

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



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Date Not Specified

To: Councillors R Blunt (Chairman), A Bubb, C Crofts, I Gourlay, J Moriarty,
M Peake (Vice-Chairman), Miss S Sandell, D Tyler and Mrs E Watson

Dear Member

Local Development Framework Task Group

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 10th August, 2016 at 10.00 am** in the **Miles Room, Town Hall, Saturday Market Place, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Notes of Previous Meeting (Pages 3 - 6)

To agree the notes of the previous meeting held on 13 July 2016.

3. Matters Arising

To consider any matters arising.

4. Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of 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 Member 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 from the public seating area.

5. Members attending under Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and 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.

6. Inspectors Report (verbal update)

7. Plan Review

a) **Further Consideration of Vision and Objectives** (Pages 7 - 15)

b) **Further Consideration of Strategic Options for Growth** (Pages 16 - 25)

c) **Consideration of the Settlement Hierarchy** (Pages 26 - 39)

8. 2015/16 Housing Trajectory and 5 Year Housing Land Supply Position
(Pages 40 - 50)

9. Planning Policy Team Work Programme (Pages 51 - 58)

10. South East Lincs Local Plan Consultation (Pages 59 - 61)

11. Date of next meeting

To note that the next scheduled meeting of the LDF Task Group will be held on Wednesday 14 September 2016 at 10.00am in the Committee Suite, King's Court, Chapel Street, King's Lynn.

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

**Minutes from the Meeting of the Local Development Framework Task Group
held on Wednesday, 13th July, 2016 at 10.00 am in the Town Hall, Saturday
Market Place, King's Lynn**

PRESENT: Councillor R Blunt (Chairman)
Councillors C Crofts, M Peake (Vice-Chairman), D Tyler and Mrs E Watson

1 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor J Moriarty.

2 NOTES OF PREVIOUS MEETING

The notes of the meeting held on 8 June 2016 were agreed as a correct record, subject to Councillor Mrs Watson being added to the list of apologies.

3 MATTERS ARISING

Section 106 Agreements

The Chairman informed Members that there was a robust process in place to negotiate with developers regarding commuted sums and Section 106 Agreements.

Following a discussion, it was

AGREED: Section 106 Agreements would be incorporated into a future Planning Committee training session.

Maintenance of Open Spaces

The Chairman explained that if the maintenance of an open space was transferred to the Borough Council, a 15 year Agreement with appropriate monetary contributions would be drawn up to cover the cost of maintenance.

Community Infrastructure Levy (CIL)

The Chairman commented that the Borough Council would be required to look at the impact of CIL on Section 106 Agreements.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 **MEMBERS ATTENDING UNDER STANDING ORDER 34**

There were no Members present under Standing Order 34.

6 **PLAN REVIEW - CONSIDERATION OF STRATEGIC OPTIONS FOR GROWTH**

The Planner presented the discussion paper prepared in order to explore a number of potential strategic growth options for the Borough Council as part of the Local Plan Review, which covered a 20 year time period from 2016 to 2036.

A discussion took place on the potential options, a summary of which is set out below:

- The Borough Council would be required to justify its decision with supporting evidence.
- There was no concept of how life/work environment would change over the 20 year period.
- Option 2 (with modifications) was considered as the preferred way forward.
- Comments were made regarding potential growth in Watlington, Downham Market, Marham and Hunstanton.
- The need for car parking provision for main railway stations in the Borough.
- Provision of integrated public transport system.
- Need to use motor car in rural areas.
- Improved communications network.
- Development of technology and more people working/trading from home.
- Infrastructure requirements to enable growth to happen.
- Allocation to rural villages.
- Current hierarchy of Key Rural Service Centres.
- Neighbourhood Plans considered as part of the planning application process.
- Potential growth in West Winch once the road infrastructure improvements had been undertaken.
- Deliverability of sites.

AGREED: (1) List of Key Rural Service Centres to be emailed to the Task Group.

(2) Definition of Brownfield site to be emailed to the Task Group.

(3) Option 2 be revised following the above discussions and be presented to the next meeting of the Task Group.

7 **CIL UPDATE**

The Planner provided an update on CIL as circulated with the Agenda and advised that a draft CIL Charging Schedule had been submitted on 10 June 2016 and an Inspector appointed. The Public Examination was scheduled for 6 and 7 September 2016 at South Lynn Community Centre.

In response to questions, the Principal Planner (Policy) outlined the role of the Programme Officer.

AGREED: (1) The update report was noted.

(2) A briefing note on the role of the Programme Officer would be circulated to the Task Group.

8 **EAST OF ENGLAND FORECASTING MODEL - LATEST FINDINGS**

The Principal Planner (Policy) presented the report circulated with the Agenda.

Following comments and questions relating to the Household Projections set out on page 33 of the Agenda, the Principal Planner (Policy) undertook to ascertain a definition of the percentage figures quoted and email a response to the Task Group.

AGREED: The Task Group noted the report.

9 **SITE ALLOCATIONS & DEVELOPMENT MANAGEMENT POLICIES - VERBAL UPDATE**

The Principal Planner (Policy) explained that the Inspector's Report was expected towards the end of July 2016. The Borough Council had a two week period to undertake a factual check. A report would be submitted to Cabinet on 7 September 2016 and to Full Council on 29 September 2016.

AGREED: The update be noted.

10 **NEIGHBOURHOOD PLANS - VERBAL UPDATE**

The Planner provided a verbal update as set out below:

- Sedgeford – consultation period on designated neighbourhood area had closed and work would now commence on drafting a Neighbourhood Plan.
- West Dereham – consultation period on designated neighbourhood area had closed and work would now commence on drafting a Neighbourhood Plan.
- Presentations had been made to a number of Parish Councils and expressions of interest on producing a Neighbourhood Plan had been received.

- Brancaster was in the process of reviewing their Neighbourhood Plan.

11 **ITEMS FOR THE NEXT MEETING OF THE TASK GROUP**

The following items were identified:

- Site Allocations and Development Management Policies – Inspector's Report.
- Key Rural Services Centres – to review the current hierarchy.
- Plan Review – Option 2 (with revised amendments)

12 **DATE OF NEXT MEETING**

The next meeting of the LDF Task Group will be held on Wednesday 10 August 2016 at 10 am in the Miles Room, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 11.30 am

Borough Council of King's and West Norfolk Local Plan Review (2016 – 2036):

Further Consideration of the Vision and Objectives

Introduction

As part of the Local Plan review process the Vision and Objectives from the Core Strategy (2011) were presented to the LDF Task Group at a previous meeting. Here a detailed discussion took place as to amendments that could potentially be made going forward. Key themes emerged from this discussion, they were debated, and put forward to be included within a revised Vision and set of Objectives.

The emerging thoughts covered the following themes:

- Acknowledge current modes of transport
- The provision of a high calibre communications network
- Retain a focus on tourism
- Acknowledge a shift in working patterns, in terms of flexible working and those working and trading from home.
- Changing demographics and changes to society
- Reduction and Mitigation of Carbon emissions
- The importance of Sustainable Development and Housing
- A shift towards encouraging development towards Downham Market based upon the sustainable nature of the settlement and key role the town plays within the borough, as opposed to the previous approach which sought to allow for a slower pace of growth.
- That development should be continued to be supported within the most sustainable villages, the Key Rural Service Centres
- Recognise the importance of future challenges of climate change, including flood risk.
- Allow for technological advancements, which have taken place since the Core Strategy Vision and Objectives were written, and those that may take place in the future.
- We should strive for a better work/life balance

Additional themes rose from discussions relating to the potential strategic growth options for the borough, these have also been taken into consideration:

- Continue to support King's Lynn, as the Main Town
- Continue to support the growth of Hunstanton, and growth aspirations of Wisbech
- Support growth of Downham Market and Watlington as they both have sustainable transport hubs being on the main railway line to King's Lynn, Cambridge and London.

- Support Growth at Marham, with continued presence of a key employer in RAF Marham
- In the Rural Areas direct sustainable growth towards the Key Rural Service Centres, as the most sustainable villages.

What follows within this paper is a Vision for King's Lynn and West Norfolk to 2036, and a set of Objectives based upon the themes that have emerged from previous discussions.

The format follows standard convention in that text to be removed appears with a ~~strikethrough~~ and any new text is underlined. This enables the potential proposed changes to be read in the context of those existing. For ease of comparison the numbering presented remains unchanged from that within the Core Strategy.

Vision

People want to be part of the success story that is West Norfolk, drawn here to live, work, invest and visit.

West Norfolk enjoys an unparalleled balance between quality of life and quality of opportunity with people drawn to the area to take advantage of this.

Economy

We want to continue to grow a strong local economy in a sustainable manner, which is both responsive and competitive, and one which recognises technological innovations. This will be supported through the provision of infrastructure, including a high calibre communications network. We aim to support changing, and flexible, working patterns including those who work and trade from home. We want to help people of all ages improve their skills and knowledge qualifications, and help raise their aspirations. We want to assist help people become in becoming entrepreneurs and benefitting from the growing economy. We want to be a place where businesses want to locate, establish and grow and therefore skilled people want to live and work.

Society

We want to support our strong, vibrant and healthy communities, through the provision of housing to meet the current needs and that of future generations. We want to create a high quality built environment, including good quality housing which includes a mix of type and tenures, with access to local services, and which support the health, social and cultural well-being of the local communities. New development will be located and designed so as to be better adapted to climate change, including risk of flooding. We want to help reduce inequality wherever it exists. We want to make sure that people have access to good quality housing and local facilities, we want to and. We want to help people deal with social change and ensure that a growing economy brings higher wages, and an improved quality of life, and a better work/life balance.

Environment

We want to protect and enhance safeguard our justifiably famous natural and historic environment, ensuring growth of the borough in a sustainable manner at the same time making sustainability a central principle to our vision. Whilst recognising the current transport modes and trends, we will support the use and development of integrated sustainable transport systems and ensure that people have access to these services. We want to build connections with other local and regional wider economies, reduce reliance on the car, and ensure that we meet the current, and future, challenges posed by prepare ourselves for the challenges of climate change are.

