

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



Local Plan Task Group

Agenda

Wednesday, 9th January, 2019
at approximately 12.00 pm

in

**Meeting Room 2-4
Second Floor
King's Court
Chapel Street
King's Lynn
PE30 1EX**



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21 December 2018

Dear Member

Local Plan Task Group

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 9th January, 2019 at approximately 12.00 pm** in **Meeting Room 2-4 - Second Floor, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Apologies**
2. **Notes of the Previous Meeting** (Pages 5 - 7)
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. Authority Monitoring Report (AMR) 2017/18 (Pages 8 - 72)

Please be advised that the AMR can be viewed via the link below:

https://www.west-norfolk.gov.uk/downloads/download/51/monitoring_reports

9. Local Plan Review Timetable - Verbal Update

To receive a verbal update from the Planning Policy Manager/Senior Planner.

10. Date of Next Meeting

The next meeting of the Task Group will take place on Wednesday 6 February 2019 at 10 am in Meeting Room 2-4, King's Court, Chapel Street, King's Lynn.

To:

Local Plan Task Group: R Blunt (Chairman), A Bubb, Mrs S Buck, C J Crofts, T Parish, M Peake (Vice-Chairman), Miss S Sandell, D Tyler and Mrs E Watson

Alex Fradley

Alan Gomm, LDF Manager

Peter Jermany, Principal Planner Policy and Water Management Officer

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

LOCAL PLAN TASK GROUP

**Notes from the Meeting of the Local Plan Task Group held on Wednesday,
14th November, 2018 at 10.00 am in the Council Chamber, Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillor R Blunt (Chairman)
Councillors A Bubb, C J Crofts, J Moriarty, T Parish, D Tyler and Mrs E Watson

Present under Standing Order 34:

Councillor J Moriarty

Officers:

Amanda Driver, CIL Monitoring and Compliance Officer

Alex Fradley, Senior Planner

Alan Gomm, LDF Manager

Peter Jermay, Principal Planner (Policy) and Water Management Officer

1 APPOINTMENT OF VICE-CHAIRMAN

AGREED: Councillor C J Crofts be appointed Vice-Chairman for the meeting.

2 APOLOGIES

Apologies for absence were received from Councillors Mrs S Buck, M Peake and Miss S Sandell

3 NOTES OF THE PREVIOUS MEETING

The notes of the meeting held on 12 September 2018 were agreed as a correct record.

4 MATTERS ARISING

Definition of a Garage

The Planning Policy Manager undertook to clarify the definition of a garage from Norfolk County Council standards.

5 DECLARATIONS OF INTEREST

There were no declarations of interest.

6 **URGENT BUSINESS**

There was no urgent business.

7 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor J Moriarty for items 9 and 10.

8 **CHAIRMAN'S CORRESPONDENCE**

There was no Chairman's correspondence.

9 **LOCAL PLAN REVIEW - HOUSING NUMBERS AND PLACES**

The Planning Policy Manager/Senior Planner provided an overview of the Local Plan Review, in particular relating to the housing numbers.

The Planning Policy Manager/Senior Planner responded to comments and questions relating to:

- How many homes the Borough Council need to plan for within the Local Plan period.
- Potential impact on the local housing market.
- 5 year land supply.
- Deallocation of sites.
- Government ambition to deliver 300,000 homes per annum.
- Housing Delivery Test.
- Strategic growth sites - level of Borough Council input, infrastructure requirements and available funding.
- Employment areas.
- Neighbourhood Plans.
- Community Infrastructure Levy.

The Task Group adjourned at 11.20 am and reconvened at 11.27 am.

10 **LOCAL PLAN REVIEW: STRATEGIC POLICIES, DEVELOPMENT MANAGEMENT POLICIES, DOCUMENT STRUCTURE AND LAYOUT**

The Task Group received an overview on the Strategic Policies, Development Management Policies, Document Structure and Layout from the Planning Policy Manager, Principal Planner (Policy)/Water Management Officer, Senior Planner and the CIL Monitoring and Compliance Officer.

Officers responded to comments and questions relating to:

- The work being undertaken for the Local Plan Review – strategic policies and development management policies.
- Consultation exercise to be published on the Council's website where members of the public could access the document and submit comments.

11 **SCHEDULE OF MEETINGS 2019**

The Task Group noted and agreed the Schedule of Meetings 2019.

12 **DATE OF NEXT MEETING**

The next meeting of the Task Group will be held on 9 January 2019 at 10.00 am in Meeting Room 2-4, Second Floor, King's Court, Chapel Street, King's Lynn.

The meeting closed at 12.00 pm

Authority Monitoring Report 2017 - 2018

Borough Council of
King's Lynn &
West Norfolk



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1 Executive Summary

1.1 This monitoring report covers the period from the 1st of April 2017 to 31st of March 2018. The report identifies the progress in implementing and updating the Borough Council's development plans during that period. Local planning authorities are required to prepare such reports under Section 35 of the Planning and Compulsory Purchase Act 2004 (as amended).

Economy

1.2 The figures for 2017 - 2018 are encouraging, and show further addition to overall level of business floor-space. The employment level in the Borough has remained broadly the same, whilst the average weekly earnings have continued to rise.

1.3 There is still significant portions of land available within the Local Plan employment land allocations as well as other established employment areas across the borough.

Society

Housing Delivery

1.4 During the review period 384 new homes were completed. The Borough Council is able to demonstrate a five year housing land supply position in excess of the minimum 5 years' worth.

1.5 The Borough's housing trajectory suggests sufficient capacity, including proposed allocations and an anticipated flow of 'windfall' permissions, to meet the Core Strategy requirement within the plan period.

Environment

Air Quality

1.6 Air quality in West Norfolk has remained generally very good with the exception of the two urban areas where, in common with many areas within the UK, the monitoring has continued to identify high levels of Nitrogen Dioxide (NO₂) due to road traffic. This has meant that the two Air Quality Management Areas remain in place: one in central King's Lynn and one in Gaywood.

Flooding and Water Quality

1.7 There is significant flood risk across extensive parts of the Borough. The Strategic Flood Risk Assessment (SFRA) is critical to development management decision making and Local Plan policy formulation. The SFRA is due to be updated and introduced by the end of 2018.

Historic Environment

1.8 There remain Listed Buildings at risk, despite achievements in recent years, but these still represent a small proportion of the overall stock of listed buildings.

Biodiversity

1.9 A Habitats Regulation Assessment Monitoring and Mitigation and Green Infrastructure Coordination Panel was established in 2015. This brings together key stakeholders to assist the Council in the monitoring and mitigation on the European sites and also planning wider Green Infrastructure projects. A Habitat Monitoring and Mitigation Payment (HMMP) from all residential developments was introduced from 1st April 2016 at a rate of £50 per house. This remains in place and some funds have been awarded to a number of projects.

