides for in-migration.
Distribution of housing provision	Agreement between SBC & SC.	Within Shropshire the focus is on Shrewsbury (25%) and 18 key market towns (40%). SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes

10 Duty to Co-operate Protocols and Checklists

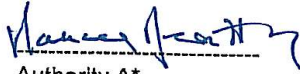
Level and distribution of employment land provision	Agreement between SBC & SC.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites. Continuation of development to north-east of Market Drayton. As yet no concerns expressed by Newcastle /Stoke /Staffordshire Councils.
Level and distribution of retail provision	Agreement between SBC & SC.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Market Drayton.
Level and distribution of office provision	Agreement between SBC & SC.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & SC.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting - most on routes and public transport to and from Telford.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & SC.	Some slight difference in approach to development in rural areas, but agreed to confirm at this stage that neither party has significant concerns regarding Plans
Any Other Strategic Duty to Co-operate Matters		Major Developed Sites in the Green Belt with support for employment development. No site identified for Regional Logistics Site, subject to future evidence based studies.

Log of meetings, reports and other records to substantiate the collaborative working:


Meetings between: Andy Mortimer (SC – Planning Policy Manager) Ted Manders (SBC – Head of Planning & Regeneration) Alex Yendole (SBC – Planning Policy Manager) See note.	31 July 2012
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Duty to Co-operate Protocols and Checklists 10

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*



Portfolio Holder Economic
Growth and Prosperity
Shropshire Council
006/02/2013
Authority/ Organisation B (& C, D
etc)*

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A*

Cllr Mrs Beatty – Cabinet Member Stafford Borough Council

Authority B*
Council

Cllr Price – Portfolio Holder Economic Growth and Prosperity Shropshire

10 Duty to Co-operate Protocols and Checklists

Appendix 1**DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist**

Local Planning Authorities and other bodies party to this agreement / understanding:
South Staffordshire District Council (SSDC) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & SSDC.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt amendments.
Level of housing provision	Agreement between SBC & SSDC.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified.
Distribution of housing provision	Agreement between SBC & SSDC.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes. Land south of Stafford not allocated.
Level and distribution of employment land provision	Agreement between SBC & SSDC.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12

Duty to Co-operate Protocols and Checklists 10

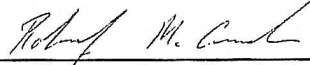
		hectares at new sites. Potential provision of a Regional Logistic Site to serve needs of the Black Country to be considered in a sub regional study.
Level and distribution of retail provision	Agreement between SBC & SSDC.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Penkridge.
Level and distribution of office provision	Agreement between SBC & SSDC.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & SSDC.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & SSDC.	Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan, no cross border concerns between authorities. A study to consider the need for a Regional Logistics Site is subject to future evidence based studies. Joint working through the Cannock Chase Area of Outstanding Natural Beauty – Joint Area Committee.

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between: Andy Johnson (SSDC – Strategic Director) Kelly Harris (SSDC - Local Plans Team Leader) Ted Manders (SBC – Head of Planning & Regeneration Services) Naomi Perry (SBC – Planning Policy Officer) Alex Yendole (SBC – Planning Policy Manager) See note.	31 January 2013 – TM, AJ, KH, AY 6 August 2012 – AJ, KH, NP, AY
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10 Duty to Co-operate Protocols and Checklists

I, the undersigned, agree on that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Councillor R.J. McCardle - Cabinet Member (Strategic Services) - South Staffordshire Council



SS8

Authority A*
District Council

Cllr R.J. McCardle- Cabinet Member (Strategic Services) – South Staffordshire

Authority B*

Cllr Mrs Beatty – Cabinet Member Stafford Borough Council

Duty to Co-operate Protocols and Checklists 10

DRAFT – 23/1/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Telford & Wrekin Borough Council (TWC) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & TWC.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. North Staffordshire urban regeneration to be taken into account. No Green Belt amendments.
Level of housing provision	Agreement between SBC & TWC.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified.
Distribution of housing provision	Agreement between SBC & TWC.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes
Level and distribution of employment land provision	Agreement between SBC & TWC.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & TWC.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Newport or Telford.


10 Duty to Co-operate Protocols and Checklists

Level and distribution of office provision	Agreement between SBC & TWC.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & TWC.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & TWC.	Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Major Developed Sites in the Green Belt with support for employment development. No site identified for Regional Logistics Site, subject to future evidence based studies.