Vision for Places

Development will support a pattern of growth development which ~~is reinforces the roles of towns and key centres. This will include~~ is distributed to the most sustainable locations, these being, the Main Towns of King's Lynn, Downham Market, Hunstanton, the Wisbech Fringe Area, and Key Rural Service Centres (most notably Watlington and Marham), whilst ensuring that development is of an appropriate scale. ~~locating the majority of development to the main towns as the most sustainable locations including land adjacent to Wisbech; and an appropriate scale of development at key rural settlements in the rest of the borough.~~

King's Lynn

Is an urban centre of regional significance; an exemplar town balancing the needs of conservation with urban renewal and strategic growth.

Downham Market

Remains a key local centre serving the Fens and the southern part of the borough with the services necessary to meet the demands of a growing population. The town has taken advantage of being situated on the main railway line from King's Lynn to Cambridge and London.

Hunstanton

Meets the needs and expectations of those who choose to live and work in and near the town and has developed its role as a tourist ~~seaside~~ visitor destination.

Wisbech Fringe Area

Wisbech, located within the Fenland District Council area, is an important local centre for a number of rural settlements within West Norfolk. Further development adjacent to the town on land within West Norfolk will support its growth aspirations.

Rural Areas

The economy has been bolstered by ~~a modest~~ an appropriate scale of new development, including affordable housing, in settlements which have both a range of services and which are accessible by a daily public transport service to the main urban areas, in particular those identified as Key Rural Service Centres. Watlington and Marham have been identified for growth as Watlington benefits from a railway station on the main line from King's Lynn via Downham Market to Cambridge and London, whilst Marham hosts one the borough's key employers in RAF Marham.

Coast Coastal Areas

The impact of climate change and the associated threats of coastal erosion and flooding continues to be managed in a sensitive and sustainable manner that respects the distinctive landscape of the coast, the ecology, and the social and economic needs of the local communities along it.

Objectives

Economy

1. King's Lynn ~~and West Norfolk's~~ reputation as a great place to live and work has spread across the country and reflects its regional importance.
2. West Norfolk has a thriving economy with local employment opportunities.
3. All young people have access to educational facilities ~~schools~~ that motivate and raise aspirations to succeed and contribute to ~~in~~ a prospering local economy.
4. All adults have the opportunity to develop their skills and knowledge ~~or learn new ones throughout their lives, raising aspirations to succeed and contribute to a prospering local economy.~~
5. West Norfolk is among the premier visitor destinations in the country with tourism based on its historical, cultural and natural environment ~~environmental offer~~.

Society

6. All communities are strong, cohesive and safe.
7. Everyone receives quality services that meet their needs.
8. Residents are active and engaged in their communities, helping to identify and respond to local needs, with cross boundary working as appropriate.
9. Housing is focused in sustainable towns; in the rural areas local demand is targeted towards sustainable villages.
10. All people are active and healthy.

Environment

11. West Norfolk has undergone regeneration and growth that is well planned and complements its high quality historical and natural inheritance.
12. Communities benefit from quality public spaces and parks with access to the coast and countryside that make the area special.
13. West Norfolk is meeting the challenges of climate change and reducing or mitigating carbon emissions.
14. Public transport has improved and people are increasingly reliant on sustainable modes of transport ~~less reliant on the motor car~~ to access places and services.

15. West Norfolk is still considered to be somewhere unique retaining its own local distinctiveness.

Towns and Places

King's Lynn

16. The town offers good quality housing, including a mix of dwelling types and a range of tenures, and is a popular place to live. ~~Population of the town has grown to more than 50,000 by 2025 reflecting the Growth Point status.~~
17. There is a continued ~~has been~~ emphasis on brownfield redevelopment and renewal within the town, together with urban extension.
18. The risk of both tidal and fluvial flooding has been reduced or mitigated through the provision of effective defences and the design of new developments in lower lying areas.
19. The central areas of the town have been revitalised to provide a sub-regional shopping, cultural and leisure destination with high quality public realm, preserving and enhancing this major heritage asset.
20. The town is a major employment centre with good communications and a diverse economy attractive to new employers and investors.

Downham Market

- XX. The town offers good quality housing, including a mix of dwelling types and a range of tenures, and is an attractive place to live.
21. The town provides employment land and premises within, or adjacent to, the urban area to meet the needs of existing and potential new businesses and has capitalised on its role as a retail centre and also as a service base for the local tourism economy.
22. ~~Inadequacies in Local service provision meets the needs of the community, and have been resolved as part of the development strategy which recognised the benefits of the town's key location, particularly on the King's Lynn – Cambridge– London main rail line, and consequent contribution towards optimising opportunities for sustainable public transport are realised.~~

Hunstanton

- XX. The town offers good quality housing, including a mix of dwelling types and a range of tenures, and is an attractive place to live.
23. The town meets the needs of residents with an expanded and improved retail core offering year round services.

- 24. A town that respects its heritage whilst continuing to look to the future.
- 25. A more attractive seaside destination where visitors stay longer and spend more.
- 26. An active town with all year round tourism potential and expanded water sports offer.
- 27. An environmental resort making the most of the coast's natural assets, whilst continuing to protect the town from coastal flooding and reducing the impact of coastal erosion.

Wisbech Fringe Area

XX. The Wisbech Fringe Area supports the growth aspirations of the town, and meets the needs of the local community.

Rural Areas

XX. Development in the rural areas of the borough is directed to the most sustainable locations, most notably those identified as Key Rural Service Centres, and in particular Watlington and Marham, taking advantage of sustainable transport hubs and opportunities to support key employers.

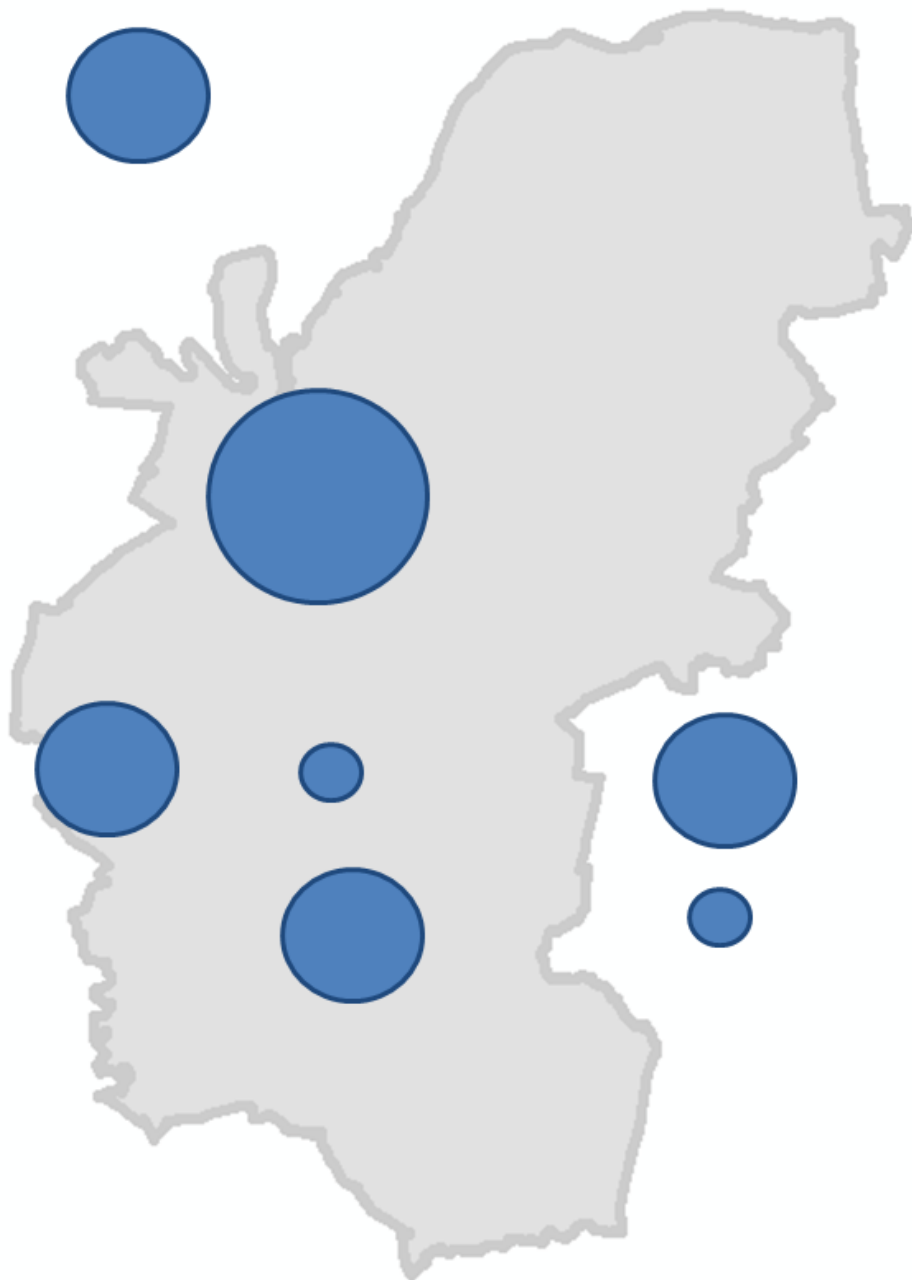
- 28. Beyond the villages, the locally distinctive countryside has been protected in its many attributes and continues to provide for the social and economic needs of those who live and work there.
- 29. The needs for businesses located within rural areas to diversify and take advantage of technological innovations is recognised, as are changes to work patterns in terms of flexibility and location. Elsewhere the local economy has been bolstered by guiding new development (including market housing) to the most sustainable locations, The needs of the agricultural sector and the potential for diversification into other activities, and by retaining where possible, current employment sites.
- 30. Local housing needs have been secured in a sustainable manner.
- 31. There is improved accessibility to essential services.

