

Borough Council of
**King's Lynn &
West Norfolk**



Local Plan Task Group

Agenda

Tuesday, 21st April, 2026
at 10.00 am

in the

**Council Chamber
Town Hall
Saturday Market Place
King's Lynn**

Also available to view at

<https://www.youtube.com/user/WestNorfolkBC>



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200

13 April 2026

Dear Member

Local Plan Task Group

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 21st April, 2026 at 10.00 am** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Apologies**
2. **Notes of the Previous Meeting** (Pages 6 - 11)
3. **Matters Arising**
4. **Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Members should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting.

5. Urgent Business

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

7. Chairman's Correspondence (if any)

8. The New Plan-Making System (presentation) (Pages 12 - 33)

9. Local Plan Task Group Terms of Reference (Report to Cabinet) (Pages 34 - 44)

10. Draft Local Plan Vision & 10 Measurable Outcomes (presentation) (Pages 45 - 51)

11. Date of Next Meeting

To be arranged when required.

To:

Local Plan Task Group: R Blunt, M de Whalley, S Everett, J Fry, S Lintern, J Moriarty (Chair), T Parish, S Sandell and Mrs V Spikings

Officers:

Stuart Ashworth, Assistant Director
Alex Fradley, Planning Policy Manager
Michael Burton, Principal Planner
Luke Brown, Senior Policy Planner
Henry Anthony, Graduate Planner
Sandra Homcenko, Assistant Planner

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**LOCAL PLAN TASK GROUP**

**Minutes from the Meeting of the Local Plan Task Group held on Tuesday,
10th February, 2026 at 10.00 am in the Council Chamber, Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillor J Moriarty (Chair)
Councillors R Blunt, M de Whalley, S Lintern, T Parish, S Sandell and
Mrs V Spikings

1 APOLOGIES

Apologies for absence were received from Councillor Fry.

2 NOTES OF THE PREVIOUS MEETING

The notes of the previous meeting (10 March 2025) were agreed as a correct record.

3 MATTERS ARISING

There were no matters arising.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 URGENT BUSINESS

There was no urgent business.

6 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There were no Members present pursuant to Standing Order 34.

7 CHAIRMAN'S CORRESPONDENCE (IF ANY)

There was no Chair's correspondence.

8 INTRODUCTION TO AND DEMONSTRATION OF THE INTERACTIVE VERSION OF THE LOCAL PLAN - HENRY.

[Click here to view a recording of this item on You Tube](#)

Henry Anthony (Graduate Planner) presented a demonstration of the new interactive local plan website. He explained that the interactive local plan website allowed users to access all local plan policies and associated interactive maps, including policy areas for specific topics such as gypsy and traveller sites, brownfield sites, and local development allocations. The site was designed to be more accessible and user-friendly than previous PDF or booklet formats, with features such as clickable links to full policy documents.

Interactive maps for various policy areas were demonstrated, including King's Lynn, Hunstanton, and Downham Market, as well as thematic layers such as ancient woodland and disused railway tracks. These maps allowed users to filter and view specific policy areas, and were intended to be updated alongside the local plan.

Councillor de Whalley enquired about the absence of parish boundaries on the interactive map, which officers acknowledged was due to their non-policy status but noted that feedback had been received requesting their inclusion. Officers committed to considering the addition of parish boundaries as a selectable layer in future updates, potentially before the next meeting.

Councillor Blunt enquired about the intuitiveness of the tool and whether training or support documentation would be provided. Officers responded that the tool was intuitive, included instructions and was designed to be as easy to use as common mapping platforms such as Google Maps, with contact details available for support. They encouraged members to try the tool and report any issues. The mapping had been available for a year and no issue had been reported.

The Task Group discussed recent technical issues with the development management planning site, including downtime and user frustration. Officers explained that the corporate web team managed site status notifications, and that contact details were provided on the website for users to report problems. Suggestions were made to improve the visibility of downtime notifications.

AGREED: (1) That parish boundaries be added as a selectable layer to the existing interactive map before the next meeting.

(2) That links be circulated to the interactive local plan tools with the minutes so Members can access and provide feedback on usability and potential need for training.

Interactive Local Plan: [King's Lynn and West Norfolk Local Plan 2021-2040](#)

Local Plan Allocations: [Local Plan Allocations](#)

Interactive Policies Map: [Policy Plan 1](#)

Interactive Brownfield Registry: [King's Lynn & West Norfolk Brownfield Land Registry Site Map](#)

(3) That an agenda item be included for the next meeting to review feedback on the usability of the interactive local plan from Members.

9 **NEW LOCAL PLAN SYSTEM: WHAT WE KNOW SO FAR AND WHAT THIS MEANS FOR THE NEXT LOCAL PLAN. TO COVER NEW PLAN-MAKING GUIDANCE & THE DRAFT NATIONAL PLANNING POLICY FRAMEWORK (NPPF)**

[Click here to view a recording of this item on You Tube](#)

Luke Brown (Senior Planner) outlined the government's introduction of significant planning reforms, including the new draft National Planning Policy Framework (NPPF), the 2023 Levelling Up and Regeneration Act, and 2025 Planning and Infrastructure Act. The reforms aim to accelerate housing delivery, introduce a five-tier planning system, and standardise local plan preparation across England.

Five-Tier Planning System and Strategic Plans: The new system introduced spatial development strategies (strategic plans) above local plans, particularly for areas with devolved mayoral combined authorities. While Norfolk did not yet have such an authority, officers explained that local plans must eventually conform to both the NPPF and any future strategic plan, creating challenges.

In the absence of an SDS, the Local Plan would need to set housing requirements, based upon the standard method. The Norfolk Strategic Planning Framework (NSPF) provides a current non-statutory framework for plan-making across Norfolk.

Local Plan Timelines and Gateway Process: Officers detailed the new 30-month timeline for local plan preparation, starting with a four-month pre-notification period from 30 June, followed by three gateway checks involving self-assessment and planning inspectorate reviews. The process was designed to streamline plan-making, with strict deadlines and standardised templates expected.

Challenges of Local Government Reorganisation: The Task Group discussed the impact of potential local government reorganisation, including the formation of new unitary authorities. Officers explained that emerging plans would need to be completed and then the new authorities would prepare new plans for their area.

Evidence Gathering and Call for Sites: The Task Group were informed that officers were commissioning new evidence, updating the housing and economic land availability assessment (HELAA), and conducting a fresh call for sites to identify deliverable land for housing, employment, open space, renewable energy and other uses. Officers emphasised the need for up-to-date evidence and encouraged resubmission of sites from previous plans to ensure current information. The previous

(2019/20) HELAA was produced using a Norfolk (NSPF) wide agreed template and this is currently under review.