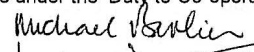
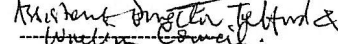
Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between:	
Matt Wedderburn (TWC – Development Plans Team Leader) Darren Oakley (TWC – Principal Planning Policy Officer) Ted Manders (SBC – Head of Planning & Regeneration) Alex Yendole (SBC – Planning Policy Manager)	13 August 2012
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*

Authority/ Organisation B (& C, D etc)*

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A*

Cllr Mrs Beatty – Cabinet Member Stafford Borough Council

Authority B*

Mr M Barker - Assistant Director Planning Specialist, Telford & Wrekin Council

Duty to Co-operate with Statutory Agencies 11

DRAFT – 23/1/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Staffordshire Cluster Primary Care Trust (SCPCT) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria <small>NB: this is a starting point, list to be mutually agreed</small>	Full agreement	Areas for discussion <small>NB: Refer to attachments if required</small>
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & SCPCT.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas.
Level of housing provision	Agreement between SBC & SCPCT.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period with further details on phasing in the Infrastructure Delivery Plan.
Distribution of housing provision	Agreement between SBC & SCPCT.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes. Land south of Stafford not allocated.
Level and distribution of employment land provision	Agreement between SBC & SCPCT.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & SCPCT.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals	Agreement between SBC &	Neither party has significant concerns regarding Plans.

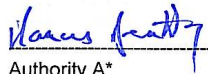
11 Duty to Co-operate with Statutory Agencies

across common boundaries	SCPCT.	
Any Other Strategic Duty to Co-operate Matters		

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between:	
Jim Barlow (SCPCT –Manager) Alex Yendole (SBC – Planning Policy Manager)	4 February 2013 – JB, AY
See attached letter to this signed protocol	28 th February 2013 SM

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.

Authority A*

Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A*

Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Authority B*

Mr S Mahmud, Director of Commissioning, Staffordshire Cluster of PCT

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Environment Agency (EA) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & EA.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt boundary changes.
Level of housing provision	Agreement between SBC & EA.	SBC provision of 500 new homes per year, totalling 10,000 over the Plan period (2011-2031).
Distribution of housing provision	Agreement between SBC & EA.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone, post 2021, and a reduction of development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & EA.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & EA.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres).
Level and distribution of office provision	Agreement between SBC & EA.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.

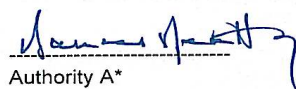
11 Duty to Co-operate with Statutory Agencies

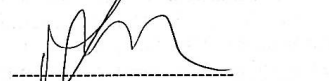
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & EA.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting issues.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & EA.	Support for new Green Infrastructure provision including open space, sport & recreation facilities. Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		<p>Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan for Suitable Alternative Natural Greenspace alongside new developments.</p> <p>Joint working on the Water Cycle Study and Surface Water Management Plan including the Strategic Flood Risk Assessment.</p> <p>Further details concerning a range of infrastructure requirements and delivery measures set out in the Stafford Borough Infrastructure Delivery Plan (July 2012).</p>

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between: Becky Clarke (EA – Planning Liaison Technical Specialist) Alex Yendole (SBC – Planning Policy Manager) See note.	19 July 2012
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We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.


Authority A*


Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Authority B* Mr P Gethins – Sustainable Places Team Leader, Environment Agency

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
GP Commissioning Group (GPCG) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & GPCG.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt boundary changes.
Level of housing provision	Agreement between SBC & GPCG.	SBC provision of 500 new homes per year, totalling 10,000 over the Plan period (2011-2031).
Distribution of housing provision	Agreement between SBC & GPCG.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone, post 2021, and a reduction of development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & GPCG.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & GPCG.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting issues.

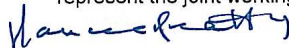
11 Duty to Co-operate with Statutory Agencies

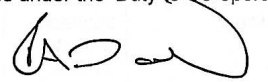
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & GPCG.	Support for new Green Infrastructure provision including open space, sport & recreation facilities. Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan for Suitable Alternative Natural Greenspace alongside new developments. Further details concerning a range of infrastructure requirements and delivery measures set out in the Stafford Borough Infrastructure Delivery Plan (July 2012).

Log of meetings, reports and other records to substantiate the collaborative working:

Letters from:	
Alex Yendole (SBC – Planning Policy Manager)	4 September 2012 & 13 February 2013
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.


