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Land and Buildings at Heyford
Park, Upper Heyford
Revised Transitional
Arrangements Document
Submitted on Behalf of Paragon
Fleet Solutions Ltd to Support a
Time-Limited Application for
the Change of Use of Land and
Buildings

September 2011

Contents

1	Introduction	3
2	Transitional Arrangements	4
	Appendix 1: Transitional Arrangements – Phasing Plans	
	Appendix 2: Transitional Arrangements – Building, Site Area and Infrastructure Schedules	
	Appendix 3: Lead Appeal – Conditions and Obligations	

1 Introduction

Purpose of the Transitional Arrangements Document

Drivers Jonas Deloitte act on behalf of Paragon Fleet Solutions Limited, who are owned by Paragon Automotive Limited. For ease of reference, our Client is generally referred to as 'Paragon' throughout this Document.

Paragon is a specialist provider of market support, technical services and training to the automotive industry. Paragon provides a highly skilled, employment-intensive operation and is widely acknowledged as providing a 'Centre of Excellence' at Upper Heyford, with a broad customer base including a large number of major and prestige car manufacturers.

This document is submitted on behalf of our Client to set out the scope and timing of the transitional arrangements to be carried out over the duration of the transitional period to 30th June 2013 to migrate from Paragon's current operational site at Heyford Park to the permanent car processing area at the former RAF Upper Heyford identified in Appeal Reference APP/3105/A/08/2080594, allowed in January 2010. For clarification, the transitional arrangements identified in this document in relation to changes in car processing area relate to land included within the former Flying Field.

This document is submitted to the Local Planning Authority for formal approval as part of the associated time-limited planning application for the change of use of land and buildings, with the implementation of the identified transitional arrangements to be linked to an appropriately worded planning condition. The principle of this approach, in terms of the use of a planning condition rather than a legal agreement (i.e. Planning Obligation) to secure transitional arrangements, has been discussed and agreed with the Council's Planning Officer.

2 Transitional Arrangements

Scope and Timing of Transitional Arrangements

The following tables sets out the scope and timing of the main transitional measures that will be carried out in the context of the associated time-limited planning application. This table should also be read in conjunction with the various plans and schedules included at **Appendix 1** and **2** of this Document.

Table 2.1: Scope and Timing of Main Transitional Arrangements

Phase	Description	Resulting Processing Area
Phase 0 – (position prior to grant of further time-limited permission)	Operate from current footprint as provided for by previous (temporary) planning applications / permissions.	24.8 ha (61.3 acres)
Phase 1 (by date of grant of further time-limited planning permission)	Remove vehicles from the main runway. Change relates to Area A on attached Phase 1 Plan	19.4 ha (47.9 acres)
Phase 2 [by 30 th June 2012 (or before)]	<p>Reconfiguration of the western end of the site in line with that permitted by the Lead Appeal and to also comprise:</p> <ul style="list-style-type: none"> Removal of existing Gate House (Building 350a) and use of Building 3205 as a new Gate House facility; Necessary alterations to fencing and other security barriers to facilitate site reconfiguration and revised access arrangements; and Use of land within the western part of the car processing site for the loading, unloading and layover of vehicle transporters as per Condition 47 of the Lead Appeal permission - change relates to Area C on attached Phase 2 Plan <p>To cease use of use the hardstanding between the main runway and Victoria Alert Complex for vehicle transporter loading, unloading and layover - change relates to Area B on attached Phase 2 Plan</p>	18 ha (44.5 acres)

Phase	Description	Resulting Processing Area
	<p>Where required, provide necessary details of the following in relation to the full permanent footprint as to be provided at Phase 3:</p> <ul style="list-style-type: none"> • Permanent perimeter security arrangements; and • New permanent external lighting. <p>Commence new site security and lighting measures as appropriate.</p> <p>Creation of a new on-site vehicle fuelling facility to replace that currently provided by POL19 and ancillary infrastructure <i>(to be subject to a separate planning application where required)</i>.</p>	
Phase 3 [by 30 th June 2013 (or before)]	<p>Create and move to the full permanent footprint as approved by virtue of the main permission including: release of Eastern taxiway and land within the northern part of the South East Hardened Aircraft Shelter (HAS) area [change relates to Area D(i) shown on attached Phase 3 Plan]; surfacing (and associated drainage infrastructure) and occupation of the former tanker area [change relates to Area D(ii) shown on attached Phase 3 Plan]; and provision of new security and lighting measures pursuant to details provided at Phase 2.</p> <p>To restrict the location of taller vehicles to the former tanker area as per Condition 48 of the Lead Appeal permission.</p> <p>Remove any remaining existing temporary mobile external lighting, and those security barriers not required for the permanent footprint on or before first occupation of the former tanker area for car processing use.</p> <p><i>(note – certain security and lighting measures could potentially be provided at an earlier phase).</i></p>	<p>16.2 ha</p> <p>(circa 40 acres)</p>