Infrastructure, Housing Delivery, and External Stakeholder Engagement: The Task Group raised concerns about infrastructure constraints, housing delivery challenges, and the need for effective cooperation with external bodies such as Anglian Water, with officers outlining ongoing efforts to address these issues through evidence gathering, stakeholder engagement, and policy development.

Infrastructure, Housing Delivery, and External Stakeholder Engagement: The Task Group raised concerns about infrastructure constraints, housing delivery challenges, and the need for effective cooperation with external bodies such as Anglian Water, with officers outlining ongoing work and collaboration with such providers including through evidence gathering, and early stakeholder engagement.

Infrastructure Constraints and Water Capacity: The Task Group highlighted issues with water and sewage infrastructure, particularly in areas served by Anglian Water, and questioned how these constraints would be addressed in the local plan. Officers explained that they were working closely with Anglian Water, lobbying government for change, and sharing indicative housing numbers to inform business planning. The new system might formalise water companies as statutory consultees with a duty to assist in plan-making.

Housing Delivery and Site Viability: Concerns were raised about sites with planning permission that remained undeveloped, and the challenge of meeting increased housing targets. Officers described the rigorous process for assessing site deliverability, the importance of up-to-date evidence, and the need to allocate sufficient land to meet housing need, learning from previous plan examinations.

Role of Neighbourhood Plans and Local Input: The Task Group discussed the role of neighbourhood plans in allocating housing and addressing local issues such as second homes. Officers noted that neighbourhood plans must now allocate to specified numbers and cannot look to restrict development, and that local input from parish councils and communities was essential in the plan making process.

Engagement with External Stakeholders: Officers described ongoing engagement with infrastructure providers, neighbouring authorities, and other departments to coordinate evidence gathering and address cross-boundary issues. The removal of the legal duty to cooperate was offset by continued requirements for soundness and statutory consultation, with new mechanisms proposed to ensure external bodies assisted in plan-making.

Plan Viability and Infrastructure Costs: Councillor Spikings raised the issue of infrastructure costs and site viability, particularly for large developments. Officers confirmed that a whole plan viability

assessment would be commissioned to ensure that policies and site allocations were deliverable, factoring in all required contributions and national standards. Much like was carried out to support the current and previous local plans.

The Task Group adjourned at 11.39 am and reconvened at 11.48 am

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DRAFT NATIONAL PLANNING POLICY FRAMEWORK (NPPF)
CONSULTATION RESPONSE DISCUSSION - SANDRA.

[Click here to view this item on You Tube](#)

Michael Burton (Principal Planner) outlined the main features of the draft NPPF, including a greater focus on climate change, a clear separation between plan-making and decision-making policies, and the introduction of national development management policies that would supersede equivalent local and neighbourhood plan policies, except those where additional detail was provided (over and above national policies, and allowed by the NPPF).

Implications for Local Plan Policies: Officers explained that the new NPPF will be more prescriptive and standardised, limiting the scope for local authorities to include general development management policies in their plans. Existing local policies that conflicted with national policies would carry little weight in decision making once the new framework was adopted.

Consultation Process and Member Involvement: The Council was preparing a response to the NPPF consultation, which included over 200 questions. Members were invited to submit comments by email for inclusion in the response, with a meeting planned between the Chair and Vice-Chair to finalise the submission before the 10 March deadline.

Planning Committee Reforms and Implementation: Questions were raised about the timing and scope of planning committee reforms under the new legislation. Officers clarified that whilst the legislation came into effect soon, further regulations and guidance were expected, and only certain aspects would be implemented immediately.

AGREED: (1) That comments be collected from Members via email for inclusion in the Council's response to the draft NPPF consultation, and a meeting be arranged with the Chair and Vice-Chair to agree the final response before submission.

(2) That a link be sent to all Members for the draft NPPF consultation documents to facilitate their review and input.

11 **DATE OF NEXT MEETING**

To be arranged when required.

The meeting closed at 12.00 pm

The New Plan Making System

Local Plan Task Group - 21/04/2026

**Luke Brown (Principal Policy Planner)
Alex Fradley (Planning Policy Manager)**

Borough Council of
King's Lynn &
West Norfolk





**New
changes to
the plan
making
system have
now been
introduced**

The changes have been introduced by the Levelling Up and Regeneration Act 2023, the Planning and Infrastructure Act 2025, new planning-system regulations, and the emerging National Planning Policy Framework 2025/26.

They're aiming to ensure more LPAs have up to date local plans, making the process more focused and streamlined, and to enable greater consistency in both plan-making and decision-taking at a national and local level.

Do it once, do it well, and at the right level. Guidance for all the stages and templates needed are not yet available.



- The Council is now required to prepare a new Local Plan under the new Plan Making System. Confirmed by the NPPF transitional arrangements, a letter from MHCLG to the BC, and the MHCLG website.

- This will include:

- A Vision – to 2043
- 10 measurable objectives
- A Spatial Strategy and Settlement Hierarchy
- Site Allocations and their policies
- It will only include policies for local designations or standards.
- A Policies Map

- Most decision-making policies will form part of the emerging NPPF as National Decision-Making Policies (NDMPs)

The New Local Plan

New Local Plan 30- Month Timeline

- **Faster Adoption** – LPAs will be required to prepare and adopt new local plans within a 30-month period with statutory deadlines. All authorities must prepare a Project Initiation Document (PID) and a Local Plan Timetable. Publish these and keep them up to date.
- Authorities, like the BCKLWN, will need to start preparing a plan in the new system no later than 30 June 2026 If they fall under the transitional arrangements set out in the NPPF (2024). The process is likely to have some standard templates and approaches that the Council is required to follow.
- A 4-month ‘pre-notification period’ between 30 June and 31 October enables authorities to undertake early work and formal notification of the start.
- Formal 30-month process starts after Gateway 1 (31 October 2026).
- **Standardised Process** – the process includes early engagement (scoping consultation) and 3 new ‘Gateway Assessments’ which are now required prior to submission to the Secretary of State for independent examination (by PINS).