Renewable Energy

1.10 There has been no significant further increase in capacity for generating electricity from renewable resources within the Borough.

Local Plan Progress

1.11 The Borough Council adopted its Site Allocations and Development Management Policies Plan (SADMP) on 29 September 2016. This means that the Borough Council has a complete Local Plan. This comprises the Core Strategy (2011) and the SADMP (2016).

1.12 A review of the Local Plan (both CS and SADMP) commenced in 2016 and as part of this process a 'Call for Sites and Policy Suggestions' consultation was held in October/November 2016. The Borough Council is broadly on track with its Local Development Scheme (LDS). The LDS covers the period from January 2017 through to December 2019, which covers Local Plan review preparation, consultations, examination and adoption, as envisaged at this time. A slight delay has been incurred. This has been due to proposals by the Government to change national policy through a revised version of the NPPF (National Planning Policy Framework). This will most likely include a newly introduced method for the calculation of local housing need. All the new requirements will have to be considered within the Local Plan review.

Duty to Cooperate

1.13 The Borough continued to cooperate on a range of strategic planning matters under the 'duty to cooperate'. A particular emphasis within the monitoring period was with the other Norfolk Planning Authorities in the formulation of the Norfolk Strategic Planning Framework.

1.14 There was also a continued focus in coordinating development around Wisbech across planning boundaries with Fenland District Council and The Cambridgeshire and Peterborough Combined Authority, alongside more general cooperation.

2 Introduction

Background

2.1 This planning Monitoring Report for the Borough Council of King's Lynn and West Norfolk looks back over the following year 1st April 2017 to 31st March 2018. It monitors progress in planning for the Borough during that period.

2.2 This Monitoring Report is produced under Section 35 of the Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011.

Purpose of the Monitoring Report

2.3 The Monitoring Report aids the Borough Council and the public in assessing the impact of the planning policies in place. This form of monitoring is a fundamental part of the planning process. This document focuses on:

1. The impact and relevance of existing planning policies during the monitoring period, such as:
 - Are policies achieving their objectives and in particular are they delivering sustainable development?
 - Have policies had unintended consequences?
 - Are the assumptions and objectives behind policies still relevant?
 - Are the targets being achieved?
2. The progress achieved in preparing new plans and policies, measured against the Council's Local Development Scheme.

2.4 The monitoring of policy documents and the performance of policies is a key part of the cyclical Local Plan process of the 'plan, monitor, review'. This ensures the early identification of issues, establishing a clear vision and objectives. It also provides a clear mechanism for checking that targets have been met.

Content

2.5 The statutory requirements for monitoring reports are:

1. Progress against Local Development Scheme
 - a. Documents time tabled
 - b. Stages reached
 - c. Reasons for any delay
 - d. Any plans or supplementary planning documents adopted
2. Any local plan policies not being implemented
 - a. Which policy
 - b. Why not being implemented
 - c. Any steps being taken to implement

3. Net additional dwellings & affordable dwellings
 - a. In the monitoring period
 - b. Since the start of the policy
4. Duty to Cooperate
 - a. Details of action taken during monitoring period
5. Information collected for monitoring purposes.
6. Neighbourhood Plans or Orders
 - a. Any made
7. Community Infrastructure Levy (CIL)
 - a. Over the relevant monitoring period

2.6 All these are included within the report.

2.7 The reporting of this is structured to align with the objectives and monitoring framework of the Borough's adopted Local Plan (Core Strategy 2011 & Site Allocations and Development Management Policies Plan 2016). Each section - Economy, Society and Environment - provides an overview of the relevant Objectives and the outcomes, as well as a list of relevant Local Plan Policies. The Economy section includes an economic profile and discussion, whilst the Society and Environment sections are divided into topics with a discussion on each.

2.8 Relevant indicators are included and discussed in each section. Certain 'Core Output Indicators' were previously required by Government. Although this national requirement has gone, some of this data provides helpful indicators of the volume and types of development achieved locally during the relevant period, and the further development of a time series of comparable data will provide added information / value over time.

3 Economy

Core Strategy Objectives

- 3.1** King's Lynn's reputation as a great place to live and work has spread across the country and reflects its **regional importance**.
- 3.2** West Norfolk has a **thriving economy** with local employment opportunities.
- 3.3** All young people access schools that motivate and **raise aspirations** to succeed in a prospering local economy.
- 3.4** All **adults** have the opportunity to **develop their skills** or learn new ones throughout their lives.
- 3.5** West Norfolk is among the premier **visitor destinations** in the country with tourism based on its historical, cultural and environmental offer.

Policies

3.6 Core Strategy Policies (2011)

- **Policy - CS02** Settlement Hierarchy
- **Policy - CS03** King's Lynn
- **Policy - CS04** Downham Market
- **Policy - CS05** Hunstanton
- **Policy - CS07** Coastal Areas
- **Policy - CS08** Sustainable Development
- **Policy - CS09** Housing
- **Policy - CS10** The Economy
- **Policy - CS12** Environmental Assets
- **Policy - CS13** Community and Culture
- **Policy - CS14** Implementation

3.7 Site Allocations and Development Management Policies (2016)

- **Policy - DM10** - Retail Development
- **Policy - DM11** - Touring and Permanent Holiday Sites
- **Policy - DM12** - Strategic Road Network
- **Policy - DM13** - Disused Railway Track Beds
- **Policy - DM14** - Development Associated with CITB Bircham Newton and RAF Marham

Economic Profile

Site Allocations and Development Management Policies Plan (2016) Employment Allocations

3.8 The Core Strategy through Policy 'CS10 The Economy' states that some 66 hectares of employment land will be allocated over the plan period. The SADMP in line with this makes employment allocation for some 69 hectares.

Ref	Name	Area	Status	2017-2018
E1.12 - HAR	Hardwick (King's Lynn)	27	Completed	0
			Under Construction	0
			Permission	27
			No Permission	0
E1.12 - SAD	Saddlebow (King's Lynn)	23	Completed	0
			Under Construction	0
			Permission	0
			No Permission	23
F1.2	Land off St John's Way (Downham Market)	17	Completed	1.8
			Under Construction	0
			Permission	0.55
			No Permission	14.65
F2.5	Land south of Hunstanton Commercial Park (Hunstanton)	1	Completed	0
			Under Construction	0
			Permission	1
			No Permission	0
E2.1	West Winch Growth Area - Employment (West Winch)	1	Completed	0
			Under Construction	0
			Permission	0
			No Permission	1
			Completed	1.8
			Under Construction	0
			Permission	28.55

Ref	Name	Area	Status	2017-2018
			No Permission	38.65
			Complete %	2.6%

3.9 The table above illustrates the progress with regard to the Employment Allocations made by the Site Allocations and Development Management Policies Plan (SADMP) adopted 29 Sept 2016.