Coast Coastal Areas

- 32. The threats of coastal erosion and flooding have been reduced or mitigated in a sensitive and sustainable manner, working with local communities.
- 33. There is a good balance between improved accessibility to the coast and retention of the distinctiveness of the landscape and protection of its ecology.

Borough Council of King's and West Norfolk Local Plan Review (2016 – 2036):

Further Consideration of Strategic Options for Growth



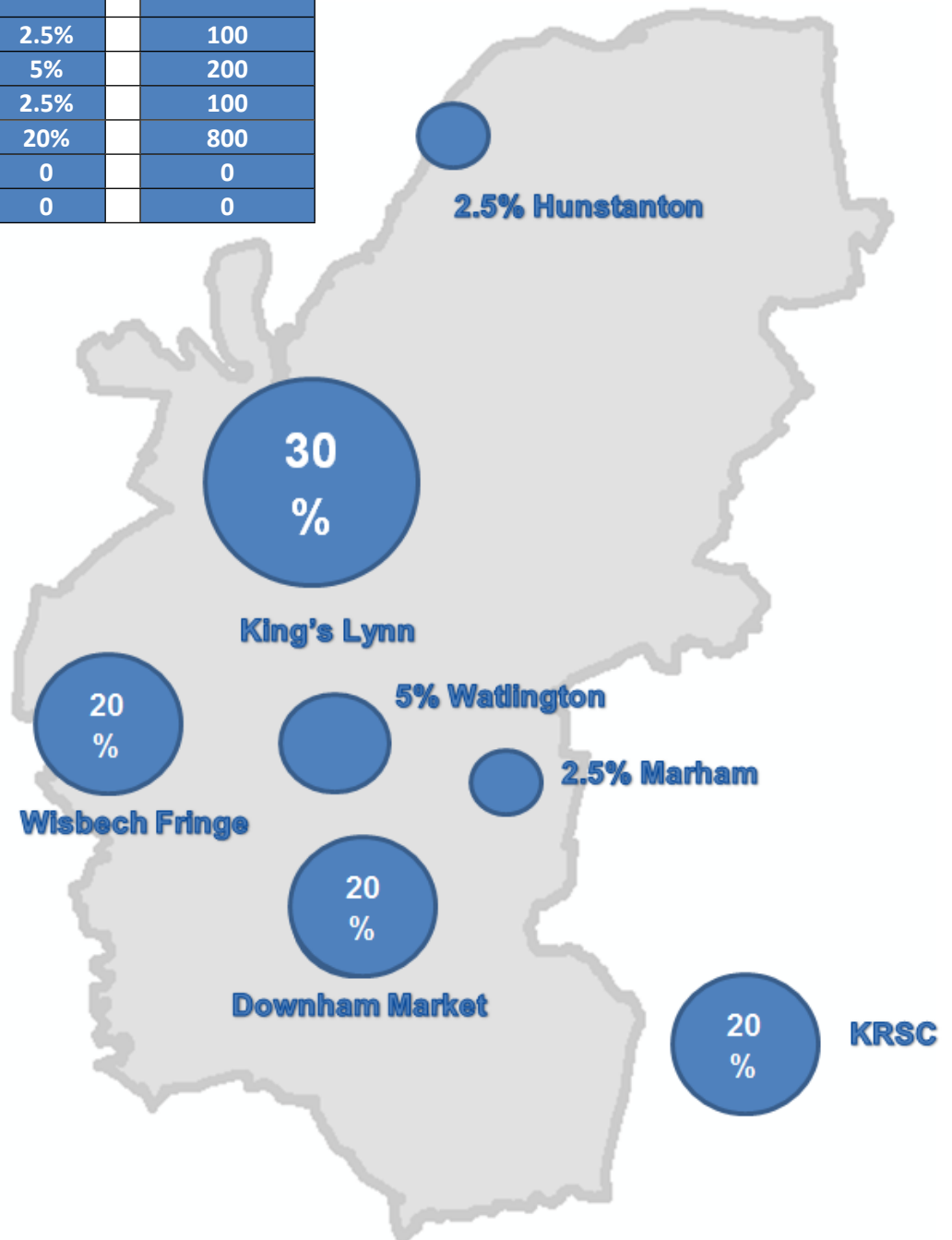
1. Introduction

- 1.1 The earlier paper discussion paper 'Consideration of Strategic Growth Options' presented to the LDF Task Group at the last meeting explored the level of growth required (14,200 based upon an FOAN of 710 p.a.) over the Local Plan Review period (2016-2036), it highlighted that in the region of 4,000 dwellings would need to be identified through the allocation process. Five potential strategic growth options, as to where this growth could be accommodated across the Borough were presented and subjected to a Sustainability Appraisal (SA), against the Borough's twenty Sustainability Objectives. The paper concluded that Option 2 Spread was the most sustainable of the five options, but stressed that the degree of spread and locations were very much up for discussion, and that ideas from other options or ones that hadn't been considered could be taken forward.
- 1.2 During the Task Group Meeting the various options and SA results were discussed at length. It was proposed that Option 2 remained the favoured option from the five; however a degree of development should be afforded to Hunstanton to support its role within the Borough, that Watlington should be afforded a higher allocation number than a KRSC recognising the presence of the train station and potential increase in rail services, that Marham should receive a higher allocation than a KRSC taking into account the presence and expansion of RAF Marham.
- 1.3 It was decided not to specifically allocate residential housing sites for the Rural Villages. Whilst the role of these settlements within the Borough is recognised, it is considered that contributions from smaller developments and windfall developments will ensure that these locally important settlements and their services are sustained.
- 1.4 This paper focuses upon a variation of Option 2 Spread, titled Option 2A Hybrid Spread of Development. This strategic growth option is presented, subjected to the sustainability appraisal alongside the original five options that were considered.

2. Option 2A Hybrid Spread of Development

- 2.1 The approach with this option is to spread the development across the higher level settlements of the Settlement Hierarchy within the Borough more evenly. 30% of the new growth through residential allocations is proposed for King's Lynn. With 20% attributed to Downham Market and the Wisbech Fringe area. This option supports the Wisbech Garden City Style urban extension, highlighted within the East Anglia Devolution proposals. It also supports proposals at Downham Market for a Centre for Advanced Knowledge and Engineering (CAKE), which they anticipate will generate in the region of 6,000 jobs. It also acknowledges the importance of the train station.
- 2.2 Watlington would receive 5% of the required growth; this settlement has been singled out as it benefits from a range of local services and facilities including importantly a train station on the main line from King's Lynn to Cambridge and London King's Cross. There is work in progress by the Ely North Junction Task force to ensure that the proposed upgrade to the Ely North Junction takes place, this would facilitate a half hourly rail service to Downham Market, Cambridge and London King's Cross travelling south from Watlington and to King's Lynn, travelling north.
- 2.3 The New Anglia Local Enterprise Partnership (LEP) in their Strategic Economic Plan (SEP) highlight both King's Lynn and Downham Market as Growth Points, and the area between the two settlements, which includes Watlington, as a Growth Corridor.
- 2.4 A portion of the growth, 2.5%, is attributed to the Hunstanton, recognising the degree of land that might be available and still supporting the growth of the town.
- 2.5 Marham would receive 2.5% of the required growth; this settlement has been highlighted due to the presence of RAF Marham as a key employment area within the borough and its operational importance resulting in investment and growth.
- 2.6 The Key Rural Service Centres are supported, with 20% of growth attributed to the remaining 19 KRSC's, as these offer a range of services and facilities to their local population which could facilitate future growth.

Option 2A Hybrid Spread Development	% of Growth	No. of Dwellings
King's Lynn & Surrounding Area	30%	1,200
Wisbech Fringe	20%	800
Downham Market	20%	800
Hunstanton	2.5%	100
Watlington	5%	200
Marham	2.5%	100
KRSC	20%	800
Rural Villages	0	0
New Settlement	0	0



3. Appraisals of The Growth Options.

3.1 In order to determine the most appropriate option for growth in the Borough it is necessary to assess the options against the Borough's sustainability criteria. This assessment helps to determine which option is most likely to achieve sustainable development and therefore should be pursued in the Local Plan.

3.2 A secondary important factor is the deliverability of the options; considering the likelihood of growth actually happening according to the option presented. All five options are possible to deliver using policies and allocations in the Local Plan, but some are more likely to happen. An example of where an option is more likely is in instances where it is known there is a lot of available land for housing in the area, or where there are policies already in place to encourage further growth at that location. An option is less likely to be deliverable where the market value of land is low, there is little interest from landowners to develop or where there is already an existing permission or allocation which has not yet been delivered.

3.3 The appraisals have been undertaken using the best available evidence and information at the time. As the Local Plan preparation progresses, options will be refined and new options may be considered. Additionally, further evidence will be collected which will help improve and refine the appraisals.