Ministry of Housing,
Communities &
Local Government

Gateways

Mandatory milestones to support LPAs to maintain plan preparation progress

Three- Gateway System

Gateway 1: LPA self assessment

- First of the mandatory gateways that support LPAs to adopt a plan within 30 months. The 30-month plan preparation process starts on the date you pass through Gateway 1
- LPAs carry out a self-assessment of their readiness to prepare their plan
- You must pass through Gateway 1:
 - no later than 5 years after adopting your existing plan
 - at least 4 months after you gave notice of your plan-making, or the day after your scoping consultation ends, whichever comes later

Gateway 2: progress assessment

- Purpose: to check that the LPA is moving towards the preparation of a sound plan and consider whether the LPA is making progress towards meeting the 'prescribed requirements' set out in regulations.
- PINS will appoint a 'gateway assessor' to engage with the LPA and carry out the assessment with the LPA – similar to a Advisory Visit. An outcome report will be provided once the assessment is completed.
- The LPA may discuss up to 5 soundness issues with the gateway assessor.
- The assessment will take 4-6 weeks to complete. It is expected that LPAs will pass through this gateway only once to maintain their 30-month timetable.

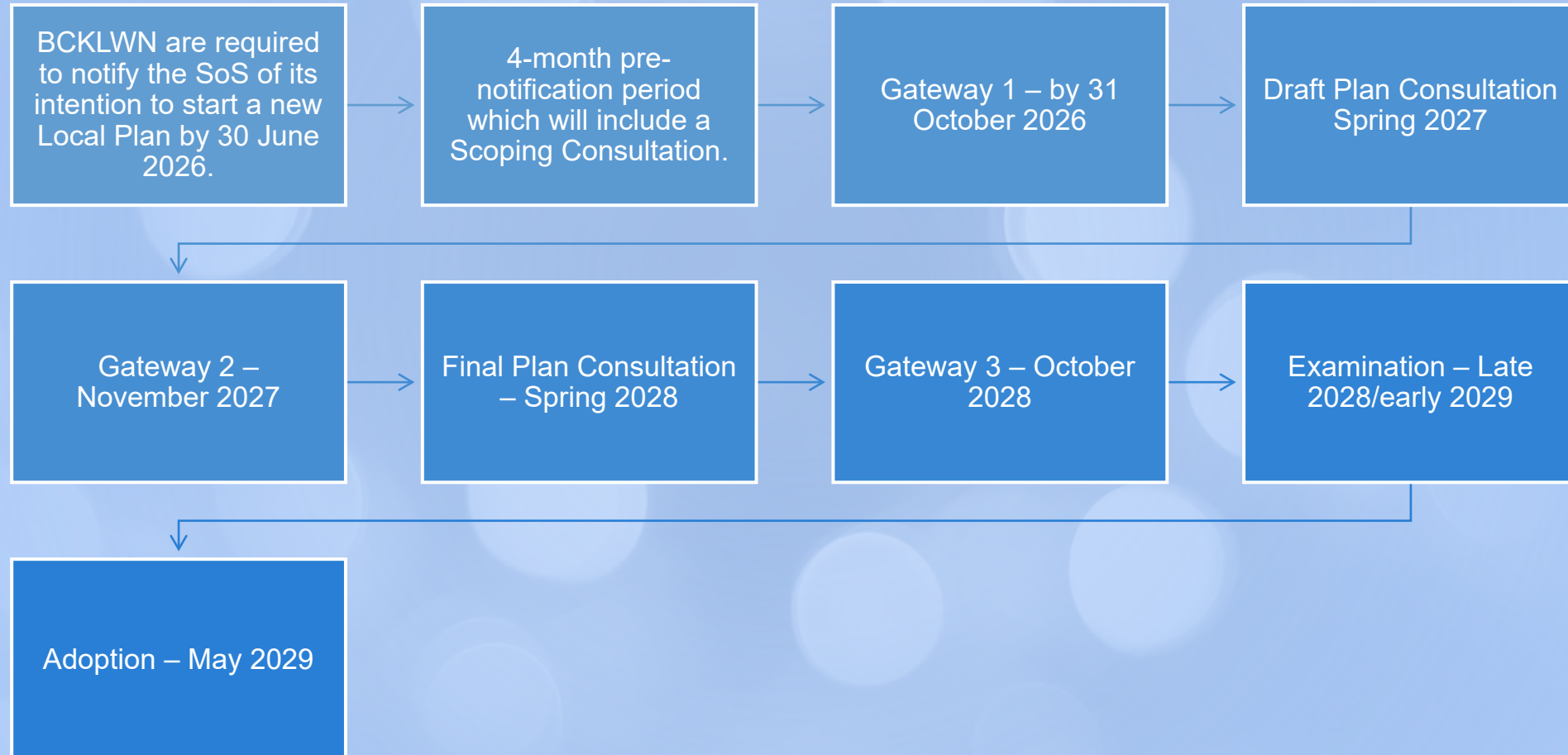
Gateway 3: examination submission 'stop/go'

- The final stage that determines whether a LPA may submit their local plan for examination.
- PINS will appoint a 'gateway assessor' to determine whether the LPA has met the prescribed requirements as set out in regulations.
- This stage does not focus or comment on matters of soundness – this will remain for the Examination of the plan to consider
- The assessment will take 4-6 weeks. The LPA only provides the required documentation; it does not participate in the assessment like it did for Gateway 2.
- If the LPA has met the prescribed requirements, the LPA can proceed to Examination. If not, the LPA will have to address any deficiencies and redo Gateway 3.

Anna Lucas

OFFICIAL

What does this mean for the BCKLWN – our proposed timetable





What work are we currently undertaking?



Work on spatial options for the direction of growth, as well as an early review of settlement boundaries, and the settlement hierarchy



Work on an entirely new evidence base



Carrying out a 'Call for Sites' consultation

17



Preparing a timetable and a PID



Investing in digital communications and AI technology



Working with key infrastructure & service providers to understand important issues



Working with other departments to help streamline internal processes.

Next Steps

- ToR for LPTG to reflect new plan-making system.
- Overall Political Governance to ensure agreement and sign off that meet the new legal plan-making timeframe & milestones.
- Cabinet to seek approval to start the Local Plan process.
- We are then required to formally notify the Secretary of State of our intention to start the Local Plan process by the 30 June 2026/
- Cabinet to agree the forthcoming Scoping Consultation.
- Undertake Scoping Consultation between July and September 2026.
- Gateway Way 1 Pass and publication by 31 October 2026.