 Chief Officer (Designate)
 Authority A*


 Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Authority B* Mr Donald, Chief Officer (Designate) – GP Commissioning Group

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Mid Staffordshire Foundation Trust (MSFT) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & MSFT.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt boundary changes.
Level of housing provision	Agreement between SBC & MSFT.	SBC provision of 500 new homes per year, totalling 10,000 over the Plan period (2011-2031).
Distribution of housing provision	Agreement between SBC & MSFT.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone, post 2021, and a reduction of development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & MSFT.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & MSFT.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting issues.

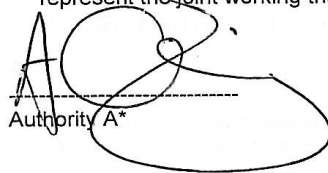
11 Duty to Co-operate with Statutory Agencies

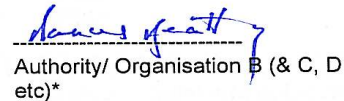
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & MSFT.	Support for new Green Infrastructure provision including open space, sport & recreation facilities. Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan for Suitable Alternative Natural Greenspace alongside new developments. Further details concerning a range of infrastructure requirements and delivery measures set out in the Stafford Borough Infrastructure Delivery Plan (July 2012).

Log of meetings, reports and other records to substantiate the collaborative working:

Letters from:	
Alex Yendole (SBC – Planning Policy Manager)	24 August 2012 & 8 February 2013
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.


 Authority A*


 Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Mr A Cummins – Executive Director of Performance & Finance Mid Staffordshire NHS Foundation Trust

Authority B* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist**Local Planning Authorities and other bodies party to this agreement / understanding:**

South Staffordshire & Shropshire Healthcare NHS Foundation Trust (SSHNHSFT)
Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement/ understanding:

SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:

The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & SSHNHSFT.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt boundary changes.
Level of housing provision	Agreement between SBC & SSHNHSFT.	SBC provision of 500 new homes per year, totalling 10,000 over the Plan period (2011-2031).
Distribution of housing provision	Agreement between SBC & SSHNHSFT.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone, post 2021, and a reduction of development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & SSHNHSFT.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & SSHNHSFT.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting issues.

11 Duty to Co-operate with Statutory Agencies

Consistency of planning policy and proposals across common boundaries	Agreement between SBC & SSHNHSFT.	Support for new Green Infrastructure provision including open space, sport & recreation facilities. Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan for Suitable Alternative Natural Greenspace alongside new developments. Further details concerning a range of infrastructure requirements and delivery measures set out in the Stafford Borough Infrastructure Delivery Plan (July 2012).

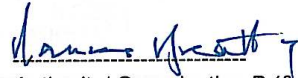
Log of meetings, reports and other records to substantiate the collaborative working:

Letters from:	
Alex Yendole (SBC – Planning Policy Manager)	24 August 2012 & 8 February 2013
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*



Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Mr Neil Carr South Staffordshire & Shropshire Healthcare NHS Foundation Trust

Authority B* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Highways Agency (HA) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & HA.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt boundary changes.
Level of housing provision	Agreement between SBC & HA.	SBC provision of 500 new homes per year, totalling 10,000 over the Plan period (2011-2031).
Distribution of housing provision	Agreement between SBC & HA.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone, post 2021, and development in rural areas for 2,000 new homes.
Level and distribution of employment land provision	Agreement between SBC & HA.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & HA.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail.
Level and distribution of office provision	Agreement between SBC & HA.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.

11 Duty to Co-operate with Statutory Agencies

Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & HA.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting issues.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & HA.	Support for new Green Infrastructure provision including open space, sport & recreation facilities. Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		<p>Cannock Chase Special Area of Conservation delivery of evidence base and mitigation plan for Suitable Alternative Natural Greenspace alongside new developments.</p> <p>No site identified for Regional Logistics Site, subject to future evidence based studies.</p> <p>Further details concerning a range of infrastructure requirements and delivery measures set out in the Stafford Borough Infrastructure Delivery Plan (July 2012).</p>

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings held:	17 January 2012
Letter from:	24 August 2012 & 8 February 2013
Alex Yendole (SBC – Planning Policy Manager)	
See note.	

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*



Authority/ Organisation B (& C, D etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A*

Ms S Pinnock – Asset Manager, Highways Agency

Authority B*

Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate with Statutory Agencies 11



ENGLISH HERITAGE

WEST MIDLANDS REGION

Mr A Yendole
Stafford Borough Council
Civic Centre
Riverside
Stafford
ST16 3AQ

Our ref: HD/P Staff BC
Your ref:

Telephone 0121 625 6851
Fax 0121 625 6820

29 July 2013

Dear Mr Yendole

**PLAN FOR STAFFORD (LOCAL PLAN) DUTY TO CO-OPERATE
PROTOCOL AND CHECKLIST**

Thank you for your email of 10 July and the accompanying Duty to Co-operate Protocol and Checklist with regard to the Plan for Stafford Borough (Local Plan).