3.4 Below is the Key to the Sustainability Appraisal scoring:

Effect	Symbol
Significant Positive	++
Positive	+
Neutral	0
Depends on implementation	+/-
Unknown	?
Negative	-
Significant Negative	--

Sustainability Objective	Option 1 King's Lynn Area	Option 2 Spread	Option 2A Hybrid Spread	Option 3 Rural Focus	Option 4 New Settlement	Option 5 Wisbech Fringe
1. Minimise the irreversible loss of undeveloped land and productive agricultural holdings.	--	--	--	--	-?	--
2. Minimise waste and reduce the use of non-renewable energy sources.	-	-	-	-	-	-
3. Limit water consumption to levels supportable by natural processes and storage system.	-	-	-	-	-	-
4. Avoid damage to designated sites and protected species.	-	+	+	+	?	+
5. Maintain and enhance the range and viability of characteristic habitats and species.	0	0	0	0	0	0
6. Avoid damage to protected sites and historic buildings and archaeology	?	+	+	-?	?	+
7. Maintain and enhance the diversity and distinctiveness of landscape and townscape character	?	+	+	-?	?	+
8. Create places, spaces and buildings that work well, wear well and look good	++	++	++	++	++	++
9. Reduce emissions of greenhouse gasses and other pollutants (including air, water, soil, noise, vibration and light)	-	--	--	--	--	-
10. Minimise waste production and support the recycling of waste products	-	-	-	-	-	-
11. Limit or reduce vulnerability to the effects of climate change (including flooding)	+/-	+	+	-	?	-
12. Maintain and enhance human health	+	+	+	+	+	+
13. Reduce and prevent crime, and reduce the fear of crime	+	+	+	+	+	+
14. Improve the quantity and quality of publicly accessible open space	++	++	++	++	++	++
15. Improve the quality, range and accessibility of services and facilities (e.g. health, transport, education, training, leisure opportunities)	+	+	++	+	+	+
16. Redress inequalities related to age, gender, disability, race, faith, location and income	+	+	+	+	+	+
17. Ensure all groups have access to decent, appropriate and affordable housing	++	++	++	++	++	++
18. Encourage and enable the active involvement of local people in community activities	+	+	+	+	+	+
19. Help people gain access to satisfying work appropriate to their skills, potential and place of residence	++	++	++	+	?	++
20. Improve the efficiency, competitiveness and adaptability of the local economy	+	+	++	+	+	+

4. Discussion

4.1 Option 2A Hybrid Spread of Development scores similar to Option 2 Spread, however scores highly positive for Sustainability Objective 15 Improve the quality, range and accessibility of services and facilities, and Sustainability Objective 20 Improve the efficiency, competitiveness and adaptability of the local economy. This is because a larger allocation at a settlement with a sustainable transport hub in the train station at Watlington, a larger allocation close to a key employment site within the Borough, in RAF Marham, and through a larger allocation at Hunstanton supporting the growth of this the third main town within the Borough.

4.2 The sustainability appraisal demonstrates that all of the potential growth options score both positively and negatively across the twenty sustainability factors. The table below shows the total scores for each growth option.

	Option 1 King's Lynn Area	Option 2 Spread	Option 2A Hybrid Spread	Option 3 Rural Focus	Option 4 New Settlement	Option 5 Wisbech Fringe
Total number of Positives (+)	+14	+18	+20	+14	+12	+17
Total number of Negatives (-)	- 7	-7	-7	-10	-6	-7
Cumulative total of Positives (+) and Negatives (-)	+7	+11	+13	+4	+6	+10

4.3 The Sustainability Appraisal, and table above, illustrate that all of potential growth options result in overall positive effects; with Option 2A Hybrid Spread of Development soring the highest(+13), Option 2 Spread Development was second (+11), and Option 3 Rural Focus (+4) scoring the least positive. Option 5 Wisbech Fringe scored the third highest (+10), although there is work progressing in this area, there is a degree of uncertainty. Option 1 King's Lynn Area (+7), scored positively although locations for new large scale allocations may be difficult to identify given potential impacts upon sites allocated through the Site Allocations and Development Management, and the local areas. Option 4 New Settlement (+6), scores well however there is a degree of uncertainty as at this stage a broad location has not been identified.

4.4 It is considered that this strategic growth option would avoid damaging protected sites and the historic environment, whilst maintaining and enhancing the diversity and distinctiveness of landscape and townscape character. There is also the potential to create places, spaces and buildings that work well, wear well, and look good. It could reduce the vulnerability to the effects of climate change (including flooding) when compared to other options. It should maintain human health; improve the quantity and quality of publicly accessible open space. Improve the quality, range and associability of services and facilities; ensure that there is access to decent appropriate and affordable housing. Assist in the population gaining access to satisfying work appropriate to their skills, potential and place of residence. It could also improve the efficiency, competitiveness and adaptability of the local economy.

5. Conclusion

5.1 The Hybrid Option seeks to deliver growth to the most sustainable settlements as defined by the Settlement Hierarchy. King's Lynn as the Main Town is supported, It seeks to support development proposals at Wisbech and Downham Market, recognises the importance of the train stations (sustainable transport) along the main line to Cambridge and London King's Cross and the potential an half hourly service with growth proposed at Watlington. Hunstanton as the third Main Town is supported, although a potential lack of available land is taken into consideration. One of the Borough's key employers RAF Marham is supported through growth at Marham. The remaining 19 key Rural Service Centres are also attributed growth. One shift from the previous approach and the other options considered is not to specifically allocate in Rural Villages.

5.2 Option 2A Hybrid Spread of Development is the highest scoring option. This demonstrates that an option which spreads new growth across the Borough, yet still has regard to CS02 The Settlement Hierarchy, the previous Plan, and recognises development proposals within and adjacent to the Borough, is a sustainable strategic growth option.

5.3 The summary table overleaf concludes the difference between the proposed approach and that seen in the previous plan.

	Local Plan (CS & SADMP)		Local Plan Review: Option 2A		Reason for Change
King's Lynn & Surrounding Area (West Lynn, West Winch / North Runcton, Hall Lane and Knights Hill South Wootton)	62%	3,926	30%	1,200	Continued support in a manner which would allow the existing allocations time to establish and consolidate
Wisbech Fringe	9%	550	20%	800	Support the growth aspirations of the town
Downham Market	6%	390	20%	800	Recognise the strategic importance of the train station, and potential impact of a large scale employment development proposal
Hunstanton	5%	333	2.5%	100	Continued support, allowing the existing allocations to consolidate, but recognise the potential lack of sites available
Watlington*			5%	200	Recognise the strategic importance of the train station and sustainability of the existing settlement
Marham*			2.5%	100	Support one of the Borough's key employment areas in RAF Marham
Key Rural Service Centres	14%	852	20%	800	Continue to support the most sustainable settlements in the Rural Areas of the Borough
Rural Villages	4%	243	0	0	Although no specific allocations, windfall would continue to contribute towards the growth and sustainability of these settlements
Other	0	0	0	0	No change
	100%	6,294	100%	4,000	

*Note that these settlements were previously allocated growth as part of the Key Rural Service Centres.

Borough Council of King's and West Norfolk Local Plan Review (2016 – 2036):

Consideration of the Settlement Hierarchy

1. Introduction

- 1.1 The settlement hierarchy is an established tier system, based to a large extent on the existing pattern of growth and the availability of services and facilities, its use ensures new growth is appropriately distributed and the best opportunities of supporting existing and new business and community facilities are realised.
- 1.2 The settlement hierarchy is set out within the Core Strategy (CS) as Policy CS02 – The Settlement Hierarchy. There are a number of amendments to this set out within the Site Allocations and Development Management Policies Plan (SADMP).
- 1.3 As part of the Local Plan Review process, it is important to consider whether Policy CS02 remains appropriate or if it requires an element of refining. This discussion paper looks at the existing settlement hierarchy (including amendments introduced through the SADMP), an overview of how this was formed; and presents a review option going forward, with the NPPF in mind.

2. The Current Settlement Hierarchy

2.1 The settlement hierarchy ranks settlements according to their size, range of services and facilities, and their possible capacity for growth. As such, it serves as an essential tool in assisting to ensure that:

- New development at an appropriate scale occurs in the most sustainable locations;
- Additionally by identifying the role of settlements it offers the opportunity to support communities in maintaining and enhancing facilities serving these areas

2.2 To support these aims the current settlement hierarchy identifies six tiers based upon their role and function in the Borough. The tiers are: Sub-regional centre, Main Towns, Settlements adjacent to King's Lynn and the Main Towns, Key Rural Service Centres, Rural Villages, and Smaller Villages and Hamlets.

2.3 Land allocations in each of the settlement tiers were made in accordance with Core Strategy Policy CS09 Housing Distribution. This sought residential housing allocations across the top five tiers of the settlement hierarchy.

2.4 Over the page the current Settlement Hierarchy is presented, this is taken from the CS and incorporates the amendments made by the SADMP. Note that unlisted hamlets and smaller groups of rural dwellings which are excluded from the hierarchy are deemed to be within the countryside.

2.5 Policy CS02 also describes the level of growth expected for each tier and any policies specific to that particular tier. The criteria based approach to settlements and their subsequent classification within the hierarchy is explored within the next section of this paper.

1. Sub-Regional Centre (1)			
King’s Lynn, including West Lynn			
2. Main Towns (2)			
Downham Market		Hunstanton	
3. Settlements Adjacent to King’s Lynn and the Main Towns (4)			
North Wootton		West Winch	
South Wootton		Wisbech Fringe (Inc. Walsoken)	
4. Key Rural Service Centres (21)			
Brancaster with Brancaster Staithe/Burnham Deepdale	Emneth	Snettisham	
Burnham Market	Feltwell with Hockwold-cum-Wilton	Stoke Ferry	
Castle Acre	Great Massingham	Terrington St Clement	
Clenchwarton	Grimston/Pott Row with Gayton	Terrington St John with St Johns Highway/Tilney St Lawrence	
Dersingham	Heacham	Upwell/Outwell	
Docking	Marham	Watlington	
East Rudham	Methwold with Northwold	West Walton/West Walton Highway	
5. Rural Villages (32)			
Ashwicken	Harpley	Sedgeford	Walpole Cross Keys
Burnham Overy Staithe	Hilgay	Shouldham	Walpole Highway
Castle Rising	Hillington	Southery	Walpole St Peter/Walpole St Andrew/Walpole

			Marsh
Denver	Ingoldisthorpe	Syderstone	Welney
East Winch	Marshland St James/St John's Fen End with Tilney Fen End	Ten Mile Bank	West Newton
Fincham	Middleton	Three Holes	Wiggenhall St Germans
Flitcham	Old Hunstanton	Thornham	Wimbotsham
Great Bircham/ Bircham Tofts	Runton Holme	Tilney All Saints	Wormegay
6. Smaller Villages and Hamlets (55)			
Anmer	Congham	North Creake	Stow Bridge
Bagthrope with Barmer	Crimplesham	North Runcton	Tinley cum Islington
Barroway Drove	East Walton	Pentney	Tichwell
Barton Bendish	Fordham	Ringstead	Tottenhill
Barwick	Fring	Roydon	Tottenhill Row
Bawsey	Gayton Thorpe	Ryston	West Acre
Bircham Newton	Hay Green	Saddlebow	West Bilney
Blackborough End	Home next the Sea	Salters Lode	West Dereham
Boughton	Lakesend	Setchey	West Rudham
Brookville	Leziate	Shernbourne	Whittington
Burnham Norton	Little Massingham	Shouldham Thorpe	Wiggenhall St Mary the Virgin
Burnham Overy Town	Methwold Hythe	South Creake	Wolferton
Burnham Thorpe	New Houghton	Stanhoe	Wretton
Choseley	Nordelph	Stow Bardolph	

3. Settlement Tier Classification

3.1 King's Lynn is the **Sub Regional Centre**. Growth will support the role of King's Lynn as a Sub-Regional Centre.

3.2 There are two **Main Towns** within the Borough: Downham Market and Hunstanton. Growth will continue to support their roles by supporting employment and essential services at Downham Market, and ensuring Hunstanton develops as a successful service hub whilst strengthening its role as a tourist destination.