Our Emerging Evidence Base

- Infrastructure Capacity Constraints and Opportunity Assessment (for every settlement)
- Strategic Flood Risk Assessment Level 1. Including Water Cycle Study, Surface Water Management Plan, & Coastal Change Management Areas approach.
- Local Housing Need Assessment
- Settlement Hierarchy and Growth Options Scoping
- SFRA & associated studies Level 2 (including sequential test approach)
- Open Space Audit Assessment
- Landscape Character Assessment
- Whole Plan Viability & CIL Review
- Employment Land Review
- Retail and Town Centre Assessment
- Transport Assessment
- Habitat Regulations Assessment (HRA)
- Strategic Environmental Assessment (SEA) Scoping & Assessment
- Gypsy and Traveller Accommodation Needs Update
- Renewable Energy Assessment
- Heritage Local List
- Green Infrastructure (GI) Study
- Approach to Design
- Housing & Economic Land Availability Assessment (HELAA) Methodology
- Housing Need Capacity Study
- New Settlement / Strategic Extension Study

Housing Need Assessment

What is it?

- The Council is undertaking work on a new **Housing Need Assessment**. This is a comprehensive, data-driven analysis that estimates the minimum number of homes required in a specific area, covering both current housing gaps and future demand. It assesses the appropriate mix of housing tenures (rented/owned) and sizes needed for the community, including affordable and specialized housing for elderly or disabled residents.

Why is it needed?

- Informs local planning policy on the necessary housing types, tenures and affordability.
- Any policies within the Plan should be effective and try to address local accommodation issues.
- The Assessment can also help inform the level of affordable housing provision and the types of affordable housing required to meet local need.

Strategic Flood Risk Assessment and Water Cycle Study Level 1 and Level 2.

What is it?

- The Council is undertaking work on a new **Strategic Flood Risk Assessment and Water Cycle Study**. This is a comprehensive assessment identifies the level of flood risk across the Borough. It also identifies key areas where flooding could have significant adverse issues. The Water Cycle Study seeks to assess issues related to water quality, efficiency and water recycling. It will also review the existing Coastal Change Management Area.

Why is it needed?

- Informs local planning policy on the location of development and mitigation required to accommodate growth.
- Any policies within the Plan should be effective and try to address local water related issues.
- The Assessment can also help inform the level infrastructure required to support anticipated growth.

Landscape Character Assessment

What is it?

- The Council is undertaking work on a new Landscape Character Assessment. This assessment seeks to assess all the different landscape policy areas across the Borough. It will help inform the Plan of those areas where there are sensitive landscape areas. These areas will likely impact the location and design of development across the Borough.

Why is it needed?

- Informs local planning policy on the location of development and areas where further investigation is required.
- Any policies within the Plan should be effective and try to address local character issues.
- The Assessment can also help inform the design principles in those areas where the greatest impact is likely to be made.

Renewable Energy Study

What is it?

- The Council is undertaking work on a Renewable Energy and Opportunities Assessment. This assessment seeks to identify where there are opportunities for large scale renewable energy schemes against capacity in the electricity network and the impact on the local landscape and communities.

Why is it needed?

- Informs local planning policy on the location of renewable energy development.
- Addresses the inconsistency of information regarding the benefit of renewable energy development across the Borough.
- Identify areas where renewable energy development will have the maximum opportunity.
- Will help inform planning decisions.

Open Space Audit

What is it?

- The Council is undertaking work on an Open Space Audit. This will assess all the Borough's public open spaces for their quality, quantity and accessibility. A R.A.G system will score each individual space against a set of criteria.

Why is it needed?

- To provide an up to date analysis of all public spaces across the Borough.
- Provide a set of local standards for open space to help inform where future investment goes across the Borough.
- Inform the development of future allocated sites.
- Will help inform planning decisions.

Green infrastructure Strategy

What is it?

- The Council is undertaking work on a new Green infrastructure Strategy. This Strategy will identify all the green infrastructure assets (such as rivers, rights of way, hedgerows, woodlands and beaches) to identify where improvements and connections could be established through planning.

• Why is it needed?

- To provide an up to date analysis of all green infrastructure assets across the Borough.
- Inform the development of future allocated sites.
- Will help inform planning decisions.

Habitat Regulations Assessment

What is it?

- The Council is undertaking work on a new Habitat Regulations Assessment. This is a requirement for the plan making process and provides a checks and balance on how the decisions within the new Local Plan could impact (positively or negatively) the natural environment.

Why is it needed?

- To provide a detailed analysis of how future development could impact the natural environment.
- It will identify necessary mitigation measures to help address any impacts.
- Inform the development of future allocated sites.
- Will help inform planning decisions.

Infrastructure Capacity, Constraints and Opportunities Study

What is it?

- The Council is undertaking work on an Infrastructure Capacity and Opportunities Study. This seeks to identify infrastructure constraints – where there are current and/ or future infrastructure capacity issues. It will also identify where there are opportunities to improve infrastructure through development. This aims to target those areas where issues remain and opportunities exist.

Why is it needed?

- To help understand the current situation in terms of infrastructure provision and capacity across the Borough.
- It will identify necessary mitigation measures to help address any impacts to infrastructure.
- Inform the development of future allocated sites.
- Will help inform the Infrastructure Delivery Plan.

Whole Plan Viability Assessment

What is it?

- The Council is undertaking work on a Whole plan Viability Assessment. This will assess all the costs associated with development to ensure that what is planned is considered deliverable. This will account for land value, construction costs and infrastructure development.
- A review of the current CIL charging schedule will also be prepared alongside this work.

Why is it needed?

- To ensure the development planned across the Borough is deliverable.
- To ensure CIL remains a viable charge in the Borough.
- It will Inform the development of future allocated sites.
- Will help inform the Infrastructure Delivery Plan.

Employment Land Review

What is it?

- The Council is undertaking work on a review of its Employment Land and the types of employment across the Borough. This will help inform the Local Plan whether any further employment land is required to support the plan for growth. It is likely that the review will also assess whether there is scope for new forms of employment options such as AI/ Data Centres within the area.

Why is it needed?

- To ensure the development planned across the Borough is supported with an appropriate level of new jobs
- To ensure the plan maximises the potential for new growth industries over the plan period.
- It will inform the development of future allocated sites.
- Help inform future planning decisions.

Retail and Town Centre Review

What is it?

- The Council is undertaking work on a review of its retail areas. This includes the need for any new retail provision over the plan period, but also how to diversify the existing retail core within town centres to help improve the viability of our key towns.

Why is it needed?

- To ensure the development planned across the Borough is support with an appropriate level of new jobs
- To ensure the plan maximises the potential the diversification of existing retail centres.
- It will Inform the development of future allocated sites.
- Help inform future planning decisions.

