

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



Local Plan Task Group

Agenda

Tuesday, 19th May, 2026
at 10.00 am

in

Meeting Room 1-3
King's Court
Chapel Street
King's Lynn
PE30 1EX

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

11 May 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, 19th May, 2026 at 10.00 am** in the **Meeting Room 1-3 - First Floor, King's Court, Chapel Street, King's Lynn PE30 1EX** 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. New Local Plan: Draft SWOT Analysis, Vision, and 10 Measurable Outcomes - Discussion - Henry Anthony (Pages 12 - 20)

9. New Local Plan: Timetable - Luke Brown (Pages 21 - 39)

10. New Local Plan: Notice of Intention & Scoping Consultation - Michael Burton

11. New Local Plan: Call for Sites - Alex Fradley

12. Date of Next Meeting

To be arranged.

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, 21st April, 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, C J Crofts (sub), M de Whalley, J Fry, S Lintern,
T Parish and Mrs V Spikings

Officers:

Alex Fradley, Planning Policy Manager
Luke Brown, Senior Policy Planner
Henry Anthony, Graduate Planner
Sandra Homcenko, Assistant Planner

1 APOLOGIES

Apologies for absence was received from Councillor Sandell (Councillor Crofts substitute).

The Chair thanked Councillor Crofts for being a substitute at the meeting.

2 NOTES OF THE PREVIOUS MEETING

The notes of the meeting held on 10 February 2026 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 **THE NEW PLAN-MAKING SYSTEM (PRESENTATION)**

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

Luke Brown and Alex Fradley provided a comprehensive overview of the new Local Plan making system, highlighting its legislative background, key differences from the previous system, and the implications for local authorities.

Luke Brown explained that the new Local Plan making system stemmed from the Levelling Up and Regeneration Act (2023) and subsequent planning reforms, with the new draft National Planning Policy Framework (NPPF) published in December for consultation (with anticipated final publication being Summer 2026). The system introduced a 30-month timeline for plan preparation, with key milestones and a pre-notification period before the formal start all set out in law.

Key Differences from Previous System: Officers outlined that the new system centralised more planning policy at the national level, limited local policies to local designations and standards, and required a vision with no more 10 measurable outcomes. The process would be more templated and standardised, aiming to accelerate plan adoption and ensure up-to-date local plans.

Consultation and Engagement Requirements: The new system mandated a digital-first approach to consultation, with a high-level scoping consultation at the outset to gather input on engagement preferences and plan scope, rather than detailed policy proposals. Officers emphasised the need to involve the economically active, young people in education, parish councils (including neighbourhood plan groups), and the wider public early in the process. Later in the process is a draft plan consultation and a proposed plan consultation.

Gateway System and Project Management: A new gateway system introduced three formal checkpoints (the first being self-assessment, with second two overseen by the Planning Inspectorate) to ensure plans were on track and issues were addressed early. Officers described the need for rigorous project management to meet the fixed deadlines and highlighted the risks of government intervention if milestones were missed.

Councillor Spikings raised questions about the effect of the transition to a unitary authority and the creation of a mayoral combined authority for Norfolk and Suffolk. Officers clarified that the Government have been clear that plan making must continue and that LGR or Devolution were not reasons to stop or pause plan-making.

Transition to Unitary Authority: Officers confirmed that the County Council would likely be replaced by a unitary authority, and the new authority would be responsible for completing the Local Plan if the current council ceased to exist before adoption. Precedents from other reorganisations were discussed, where new authorities finished inherited plans before starting new ones for their revised boundaries.

Devolution and Spatial Development Strategies: Alex Fradley explained that a new Spatial Development Strategy (SDS) would be required at the combined authority level, setting broad growth and housing numbers, with local plans sitting beneath. However, as the SDS was not yet in place, the emerging local plan would proceed under existing frameworks, with officers already engaging in early discussions about the SDS.

Government Direction to Continue Planning: Officers reiterated that the government had instructed authorities not to pause or delay plan making due to reorganisation or devolution, emphasising the urgency of maintaining progress to address housing and economic growth needs.

Plan Preparation Process and Key Milestones: Luke Brown detailed the step-by-step process for preparing the new Local Plan, including the pre-notification period, scoping consultation, call for sites, evidence base development, and the sequence of gateway checks.