3.10 It is important to note that the adoption of the SADMP means that the Employment Land Allocations made by the 1998 Local Plan which were 'saved' have been superseded, and therefore no longer form part of the Development Plan for the Borough. However some of the 1998 Local Plan Employment Allocations have been carried forward into the SADMP.

3.11 E1.12 – HAR at King's Lynn, this site was an employment site in the 1998 Local Plan, the table shows that the entire site has planning permission. This was granted in December 2012 for employment use (B1(A), B1(C), B2 and B8) in outline.

3.12 F1.2 at Downham Market, this was also allocated in the 1998 Local Plan albeit in a slightly different arrangement. Part of this site is an established business park as the name 'St John's Business Park' suggests. There is an access spine road in place and a number of businesses operating from this location.

3.13 F2.5 at Hunstanton – this site was granted outline planning permission in February 2016 for a care home, up to 60 housing with care units and approximately 60 new dwellings with landscaping and vehicular access. This is in combination with the adjacent SADMP Residential Housing Allocation (F2.3). Hunstanton Town Council, prior to allocation, had promoted the employment allocation to host a care home. The Borough Council accept that such a use on the site, having regard to the employment opportunities associated with such development and the level of identified need for such accommodation in the area, that such a scheme is acceptable.

3.14 Overall the table shows that there are significant areas of land available within the SADMP Employment Allocations for future employment development.

3.15 However, this isn't the full picture as beyond the allocations, there are existing and established areas of employment land. Employment land beyond the allocations totals 355.7 ha of which 313.44 ha are developed and 42.26 ha are available. The total amount of the employment land identified is 424.7 ha of which 315.24 ha are developed and 109.46 ha are available. A breakdown of these figures and locations is provided below:

King's Lynn

Site	Area (ha)	Developed (ha)	Available (ha)
Campbell's Meadow	18.8	18.8	0
East Coast Business Park	4.7	4.7	0
Estuary Road	1.6	1.6	0

Site	Area (ha)	Developed (ha)	Available (ha)
Hardwick Narrows Industrial Estate	40.6	40	0.6
Hardwick Industrial Estate	92.2	91.7	0.5
Horsley's Fields	7.1	4.3	2.8
North Lynn Industrial Estate	36.6	36.54	0.06
Palm Paper	50.6	50.6	0
Saddlebow Industrial Estate	17.1	17.1	0
Willows Business Park	17	6.3	10.7
Total	286.3	271.64	14.66

Downham Market

Site	Area (ha)	Developed (ha)	Available (ha)
Bexwell Business Park	9.7	9.0	0.7
Land Adj. Bexwell Business Park	24	0	24
Trafalger Road Industrial Estate	4.7	3.6	1.1
Total	38.4	12.6	25.8

Hunstanton

Site	Area (ha)	Developed (ha)	Available (ha)
Commercial Park	1.1	0.5	0.6
Oasis Way	3.4	2.2	1.2
Total	4.5	2.7	1.8

Rural Areas

Site	Area (ha)	Developed (ha)	Available (ha)
Common Lane, Setchey	20.7	20.7	0
East Winch Hall, East Winch	5.1	5.1	0
Snettisham	0.7	0.7	0
Total	26.5	26.5	0

Borough Wide Total

Site Source	Area (ha)	Developed (ha)	Available (ha)
Allocations	69	1.8	67.2
Others	355.7	313.44	42.26
Total	424.7	315.24	109.46

3.16 The previous five years uptake of employment land was 17.1 ha on the allocated employment land sites. This equates to 3.42 ha per year, based upon this and if the uptake remained constant there would be 19.6 years' worth of employment land supply on the Local Plan Allocations alone. This could potentially be sufficient through to 2036/37. Clearly if the other identified employment sites were factored in there would be an even greater supply, 32 years' worth.

The Nar Ouse Regeneration Area (NORA)

3.17 NORA is a 48.5 ha (120 acre) site to the south of King's Lynn town centre. This is the largest brownfield regeneration project ever handled in West Norfolk, and one of the largest in the East of England.

3.18 It is considered separately from the above employment sites as overall it is mixed use scheme. The site has planning permission for a variety of uses including housing and business. In terms of business development to date there is a Hotel and Public House on the site, as well as the King's Lynn Innovation Centre (KLIC), in total this amounts to 6.8ha. A further 15ha area within NORA has been designated as an Enterprise Zone, and is currently available.

Use Class Type A and DM10 - Retail Development

Output Indicator		16/17 Result
Total amount (completed) retail floor space	A1 (sq.m)	-278
	A2 (sq.m)	-56
	A3 (sq.m)	371
	A4 (sq.m)	0
	A5 (sq.m)	381
	Total	418
Total amount (completed) retail floor space on previously developed land (PDL)	A1 (sq.m)	-350
	A2 (sq.m)	-56
	A3 (sq.m)	371
	A4 (sq.m)	0
	A5 (sq.m)	381
	Total	346
Total amount (completed) retail floor space outside of Town Centres	A1 (sq.m)	-253
	A2 (sq.m)	0
	A3 (sq.m)	315
	A4 (sq.m)	0
	A5 (sq.m)	381
	Total	443

3.19 As an explanation to the use classes: A1 is Shops, A2 is Financial & Professional Services, A3 is Restaurants & Cafes, A4 is Drinking Establishments, and A5 is Hot Food Takeaways.

3.20 Policy DM10 of the Site Allocations and Development Management Policies Plan (SADMP) seeks to support and maintain King's Lynn, Downham Market and Hunstanton as major retail centres. However, similar to last year over 93%, the bulk of development consented took place outside of these town centres.

3.21 The table above illustrates that a significant portion of consented development took place on previously developed land.

Use Class Type B

Core Output Indicator		12/13 Result	13/14 Result	14/15 Result	15/16 Result	16/17 Result	17/18 Result
BD1 - Total amount of additional (completed) employment floor space	B1 (sq. m)	5,021	10,669	2,186	2,678	2,198	1,628
	B2 (sq. m)	2,231	8,820	63,800	2,938	165	1,719
	B8 (sq. m)	5,519	17,958	52,715	14,037	8	699
	Total sq.m	12,771	37,447	118,701	19,653	2,239	4,046
BD2 - To show the amount & type of completed employment (B1, B2, & B8) floor space on previously developed land (PDL).	B1 on PDL sq. m	4,766	536	1,738	1,981	2,198	556
	B2 on PDL sq. m	1,616	8,500	13,021	2,092	165	0
	B8 on PDL sq. m	3,924	17,328	4,483	1,627	8	-93
	Total on PDL sq. m	10,306	25,202	19,242	5,700	2,239	463
	Proportion on PDL	81%	67%	16%	29%	100%	14%