Gypsy, Traveller and Travelling Showpeople Review

What is it?

- The Council is undertaking work on the review of its Gypsy and Travellers Accommodation Assessment. This will ensure that there is sufficient land and allocations to accommodate any update in local accommodation need for the community.

Why is it needed?

- To ensure the plan accommodates the required needs for Gypsies and Travellers.
- Ensure the Council can demonstrate a 5-year supply of sites.
- It will Inform the development of future allocated sites.
- Help inform future planning decisions.

Work with the Norfolk Strategic Planning Framework (NSPF)

What is it?

- Housing Capacity Study
- New Settlement / Strategic Extension Study
- Housing & Economic Land Availability Assessment (HELAA) Methodology
- New version of the NSPF

Why is it needed?

- To find out early if each LPA can meet their Local Housing Need.
- Is there the potential for this approach to help meet the LHN in Norfolk.
- Standard method for assessing sites across Norfolk
- To demonstrate positive, collaborative and work to meet the duty to collaborate element of the local plan 'Soundness Test'.

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :			
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide		YES/NO	
	Discretionary/	Need to be recommendations to Council		YES/NO	
	Operational	Is it a Key Decision		YES/NO	
Lead Member: Cllr James Moriarty E-mail cllr.James.Moriarty@West-Norfolk.gov.uk			Other Cabinet Members consulted:		
			Other Members consulted: Cllr Richard Blunt		
Lead Officer: Michael Burton (Principal Planner) E-mail: Michael.burton@west-norfolk.gov.uk Direct Dial: 01553 616573			Other Officers consulted: Stuart Ashworth (Assistant Director), Alex Fradley (Planning Policy Manager), Luke Brown (Senior Planner, Planning Policy)		
Financial Implications YES/NO	Policy/ Personnel Implications YES/NO	Statutory Implications YES/NO	Equality Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO	Environmental Considerations YES/NO
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 23rd April 2026

CHANGES TO LOCAL PLAN TASK GROUP TERMS OF REFERENCE

Summary

The Local Plan Task Group (LPTG) was first constituted by Cabinet on 7 June 2011, as the Local Development Framework (LDF) Task Group. The LDF Task Group was re-named the LPTG in September 2016, following adoption of the Site Allocations and Development Management Policies Plan (SADMP).

However, the Terms of Reference (ToR) have remained unchanged since the initial establishment of the Task Group in 2011. Many changes to the planning system have taken place in the last 15 years; such that it is necessary to review the LPTG ToR, to reflect the current requirements of the planning system. A revised ToR is proposed, for Cabinet approval.

Recommendation

Cabinet Resolution:

To adopt the revised Local Plan Task Group Terms of Reference (Annex 1 to this report).

Reason for Decision

To recognise the requirements and statutory obligations of the new planning system, as introduced through the 2023 Levelling-Up and Regeneration, and 2025 Planning and Infrastructure Acts.

1 Background

The Local Plan Task Group (LPTG) was first constituted by Cabinet on 7 June 2011, as the Local Development Framework (LDF) Task Group ([Meeting of Cabinet on Tuesday, 7th June, 2011](#)). This coincided with adoption of the King's Lynn and West Norfolk Core Strategy and commencement of preparation of the Site Allocations and Development Management Policies Plan (SADMP). The initial Terms of Reference (ToR) included appointment of 9 Members, apportioned in accordance with the political make-up of the Council.

The LDF Task Group was re-named the Local Plan Task Group (LPTG) in September 2016. This coincided with adoption of the Site Allocations and Development Management Policies (SADMP) Plan in 2016. Minor changes to the ToR were agreed at the time of re-naming, reflecting imminent adoption of the SADMP and the need to promptly undertake a Local Plan review (SADMP Policy DM2A). Otherwise, the LPTG has continued under its initial ToR since 2011, although changes to Member representation have also taken place to reflect personnel changes and the political make-up of the Borough Council through subsequent local elections.

Significant changes to the planning system have taken place in the last 15 years, since the LPTG was established, including:

- 2011 Localism Act (as amended) and associated Regulations, which introduced Neighbourhood Planning;
- 2015 Self-Build and Custom Housebuilding and 2016 Housing and Planning Acts (as amended) and associated Regulations, which introduced a legal requirement for local authorities to provide sufficient land supply to meet the need for Custom and Self-Build (CSB) housebuilding (as defined by the CSB Register);
- 2023 Levelling-Up and Regeneration Act (LURA), which introduced significant changes to the planning system, including statutory deadlines for accelerated plan-making and national development management/ decision-making policies;
- 2025 Planning and Infrastructure Act (P&IA), which introduced new powers for plan-making, with reference to utilities, National Strategic Infrastructure Projects (NSIPs), planning fees and delegation of decision making.

Current Terms of Reference

Current ToR for the LPTG are set out below ([Local Plan Task Group](#)):

1. *Oversee the process of preparation of the King's Lynn & West Norfolk Local Plan Review 2016 – 2036) replacing the adopted King's Lynn and West Norfolk Core Strategy (2011) and Site Allocations and Development Management Policies Plan 2016 reporting to Cabinet:*

- a. *Recommend approval of a Local Development Scheme (LDS). Monitor its progress. Recommend the approval of updates as necessary.*
 - b. *Oversee initial strategy formulation/and evidence gathering processes.*
 - c. *Oversee Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) processes.*
 - d. *Oversee preparation of the Statement of Community Involvement (SCI) and recommend its adoption.*
 - e. *Recommend approval of the various published stages of the Local Plan process.*
 - f. *Recommend approval of any pre-deposit Local Plan consultation documents.*
 - g. *Consider comments made at public consultation stages and recommend responses and changes to draft Development Plan Documents (DPD).*
 - h. *Recommend approval of submission versions of DPDs.*
 - i. *From the submission stage onwards consider all duly made objections and supporting representations and recommend responses.*
 - j. *Recommend the final adoption and publication of the Local Plan to full Council.*
 - k. *Recommend approval of annual monitoring reports.*
 - l. *Oversee the preparation and adoption of Supplementary Planning Documents (SPD) as appropriate.*
2. *Receive and consider progress reports from the Corporate LDF Officer Group.*
 3. *Oversee the Local Plan budget.*
 4. *Recommend responses to National, Norfolk County Council and neighbouring Local Planning Authorities consultations and related matters.*

Implications of changes to the planning system

The new planning system as introduced through the 2023 LURA and 2025 P&IA, introduces many significant changes, particularly regarding plan-making. These represent the most significant changes to the system for over 20 years; notably:

- Statutory deadlines/ milestones for preparing a Local Plan (30 months, from start, to publication of Inspectors' Reports);
- Replacement of Local Development Scheme with a project plan;
- Removal of statutory requirement to prepare an SCI;
- Replacement of Supplementary Planning Documents with Supplementary Plans; the latter requiring independent examination;

- Removal of statutory “Duty to Cooperate”;
- Use of digital technology in plan-making;
- Removal of requirement to undertake Sustainability Appraisal (although Strategic Environmental Assessment will remain a statutory obligation).