3.3 **Settlements Adjacent to King's Lynn and the Main Towns**. Four settlements are identified as being geographically located close to King's Lynn, the two main towns within the Borough and the town of Wisbech which borders the Borough: North Wootton, South Wootton, West Winch, and the Wisbech Fringe (Inc. Walsoken). Development that takes place at these locations must demonstrate a positive impact on the adjacent Sub Regional Centre and Main Towns and must assist in both maintaining and enhancing the provision of services, employment and local retail needs.

3.4 The more rural settlements of the Borough are split into a further three tiers, **Key Rural Service Centres**, **Rural Villages**, and **Smaller Villages and Hamlets**. Settlements were categorised based upon a desktop study of service provision in combination with responses from Parish Councils. Ten service categories, largely drawn from the East of England Regional Spatial Strategy guidance at the time, as listed below, were explored.

GP Surgery	Public House
School	Restaurant/take-away
Bus Service	Garage/Filling Station
Convenience Shop	Other shop(s)
Post Office Counter	Other employment

The settlements were then scored accordingly:

- Key Rural Service Centres require 7 or more services
- Rural Villages 4-6
- Smaller Villages and Hamlets 3 or less

3.5 The provisional classifications were refined based upon public consultation firstly through the Regulation 25 Consultation Document (2009) and secondly through the CS Proposed Submission Document (2010).

3.6 **Key Rural Service Centres (KRSC)** have been identified by a settlement hierarchy as suitable for accommodating higher levels of development, which will help to sustain the wider rural community. These Service Centres were selected on the basis of the presence of a primary school, healthcare facilities, a range of services that can meet basic day-to-day needs, and a level of public transport that can enable access to and from the settlement. Points were scored according to the presence of these criteria. The thresholds for each settlement category based on this point scoring system are shown below under each heading.

7 or more points: To qualify as a 'Key Rural Service Centre', the settlement must firstly include a school, as village schools are considered core facilities which play an important role in promoting and supporting a sense of community. Additionally, a convenience store should be present, preferably a doctors' surgery (though villages without these will be considered if scoring sufficient points), and a travel to work public transport service should be in operation.

Local scale development will be concentrated in identified Key Rural Service Centres. This will include new housing, employment and retail development.

3.7 **Rural Villages:** 4-6 points: Fewer facilities are present compared to those in the Key Rural Service Centres, with the settlement having little or no convenience shopping, an infrequent bus service and, in most cases, will feed into larger villages. Rural villages have a limited but locally important role. Smaller scale development will be considered in these locations to help sustain existing services. This should be appropriate to meet the needs of the village and its surroundings. These settlements may see some limited growth, which will help support surrounding rural areas (e.g. some small-scale infilling or affordable housing).

3.8 Smaller Villages and Hamlets: <4 points: These are villages with little or no services. In most cases no school, bus service or local convenience store will be present. Development will be limited to specific identified needs.

3.9 Once the settlements were scored, linkages between settlements were explored. Some linkages were based upon a close geographical relationship such as 'Terrington St John, St John's Highway and Tilney St Lawrence' and 'Upwell with Outwell'. This resulted in these settlements jointly being given KRSC status. Other not so obvious linkages include economic links and social links, as settlements share a service/facility which provides mutual support for the wider area, therefore reducing the reliance on visits to higher tier settlements, examples of these include 'Grimston and Pott Row with Gayton' and 'Feltwell and Hockwold'. Members considered that 'West Walton and Walton Highway', which a single Parish, warranted support as a joint KRSC.

4. Settlement Hierarchy Review

4.1 The aim of a settlement hierarchy should be to identify the most sustainable settlements within the Borough, therefore enabling growth to take place within the most sustainable communities.

4.2 A key aim of the planning system is to create sustainable communities by locating housing, jobs and services closer together. This approach is believed to improve residents' quality of life and reduce the need for travel. The settlement hierarchy facilitates an understanding of the way settlements interact and interrelate, enabling growth to be planned in relation to the range of services and facilities of each settlement.

4.3 The National Planning Policy Framework (NPPF) at paragraph 7 outlines the three dimensions to sustainable development: economic, social and environmental. Policies throughout the NPPF advocate the creation of sustainable development, these include:

- Ensure an integrated approach to the location of housing, economic uses and community facilities and services;
- Aim for a balance of land uses within their area so that journey lengths can be minimised for employment, shopping, leisure, education;
- Plan for development in locations and ways which reduce greenhouse gas emissions;
- Support the rural economy: local plans should promote the retention and development of local services and community facilities in villages such as local shops, meeting places, sports venues, cultural buildings, public houses and places of worship;
- Locate housing in rural areas where it will enhance or maintain the vitality of rural communities

- 4.4 The Local Plan Review, offers an opportunity to re-examine the existing settlement hierarchy to ensure that the Review directs new growth to the most appropriate and sustainable locations, having regard to the NPPF. Since the adoption of the CS services and facilities may have come into existence or ceased to exist in settlements, this could be due to shifting economic and social trends, an example of this may be a reduction in the number of public houses. Similarly technological advancements have seen a shift to increased online activities from banking to shopping, with commodities/goods being delivered to the home or collection points/stores, the impact of this upon would be captured.
- 4.5 The existing settlement hierarchy has been used to direct growth to sustainable settlements since the adoption of the CS in 2011. Overall this mechanism appears to be working, as seen through the SADMP allocations and the grant of planning permissions. In light of this the approach proposed within this paper is to review the existing model rather than construct a completely new version and approach.
- 4.6 This review would allow the opportunity to reassess the tier each settlement has been assigned to. Throughout the CS and SADMP process there were representations made suggesting the promotion or relegation of certain settlements. The linkages between the settlements could be explored once more, should settlements that have been linked to create a joint KRSC be un-coupled, should new joint KRSC's be created, and should additional settlements be added to existing joint KRSC's, for example, the potential addition of Three Holes to the joint KRSC of Upwell with Outwell.
- 4.7 With all of this in mind it is suggested that the assessment criteria be modified to take account of the NPPF, as overleaf:

Health Care	GP Surgery	Pharmacy		
Public Transport	Rail Link	Bus Routes		
Educational Facilities	High School	Primary School		
Retail	Supermarket	Shops	Post Office	Petrol Station
Community & Social Facilities	Community Hall	Library (Inc. mobile)	Place of Worship	Public House / Restaurant
Leisure Facilities	Sports Hall	Playing Field	Gym / Swimming Pool	
Employment Provision	Other Employment			

4.8 The proposed new categories take into account the NPPF. The removal of ‘take-away’ is due to the promotion of healthy living, and the incorporation of ‘restaurants’ with ‘public houses’ is proposed as often these co-exist due to diversification. ‘Garage filling station’ has been renamed ‘Petrol Station’, and included in retail as often they tend to be multipurpose offering fuel in combination with a convenience shop to the local community.

4.9 The scoring system would also need refinement due to the additional category numbers. But until we have the data it is difficult to suggest this upfront as certain services/facilities may have closed or opened, and we need to ensure a scoring system that doesn’t provide too few or too many settlements in each category.

4.10 The growth was then distributed by the SADMP based upon the settlement’s existing population, as those larger settlements are considered able to absorb new growth most closely related to its scale in a sustainable manner; however this wasn’t a rigid approach as it took account of constraints (including flood risk), advantages that could be provided and views of the local community. In the settlements where growth is suggested, the accommodation of this development would still be dependent on the availability and deliverability of sites taking into account a range of sustainability factors including flood risk. These implications will be considered further during the Local Plan Review process, including

supporting documents such as the Sustainability Appraisal and the Housing and Economic Land Availability Assessment (HELAA).

- 4.11 With the need for the raw data before the review can progress, forms have been sent to the Parish Councils for their input, See Appendix 1. Previously this approach didn't yield a high response rate and was supplemented by the views of officers who either live or cover the settlements in their work, and available online sources. In order to achieve 100% coverage it is proposed to use this method once more if required.

Appendix 1 Correspondence with Parish Council's

Settlement Hierarchy Review – What Services /Facilities does your Village have?

We would appreciate some help to assist the review of the facilities within your Parish for our Local Plan.

The easiest way to provide this information is to select 'forward' in your email options, complete the form and send it back to us via email. However if you would prefer to print it out, I have sent you a copy as an attachment.

Please can you complete details by inserting your Parish Name and also the number of each type e.g. GP Surgery 1, Pharmacy 2:

Parish Name:				
Health Care	GP Surgery	Pharmacy		
Public Transport	Rail Link	Bus Routes		
Educational Facilities	High School	Primary School	Specialist School	
Retail	Supermarket	Shops	Post Office	Petrol Station
Community & Social Facilities	Community Hall	Library (incl. mobile)	Place of Worship	Public House/Restaurant
Leisure Facilities	Sports Hall	Playing Field	Gym/Swimming Pool	
Employment Provision	Other Employment/Businesses			

The current Local Plan for King's Lynn and West Norfolk will soon comprise the Core Strategy (2011) and the Site Allocations and Development Management Policies plan (anticipated to be adopted 2016). This covers the time period from 2001 to 2026.