- **Pre-Notification and Scoping Consultation:** The process would begin with a pre-notification period (four months) after notifying the Secretary of State, during which initial work and a high-level scoping consultation were conducted. The consultation sought input on engagement methods and plan scope and was accompanied by a call for sites to identify potential development locations.
- **Call for Sites and Site Assessment:** The call for sites was open and had been extended to maximise submissions, with proactive outreach to previous applicants and landowners. The process would be repeated at key stages to ensure all potential sites were considered, and a comprehensive review of settlement boundaries was underway to inform site selection.
- **Gateway Checks and Timetable:** Three gateways structure the process: Gateway 1 (self-assessment), Gateway 2 (Planning Inspectorate review), and Gateway 3 (Planning Inspectorate

pre-examination check). Each gateway must be passed to proceed, with the 30-month timeline pausing if additional work was required. The timetable included two main public consultations on the draft plan and a final draft before examination.

- **Evidence Base and Resource Management:** Officers were preparing a new evidence base, including housing need, flood risk, infrastructure, and open space studies, often with external consultants. Project management was critical due to the tight schedule, limited team size, and the need to coordinate with other departments and external stakeholders.

Consultation, Engagement, and Communication with Stakeholders: Officers and Councillors discussed strategies for engaging parish councils, the public, and other stakeholders in the plan making process, addressing challenges of communication, digital engagement, and the need for clear, accessible information, with suggestions for improving outreach and collaboration.

- **Public Engagement and Parish Council:** Officers outlined plans for targeted briefings, digital consultations, and limited in-person events for engagement purposes, acknowledging resource constraints that means that Officers would not be attending parish meetings. Councillors were encouraged to act as liaisons and advocates within their communities.
- **Role of Councillors and Local Responsibility:** Councillors were reminded of their responsibility to communicate plan updates to their parishes and communities, with officers providing resources and updates via email and the council website. The importance of collaborative working between officers and members was emphasised.

The Committee adjourned at 11.30 am and reconvened at 11.40 am

Development of the Evidence Base for the Local Plan: Luke Brown and Alex Fradley presented a detailed overview of the emerging evidence base required for the new Local Plan, covering housing need, flood risk, landscape, renewable energy, open space, infrastructure, employment, retail, and specialist accommodation.

- **Housing Need Assessment:** A new housing need assessment was underway to reflect the increased requirement (approximately 1000 homes per year), with a focus on tenure mix, affordable housing, and specialist needs. Consultants had been commissioned, and the assessment would inform site allocations and local policies.
-
- **Flood Risk and Water Cycle Studies:** Updated strategic flood risk and water cycle studies were being prepared, incorporating

new national data, climate change projections, and local modelling. Parish councils and local drainage boards would be consulted to ensure local knowledge was captured, and the studies would inform site selection and policy development.

- **Landscape, Open Space, and Green Infrastructure:** A refreshed landscape character assessment would address settlement buffers and coalescence, while a new open space audit and green infrastructure strategy would map existing assets, identify deficiencies, and set local standards for future provision. Parish councils would be consulted on open space mapping.
- **Renewable Energy and Specialist Accommodation:** A renewable energy study would identify suitable locations and types of renewable infrastructure, with a heat map to guide decision making. The Gypsy and Traveller accommodation assessment would be updated to meet new legal requirements, with early commissioning to avoid consultant bottlenecks.
- **Employment, Retail, and Infrastructure Studies:** Employment land and retail/town centre reviews would be conducted, with input from master planning work in Kings Lynn and Hunstanton. An infrastructure capacity and constraints study would map current provision and identify opportunities for improvement, with close cooperation with the county council and other providers.

RESOLVED: (1) That as a part of the strategic flood risk assessment, and local plan process, at the draft plan consultation stage flooding maps will be made publicly available for comments

(2) That the parish council briefings in June would be used to brief parish councils on the Local Plan process.

(3) That all borough councillors are informed about the Local Plan process and their role in communicating with parish councils as part of the May all Member Briefing Session.

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LOCAL PLAN TASK GROUP TERMS OF REFERENCE (REPORT TO CABINET)

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

Officers introduced proposed updates to the Local Plan Task Group's terms of reference, reflecting changes in the planning system and council processes, with the revised document prepared in collaboration with councillors and to be submitted to Cabinet for approval.

RESOLVED: That the Local Plan Task Group supported the draft Cabinet report and proposed changes to its Terms of Reference.