Appendix 3 lists those planning conditions and obligations attached to the Lead Appeal permission (APP/3105/A/08/2080594) of relevance to the transitional arrangements set out in this document.

Where appropriate, the details of transitional arrangements will also accord with information approved pursuant to the relevant planning conditions and obligations. For example, the Flying Field Lighting Strategy (to be) approved pursuant to Condition 25 of the lead appeal permission and the scheme and programme of new security measures (to be) approved pursuant to Condition 49 of that permission.

Appendix 1: Transitional Arrangements - Phasing Plans

The following phasing plans illustrate the transitional changes defined in Table 2.1 in Section 2 of this document. They should also be read in conjunction with the building and site area schedules included at **Appendix 2**.

Appendix 2: Transitional Arrangements – Building, Site Area and Infrastructure Schedules

Introduction

The following tables identify the changes to be made as part of each phase of the transitional period in relation to:

- The occupation of buildings used by Paragon;
- Changes to land (i.e. vehicle processing areas) used by Paragon; and
- Changes to other site infrastructure.

The tables should also be read in conjunction with details included in Section 2 of the Transitional Arrangements Document.

The location of (and changes to) buildings, vehicle processing areas and other site infrastructure is also illustrated on the phasing plans included at **Appendix 1**.

Table 1a: Transitional Arrangements: Buildings - New Settlement (Former Technical) Area

Building No.	Building Description (<i>Paragon Use</i>)	Commentary	Paragon Use by End of Transitional Phase			
			0	1	2	3
80	Single storey building with profiled steel cladding and roller shutter doors (<i>Valet & PDI</i>)		a	a	a	a
125	Two-storey brick-built building [former Station Armoury, constructed in 1925 and extended in 1938/39 (<i>Paragon's HQ building also including HR, Payroll, Finance and IS</i>)]		a	a	a	a
151	Large span former aircraft hangars (Shed Type 'A') constructed in 1926 (<i>Not used by Paragon at present but proposed for use as additional workshop</i>)	Permanent permission by virtue of Lead Appeal	r	r	a	a
172	Large span former aircraft hangars (Shed Type 'A') constructed in 1926 (<i>Workshop, also housing ancillary office functions and Canteen</i>)		a	a	a	a
350	Large span former aircraft hangars (Shed Type 'A') constructed in 1926 (<i>Body shop</i>)		a	a	a	a

Table 1b: Transitional Arrangements: Buildings –Former Flying Field Area

Building No.	Building Description (<i>Paragon Use</i>)	Commentary	Paragon Use by End of Transitional Phase				
			0	1	2	3	
381	Single storey flat roof concrete store building with large steel access doors (<i>Materials Store</i>)	Permanent permission granted 4 th August 2011	a	a	a	a	
424	Single storey building with profiled steel cladding and roller shutter doors (<i>not used by Paragon at present but proposed for driver training centre</i>)		r	a	a	a	
350a	Single storey ‘portacabin’ type structure (<i>Gate House</i>)	Shown as ‘nil use’ in Lead Appeal	a	a	r	r	
354	Single storey building with profiled steel cladding and roller shutter doors (<i>Workshop</i>)	Permanent permission by virtue of Lead Appeal	a	a	a	a	
366	Profiled steel enclosed hangar type building (<i>Workshop</i>)		a	a	a	a	
2001	Profiled steel enclosed former aircraft shelters forming part of the Victoria Alert Complex, constructed in the 1970 [<i>Vehicle inspections (2001) and ‘Smart Repair’ (2002)</i>]		a	a	a	a	
2002			a	a	a	a	
2003			a	a	a	a	
2004			a	a	a	a	
2005			Profiled steel open former aircraft shelters, forming part of the Victoria Alert Complex constructed in the 1970 (<i>Covered vehicle staging</i>)	a	a	a	a
2006				a	a	a	a
2007				a	a	a	a
2008				a	a	a	a
2009				a	a	a	a
3038	Part of the south east group of Hardened Aircraft Shelters (HAS), constructed between 1979 and 1984 (<i>Covered vehicle staging and workshop</i>)	a	a	a	a		
3039		a	a	a	a		
3040		a	a	a	a		
3042	Part of the south east group of Hardened Aircraft Shelters (HAS), constructed between 1979 and 1984 (<i>proposed vehicle workshop</i>)	Stand alone application pending determination	r	r	a	a	
3025	Single storey brick-built building (<i>material / document storage</i>)	Permanent permission by	a	a	r	r	