As part of the Site Allocations and Development Management Policies plan the Borough Council has committed to an early review of the Local Plan.

This process offers the opportunity to review the adopted settlement hierarchy to ensure that the Local Plan Review (2016 -2036) directs growth to most appropriate and sustainable locations.

The settlement hierarchy assists in this process by identifying the most sustainable settlements within the Borough, therefore enabling growth to take place within the most sustainable communities.

A key aim of the planning system is to create sustainable communities by locating housing, jobs and service closer together. This approach is believed to improve resident's quality of life and reduce the need to travel. The settlement hierarchy also facilitates an understanding in which way settlements interact and interrelate, enabling growth to planned in relation to the range of services and facilities of each settlement.

If you have any questions regarding this email please do not hesitate to contact me.

Many thanks for your assistance in this matter.

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



**Borough Council of King's Lynn and West
Norfolk 2015/16 Housing Trajectory
Commentary**

July 2016

1. The 2015/16 Housing Trajectory Schedule

- 1.1 The 2015/16 trajectory is provided to show progress against the Core Strategy housing target.
- 1.2 The trajectory graph plots the Borough-wide housing trajectory for the Core Strategy period 2001 to 2026. This is based on the annual completions to date (green) and, for the remainder of the plan period, identified developments and remaining allocated developments (blue). In this graph, the Annualised Residual Requirement (yellow line) shows the annual average completion rate which must be sustained to the end of the plan period to meet the strategic requirement of 16,500 dwellings by 2026.
- 1.3 It can be seen that to date this has remained very close to the original annual target, falling below it in the mid-2000s, when delivery exceeded that planned, and rising above it in the last couple of years reflecting reduced delivery following the 2008 economic crash. It also shows that it is expected to fall rapidly in the near future, anticipating the impact of the adoption of the emerging 'Site Allocations and Development Management Policies Plan', and a recovering economic situation, reaching a residual target of zero by 2021/22 when the whole of the Core Strategy target is expected to have been achieved.
- 1.4 The trajectory assumes that the majority of existing outstanding permissions will be developed in the next five years. It anticipates that completions will increase to once again exceed target levels in 2017/18, as a result of further recovery of the economy and availability of substantial new allocations upon adoption of the emerging 'Site Allocations and Development Management Policies Plan'. A number of residential housing allocations have already been granted planning permission, and indeed some have contributed towards completion figures already.
- 1.5 Overall the Trajectory shows that there is sufficient capacity to meet the Core Strategy housing requirement within the plan period, and that this should be achieved by 2021/22.

2. What has been done differently in this Trajectory

2.1 The 2015/16 Housing Trajectory has been prepared in line with the NPPF (National Planning Policy Framework) and the PPG (Planning Practice Guidance). Of particular relevance is footnote 11 of the NPPF: '11 To be considered deliverable, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years and in particular that development of the site is viable. Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within five years, for example they will not be viable, there is no longer a demand for the type of units or sites have long term phasing plans.'

- The site owner, developer, or agent for all of the sites listed within the Trajectory considered to be capable, based upon their planning permission or allocation, of delivering 5 or more units, have been contacted to ascertain the deliverability i.e. is it available now, what are the ownership arrangements, does the owner intend to sell the site or develop it themselves, when is it planned to be developed, what is the likely delivery rate, and are there any constraints or impediments to planning/delivery. This detailed information has been used to predict the delivery of sites over a 15 year period, importantly discounting sites from the first 5 year period and providing a robust, up-to-date and evidenced approach.
- A model has also been developed and utilised, this is based upon the Council's monitoring since 2008. This provides the average start time of development from the grant of permission; the start to completion time and overall grant to completion time. This is based upon the type of permission and size in terms of number of dwellings. This provides an average typology model that has been used to predict the delivery rate of a similar development.
- The modelled approach and primary information from developers/agents/landowners enables a judgement to be made as to whether the site is achievable for development as this will inform whether there is a reasonable prospect that the development will be developed on the site at a particular point in time. It is essentially a judgement about

the economic viability of the site and the capacity of the developer to complete or sell the development over a certain period.

- This trajectory does not include lapsed permissions.
- It is based upon the type/size of developments that are actually coming forward on the SADMP Allocations. Here we are seeing an increased number of dwellings.
- It also takes into account information from pre-applications.
- Planning permissions that have been granted subject to a S.106 resolution are now included.

3. Five Year Housing Land Supply Position

- 3.1 The Borough Council can demonstrate through the 2015/16 Housing Trajectory that it now has in excess of a five year supply of deliverable housing sites.
- 3.2 The Full Objectively Assessed Need (FOAN) for the Borough and related variables such as the Un-attributable Population Change (UPC) are dealt with in a report that sets out the FOAN entitled 'Assessing King's Lynn and West Norfolk's Housing Requirement', link below:

<http://www.west-norfolk.gov.uk/pdf/HRD02use2.pdf>

This was recommended to be endorsed by the Council's Cabinet on 1 March 2016 and this was confirmed by Full Council on 24 March 2016.

- 3.3 The Borough's FOAN was assessed as being either 680 or 710 homes a year depending upon whether an adjustment for UPC is included in the FOAN. This position has since be updated by the consultant to take account of ONS's 2014 Mid-Year Population estimates, the latest estimates for net international migration to the UK and combining this with allowances for the past growth rate for second homes in the Borough and the empty home rate in the post-1990 stock produces a revised estimate for the FOAN of 700 - 710 homes a year between 2013 and 2028, which is broadly in-line with the earlier assessment.
- 3.4 In the Council's view, this figure for FOAN is supported by the latest and best evidence and is robust. However, it is not equivalent to the housing requirement figure for the Borough, since any such figure can only be adopted once it has been examined and the level of FOAN has been adjusted to take into account other planning considerations, including the environmental constraints of the Borough.
- 3.5 The Sedgefield method has been used to address the historic backlog when calculating the five year supply. This requires the making up of the backlog between the Core Strategy target and actual completions since the 2001 plan base date in the 5-year period. This backlog is 974 dwellings for the Core Strategy target of 660 dwellings p.a. It also requires the making up of backlog

between the FOAN and the actual completions since the base date of the FOAN ONS figures used from 2012 measured against actual completions in the 5-year period. This backlog is 825 dwellings for the FOAN figure of 710 dwellings p.a.

3.6 The NPPF requires an additional buffer of 5% to ensure choice and competition in the market. Where there has been a record of persistent under delivery, the buffer should be increased to 20% to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market.

3.7 In relation to whether a 5% or 20% buffer should be applied the table below illustrates the long term trend shown by the cumulative total has only shown a shortfall since 2012/13.

Financial Year	Completions	CS Target	Deficit	Excess	Backlog or Excess (-)	Cumulative Completions	Cumulative Target	Cumulative Backlog or Excess (-)
01/02	532	660	-128		128	532	660	128
02/03	642	660	-18		18	1174	1320	146
03/04	815	660		155	-155	1989	1980	-9
04/05	820	660		160	-160	2809	2640	-169
05/06	683	660		23	-23	3492	3300	-192
06/07	637	660	-23		23	4129	3960	-169
07/08	1097	660		437	-437	5226	4620	-606
08/09	575	660	-85		85	5801	5280	-521
09/10	314	660	-346		346	6115	5940	-175
10/11	560	660	-100		100	6675	6600	-75
11/12	624	660	-36		36	7299	7260	-39
12/13	322	660	-338		338	7621	7920	299
13/14	472	660	-188		188	8093	8580	487
14/15	313	660	-347		347	8406	9240	834
15/16	520	660	-140		140	8926	9900	974
Total	8926	9900	-1749	775	974	8926	9900	974

16/17	901	660		242		9198	10560	
Total	9827	10560	-1749	1017	732	9198	10560	732

- 3.8 Within the Trajectory, allowances are made for windfall from large (10+ dwellings) and small sites. This is based on evidence that such sites have consistently become available and will continue to provide a reliable source of supply. The allowances are realistic, taking account of historic windfall delivery rates and avoiding the inclusion of residential gardens. To avoid double-counting of windfalls the Council suggests that it would be reasonable for the windfall allowance only to be applied from year 4 onwards. This means that in the 5 year period, the windfall allowance is not considered within years 1, 2 or 3, but is for years 4 and 5.
- 3.9 Whilst within the trajectory there are no lapsed planning permissions in the 5 year supply, it may be reasonable to include a lapse rate for permissions. Looking at the Council's modelling work, based upon monitoring data since 2008; a lapse rate can be calculated, as shown in the table below. In the light of this local evidence a lapse rate of 6.74% could justifiably be applied to our supply figures.