10 **DRAFT LOCAL PLAN VISION & 10 MEASURABLE OUTCOMES (PRESENTATION)**

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

Sandra Homcenko and Henry Anthony presented an initial draft of the Local Plan vision and possible 10 measurable outcomes, inviting feedback and further discussion at the next meeting, with councillors raising questions about housing numbers, measurement, and flood risk assessment.

The new system required a clear vision for the plan period (to 2044) and no more than 10 measurable outcomes. This will be informed by the scoping consultation and be iterative.

The draft outcomes covered housing delivery, choice and mix, sustainable growth, economic development, design quality, health, environmental protection, biodiversity, net zero transition, and infrastructure provision.

The Task Group were invited to review and make suggestions with regard to the SWOT analysis, Vision, and Measurable Outcomes, to be discussed at the next meeting.

RESOLVED: That the report be noted.

11 **DATE OF NEXT MEETING**

The next meeting would be held on **Tuesday 19 May 2026 at 2.00 pm** in Meeting Room 1:3, King's Court, Chapel Street, King's Lynn.

The meeting closed at 1.02 pm

The New Plan Making System – Vision & 10 Measurable Outcomes

Local Plan Task Group – May 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;

2



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



Strengths

- **Rich Environment:** Diverse natural, historic, and cultural attractions of national importance.
- **Connectivity:** Strong transport links to London, Cambridge, Norwich, and Peterborough.
- **Economic Independence:** High levels of self-economic containment compared to neighbors.
- **Robust Retail:** Strong town centers and neighborhood retail provision.
- **Tourism:** A vibrant and active coastal tourism industry.
- **Defined Market:** Clearly established housing and economic market areas.
- **Civic Pride:** Strong community identity (e.g., The Guildhall, The Walks, Hunstanton seafront).
- **Proactive Leadership:** Council-led commitment to regeneration and future growth.
- **Major Employers:** Key sites include QEH, RAF Marham, Palm Paper, British Sugar, and the Port of King's Lynn.



Opportunities

- **Sustainability:** Create an attractive, sustainable area to live, work, and visit.
- **Public Wellbeing:** Improve green infrastructure, open spaces, and active travel.
- **Housing Variety:** Diversify housing types and tenures to meet community needs.
- **Market Stimulation:** Provide diverse housing sites in various sites and locations.
- **Growth Corridors:** Boost development along the A10/A149 and A47/A14 routes.
- **Town Regeneration:** Revitalise King's Lynn and town centers to attract enterprise.
- **Rural Connectivity:** Enhance transport links to wider rural settlements.
- **Health Equity:** Protect open spaces and accessibility to reduce health gaps.
- **Climate Action:** Develop borough-wide mitigation and adaptation strategies.
- **Biodiversity:** Implement the Nature Recovery Strategy for biodiversity net gain.
- **Habitat Links:** Use green infrastructure to connect and enhance natural habitats.
- **Town Enrichment:** Diversify retail, cultural, and economic offerings in centers.
- **Rural Resilience:** Enhance community diversity to build economic strength.
- **Tourism Growth:** Broaden and diversify the regional tourism sector.



Weaknesses

- **Affordable Housing:** Shortfall for younger populations and the working class.
- **Rural Isolation:** Poor public transport leading to car dependency and social isolation.
- **Dispersed Geography:** Rural landscape hinders cohesive and connected growth.
- **Health Inequality:** Pockets of high deprivation, particularly in urban areas.
- **Development Barriers:** Constraints include flood risks and protected coastal landscapes.
- **Job Market:** Limited employment opportunities and a small labor pool.
- **Economic Viability:** Weak financial viability for new development projects.
- **Recruitment Gaps:** Difficulty attracting skilled workers for key industries.
- **Tourism Concentration:** Industry is heavily weighted toward specific coastal sites.
- **Low Investor Interest:** Limited engagement from major house builders.
- **Service Loss:** Decline of shops, pubs, and post offices in small settlements.