Building No.	Building Description (<i>Paragon Use</i>)	Commentary	Paragon Use by End of Transitional Phase			
			0	1	2	3
3025	Single storey brick-built building (<i>New Gate House</i>)	virtue of Lead Appeal	r	r	a	a

Table 2: Transitional Arrangements: Vehicle Processing Areas

Processing Area*	Description (<i>Paragon Use</i>)	Commentary	Paragon Use by End of Transitional Phase			
			0	1	2	3
A	Main Runway (<i>Vehicle Processing</i>)	Excluded from Lead Appeal	a	r	r	r
	Main Runway (<i>to be used for Vehicle Processing in exceptional circumstances only over remainder of time-limited permission</i>)		r	a	a	a
B	Taxiway between the Main Runway and Victoria Alert Complex (<i>Vehicle processing, also including the parking, unloading and loading of vehicle transporters</i>)	Excluded from Lead Appeal	a	a	r	r
	Taxiway between the Main Runway and Victoria Alert Complex (<i>to be used for Vehicle Processing, in exceptional circumstances only over remainder of time-limited permission and to preclude use for the parking, unloading and loading of vehicle transporters</i>)		r	r	a	a
C	Western Site boundary – existing arrangement (<i>Vehicle Processing, main vehicular access to processing area</i>)	Part permanent permission by virtue of Lead Appeal, part excluded from Lead Appeal	a	a	r	r
	Western Site boundary – reconfigured arrangement (<i>Vehicle Processing, revised permanent main vehicular access and transporter parking, loading and unloading area</i>)	Permanent permission by virtue of Lead Appeal	r	r	a	a
D(i)	Eastern Taxiway and land within the Northern part of the South East Hardened Aircraft Shelter (HAS) area – existing arrangement (<i>Vehicle Processing</i>)	Excluded from Lead Appeal	a	a	a	r
D(ii)	Removal of Eastern Taxiway and land within the Northern part of the South East Hardened Aircraft Shelter (HAS) area from the operational site; surfacing (and associated works such as drainage) and occupation of the former Tanker Area (<i>Vehicle Processing</i>)	Permanent permission by virtue of Lead Appeal	r	r	r	a

* Areas refer to those shown on the Phasing Plans included at Appendix 1

Table 3: Transitional Arrangements: Other Site Infrastructure

Infrastructure Description (<i>Paragon Use</i>)	Commentary	Paragon Use by End of Transitional Phase			
		0	1	2	3
Fuel store (POL19), forming part of former Flying Field Petrol, Oil and Lubricant (POL) system, together with Fuel Pump Booth (Building 89a) and associated fuel pumps (<i>Vehicle fuelling</i>)	Permanent permission by virtue Revised New Settlement Masterplan permission	a	a	r	r
Creation of new replacement vehicle fuelling facility, necessary remediation works to former POL19 and ancillary infrastructure (<i>Vehicle fuelling</i>) – also see Table 2.1 regarding timing of provision	To be subject to separate planning application	r	r	a	a
Western Site boundary – existing arrangement (<i>security barrier and main vehicular access to processing area</i>)		a	a	r	r
Reconfiguration of security fencing and access arrangement to western site boundary to accord with permanent arrangement (<i>security barrier and main vehicular access to processing area</i>)	New security arrangements to be in accordance with scheme and programme (to be)	r	r	a	a
Site perimeter security – existing arrangement (excluding western site boundary changes) (<i>security barrier</i>)	approved pursuant to Condition 49 of Lead Appeal permission	a	a	a	r
Reconfiguration of site perimeter security (excluding western site boundary changes) – also see Table 2.1 regarding timing of provision		r	r	r	a
Temporary External Lighting (<i>site security and operational / H&S purposes</i>)	Lighting to in accordance with Flying Field Lighting Strategy (to be) approved pursuant to Condition 25 of the Lead Appeal permission	a	a	a	r
New permanent external lighting, including removal of existing temporary lighting (<i>site security and operational / H&S purposes</i>) – also see Table 2.1 regarding timing of provision		r	r	r	a

Appendix 3: Lead Appeal – Conditions and Obligations

The following tables provide an overview of those condition and obligations of most direct relevance to the transitional arrangements detailed in this Document.