As you are aware, English Heritage is listed as one of the "prescribed" bodies relating to the Duty to Co-operate on the planning of sustainable development. This requires those bodies listed as "prescribed", together with local planning authorities, to co-operate with one another constructively, actively and on an ongoing basis in the preparation of development plans in relation to strategic matters (i.e. sustainable development or use of land that has or would have a significant impact on at least two planning areas).

In responding to your email we have taken account of the extent to which Stafford Borough Council and English Heritage have engaged in the preparation of the Plan for Stafford (Pre-Submission Plan) and your response to any strategic issues which we may have raised. English Heritage confines its involvement in planning issues to matters that involve or otherwise affect the historic environment. English Heritage's duty to co-operate is therefore appropriate in respect of strategic matters that would involve or otherwise affect a heritage asset.

The Council's Duty to Co-operate Protocol and Checklist lists a series of criteria relating to general aspects of the Plan's strategy and level and distribution of development (housing, employment, retail, office). It is unclear, however, to what extent these matters are strategic in the context of the Duty to Co-operate and the particular interests of English Heritage. For this reason, as well as the ongoing nature of the Duty, our response to your email of 10 July comprises this letter rather than the signed Protocol and Checklist as currently presented.



8TH FLOOR, THE AXIS, 10 HOLLIDAY STREET, BIRMINGHAM B1 1TG

Telephone 0121 625 6820 Facsimile 0121 625 6821

www.english-heritage.org.uk

Please note that English Heritage operates an access to information policy.
Correspondence or information which you send us may therefore become publicly available

11 Duty to Co-operate with Statutory Agencies

English Heritage looks to engage proactively with local planning authorities. With regard to the general matters dealing with the Plan's strategy and broad levels and distribution of development, English Heritage as a statutory consultee considers that the Council has consulted with and, where appropriate, provided sufficient opportunities to engage with English Heritage at all formal stages in the preparation of the local plan and its accompanying Sustainability Appraisal.

English Heritage also acknowledges the general update meeting held on 12 November 2012 and the completion in 2009 of the Historic Environment Character Assessments (Stafford, Stone, Haywoods, Eccleshall and Gnosall) as part of the evidence base for the local plan in response to our submissions at earlier stages in the plan-making process.

In February 2013 English Heritage submitted representations on the Pre-Submission Plan, including Policy Stafford 3 – West of Stafford. This concerned the scale and extent of the proposed strategic allocation and the concept plan as included in the Pre-Submission Plan. In regard to this outstanding matter, English Heritage has engaged with the Environment Topic Group for the Land West of Stafford (Burleyfields) since June 2012, with the most recent meeting held on 6 June 2013. The Group has included representatives from the different environmental interests, as well as the developer consortium and the local and county planning authorities. This has helped to facilitate an integrated approach to the ongoing discussions on the evolving concept plan and design principles.

We would hope that in light of the ongoing Duty, that we will be able to continue to work closely with the Council on our outstanding representations and any further changes to the Plan following Submission that may affect our interests and further to this the implementation of policies in support of a positive strategy for the conservation and enjoyment of the Borough's historic environment and heritage assets.

Yours sincerely

Amanda Smith
Historic Environment Planner Adviser (West Midlands)
E-mail: amanda.smith@english-heritage.org.uk




8TH FLOOR, THE AXIS, 10 HOLLIDAY STREET, BIRMINGHAM B1 1TG

Telephone 0121 625 6820 Facsimile 0121 625 6821
www.english-heritage.org.uk

Please note that English Heritage operates an access to information policy.
Correspondence or information which you send us may therefore become publicly available

Authority A* Ms Amanda Smith – Historic Environment Planner Advisor (West Midlands), English Heritage

Authority B* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Duty to Co-operate with Statutory Agencies 11

Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Natural England (NE) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

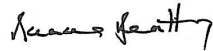
Checklist criteria NB: this is a starting point, list to be mutually agreed	Has there been co-operation?	Level of agreement	Areas for discussion NB: Refer to attachments if required
Key cross-border and strategic issues: Cannock Chase Special Area of Conservation (SAC) Theme: Protection and enhancement of the natural and historic environment	Yes	Full agreement	Cannock Chase Special Area of Conservation (SAC): Delivery of evidence base, and avoidance and mitigation plan addressing recreation pressures arising from new residential developments. Joint working through the Cannock Chase SAC Partnership: Evidence gathering stage, now progressing into implementation stage. Bilateral communications with SBC: Representations to Stafford Borough Local Plan Multilateral communications via: Master-planning meetings for strategic development locations

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between: Antony Muller (NE – Lead Advisor) Hayley Pankhurst (NE - Advisor) Naomi Perry (SBC – Planning Officer) Alex Yendole (SBC – Planning Policy Manager) See note.	13 August 2012 – AM, AY 9 April 2013 – AM, HP, NP, AY
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11 Duty to Co-operate with Statutory Agencies

We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.