Threats

- **Economic Viability:** Market uncertainty and weak development viability.
- **Flood & Erosion:** Widespread coastal and fluvial flood risks.
- **Demographic Shift:** Ageing population and demographic imbalances.
- **Economic Hubs:** Loss of hubs near towns and transport corridors.
- **Funding Gaps:** Limited access to public funding for infrastructure.
- **Growth Stagnation:** Viability issues stalling housing and economic delivery.
- **Traffic Congestion:** Increasing congestion in specific borough hotspots.
- **Rural Decline:** Ongoing closure of facilities in remote rural areas.
- **Retail Pressure:** Decline of town centers due to the changing economy.
- **Ecosystem Shifts:** Climate effects on species impacting development resilience.
- **Labor Market:** Skills shortages and a widening wealth gap.
- **Habitat Impact:** Recreational pressure on protected natural sites.
- **Climate Resilience:** Risks to community wellbeing and long-term resilience.



Our Draft Vision & 10 Measurable Outcomes

- 1) **8,000 New Homes:** Deliver overall target to meet Local Housing Need (LHN) and Council strategy.
- 2) **Diverse Housing Choice:** Provide a range of market, affordable, and specialist homes for all residents.
- 3) **Sustainable Locations:** Direct growth through a settlement hierarchy, prioritising brownfield and suitable urban/rural sites.
- 4) **Economic Step Change:** Provide land and premises to drive competitive investment and employment growth corridors.
- 5) **High-Quality Design:** Ensure developments reflect local character and support safe, healthy, and active lifestyles.

Our Draft Vision & 10 Measurable Outcomes

- 6) **Health & Equality:** Promote active lifestyles and healthy place-making to reduce health inequalities.
- 7) **Heritage & Character:** Protect historic environments and unique settlement characters to support the visitor economy.
- 8) **Natural Assets:** Enhance biodiversity and ecological connectivity through high-quality green/blue infrastructure.
- 9) **Net zero Transition:** Drive carbon reduction through sustainable construction, renewable energy, and climate resilience.
- 10) **Infrastructure Funding:** Ensure new developments contribute to the physical and social infrastructure needed for growth.

Creating a Vision for the Local Plan

An iterative process and informed by consultation with key stakeholders including the community and infrastructure/service providers.

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New Local Plan – Timetable, Launch, Scoping 20 Consultation, & Call for Sites

Local Plan Task Group: 19 May 2026

Borough Council of
King's Lynn &
West Norfolk



Local Plan Timetable

Key Aspects of the new Local Plan Process:

- **New 30-Month System:** The updated framework introduced via the Levelling-Up and Regeneration Act (2023) aims for faster, simpler plans with three formal Gateway Assessments to ensure faster, focused preparation
- **Local Plan Timetable:** Local planning authorities are required to create, publish, and update their Local Plan Timetable online in a digital format. They must be updated each month and when key milestones are met
- **Mandatory Updates:** Plans must generally be reviewed at least every five years

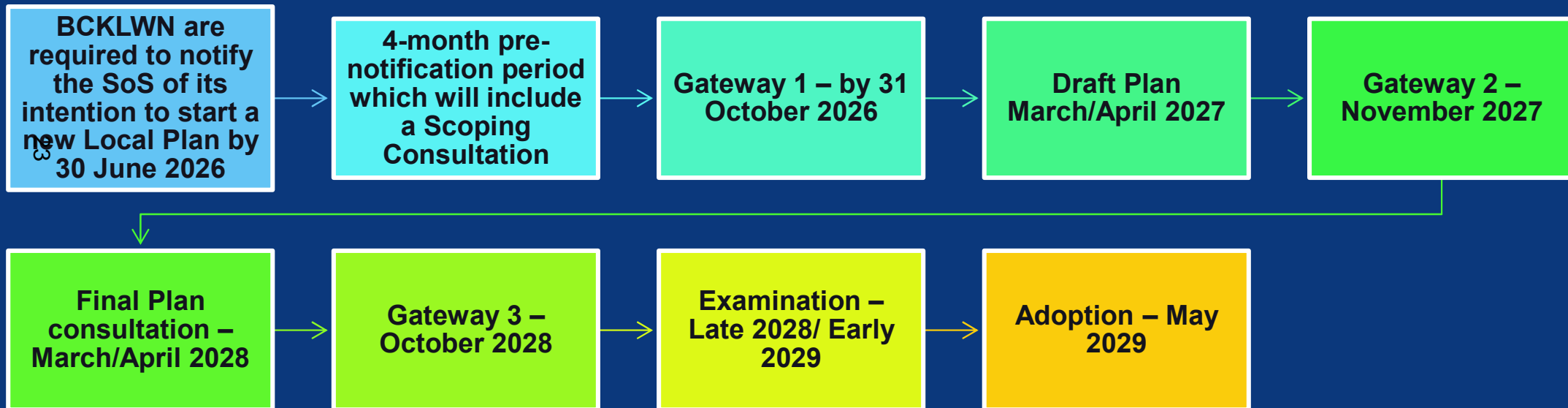


Local Plan Timetable (Continued)