3.22 Please note that Use Class B1 is Business, B2 is General Industry and B8 is Storage and Distribution.

3.23 The figures for B2 & B8 are significantly higher than in previous years, whilst there is a slight reduction in B1. Overall only 14% of development took place on previously developed land which is in stark contrast to the previous year, although this can and does clearly fluctuate

DM11 - Touring and Permanent Holiday Sites

Parish	Planning Ref	Summary of Development
Boughton	17/02306/F	Conversion of outbuilding to allow use of annex as holiday let.
Brancaster	17/00349/F	Use of Holiday accommodation building as an unrestricted C3 dwellinghouse
Burnham Market	17/02362/F	Continued use of caravan site allowing holiday use without limited time period.
Congham	17/00983/CU	Change of use of accommodation ancillary to dwelling to holiday let.
Congham	17/00309/FM	Extensions & alterations to hotel/spa and erection of new buildings and structures for use as additional hotel rooms (use class C1), erection of new buildings and structures for short term holiday accommodation.
Congham	17/02269/F	Extensions & alterations to hotel/spa and erection of new buildings and structures for use as additional hotel rooms (use class C1), erection of new buildings and structures for short term holiday accommodation.
Dersingham	17/01269/F	Demolition of the existing attached single garage of the residence and construction of an attached extension to the house which will be used as a residential annex for close family accommodation, bed and breakfast and temporary holiday-let (retrospective)
Hilgay	17/02350/F	Change of use of land to erect 2no Static Caravans For Holiday Lets and 5no Additional Touring Caravan Pitches
Methwold	15/01728/F	Six additional holiday lodges and managers dwelling
Pentney	15/02068/CU	Change of use of land to accommodate 31 holiday lodges
Pentney	17/02228/FM	Demolition of existing site buildings and construction of 119 holiday lodges
Pott Row	16/02117/F	Construction of 2 holiday log cabins
Pott Row	17/01635/F	Conversion and extension of former agricultural building to form one bedroom holiday let
Snettisham	17/00612/F	Formalisation of use of annex as holiday let
Stoke Ferry	17/02272/F	Conversion of outbuilding to form one bedroom holiday annexe accommodation

Parish	Planning Ref	Summary of Development
Tilney All Saints	17/02037/F	To convert part of the single current house into a self-contained holiday rental house
Wiggenhall St Germans	18/00150/F	Change of use of annexe to the rear of the property to holiday let

3.24 SADMP Policy ‘DM 11 – Touring and Permanent Holiday’ is primarily concerned with development of holiday uses and the intensification of holiday uses in the AONB (Norfolk Coast Area of Outstanding Natural Beauty) and the Coastal Hazard Zone ((DM 18 – Coast Flood Risk Hazard Zone (Hunstanton to Dersingham)).

3.25 Of the developments in the table above, none of these are within the AONB. If there were they would be judged after careful consideration and on balance be determined to be consistent with DM11 (and other polices within the Local Plan) and then could receive planning permission.

3.26 The key consideration in terms of DM11 and the AONB are the submission of a business plan demonstrating how the site will be managed and how it will support tourism. And that the development demonstrates a high standard of design in terms of layout screening, and landscaping ensuring minimal adverse impact on visual amenity and historical and natural environmental qualities of the surrounding landscape.

3.27 Small scale proposals will not normally be permitted within the AONB, unless they can demonstrate that the proposal will not negatively impact on the AONB and its setting. It is important to note that applications for uses that would adversely affect Sites Special Scientific Interest (SSSI) or European Designated Sites will be refused permission.

3.28 No development for Holiday accommodation was granted within the Coastal Hazard Zone. Proposals must be in accordance with national policies on flood risk, not within the Coastal Hazard Zone, or within areas identified as Tidal Defence Breach Hazard Zone in the Borough Council’s Strategic Flood Risk Assessment (SFRA) and the Environment Agency’s mapping.

DM12 – Strategic Road Network

3.29 This policy aims to protect the Strategic Road Network within the Borough, comprising the A10, A17, A47, A134, A148, A149, A1101, A1122, outside of settlements specified within ‘CS Policy CS02 The Settlement Hierarchy’.

3.30 In essence it looks to resist proposals for new development which directly access the Strategic Road Network which are not within defined settlements or are not for those sites allocated by the Local Plan.

3.31 However, new development served by a side road which connects a road forming part of the Strategic Road Network will be permitted provided that any resulting increase in traffic would not have significant adverse effect on the network (please see the full policy for criteria).

3.32 In the monitoring period, much like the previous year, no planning permissions were granted that were not considered consistent with the policy.

DM13 – Railway Trackways

3.33 This policy seeks to protect existing and former trackways and routes by safeguarding them from development which would prejudice their potential future use.

3.34 The following routes are included: Denver to Wissington, King’s Lynn to Hunstanton, part of the former King’s Lynn to Fakenham line from the West Winch Growth Area to the Bawsey/Leziate area.

3.35 The following routes within King’s Lynn are also protected by the policy: Harbour Junction – Saddlebow Road, the east curve, and the docks branch line (except in the port area).

3.36 In the monitoring period, much like last year, no planning permissions were granted for development that would conflict with this policy

DM14 – Development associated with the National Construction College, Bircham Newton and RAF Marham

3.37 DM14 – Development associated with the National Construction College, Bircham Newton and RAF Marham. This policy aims to support the roles that both play as local employers and centres of excellence. This is through the support of proposals for new development which seeks to improve these facilities.

3.38 During the monitoring period there have been no planning applications made on either site. Although it should be noted at RAF Marham significant construction work is underway to accommodate its new fleet of jets. There is also considerable discussion around the future of the CITB and its operation of the site at Bircham Newton.

Other Employment Indicators

Indicator and Description	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Employment Rate Rate of 16-64 population (previously working age)	72.7%	No data	No data	78.2%	78.4%	79.8%
Employment in SOC major group 1-3 % of 16+ population employed as managers and senior officials; professional occupations; associate professional & technical	38.1%	No data	No data	38.6%	31.8%	42.9%
Employment in SOC major group 4-5 % of 16+ population employed as administrative and secretarial;	20.8%	No data	No data	21.9%	22.3%	21.3%

Indicator and Description	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Employment in SOC major group 6-7 % of 16+ population employed as personal service occupations; sales and customer service	16.9%	No data	No data	18.3%	19.9%	17.3%
Employment in SOC major group 8-9 % of 16+ population employed as process and plant machine operatives; elementary occupations	24.7%	No data	No data	21.2%	26.1%	8.4%
Benefit Claimant Rates 12 month average - 16-64 population claiming key out of work benefits	11.3%	No data	No data	11.8%	11.1%	11%
Average Weekly Earnings (workplace) Median weekly earnings by workplace of full-time workers	£465.1	No data	£472.4	No data	£496.70	£527.10
Average Weekly Earnings (residence) Median weekly earnings by residence of full-time workers	£432.8	No data	£468.4	No data	£497.90	£508.90

3.39 Data for these indicators has proved difficult to report in totality in previous years due to unavailability. However, it is possible to draw comparison between the data that is available.