	Permissions No.	Dwellings No.
Permissions granted that have not lapsed	1,396	6,452
Permissions granted that have lapsed (and to date have not come back)	128	435
Percentage		6.74 %

- 3.10 Below is a schedule of the housing supply sources taken from the 2015/16 trajectory, with this lapse rate factored in:

Housing Supply Source	
1998 Local Plan allocated sites, extant consents	316
1998 Local Plan extant consents on joint allocated/unallocated sites	92
Extant consents on unallocated sites (10+)	628
Extant unallocated sites (5-9) units	199
Extant consents for small sites (1-4 units)	642
2015 SADMP emerging allocations	3,427
Permissions granted subject to S106	627
Windfall - large sites 10+ (139 p.a. years 4 & 5 only)	278
Windfall - small sites (99 p.a. years 4 and 5 only)	198
Sub Total	6,407
6.74% Lapse Rate	
Total Identified Supply	5,975

3.11 Five year housing land supply calculations:

Core Strategy Annual Target of 660 dwellings per year and a 5% buffer:

CS AT x 5 (Years)	3300
CS AT x 5 (Years) + Backlog	4274
CS AT x 5 (Years) + Backlog + 5% (NPPF Buffer)	4488
Identified Supply / CS AT x 5 + Backlog + 5%	1.33
Above x 5 (Years)	6.66

Core Strategy (CS) Annual Target (AT) of 660 dwellings per year and a 20% buffer:

CS AT x 5 (Years)	3300
CS AT x 5 (Years) + Backlog	4274
CS AT x 5 (Years) + Backlog + 20% (NPPF Buffer)	5129
Identified Supply / CS AT x 5 + Backlog + 20%	1.17
Above x 5 (Years)	5.83

FOAN Annual Target of 710 dwellings per year and a 5% buffer:

FOAN x 5 (Years)	3550
FOAN x 5 (Years) + Backlog	4375
FOAN x 5 (Years) + Backlog + 5% (NPPF Buffer)	4594
Identified Supply / FOAN x 5 + Backlog + 5%	1.30
Above x 5 (Years)	6.50

FOAN Annual Target of 710 dwellings per year and a 20% buffer:

FOAN x 5 (Years)	3550
FOAN x 5 (Years) + Backlog	4375
FOAN x 5 (Years) + Backlog + 20% (NPPF Buffer)	5250
Identified Supply / FOAN x 5 + Backlog + 20%	1.14
Above x 5 (Years)	5.69

4. Taking Account of the Inspector's 'Heacham' Appeal Decision

- 4.1 There was a Public Inquiry relating to a site in Heacham, at which the Council's above view that it has a 5 year supply was thoroughly tested.
- 4.2 The Planning Inspector's Appeal Decision, 14 July 2016, dismissed the appeal. The decision states that the Borough Council can demonstrate a 5 year supply of deliverable housing land and that relevant policies for the supply of housing are considered up to date. In addition as the Borough Council's policy framework is securing a deliverable supply against a slightly higher full objectively assessed need, that policies are fully consistent with the NPPF's objectives to widen housing choice and boost supply significantly. Therefore full weight is attached to development plan policies.

The Planning Inspector's Appeal Decision can be viewed via a link on the following website:

<http://www.west-norfolk.gov.uk/default.aspx?page=27889>

- 4.3 The Inspector reached the conclusion that the Borough Council is able to demonstrate a 5 year housing land supply of 5.81 years. This was calculated using the FOAN figure of 710 p.a., applying a buffer of 20% for persistent under delivery, and a lapse rate of 10% to identified housing supply sources, except for the '2015 SADMP emerging allocations' where no lapse rate was applied. Below is an appreciation of the Inspector's approach:

FOAN x 5 (Years)	3550
FOAN x 5 (Years) + Backlog	4375
FOAN x 5 (Years) + Backlog + 20% (NPPF Buffer)	5250
Identified Supply (6,109) / FOAN x 5 + Backlog + 20%	1.163
Above x 5 (Years)	5.81

Planning Policy Team Work Programme for April 2016 - March 2017

Topic	Outcomes / nature of the project	Milestones / timescales	Responsible person(s) / lead	Anticipated outturn for Appraisal Review (Oct 16)
Local Plans				
Core Strategy DPD Implementation	Provide consistent advice to colleagues and public on the content of the CS	Ongoing	All	Appropriate inputs made
Site Specific Allocations and Development Management Policies (SADMP) DPD (Stage 5 Examination and Adoption)	<ul style="list-style-type: none"> • Examination • Receive Inspector's report • Adoption processes 	July / September 2016	All	Adoption complete
Local Development Scheme Check / update	<ul style="list-style-type: none"> • Ensure latest LDS is clear 	July 2016	CD	Complete
Borough wide Local Plan (BLP) (including review of existing policies and allocations) Background evidence and research	Includes issues for: <ul style="list-style-type: none"> • Economy / retail • Flood risk • Housing land supply and need, HELAA • Habitats / GI • Gypsies • Transport • Historic environment 	Establish programme – July 2016	All	Relevant new work commissioned or underway
Borough wide Local Plan (including review of existing policies and allocations) Preparation of draft plan document - agreement from LDF Task Group	Prepare draft document and discuss with Task Group Includes: <ul style="list-style-type: none"> • Vision / Objectives • Strategic policies • Distribution of housing strategy 	Draft version for November 2016	All	Draft in preparation

	<ul style="list-style-type: none"> Detailed DM wordings (or retention of existing) Site allocations 			
Borough wide Local Plan (including review of existing policies and allocations) Check NPPF / NPPG and consider need to action any deficiencies	Assess individual policies (from CS or SADMP) against the NPPF / NPPG for degree of consistency with it.	End September 2016	AG	Assessment published on website
Borough wide Local Plan and review of existing policies and allocations Initial public consultation	Draft version of plan available for consultation (Not specifically pursuing Issues and Options or Preferred Options versions)	Consultation Jan / Feb 2017	All	Draft internal version for discussion with DM teams
Affordable Housing policies 52	<ol style="list-style-type: none"> Consider legislative changes affecting BC work. Work with Strategic Housing to undertake dynamic viability assessment review (NB as part of CIL charge setting work) 	<ol style="list-style-type: none"> Summer 2016 Summer 2016 – review %'s with stakeholder group (As part of CIL viability work) 	AG / GH / D Hall / N Patton	Clear path to review mechanism, linked to CIL Viability Assessments

Local Plan Testing

Draft BLP testing <ul style="list-style-type: none"> HRA (as below) SA (as below) Local Plan Viability Duty to co-operate 	Agree / consider testing results for the draft BLP	Need to commission HRA and LP Viability	PJ – HRA SA – JM Viability – NP / AG DtoC – AG / AF	Draft assessments underway
Sustainability Appraisal / SEA for BLP Revised scoping report preparation	Ensure up to date evidence background and issues brought out. Agree with relevant bodies	September 2016	JM	Completed
Sustainability Appraisal / SEA	Assessing options for policies	Assessments complete for		

for BLP SAR and SA testing of draft options for BLP consultation draft	and sites. (Continue to work from previous adaptation of the existing SA approach).	initial version of the BLP consultation.	AG lead / All	Working draft
Habitats Regulation Assessments (Appropriate Assessment)	Preparation of reports for BLP draft proposals	Assessments in progress	PJ to lead/All	Completed
Plan implementation				
Preparation of more detailed site specific guidance for development in: 1. West Winch / North Runcton 2. South Wootton (x2 sites) 3. Wisbech fringe	Potentially more detailed site specific guidance for these areas. <i>(For S Wootton and West Winch this is likely to take the form of joining in Neighbourhood Plan activities; and for Wisbech through 'Duty to Cooperate' with Fenland DC).</i> (Linked to site specific policies in Site Allocations document)	West Winch / North Runcton <ul style="list-style-type: none"> Engage with Neighbourhood Planning with PC PPA / ATLAS West Winch IDP document South Wootton Implement Neighbourhood Plan as adopted Wisbech fringe <ul style="list-style-type: none"> Consider approach with Fenland DC / ATLAS General – Continue discussions and establish process with communities and developers - ongoing	AG to lead / All	Consider need for additional material in light of consultation / planning applications submitted.
Strategic Planning				
Duty to cooperate – implications and action	Ensure adequate degree of cooperation is demonstrated particularly for the BLP	<ul style="list-style-type: none"> Work with other Norfolk (and beyond) authorities via Member group convened by NCC Demonstrate as part of D to C statement for BLP 	AG to lead / All	

Norfolk (with Suffolk) strategic planning framework (NB links to Devolution)	Preparation of non-statutory strategic framework for 2036	Draft version programmed for autumn 2016	AG to lead	
Neighbourhood Plans				
Neighbourhood Planning (Potentially includes N Plans; Community Assets; Right to Build) <i>(NB First stage in process for NPlans is the Neighbourhood Area Designation)</i>	<ul style="list-style-type: none"> Supporting parishes etc in understanding of NPs Co-operating with parishes in requests for information Supporting preparation of NPs Positive promotion as appropriate 	Ongoing.	JC / JM	Be responding promptly to requests
Plan preparation processes / monitoring and implementation				
Planning Advisory Service Toolkits for DPDs Compilation and checking	Checking for process soundness for each DPD	Complete template at each stage in the process for presentation to Examination Inspector	CD / AG	
5 Local Development Scheme Monitoring of project plan	Tracking of milestones and regular monitoring and progress checks via LDF Team meetings	Weekly LDF Team meetings - items as LDS for specific projects.	CD / All	Ongoing
Annual Monitoring Report Contributing to the production of the document and analysis	Relevant information recorded in the AMR. (NB - AMR produced by Technical Support)	Document produced for Dec each year. (NB relevant monitoring period is April to March of preceding year) Elements of monitoring – Social / Economic / Environmental and including housing trajectory.	AG with inputs from All	In preparation
Annual Monitoring Report Development of indicators	More focussed set of reports in the AMR document, with continuing closer relationship	By September have had discussions for the 15/16 AMR with AD / LO / AW	CD / AG	Firm intentions established for Dec 2016 report

	to Core Strategy themes. Elements of monitoring: <ul style="list-style-type: none"> • Social • Economic • Environmental 			
Housing Objectively Assessed Need (OAN) / supply monitoring – includes SHMA, SHLAA, HELAA updates and trajectories	Collection and presentation of numbers and calculations	Document produced for Dec each year. Inputs to planning appeals etc as appropriate.	PJ / AF	Ongoing
Implementation of policies - advice to Planning Control and wider Council	Policy input to consideration of applications	Ongoing	All	Ongoing
Objective (Limehouse) and e-consultation Use of the tool, including production of documents and reporting from consultation exercises	Support for producing consultation and final versions of CS and SADMP DPDs and reports on consultations	As above	Technical Team / All	Completed for DPDs as above
Objective (Limehouse) and e-consultation Development of the tool	Consider and implement <i>new</i> elements of programmes as arising	Ongoing	Technical Team	Ongoing
Co-operation				
West Norfolk Partnership Joint working in so far as the WNP remains relevant.	<ul style="list-style-type: none"> • Continue to ensure the close relationship between LDF and SCS work. • Engaging the WNP or other relevant groupings in LDF consultation. 	Ongoing	CD	Ongoing