Authority A*



Antony Muller

Lead Adviser

9th August 2013

Authority/ Organisation B (& C, D
etc)*

* Must be signed by either Board Chairman or responsible Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Authority A* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council

Authority B* Antony Muller– Lead Advisor, Natural England

Duty to Co-operate with Statutory Agencies 11

DRAFT – 8/2/2013 Duty to Co-operate Protocol & Checklist

Local Planning Authorities and other bodies party to this agreement / understanding:
Black Country Local Enterprise Partnership (BCLEP) Stafford Borough Council (SBC)

Development Plan Document(s) covered by this agreement / understanding:
SBC - The Plan for Stafford Borough (Local Plan)

Stage in the process forming part of this agreement:
The Plan for Stafford Borough - Publication

Checklist criteria NB: this is a starting point, list to be mutually agreed	Full agreement	Areas for discussion NB: Refer to attachments if required
Overall strategy incl. relationship to urban and rural renaissance	Agreement between SBC & BCLEP.	SBC strategy to focus new development at Stafford, a lesser extent at Stone and Key Service Villages in rural areas. No Green Belt amendments.
Level of housing provision	Agreement between SBC & BCLEP.	SBC provision of 500 new homes per year totalling 10,000 over the Plan period. Appropriate provision assessed for Gypsy & Travellers with new sites to be identified.
Distribution of housing provision	Agreement between SBC & BCLEP.	SBC housing distribution with a focus on Stafford (7,200 houses) with 800 houses at Stone post 2021 and a reduction of development in rural areas for 2,000 new homes. Land south of Stafford not allocated.
Level and distribution of employment land provision	Agreement between SBC & BCLEP.	SBC employment provision of 8 hectares per year totalling 160 hectares over the Plan period. Stafford main focus 90 hectares majority with permission, 20 hectares at Stone through new site post 2021 and 50 hectares in rural areas including 34 hectares at Meaford and 12 hectares at new sites.
Level and distribution of retail provision	Agreement between SBC & BCLEP.	SBC does not have proposals for significant retail development outside main centres at Stafford (38,000 sq metres) and to a lesser extent at Stone (3,600 sq metres). No cross border implications for retail at Rugeley or Cannock.

11 Duty to Co-operate with Statutory Agencies

Level and distribution of office provision	Agreement between SBC & BCLEP.	SBC does not have proposals for significant office developments outside main centre at Stafford. Total provision is 45,000 sq metres.
Appropriate provision made for public and private transport incl P&R and commuting patterns	Agreement between SBC & BCLEP.	SBC strategy in accordance with Staffordshire County Council's Local Transport Plan and the District Integrated Transport Strategy. Transport infrastructure focused on Stafford with new developments to reduce commuting patterns. No significant cross border commuting.
Consistency of planning policy and proposals across common boundaries	Agreement between SBC & BCLEP.	Neither party has significant concerns regarding Plans.
Any Other Strategic Duty to Co-operate Matters		Cannock Chase Special Area of Conservation and interpretation of evidence base and mitigation plan. No site identified for Regional Logistics Site, subject to future evidence based studies.

Log of meetings, reports and other records to substantiate the collaborative working:

Meetings between: Ian Culley (BCLEP of Wolverhampton City Council – Section Leader) Craig Rowbottom (BCLEP of Wolverhampton City Council – Planning) Naomi Perry (SBC – Planning Officer) Alex Yendole (SBC – Planning Policy Manager) See note.	5 October 2012 – IC, CR, NP, AY
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We, the undersigned, agree that the above statements and information truly represent the joint working that has taken place under the 'Duty to Co-operate'.

Sarah Middleton

Chief Executive
Black Country Consortium Ltd

Authority A*

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

James Beatty

Authority/ Organisation B (& C, D etc)*

Authority A* Ms Sarah Middleton – Chief Executive Black Country Consortium Ltd

Authority B* Cllr Mrs Beatty – Cabinet Member, Stafford Borough Council