3.40 The employment rate has risen by almost 7% between 2011/12 to 2017/18, whilst the benefit claimant rate has remained almost constant. The employment rate has risen by 1.4% whilst the benefit claimant rate has is very similar, in comparison to the previous year.

3.41 Those employed in group 1-3 has risen significantly, by over 10% since 2016/17. Whilst those employed in group 4-5 has remained similar to the pervious period. There has been almost a 3% decrease in those working groups 6-7 and a significant decrease of around 18% in those employed in group 8 -9.

3.42 Between 2011/2012 and 2017/118 the average workplace weekly earnings have risen by £62. It has risen by £30.40 since the pervious monitoring period. Likewise the residence average weekly earnings has increased by £76.10 since 2011/12 and has risen by £11 since 2016/17.

Conclusion

The Economic figures for 2017 - 2018 are encouraging. The employment level in the Borough has remained broadly the same, at just below 80%. Wages seem to have increased and a greater number appear to be employed in more skilled jobs.

Overall there are significant areas of land available within the Local Plan employment allocations, and existing business areas for future employment development to take place.

No development was granted consent that was considered to be contrary to the various employment policies of the Local Plan.

4 Society

Core Strategy Objectives

- 4.1** All communities are **strong, cohesive and safe**.
- 4.2** Everyone receives **quality services** that meet their needs.
- 4.3** Residents are **active and engaged** in their communities, helping to identify and respond to local needs, with cross boundary working as appropriate.
- 4.4** **Housing** is focused in sustainable towns; in the rural areas local demand is targeted towards sustainable villages.
- 4.5** All people are **active and healthy**

Policies

4.6 Core Strategy Policies (2011)

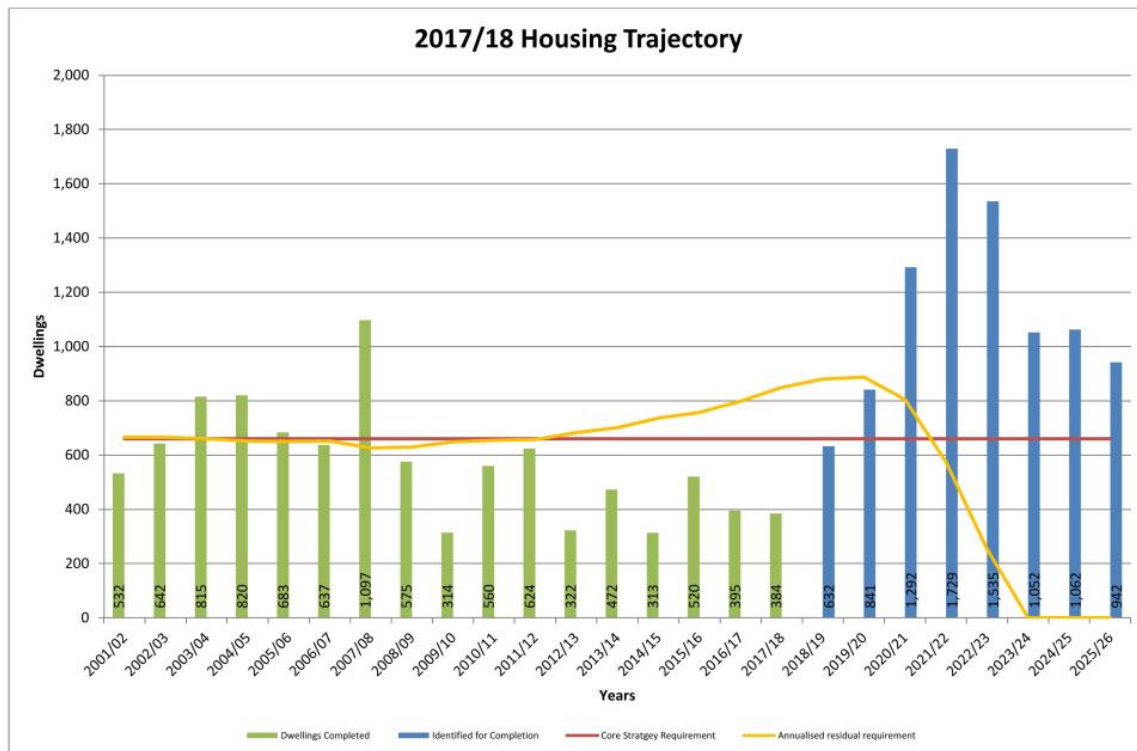
- **Policy - CS02** Settlement Hierarchy
- **Policy - CS03** King's Lynn
- **Policy - CS04** Downham Market
- **Policy - CS05** Hunstanton
- **Policy - CS06** Rural Areas
- **Policy - CS07** Coastal Areas
- **Policy - CS09** Housing
- **Policy - CS12** Environmental Assets
- **Policy - CS13** Community and Culture
- **Policy - CS14** Implementation

4.7 Site Allocations and Development Management Policies (2016)

- **DM1 - Presumption in Favour of Sustainable Development**
- **DM2 - Development Boundaries**
- **DM2A - Early Review of Local Plan**
- **DM3 - Development in the Smaller Villages and Hamlets**
- **DM4 - Houses in Multiple Occupation**
- **DM5 - Enlargement or Replacement of Dwellings in the Countryside**
- **DM6 - Housing Needs of Rural Workers**
- **DM7 - Residential Annexes**
- **DM8 - Delivering Affordable Housing on Phased Development**
- **DM9 - Community Facilities**

Housing

Housing Trajectory



4.8 The 2017/18 trajectory is provided to show progress against the Core Strategy housing target.

4.9 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 (shown in green) and those dwellings identified completion over the remainder of the plan period (shown in blue). In this graph, the annualised residual requirement (indicated via a yellow line) shows the annual average completion rate which should be sustained to the end of the plan period in order to meet the strategic requirement of housing completions set by the Core Strategy of 16,500 dwellings by 2026.

4.10 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 and subsequent recovery period. It also shows that it is expected to fall rapidly in the near future, anticipating the impact of the Site Allocations and Development Management Policies Plan (SADMP) and a recovering economic situation, reaching a residual target of zero by 2023/24 when it is anticipated that whole of the Core Strategy target could be been achieved.