Accordingly, many criteria within the current ToR are, in practice, rendered obsolete by the new system. This therefore requires a comprehensive review of the ToR for the LPTG, to ensure this remains relevant and effective, going forward.

Proposed new Terms of Reference

Giving due consideration to the new legislation (2023 LURA/ 2025 P&IA), officers have reviewed the current ToR, to ensure these are “fit for purpose”. This is necessary to allow for the Local Plan and other development plan documents (e.g. Supplementary Plans) to progress efficiently, in accordance with requirements of the new legislation.

These revised/ new ToR include removal of several obsolete criteria from the current version. For comparison and clarity, a tracked change version (showing proposed changes and deletions to the ToR) is included in Annex 1 to this report, including a full explanation for each change.

The proposed new ToR are set out in Annex 2 to this report.

2 Options Considered

Consideration was given as to whether it is necessary to review and update the ToR for the LPTG. This was not considered a reasonable alternative option, given that many criteria are rendered redundant by the new planning system, which introduces new legal obligations such as strict statutory deadlines/ milestones that it is necessary to adhere to.

3 Policy Implications

The proposed changes to the LPTG ToR are needed to support efficient and effective plan-making, under the new planning system (as introduced through the 2023 LURA and 2025 P&IA).

They are necessary to ensure the Borough Council can undertake plan-making in accordance with the statutory requirements. These are ultimately about positive planning; i.e. delivering a new Local Plan under the reformed system for plan-making.

When adopted, the new Local Plan will replace the current Local Plan 2021-2040. This will provide the necessary statutory spatial planning framework for nearly 20 years ahead, up to the mid-2040s.

The LPTG was first set up by Cabinet in 2011. It is answerable to Cabinet in an advisory role and has no direct decision-making powers.

4 Financial Implications

There are no current financial implications. Preparation of a new Local Plan is a statutory obligation and ensuring efficient and appropriate arrangements and procedures in place is necessary to achieve this outcome.

5 Personnel Implications

There are no personnel implications.

6 Environmental Considerations

There are no direct environmental considerations. However, delivery of an effective Local Plan in accordance with the necessary legal requirements ought to achieve positive environmental outcomes.

7 Statutory Considerations

The preparation and adoption of an up-to-date Local Plan within a 30 month timetable is a statutory obligation, under the 2023 Levelling-Up and Regeneration and 2025 Planning & Infrastructure Acts, and associated secondary legislation (Regulations).

8 Equality Impact Assessment (EIA)

(Pre screening report template attached)

The EIA Pre-Screening process has revealed no negative impacts arising from the proposed changes to the LPTG ToR. The completed Pre-Screening EIA form is attached.

9 Risk Management Implications

Preparation of a Local Plan in accordance with the statutory timetable is about fulfilling the Borough Council's legal functions. There could be risks of sanctions upon the Council if we fail to meet our legal obligations.

10 Declarations of Interest / Dispensations Granted

None.

11 Background Papers

Annex 1: Changes to Local Plan Task Group Terms of Reference, shown as tracked changes and explanatory notes/ text

Annex 2: Proposed Local Plan Task Group Terms of Reference

Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	Local Plan Task Group – amendments to Terms of Reference				
Is this a new or existing policy/service/function? (<i>tick as appropriate</i>)	New		Existing	X	
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	<p>The Local Plan Task Group (LPTG) acts as a conduit between Cabinet and Planning Policy Officers, allowing ideas to be shared, analysed and discussed in a public forum.</p> <p>The role of the LPTG is to ensure public engagement and transparency in the plan-making process. There are statutory deadlines and milestones that need to be met at all stages in preparation of the Local Plan.</p> <p>Legal obligations for plan-making are set out through the 2023 Levelling-Up and Regeneration Act, 2025 Planning & Infrastructure Act, and associated Regulations.</p> <p>Other key legislation that plan-making needs to accord with, include:</p> <ul style="list-style-type: none"> • 2018 Data Protection Act; • 2017 Habitat Regulations (as amended); • 2010 Equality Act; • 2004 Environmental Assessment of Plans and Programmes Regulations; • 1998 Human Rights Act, 				
Who has been consulted as part of the development of the policy/service/function? – new only (<i>identify stakeholders consulted with</i>)	The LPTG is a key component in preparing the Local Plan. The proposed changes to the Terms of Reference are purely internal and constitutional, but are essential to ensure the Local Plan can be prepared in a timely and efficient manner and (critically) fulfil statutory deadlines and milestones.				
Question	Answer				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group. NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			X	
	Disability			X	
	Sex			X	
	Gender Re-assignment			X	
	Marriage/civil partnership			X	
	Pregnancy & maternity			X	

<p><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></p> <p><i>*For more information on health inequalities please visit The King's Fund</i></p>	Race			X	
	Religion or belief			X	
	Sexual orientation			X	
	Armed forces community			X	
	Care leavers			X	
	Health inequalities*			X	
	Other (eg low income, caring responsibilities)			X	

Please provide a brief explanation of the answers above:

Preparation of the Local Plan is a legal obligation upon the Borough Council. The plan-making process is covered by a range of primary and secondary legislation, including the 1998 Human Rights Act and 2010 Equality Act. The Local Plan is intended to address all aspects (economic, environmental and social) of sustainable development and deliver benefits for all communities and groups. To pass examination, it will be necessary to demonstrate that the Local Plan fulfils our legal obligations re the Human Rights and Equality Acts.

Amendments to the LPTG ToR are necessary to ensure successful delivery of a new Local Plan within the statutory timeframe.