Table 1: Overview of Relevant Planning Conditions Attached to the Lead Appeal

Con No.	Description of Condition	Commentary (<i>Associated Transitional Phase</i>)
5	Development to accord with schedule (and associated Plan reference N.0111_22-1L) identifying permitted use of land and buildings	Through the transitional steps to be made over the life of the time-limited permission (<i>full accordance at end of Phase 3</i>)
25	Submission and approval of various Flying Field Strategies including parking, lighting, signage, waste and fencing	Strategies submitted on behalf of the landowner pursuant to the requirements of this condition (<i>Phase 3 or where appropriate, as may be required by virtue of approved Flying Field Strategies</i>)
33, 34, 35	Scheme of investigation and remediation of contamination in relation to the POL system	Details submitted. Relevant remediation measures to be completed in respect of POL19 as part of replacement fuelling facility (details of which to be provided pursuant to a separate planning application) (<i>Phase 1</i>)
41	With the exception of car processing, no goods, materials, plant or machinery shall be operated, stored or repaired in the open	Ongoing compliance requirement (<i>all Phases</i>)
43	The defined car processing area shall be used for car processing and not for the parking of vehicles not related to this activity	Ongoing compliance requirement (<i>all Phases</i>)
44 & 71	Alignment of Western site boundary as per plan appended to the permission (line joining the south east corner of Building 337 and north east corner of building 350)	Western site boundary to be reconfigured and new Gate House become operational / other site security alterations in this part of the site (<i>implementation at Phase 2</i>)
45	Precludes use of car processing area for car rental activities	Ongoing compliance requirement (<i>all Phases</i>)
46	Details of ground water protection measures associated with the car processing area	Details of measures submitted. (<i>implementation at Phase 3 and as per identified programme submitted pursuant to the condition</i>)

Con No.	Description of Condition	Commentary (Associated Transitional Phase)
47	Location of vehicle transporter loading and unloading to be limited to western end of site as shown in plan N.0111_84-1	To be provided in association with western site boundary reconfiguration (condition 44) (<i>implementation at Phase 2</i>)
48	Restriction of taller vehicles to the former tanker area as shown on plan N.0111_85-1	First requires surfacing (and provision of associated drainage infrastructure) of former tanker area (<i>implementation at Phase 3</i>)
49	Scheme and programme for provision of security measures, including below ground pressure sensors, infra red radar and removal of concrete rings	Details of scheme and programme submitted and to be updated to reflect transitional phasing now more fully identified (<i>full implementation at end of Phase 3 as per identified programme submitted pursuant to the condition</i>)

Table 2: Overview of Relevant Planning Obligations Attached to the Lead Appeal

Obl No.	Description of Obligation	Commentary (Associated Transitional Phase)
Schedule 4	Flying Field Management Plan – various strategies (often duplicated by planning condition no. 25)	Strategies submitted on behalf of the landowner pursuant to the requirements of this obligation (<i>Phase 3</i>)
Schedule 4	Flying Field Management Plan – Action HA17 dealing specifically with Paragon's car processing activities and concerned with external lighting and the location of certain types of vehicle with the overall car processing area	See Table 1 above reference to Planning Conditions nos. 25, 47 and 48 (<i>Phase 3</i>)
Schedule 20	Transport and Sustainable Travel – Proposals set out in a site-wide Transport Strategy Framework (Appendix 10 to the Obligation) including the preparation of travel plans and lorry routing	Ongoing commitment to adhere to lorry routing (also as per previous time limited planning permissions) and to devise and implement a travel plan for Paragon (<i>all Phases</i>)

Important notice

This document has been prepared for our client in accordance with our engagement contract with them. No other party is entitled to rely on our document for any purpose whatsoever and thus we accept no liability to any party other than our client in respect of this document, its contents or the work we have performed.

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