Regeneration Development of strategies and proposals	<ul style="list-style-type: none"> • Ensure explicit linkages and liaison with Regeneration Team. • Ensure linkages to Infrastructure Study for CIL 	Appropriate inputs to Programmes of Development etc.	CD / AG / All	Ongoing
KLATS / KLATS 2 and related projects (e.g. Hardwick interchange) Development of policies and strategies, but linking particularly to Core Strategy. (NB Borough wide issues as well). <i>NB - Intention is that KLATS will be integrated into the ongoing Regeneration Team work for the implementation of current projects, but also KLATS looking ahead will be more fully integrated with the BLP work.</i>	<ul style="list-style-type: none"> • Ensure consistency with the Core Strategy aims and objectives / policies. • Focus on SE Lynn expansion area for more detailed work. • Work with NCC (I Parkes) to pursue the KLATS projects 	1. Inclusion of longer term growth work for KL (especially) into future rounds of regeneration bidding 2. SE Lynn is KLATS priority project - need to maintain progress for implementation. 3. Review status of KLATS proposals and ensure appropriate action to implement	AG / All JC / AG (+ NCC) PJ / AG (+ I Parkes NCC)	Completed Significant progress Progress as part of adopted and emerging plans
Other strategic transport related items (e.g. rail matters and A47 Alliance /LTP)	Ensure positive outcomes for Borough, and develop proposals for future bidding rounds	Establish status / contribution of current aspirations to the Local Plan growth proposals to feed to Examination in July	PJ / AG	
Sub Regional working (e.g. through LEP; Norfolk Strategic Planning Group; Cambridgeshire Planning Officers Group) Development of new approaches and strategies	Contribute to the sub regional working to promote BCKLWN viewpoint and aspirations.	Ongoing	AG / All	Ongoing
Norfolk (with Suffolk) strategic planning framework	Preparation of non-statutory strategic framework for 2036	Draft version programmed for autumn 2016	AG to lead	

(NB links to Devolution)				
Norfolk County Council – Responses to Minerals and Waste Issues	1. Consider responses needed at each stage. 2. Prepare appropriate responses.	Silica Sand Single Issue Examination likely autumn 2016	AG	Participating in Silica Sand Examination
Engagement with organisations promoting natural environment (Includes the Norfolk Coast Partnership and Wash and North Norfolk Coast European Marine Site group)	Liaison with and developing policy for the Norfolk Coast Partnership and the Wash and North Norfolk Coast European Marine Site from the Borough Council perspective. Attending partnership meetings / working groups as appropriate. (Relationship also to the HRA above).	Ongoing	JM	Ongoing

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Community Infrastructure Levy

Community Infrastructure Levy (CIL) (Linked to Infrastructure Study below)	Take Draft Charging Schedule through Examination	Summer 2016 Examination	AG / NP / consultants	Examination completed
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Studies

Green Infrastructure Strategy-Action Plan	<ul style="list-style-type: none"> Final outputs Stage 2 of Strategy were May 10 and now integrated into SADMP. Consider more detailed level implementation 	NB Linkages to the HRA	PJ / All	Completed
Infrastructure Study (Review and re-publish)	Update document listing capacity / deficits in essential services to support development. Detailed input to SADMP and CIL study.	<i>(Broad outputs were received by end 09 to input to CS locations choices)</i> <hr/> Detail further work needed for SADMP Examination and CIL	PJ to lead/ All	Completed

HELAA (SHLAA) Review	Update of HELAA - Provide inputs for use as part of land supply issues	Document available for Examination	AF / All	Be considering review
SHMA Review and update (OAN calculation)	Update to provide inputs for use as part of land supply and SADMP issues NB involvement of consultants Simon Drummond-Hay and Neil MacDonald	Document available for Examination	PJ / NP / AF	Completed
Gypsies and travellers (GTANA and use as part of NPPF Traveller policy statement)	<ul style="list-style-type: none"> Final outputs 	For Examination	AG / NP	Consider review process
Shoreline Management Plans (NB now moving to Action Plan phase) Development of SMP2 (NB x2 plans Wash and N Norfolk)	<ul style="list-style-type: none"> Participation in Steering Group and officer level work. Need to integrate BC policies Consider whether inputs needed to SADMP 	Before publication of SSAP Preferred Options	PJ	Relevant outputs into SSAP (depends on SMP stage and status)

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Local Planning Authority Consultations

The Borough Council of King's Lynn and West Norfolk from time to time are consulted by neighbouring Local Planning Authorities and those that share strategic issues, and invited to make representations/comments on their Local Plans and policy documents that they are formulating. In the same way that we consult other Local Planning Authorities.

As part of the duty to cooperate, created in the 2011 Localism Act, there is a duty on Local Planning Authorities to engage constructively and actively on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.

A Local Planning Authority must notify specific bodies and persons, as detailed by regulation 18 of the Town and County Planning (Local Planning) (England) Regulations 2012, and invite representations from these in developing their Local Plan. Representations received must be taken into account, and the Local Planning Authority needs to set out how the main issues raised have been taken into account.

Previously we have invited to submit comments by South East Lincolnshire (South Holland and Boston Borough) and East Cambridgeshire emerging Local Plans. Currently we are being consulted on South Lincolnshire Local Plan which can be viewed from the link below:

South Lincolnshire: <http://www.southeastlincslocalplan.org/>

Summary of content of South Lincolnshire consultation document and implications for the Borough Council of West Norfolk

The document subject to consultation represents the preferred options of South Lincolnshire's Local Plan.

Headline figures

Plan period 1 April 2011 to 31 March 2036

Housing	Objectively assessed housing need: Provision will be made for a net increase of at least 18,250 dwellings in South East Lincolnshire.
Economy	<ul style="list-style-type: none"> • a minimum of 82ha of land being allocated for 'main employment uses' (within Use Classes B1, B2 and B8); • a further 17.5ha identified for Specific Occupier Use (sites primarily occupied by up to three businesses within Use Class B, who operate a shared site management regime); and • 55.6ha identified for Restricted Uses (sites with a unique employment function within Use Class B that should be protected from main employment use) at the ports of Boston and Sutton Bridge and at Spalding Rail-Freight Interchange.
Retail	sets a local threshold for impact tests for additional new floor space of 500sqm gross for Boston town and 250sqm gross for Spalding and the District and Local Centres

Implications of headline figures

The settlements of Walpole Cross Keys and Terrington St Clements are closest to the boundary shared with South Lincolnshire and Sutton Bridge is the closest settlement to the boundary of BCKLWN. The settlement is designated a Main Service Centre and has a small housing allocation (180 houses) and employment allocation – around existing employment sites. There is a significant physical

separation between all settlements and therefore any proposed growth scenario is unlikely to adversely impact residents within the borough, or to require the need for extensive collaboration on proposals unlike, for example, growth in Wisbech Fringe where the border shared is within an urban area.

Most new allocations are directed to the Sub Regional Centres: Spalding and Boston. The Plan also designates an area in Spalding for a new rail-freight interchange for transporting food produce by rail to reduce the impact on road transport.

The Local Plan has been prepared according to evidence and working with neighbouring authorities under the duty to cooperate. It is considered that there are no proposals which would have a significant impact on Kings' Lynn and West Norfolk.

The Plan covers the following topics:

- Policy 1: Presumption in favour of Sustainable Development
- Policy 2: Spatial Strategy
- Policy 3: Development Management
- Policy 4: Strategic Approach to Flood Risk
- Policy 5: Meeting Physical Infrastructure and Service Needs
- Policy 6: Developer Contributions
- Policy 7: Improving South East Lincolnshire's Employment Land Portfolio
- Policy 8: Specific Occupier and Restricted Use Sites
- Policy 9: Spalding Rail-Freight Interchange
- Policy 10: Employment Development in the Countryside
- Policy 11: Meeting Objectively Assessed Housing Needs
- Policy 12: Distribution of New Housing
- Policy 13: A Sustainable Urban Extension for housing in Spalding
- Policy 14: Providing a Mix of Housing
- Policy 15: Affordable Housing
- Policy 16: Rural Exception Sites
- Policy 17: Accommodation for Gypsies, Travellers and Travelling Showpeople
- Policy 18: Houses in Multiple Occupation and the Sub-Division of Dwellings
- Policy 19: Replacement Dwellings in the Countryside
- Policy 20: Conversion of Redundant Rural Buildings to Residential Use
- Policy 21: Agricultural, Forestry and other Rural Workers Dwellings
- Policy 22: The Retail Hierarchy
- Policy 23: Primary Shopping Frontages
- Policy 24: Additional Retail Provision
- Policy 25: The Natural Environment
- Policy 26: The Historic Environment
- Policy 27: Pollution
- Policy 28: Climate Change and Renewable and Low Carbon Energy
- Policy 29: Design of New Development
- Policy 30: Promoting Safe, Accessible Open Space, Sport and Recreational Facilities
- Policy 31: Delivering a More Sustainable Transport Network
- Policy 32: Vehicle and Cycle Parking

Implications of proposed policies

These policies present a comprehensive range of more strategic policies, development management policies and site allocations. Such policies are not considered to have any specific implication for BCKLWN, although the range of policies is of interest when considering the potential content of the boroughs own emerging Local Plan review.

Recommended BCKLWN Response – South Lincolnshire Consultation

Officers request that members of the LDF Task Group approve the following response to the consultation:

Thank you for the opportunity to provide comments relating to the above consultation. The Borough Council of King's Lynn and West Norfolk shares an administrative boundary with South Lincolnshire District Council, hence welcomes the opportunity to contribute to the development of the District. The Borough Council of King's Lynn and West Norfolk raises no objections to the documents, and requests that due consideration is given to cross-border impacts on West Norfolk (if any) at the planning application stage.

The Borough Council of King's Lynn & West Norfolk believes that the level of cooperation has been proportionate to the significance of the cross-border issues, and has met the requirements of the Duty to Cooperate.