Question	Answer	Comments
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	Yes/ No	<p>The new Local Plan, if effectively prepared and implemented, should benefit all communities, in terms of delivering sustainable development.</p> <p>Amendments to the LPTG ToR are necessary to ensure successful delivery of a new Local Plan within the statutory timeframe.</p>
3. Could this policy/service be perceived as impacting on communities differently?	Yes/ No	<p>The new Local Plan, if effectively prepared and implemented, should benefit all communities, in terms of delivering sustainable development.</p> <p>Amendments to the LPTG ToR are necessary to ensure successful delivery of a new Local Plan within the statutory timeframe.</p>
<p>4. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes/ No	<p>Actions: n/a – No negative impacts identified</p>
		<p>Actions agreed by EWG member: N/A</p>

If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:

Decision agreed by EWG member: N/A

5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?

Yes/ No

Please provide brief summary:

The new Local Plan is intended to deliver benefits for all communities, in terms of sustainable development. It is noted that secondary benefits for people could be achieved, through effective governance arrangements, to ensure effective and timely delivery of the Plan.

**Assessment completed by:
Name**

Michael Burton

Job title

Principal Planner (Planning Policy)

Date completed

9 April 2026

Reviewed by EWG member

Claire Dorgan

Date

17/02/2026

✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy (corporate.policy@west-norfolk.gov.uk)

Annex 1: Changes to Local Plan Task Group Terms of Reference, shown as tracked changes and explanatory notes/ text

1. ~~Oversee the process of~~ **for** preparation of the King's Lynn & West Norfolk Local Plan ~~Review 2016—2036~~ replacing the adopted King's Lynn and West Norfolk Core Strategy (2011) and ~~Site Allocations and Development Management Policies Plan 2016~~ **Local Plan (2021-2040)**, reporting to Cabinet:
 - a. ~~Recommend approval of a Local Development Scheme (LDS). Monitor its progress. Recommend the approval of updates as necessary.~~ **Agree to the overall timetable in accordance with the new plan-making system.** *[NB: The new system sets a 30 month (+4) which isn't negotiable. The LDS will be replaced by a local plan timetable which needs to be updated each month at least or more frequently if/ when milestones are reached. This is operational.]*
 - b. ~~Oversee~~ **Consider** initial **vision, aims and objectives, spatial** strategy formulation/~~and evidence gathering processes~~ **including site allocations and policies. Consider iteration following consultation and gateway stages.**
 - c. ~~Oversee Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) processes.~~ *[NB: SA no longer part of the process and SEA is part of the initial formulation process and will form part of the consultation package]*
 - d. ~~Oversee preparation of the Statement of Community Involvement (SCI) and recommend its adoption.~~ *[NB: Statements of Community Involvement no longer form part of the new local plan-making system. The SCI is replaced by Project Inception Document (PID) which is prepared by officers and signed off by senior officers and the portfolio holder. Engagement is then tested against this at the gateway checks and examination.]*
 - e. **c. Recommend approval of the various published key consultation stages of the Local Plan process.**
 - f. **d. Recommend approval of any pre-deposit submission version of the Local Plan consultation documents.**
 - g. **e. Consider comments made at public feedback from** consultation stages **prior to submission** and recommend **consider** responses and changes to **the** draft Development Plan Documents (DPD) **Local Plan.**
 - h. ~~Recommend approval of submission versions of DPDs.~~
 - i. ~~From the submission stage onwards consider all duly made objections and supporting representations and recommend responses.~~ *[NB: Proposed for removal as considering post-submission representations is not a role for the Task Group. This is a matter for officers, as previously the need to get separate approval from the Task Group has led to avoidable delays. The Local Plan 2021-2040 inspectors emphasized this during the examination (2022-2025).]*

- j. f. Recommend the final adoption and publication of the Local Plan to full Council.
 - k. ~~Recommend approval of annual monitoring reports. [NB: publication of annual Authority Monitoring Reports is a purely operational matter]~~
 - l. **g.** Oversee the preparation and adoption of Supplementary Planning Documents ~~(SPD)~~ **Plans**, as appropriate.
2. ~~Receive and consider progress reports from the Corporate LDF Officer Group. [NB: The Corporate LDF Officer Group is long defunct. It is likely this is a legacy of the Core Strategy (pre-2011) days.]~~
 3. ~~Oversee the Local Plan budget. [NB: the Local Plan budget is purely/ solely an operational matter]~~
 4. **2. Recommend Consider** responses to National, ~~Norfolk County Council and neighbouring Local Planning Authorities~~ consultations and related matters, **where these have implications for plan-making.** [NB: Some flexibility needed, as there is probably insufficient time/ resources to respond to every consultation; furthermore, in some cases this will not be necessary.]

Annex 2: Proposed Local Plan Task Group Terms of Reference

1. Oversee the process for preparation of the King's Lynn & West Norfolk Local Plan, replacing the adopted King's Lynn & West Norfolk Local Plan (2021 -2040), reporting to Cabinet:
 - a. Agree to the overall timetable in accordance with the new plan-making system.
 - b. Consider initial vision, aims and objectives, spatial strategy formulation including site allocations and policies. Consider iteration following consultation and gateway stages.
 - c. Recommend approval of the key consultation stages of the Local Plan preparation process.
 - d. Recommend approval of submission version of the Local Plan.
 - e. Consider feedback from consultation stages prior to submission and consider responses and changes to the draft Local Plan.
 - f. Recommend the final adoption and publication of the Local Plan to full Council.
 - g. Oversee the preparation and adoption of Supplementary Plans (SPs) as appropriate.
2. Consider responses to National- consultations, where these have implications for plan-making.

The New Plan Making System – Vision & 10 Measurable Outcomes

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Local Plan Task Group - 21/04/2026

Sandra Homcenko (Graduate Policy Planner)
Henry Anthony (Graduate Policy Planner)

Borough Council of
King's Lynn &
West Norfolk



Creating a Vision for the New Local Plan



The Government through legislation requires all new Local Plans to:



Create a vision – based on the issues that affect, or are likely to affect the area;



Create 10 measurable outcomes – those aims that the Plan seeks to address;



Where necessary, create local planning policies that help to address those objectives. These policies should not however repeat those of national planning policy.



The forthcoming Scoping Consultation will help identify those issues and objectives

Creating a Vision for the Local Plan

Our Vision should:

- Set out how our area should change over the Plan period until 2043.
- Set direction for change and indicate the kind of place we aspire to create.
- Provide a holistic framework setting out clear direction for the spatial strategy and policy development.
- Have general location of where development will take place.
- Should include potential areas for growth and regeneration, new infrastructure and protection and enhancement.