- Mandatory dates for the new Local Plan process (start of process):
- BCKLWN must formally start the new Local Plan process no later than the 30 June 2026. This will be published via a 'Notice of Intention' (NoI) on our website
- A 4-Month notification period will then begin until the 31 October 2026. Within this time, the Council must undertake a 'Scoping Consultation' for, at least, 21 days
- The Council must then undertake a self-assessment check, known as Gateway 1, by the 31 October. The result of this assessment must be published on the Council's website. The 30 months then commences



BCKLWN Local Plan 30 Month Timetable



Local Plan Timetable (Continued)

Share screen with Excel Timetable here.



Notice of Intention (NoI)

- 2026 Local Planning Regulations: Reg 19
- The NoI is the Council's legal statement that it intends to produce a new Local Plan
- It sets out:
 - Name of local authority preparing the Plan (us!)
 - Area covered (whole Borough)
 - Local Plan title
 - Local Plan Timetable



NoI (continued)

- Key features of Notice of Intention:
 - Published on website (Digital not PDF)
 - Minimum 4-months in advance of plan-making start date
 - Sets intended date of passage through "Gateway 1" - that is, start of 30-months timetable (30 October 2026)
 - Published alongside Local Plan Timetable (LPT)
 - Includes a map of the plan area



Nol (continued)

- Important to note that Nol is a statutory/ legal obligation
- All about scene setting and introducing the new Local Plan
- Government has already written to us (January 2026) to notify us that we need to start preparing a new Local Plan by October 2026



Scoping Consultation

- Preliminary stage, preceding start of Local Plan preparation
- 4-weeks/ 28 days consultation:
 - "Scene setting" for Local Plan
 - Baseline position/ status quo
 - Defining how stakeholders/ wider public will be engaged
 - Series of questions, allowing stakeholders to advise about themes/ topics/ priorities for the Local Plan



Scoping Consultation (continued)

- 2026 Local Planning Regulations: Reg 20
- Information:
 - Background information; e.g. "What is a Local Plan?"; "Why is the Borough Council preparing a new Local Plan?"
 - Main steps in preparing the Local Plan (summary timetable etc)
 - Key "known" baseline position; e.g. local housing need, statutory designations (e.g. National Landscape), flood zones etc
 - Emerging National Planning Policy Framework (NPPF) will define much of the scope of new Local Plan



Scoping Consultation (continued)

- Content of Scoping consultation:
 - Storyboard – Interactive consultation tool (including open questions)
 - Issues facing the Borough – How should vision and outcomes for the Local Plan be developed?
 - Engagement strategy – How can stakeholders (consultation bodies, members of the public etc) engage with the plan-making process?
 - Strategic Environmental Assessment (SEA) scoping report



Scoping Consultation (continued)

- New NPPF (anticipated summer 2026) will provide detailed direction as to what the Local Plan should cover (i.e. scope of the Plan)
- Key themes/ topics new Local Plan should cover:
 - Spatial strategy (including settlement hierarchy) – Growth options: what goes where, when and how?
 - Local standards, where appropriate (e.g. affordable housing, energy efficiency)
 - Site-specific allocations/ designations (e.g. housing, employment, town centres, green infrastructure)



Scoping Consultation (continued)

- Scoping consultation will run for 28 days, from **1 to 29 September 2026** (inclusive)
- Consultation materials including:
 - Interactive online questionnaire (incorporating consultation information)
 - Local Plan Timetable
 - Project Initiation Document
 - SEA Scoping Report
 - Call for Sites – comments can be made & new sites submitted



Call for sites to help shape future development

Borough Council of
King's Lynn &
West Norfolk



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Local Plan call for sites

Thursday, 29th January 2026

[Call for sites to help shape future development | Borough Council of King's Lynn & West Norfolk](#)

Call for Sites 2026

- Whilst not one of the prescribed stages, a key focus of new style local plans is site allocations to meet the local need
- Our Call ran Jan 29 – May 1 (17 Weeks)
- Initially due to close 31 March, but we extended it
- We wanted the most sites possible so we can make the most sustainable choices

[Call for sites to help shape future development](#) | Borough Council of King's Lynn & West Norfolk

Call for Sites

NOW OPEN



Do you own or know about land which could be suitable for development (housing or jobs), green infrastructure (e.g. public open space) or community facilities?