4.11 The trajectory illustrates that the majority of existing outstanding permissions will be developed within the next five years (see the housing trajectory schedule for detail). It anticipates that completions will increase to once again exceed target levels in 2019/20, as a result of further recovery of the economy and availability of substantial new allocations of the Site Allocations and Development Management Policies Plan. A significant proportion, around 80%, of the residential housing allocations contained within the Local Plan have already been granted planning permission, and indeed some have contributed towards completion figures already. It should also be noted that the allocations are all expressed as a minimum figure and that we have already seen a large number of sites come forward in excess of the at least number quoted within the relevant policy.

4.12 Overall the Trajectory shows that there is sufficient capacity to meet the Core Strategy Housing Requirement within the plan period.

4.13 The Housing Trajectory schedule for 2017/18 has been published in full as a separate document (due to size restrictions) and can viewed on the Borough Council's Monitoring Reports web page.

Five Year Housing Land Supply Position

4.14 The Borough Council is able to demonstrate, through the 2017/18 Housing Trajectory, in excess of a five years supply of deliverable housing sites.

4.15 Although the majority events mentioned below took place after the monitoring year, such as the introduction of the revised Framework and associated updated planing guidance, it is important to demonstrate the latest position, if at all possible.

4.16 The National Planning Policy Framework (NPPF) (2018), at paragraph 73, makes it clear that that Local Housing Need (LHN) for the purpose of plan-making and 5 year housing land supply calculations if the Local Plan was adopted over 5 years ago, should be calculated using the standard methodology. This was introduced by the revised framework, and is set out within the Planning Practice Guidance (PPG) (2018) Housing need assessment chapter (Paragraph: 004 Reference ID: 2a-004-20180913). This is further reaffirmed by the PPG in the Housing and economic land availability assessment chapter (030 Reference ID: 3-030-20180913) which states that the starting point for calculating 5 year land supply will be the LHN using the standard method.

4.17 Following the standard method, the current LHN figure for the Borough of King's Lynn and West Norfolk is 470 dwellings per year. Note this uses the latest published data as advocated by the standard methodology. This comprises the 2016 – Based Household Projections in England (September 2018) and the 2017 Median Work Based Affordability Ratio (April 2018) both published by the Office for National Statistics (ONS).

4.18 It should however be noted that the Government commenced a 'Technical consultation on updates to national planning policy and guidance' (26 October – 7 December). This contains a proposed revised approach to the standard method for calculating LHN. It advocates the use of the 2014 – Based Household Projections as opposed to the latest published set, the 2016 – Based Household Projections. It also states that 2019 should be the start date for calculation. When these two elements are factored in the LHN for the Borough is 555 dwellings per year.

4.19 The relevant five year period is 2017/18 to 2022/2023 (financial years). The Sedgefield method has been used for the purpose of the calculation, this is consistent with the PPG (2018) (Paragraph: 044 Reference ID: 3-044-20180913).

4.20 The following table is an appreciation of the various sources of housing supply taken from the 2017/18 housing trajectory. Note that a 10% lapse rate has been applied to planning permissions, this recognises that some permissions may either lapse or not complete within the five year time period, as currently envisaged. Such a rate has not been applied to the Local Plan allocations adopted in September 2016 as part of the Site Allocations and Development Management Policies Plan (SADMP). This is because all of the allocations are expressed as 'at least x' number of dwellings. The consequence of this has seen SADMP allocations come forward with planning proposals, and gain permission, for much higher numbers than the minimum stated by the relevant policy.

4.21 An allowance for future windfall is made within the calculation. This is based upon windfall completions since the start of the plan period, 2001/2002. For the purpose of this 5 year land supply calculation a 25% reduction has been applied to recognise that land is a finite resource. As well as this the windfall allowance has only be factored in to the final two years of the five year calculation, allowing a three period for such developments to come forward. This approach is in accordance with the NPPF (2018) paragraph 70.

Housing Supply Source	Dwellings
Extant consents on unallocated sites (10+)	1,259
Extant unallocated sites (5-9) units	261
Extant consents for small sites (1-4 units)	975
Sub Total	2,495
10% Lapse Rate	2,246
SADMP 2016 Allocations	3,076
Windfall - large sites 10+ (139 p.a. years 4 & 5 only)	266
Windfall - small sites (99 p.a. years 4 and 5 only)	192
Total Identified Supply	5,780

4.22 The table above concludes that the identified supply is 5,780 dwellings for the 5 year period, from 2017/18 to 2022/2023.

4.23 The NPPF at paragraph 73 states that the level of the buffer to be applied is determined by the Housing Delivery Test (HDT) result. This due to be published by Government in November 2018. However, an indicative calculation is provided below, this is purely provided for the purpose of this 5 year housing land supply calculation and should not be relied upon for other purposes. This indicative calculation illustrates that HDT result will be above the 85% mark and therefore in accordance with the NPPF the buffer to be applied is 5% (to ensure choice and competition). We are not currently seeking to confirm this at a local plan examination or as part of an annual statement post a LHN plan being adopted. Accordingly a 10% buffer is not applicable and as the Housing Delivery Test result is above 85% a 20% Buffer is not applicable.

Buffer & Housing Delivery Test (HDT)

4.24 NPPF (paragraph 73) states that the level of the buffer is determined by the Housing Delivery Test result.

4.25 An Indicative Housing Delivery Test Calculation is provided below, this is based upon the method as set out in the revised NPPF and associated Rule Book, and should only be used for the purpose below. The actual result is due to be published by Government towards the end of November 2018.

4.26 Housing Delivery Test (%) = Total net homes delivered over three years period / Total number of homes required over three year period

4.27 Net homes delivered taken from National Statistic published by MHCLG, and completions for last financial year:

Year	Completions
2015/16	505
2016/17	395
2017/18	384
Total	1,284

Number of homes required

As per the Housing Delivery Test Measurement Rule Book

Financial year of three year rolling Housing Delivery test period	Version of the household projections	Annual average taken of years (Table 406)	Year 1	Year 10	Growth	Annual Average
2015/16	2012-based household projections	2015-2025	64,893	69,883	4,990	499
2016/17	2012-based household projections	2016-2026	65,395	70,396	5,001	500
2017/18	2014-based household projections	2017-2027	65,486	69,968	4,482	448
Total		1,447				

4.28 Housing Delivery Test (%) = Total net homes delivered over three years period / Total number of homes required over three year period

4.29 $1,284 / 1,447 \times 100 = 89\%$

Final Calculations

4.30 Taking into account all of the elements discussed above, the 5 year housing land supply calculation is provided in the two tables below for a LHN figure of 470 as per current national planning policy and guidance. It is also provided as per the current consultation which seeks to amend this, following this method the LHN figure would be 555.