SWOT Analysis – helps to identify themes for the vision and 10 measurable outcomes

Strengths	Weaknesses
<ul style="list-style-type: none"> • A rich natural, historic and cultural environment, including nationally important attractions. • Good transport links to Norwich, Peterborough, Ely, Cambridge and London • Enhanced self-economic containment in comparison to some neighbouring areas • Strong provision of retailing and other main town centre uses within the town centres and neighbourhood centres • Vibrant coastal tourism industry • Well defined geographic housing and economic market area • Local civic pride in their community; e.g. Guildhall, The Walks (King's Lynn), Hunstanton seafront • Borough Council appetite to proactively create and regenerate areas to the benefit of the current/future community • Important employment sites – Queen Elizabeth Hospital, Palm Paper RAF Marham, British Sugar, Construction College at Bircham Newton, College of West Anglia + University campus, King's Lynn Port. <p>47</p>	<ul style="list-style-type: none"> • A shortfall of affordable housing including housing for younger population and working class • Limited public transport provision/connectivity within much of the wider rural area, increasing car dependency and social isolation • Geographically being chiefly rural and a dispersed area which limits more cohesive and connected growth • Heath inequality , particularly within urban areas (individual pockets of high multiple deprivation) • High concentration of development constraints, including access to land, areas at a high risk from flooding, National Landscape and the coastline, within parts of the Borough • Limited employment pool and job opportunities • Weak Development viability • Harder for some industries to recruit skilled workers to the area • Tourism industry is largely geared towards coastal areas (Norfolk Coast, Sandringham) – • Limited interest from large volume house builders or investors – difficulties in meeting local housing need • Loss of community facilities(shops, pubs, post offices, meeting spaces) in smaller settlements
Opportunities	Threats
<ul style="list-style-type: none"> • To create an attractive and sustainable area for people to live, work and visit • Expand on and improve on existing green infrastructure, open space and active travel networks to improve physical and mental wellbeing • Diversify the housing type and tenure to meet the accommodation needs of the community • To provide a range of housing sites in terms of both location and size to stimulate and diversify the housing market • To improve the delivery of growth along the north- south A10/ A149 and east-west A47/ A14 corridors • Regeneration of the KL and other main town centres to attract new businesses and enterprises • Improve wider transport to enhance connectivity to rural settlements • Enhance and protect the provision of public open space and accessibility to help reduce health inequalities • Develop opportunities for climate change mitigation and adaption across the Borough • To enhance Biodiversity by implementing the Local Nature Recovery Strategy to guide biodiversity net gain delivery through development • To improve connectivity of natural habitats through green infrastructure and local enhancements. • Diversify the retail, cultural and economic enrichment within our town centres • Seek to enhance the diversity of rural local communities to increase economic resilience • Broaden the diversification of the tourism sector 	<ul style="list-style-type: none"> • Development viability and market uncertainty • Widespread risk from coastal and fluvial flooding, including erosion and coastal change • Ageing population and demographic imbalances • Loss of existing economic hubs around key towns and strategic transport corridors • Limited access to wider public funding to enhance local infrastructure • Failure to deliver housing and economic growth due to weak economic viability • Continued increase in traffic congestion in parts of the Borough (specific hotspots) • Ongoing closure/ loss of important community facilities, especially within more remote rural areas • Decline of town centres from the changing economy (retailing and other main town centre uses) • Changes to climate and subsequent effects on species and floral ranges could reduce reliance to development pressure • Skills and Labour shortages and growing gap between high and low paid jobs • Environmental impacts from recreation on designated international, national and local Habitats Sites (BNG, LNRS). • Climate change impacts pose risk to community resilience and wellbeing

Our Draft Vision & 10 Measurable Outcomes

- 1) To deliver around 8,000 new homes overall within the Borough to meet the Local Housing Need (LHN), and in accordance with the Borough Council's growth strategy.
- 2) To provide a choice of land and homes to ensure that the Borough's housing stock better meets local housing needs and aspirations of all residents by providing the range of market, affordable and specialist housing types, tenures and sizes to meet the local need.
- 3) To ensure the new growth is directed to sustainable locations through the settlement hierarchy that respects the environmental capacity of the Borough, supports a sustainable pattern of growth across small, medium and large sites within urban and rural areas and make the best use of suitable, available previously developed land.
- 4) To support a step change in the local economy by promoting competitive, diverse and sustainable economic growth by providing the right conditions, land and premises in the Borough to accommodate general employment growth, to cater for inward investment in sustainable locations accessible to the Main Towns and growth corridors.
- 5) To ensure new development, places and spaces are of a high quality and sustainable design which reflects local character and distinctiveness, respects residential amenity and enables people to live safe, healthy, accessible, green and active lifestyles.

Our Draft Vision & 10 Measurable Outcomes

6) To promote healthier, active communities and help reduce health inequalities by minimising locational disadvantage, promoting healthy place-making, securing active lifestyles and travel, and reducing human exposure to environmental risks to achieve equitable outcomes for all.

7) To protect and enhance the Borough's diverse historic built and natural environments, the distinctive separate character of settlements and their wider landscape and townscape settings, thereby recognising the important contribution the historic environment, heritage assets and their settings make to securing a high-quality environment and to the visitor economy.

8) To protect, restore and enhance the quality, diversity, character, distinctiveness, biodiversity and geodiversity of the Borough's natural environment, by creating ecological connectivity within and to the green/blue infrastructure network to create a series of high quality, multifunctional, well-connected spaces, sites and landscapes that improve people's quality of life and where biodiversity can thrive, respond and adapt to climate change.

9) To support the Borough's transition to a net zero carbon area through the efficient use of resources, careful location and design of new development, the use of sustainable construction methods, whilst increasing resilience to impacts from climate change, through; tree planting, reducing exposure to flood risk, promoting energy and water efficiency, integrated water management and by minimising waste generation; whilst maximising opportunities to generate and use a vibrant mix of renewable energy, zero carbon and other alternative technologies.

10) To ensure that new development appropriately contributes to the provision of necessary physical, social and green/blue infrastructure to deliver planned levels of growth at the right time and to mitigate its impacts on existing communities and the environment.

Creating a Vision for the Local Plan

This will be an iterative process and informed by consultation with key stakeholders including the community and infrastructure/service providers.

Thinking about the SWOT analysis and the Draft Vision & 10 Measurable Outcomes:

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- Is there anything you agree with?
- Is there anything you disagree with?
- What may we have missed?

- Please take this away and come back to the next meeting with your thoughts.

- Link to Guidance: [Preparing a local plan vision - GOV.UK](#)