We want to hear from you!



Submit sites using QR Code:



For any enquiries, please email: local.plan@west-norfolk.gov.uk

Call for Sites 2026

- Went above and beyond a usual call
- Simple online submission form created (could also be completed and emailed or posted)
- News Paper Advertisement
- Press Releases
- Socials: LinkedIn & Facebook
- Posters
- QR Codes
- Contacted Local Plan Database
- Contacted site owners from previous local plans, planning applications, and land registry



Call for Sites 2026

CALL FOR SITES NOW OPEN

Do you know of land
suitable for development
or community projects?



This is a public invitation to submit
land for potential future development
as part of the new Local Plan



Your site submissions help
inform where future homes, jobs,
and infrastructure could be
located across the borough

Sites must be within
King's Lynn & West Norfolk

We're accepting sites for:

Housing / Affordable housing
Custom & Self Builds
Employment / commercial
Infrastructure
Green infrastructure
Gypsy & Traveller sites
Renewable energy sites
Local Green Spaces



Use our Online
Submission Portal and
fill out an online form

Help shape the future of our borough

Borough Council of
King's Lynn &
West Norfolk

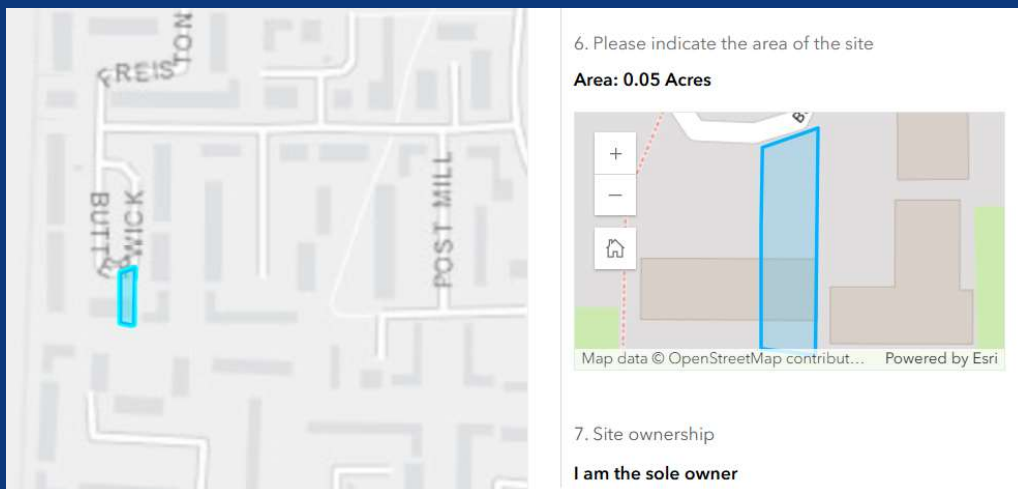


Link: [Here](#)

Call for Sites 2026

- Esri / Arc Survey123 Consultation Portal – Online Forms
- Site drawn online
- Submission data direct into the database
- Go Here: [Call for Sites 2026 | Call for Sites 2026 | Borough Council of King's Lynn & West Norfolk](#)

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6. Please indicate the area of the site

Area: 0.05 Acres

7. Site ownership

I am the sole owner

Map data © OpenStreetMap contribut... Powered by Esri

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West Norfolk



Call for Sites 2026

- **750+ sites submitted** (most ever)
- Thanks to those who took the time to engage
- We'll re-open the call as part of the Scoping Consultation (2026) & at the Draft Plan Consultation Stages (2027).
- Publish an online map of all the sites submitted & invite comments
- Now assessment will take place (including with consultees)
- Housing & Economic Land Availability Assessment (HELAA) methodology based on site selection guidance, worked up and agreed by all the authorities in Norfolk through the Norfolk Strategic Planning Framework (NSPF)
- This will come before the LPTG
- AI – exploring using this for sites analysis and comment summarisation as advocated by Government



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