LHN x 5 (Years) 470 x 5	2,350
LHN x 5 (Years) + Backlog (0) 2,350 + 0	2,350
LHN x 5 (Years) + Backlog + 5% (NPPF Buffer) 2, 511+ 5%	2,468
Identified Supply / LHN x 5 + Backlog + 5% Buffer 5,780 / 2,468	2.34
Above x 5 (Years)	11.70

LHN x 5 (Years) 555 x 5	2,775
LHN x 5 (Years) + Backlog (0) 2,775 + 0	2,775
LHN x 5 (Years) + Backlog + 5% (NPPF Buffer) 2, 775 + 5%	2,914
Identified Supply / LHN x 5 + Backlog + 5% Buffer 5,780 / 2,914	1.98
Above x 5 (Years)	9.9

4.31 Therefore following the standard method for calculating Local Housing Need (LHN) as per current policy or on that being consulted the Borough Council of King's Lynn and West Norfolk is able to demonstrate a 5 year housing land supply position significantly higher than 5 years' worth. With the calculated result being 11.7 years' worth of supply against current policy and 9.9 years' worth of supply against the consultation approach to LHN calculation .

Local Plan Residential Site Allocation Progress

Permission Route	Number of Sites	Number of Dwellings
Full	21	712
Granted	16	593
Pending	5	119
Full & Outline	1	27
Granted	1	27
Outline	31	4,156
Granted	28	1,321
Pending	3	2,835
Outline & Full	2	37
Granted	2	37
Outline & Reserved Matters	16	338
Granted	16	338
Pre-app	1	5
LTA	1	5
No Planning Application	20	1,713
No Application	20	1,713
Grand Total	92	6,988

4.32 The above table illustrated the planning progress of the Local Plan Allocations. These are contained within the Site Allocations and Development Management Policies Plan (SADMP) (adopted September 2016).

4.33 Overall the SADMP allocates 92 residential housing sites for at least 6,294 dwellings. The above table shows the number of sites and the dwelling numbers which have planning permission, what type of planning permission and those proposals currently pending a decision. As well as those which have yet to formally come forward with a proposal.

4.34 72 of the allocations have come forward so far with a planning proposal this equates to almost 80% of the allocations.

4.35 If the applications currently pending a decision were granted the total number of dwellings provided would be 6,904. Please note that 20 sites are still to come forward so the minimum dwelling number has been used, so the final figure could well be higher. So far this means that the allocations could provide a further 694 dwellings than the minimum number stated in the relevant policy.

4.36 It is encouraging to see that a significant proportion of the sites which are allocated by the SADMP, which was adopted in September of 2016, have already come forward with planning proposals. These include the strategic allocations at Marsh Lane (E1.4) and Lynn Sport (E1.7) both at King's Lynn, Hall Lane – South Wootton (E3.1), Knights Hill (E4.1), Part of the West Winch & North Runcton Growth (E2.1) Area, both sites at Downham Market (F1.3 & F1.4), and all 4 sites at Hunstanton (F2.2, F2.3, F2.4 & F2.5).

4.37 The table below shows the completions from allocations:

Year	Completions
15/16	20
16/17	34
17/18	57
Total	111

4.38 Further and more detailed information on the allocations can be found within the Housing Trajectory Schedule, which as mentioned previously is published separately.

Number of Dwellings Completed on PDL

4.39 The Borough Council recognises the importance of making the best use of available sites across the borough. However, there is a need to balance development of greenfield sites with previously developed (PDL) also referred to as brownfield land.

4.40 Of the 384 dwellings which completed in the 2017/18 financial year, 162 of these were on previously developed land. This represents 42% of all completions.

Indicator	11/12	12/13 to 14/15	15/16	16/17	17/18
Number of dwellings completed on PDL	58%	data not available	71%	50%	42%

Affordable Housing Delivery

Indicator	13/14 Result	14/15 Result	15/16 Result	16/17 Result	17/18 Result
Affordable Housing Delivery	29 net (of which 27 were new build)	73 net (of which 60 new build)	71 net (of which 67 new build)	28 net (all new build)	25 (all new build)

4.41 In 2017/18 25 affordable units were provided all of which were new build.

4.42 Policy DM8 - Delivering affordable housing on phased development and Policy CS09 - Housing relate to affordable housing provision. The table below shows a breakdown of the 25 units built in 2017/18 by settlement.

Settlement	Dwelling No.
King's Lynn	8
North Wootton	5
Snettisham	3
Stoke Ferry	1
Terrington St Clement	5
West Winch	3

Housing Register

Indicator	Description	2013/14	2014/15	2015/16	2016/17	2017/18
RSL Stock	Total Registered Social Landlord Stock	9556	9613	9660	9663	9658

4.43 The total registered landlord stock position for 2017/18 is 9,658

Gypsy & Traveller Pitches

Core Output Indicator	13/14 Result	14/15 Result	15/16 Result	16/17 Result	17/18 Result
Number of Additional Gypsy & Traveller Pitches	3	1	0	0	8

Custom and Self-Build Housing

4.44 The Government has an ambition for 300,000 homes per year to be built in England every year by the mid 2020's. For this to be realised the approach must be wide ranging. Part of this is the recognition that certain sectors of house building could contribute more to delivery, given the right attention. One such sector which has been identified is Custom and Self-Build housing.

4.45 Self-Build and Custom housebuilding is defined as individuals or an association of individuals who either build or commission the build of their home. It can take a number of forms. The most common include: a contractor built one-off home, self-built one-off home, kit or package home and developer built one-off home.

4.46 The Self-build and Custom Housebuilding Act 2015 and the Housing and Planning Act 2016 placed a duty on local authorities to keep a register of those seeking to acquire plots of land for self and custom build housing. The local authority must 'have regard' to their register during plan making and in the determination of planning applications. This is to ensure that enough permissions are granted to meet the need.

4.47 132 individuals are on the borough council register (No groups have registered). This can be split into the following:

Base Period	Applicants
1: 01 April 2016 to 30 Oct 2016	44

Base Period	Applicants
2: 31 Oct 2016 to 30 Oct 2017	48
3: 31 Oct 2017 onwards	40
Total	132

4.48 The table below shows how many residential planning permissions have been granted for serviced plots that could be used for Custom and Self-Build:

Period	Permissions
2016/17	266
2017/18	213
Total	479

4.49 For further information and data on the register please follow the link below:

4.50 https://www.west-norfolk.gov.uk/homepage/279/custom_build_register_data

Custom and Self-Build Task Group

4.51 As a response to the challenge the Borough Council in 2016 established a Task Group. The purpose of which is to explore policy options, aid delivery, direct delivery on borough council owned sites, encourage diversity in design and to create further opportunities in informing and assisting people meet their ambitions.

4.52 The overall ambition of the Task Group is to create an Action Plan which encapsulates all of this. The purpose of the action plan is to set out the Borough Council's own responsibilities and wider ambitions in respect to self-build and custom house building. It is currently anticipated that the Action Plan will be endorsed during the next monitoring year.

