

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CUSTOM BUILD AND SELF BUILD POLICY DEVELOPMENT TASK GROUP

Minutes from the Meeting of the Custom Build and Self Build Policy Development Task Group held on Wednesday, 22nd September, 2021 at 4.00 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors R Blunt, F Bone, C J Crofts (substitute for T Bubb) and C Rose

OFFICERS:

Duncan Hall – Assistant Director
Hannah Wood Handy – Principal Planner
Nikki Patton – Housing Strategy Officer
James Grant – Principal Project Manager
Karl Patterson – Housing Development Officer

1 APOLOGIES FOR ABSENCE

Councillor Bubb.

2 NOTES FROM THE PREVIOUS MEETING

The notes from the previous meeting were agreed as a correct record.

3 DECLARATIONS OF INTEREST

There was none.

4 MEMBERS PRESENT UNDER STANDING ORDER 34

There was none.

5 POLICIES UPDATE

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It was reported that there was no change on national policy and that the Local Plan was currently out for consultation and then would go to the examination stage. It was noted that the Local Plan included a Policy relating to development on the edge of boundaries and sensitive infilling and stated that Custom and Self Build developments would be given additional weight.

6 **REGISTER UPDATE**

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The Register update, as circulated in advance, was presented to the Task Group. It was noted that there had not been a review on the register to date, so the numbers on the register could have changed. The Task Group was also reminded that the Council had a duty to provide permissions for serviced plots to meet the demand of the register and the Council was meeting this obligation.

The Task Group discussed plots which had come forward in the Borough and it was explained that some multi plot sites had come forward and some development on brownfield sites.

The Chair, Councillor Blunt asked if there was a list available of sites that were available, so that people on the register could be informed. It was explained that if the Council was aware of the site then they would, but sometimes it was unclear at planning permission stage of what the delivery method was.

It was also explained that a CIL liability form would have to be completed at the outset and this would be dealt with through the CIL regime.

It was suggested that the work could be carried out to be more proactive in recognising delivery approaches and this could be picked up in the action plan.

7 **CUSTOM BUILD DELIVERY AT BRADFIELD PLACE STOKE FERRY**

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An update on progress with the Stoke Ferry had been provided with the agenda. It was explained that the next stage was to commission a Custom Build enabler to project manage delivery of the site and sale of plots.

In response to a question on how the enablers were funded it was explained that they would charge a project management fee and then take a percentage of the sale of the plots.

AGREED: That the Custom and Self Build Task Group endorses that a report be produced to Cabinet seeking delegated authority to procure the services of a Custom Build Enabler to project manage the delivery of the site as custom and self build housing. The project to be reviewed at a certain point prior to any construction work being carried out to ensure that delivery of the site is viable.

8 **COUNCIL OWNED SITES UPDATE**

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It was explained that Stoke Ferry was the priority site to be taken forward at the moment. Other sites could be looked at in the future.

9 **ACTION PLAN UPDATE**

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It was explained that the action plan would be updated to include the register action discussed earlier in the meeting, which was to be more proactive in recognising sites coming forward and informing people on the register of the availability of sites. The plan would also be updated to include progress on the Stoke Ferry Site.

10 **ANY OTHER BUSINESS**

There was none.

11 **DATE OF THE NEXT MEETING**

January 2022 – date and time to be confirmed.

The meeting closed at 4.30 pm