Average House Prices

Average House Prices	2014-15	2015-16	2016-17	2017-18
Mean house prices at the end of Q4	£169,926	£182,599	£201,199	£208,295

4.53 The average house price within the Borough has risen by £7,096 since the previous year.

DM Community Policies (Inc. Housing)

Policy DM2 – Development Boundaries

4.54 Policy DM2 seeks to direct new growth for higher order settlements within development boundaries, as defined by CS09 The Settlement Hierarchy and SADMP. The policy does outline exceptions to this, which are consistent with other policies within the Local Plan.

4.55 The table below shows the number of dwellings and their settlement location which completed within the monitoring period.

4.56 Some of the completions relate to proposals which at the time of decision were considered to be consistent with the policies within the Local Plan such rural worker' housing (see DM6) and DM5 – Enlargement or replacement of Dwellings in the Countryside. Given the rural nature of the borough and the size of some of the settlements it is not a surprise that there is a degree of development which takes place outside of the defined development boundaries.

4.57 Some of the completions however were granted at a period when the Borough Council had difficulty in demonstrating a five year housing land supply position (between July 2015 and April 2016). In this period those policies within the Local Plan relating to housing supply broadly carried limited weight and proposals were judged against the National Planning Policy Framework (NPPF).

Settlement	Dwelling No.
Clenchwarton	4
Denver	1
Docking	2
East Rudham	1
Emneth	2
Great Massingham	1
Heacham	1
Hockwold cum Wilton	2
Marshland St. James	4
Methwold	4
Outwell	7
Runcton Holme	1
Shouldham	1
Stoke Ferry	8
Terrington St. John	5

Settlement	Dwelling No.
Upwell	6
Walpole St. Andrew	1
Walpole St. Peter	1
Walpole Cross Keys	2
Walpole Highway	1
West Walton	2
Wimbotsham	1
Total	58

4.58 The table above shows that 58 dwellings completed during 2017/18 which were situated outside of development boundaries. 384 dwellings completed in total during 2017/18, so these 58 dwellings represent approx. 15% of completions for the year.

4.59 The table below provides a comparison between the current and previous year.

Year	2016/17	2017/18
Completions	41	58
% of all Completions	10	15

Policy DM3 – Development in Smaller Villages and Hamlets

4.60 This policy is for lower tier settlements identified within the settlement hierarchy (CS09). These places do not have development boundaries. The policy allows for a modest amount of growth to take place in these designated smaller rural settlements.

4.61 The table below illustrates the number of completions during the monitoring period and indicates at which settlement these were located.

Settlement	Dwelling No.
Barroway Drove	1
Blackborough End	4
Congham	3
Crimplesham	2
Lakes End	1
Methwold Hythe	4
North Runcton	2
Pentney	3
South Creake	2
Stanhoe	1
West Rudham	3
Whittington	9
Wretton	2
Total	37

4.62 In total during 2017/18 37 dwellings completed at Smaller Villages and Hamlets. 8 of the 9 dwellings at Whittington were on the same site.

4.63 384 dwellings completed in 2017/18, so these 37 dwellings represent approx. 10% of completions for the year.

4.64 The table below provides a comparison between the current and previous year. Whilst it is perhaps too early to tell as there is only two years' worth of data available since the adoption of the policy, and the policy was only adopted mid-way (end of September) through the first year, it can be said that the policy is allowing homes to come forward at the Smaller Village and Hamlets as the policy intended.

Year	2016/17	2017/18
Completions	22	37
% of all Completions	5	10

Policy DM4 – Houses in Multiple Occupation

4.65 This policy sets out the criteria for the conversion of existing and new developments which create a HMO. The policy is monitored to assess the number of consents and locations.

4.66 During the monitoring period there were no planning permissions granted in relation to the creation of a HMO. In the previous year there was only one planning permission granted in relation to a HMO, this was in King's Lynn and related to an existing HMO which contained 6 bedrooms, the permission allows for the HMO to contain 8 bedrooms.

Policy DM5 – Enlargement or Replacement of Dwellings in the Countryside

4.67 Policy DM5 sets out the criteria for which this type of development will be acceptable. The purpose of monitoring the number of references made in planning consents is to assess any notable changes in the numbers of such development.

Year	2016/17	2017/18
Enlargement	9	2
Replacement	5	4

4.68 The above table shows that 6 permissions have been granted which relate directly to this policy. This can be broken down into 2 permissions for the enlargement of dwellings in the countryside and 4 permissions for replacement dwellings in the countryside.

Policy DM6 – Housing needs of rural workers

4.69 This policy is monitored in order to assess the location of any new planning consents for agricultural occupancy dwellings, and for the removal / relaxation of agricultural occupancy conditions. During the monitoring period there were 5 new planning consents and 0 consents for the removal of agricultural occupancy restriction.

4.70 In the previous monitoring period 7 consents were granted and there were all in the south of the Borough. The 5 consents given during this monitoring period were also within the south.

4.71 New Planning Consents:

Settlement	Dwelling No.
Barton Bendish	1
Hockwold cum Wilton	1

Settlement	Dwelling No.
Marshland St. James	1
Methwold Hythe	1
Walton Highway	1
Total	5

Policy DM7 – Residential Annexes

4.72 Monitoring of this policy is carried out to assess the number of annexes granted planning permission and over time to review any notable patterns or changes.

4.73 The table below illustrates the number of residential annexes granted planning permission. Last year 13 permissions were granted and this year 4 permissions were granted.

Year	2016/17	2017/18
Annex No.	13	4

Policy DM9 – Community Facilities

4.74 Policy DM9 outlines that the Borough Council will encourage the retention of existing community facilities and the provision of new ones. Here we are looking to monitor how many consents have been given, for what type of community facility and where.

4.75 The policy's definition of a community facility is broad ranging, the reporting attempts to categorise the types of development in a similar manner to the policy. The retention of a facility is judged by a positive changes to the facility which assist in the facility being sustained, this could be through alteration, an extensions or an improvement.

4.76 The table below illustrates the planning permission granted that would aid the retention of community facilities. In total there were 3 consents.

Retention through alteration / extension / improvement	Location	No.
Church Hall / Village Hall / Community Centre	Downham Market	1
School	Pott Row	1
Health Centre	Salters Lode	1
Total		3

4.77 The table below demonstrates the new community facilities consented, by type and location. In total 1 new facility could be created.

New Facilities	Location	No.
Shop	West Walton	1
Total		1

Conclusion

During the review period 384 new dwellings completed, 42% of these were on previously developed land.

The Borough Council is able to demonstrate a positive five year housing land supply position.

Overall the Borough Council's Housing Trajectory suggest sufficient capacity to meet the Local Plan requirement by 2026.

5 Environment

Core Strategy Objectives

5.1 West Norfolk has undergone regeneration and growth that is well planned and complements its high **historical and natural inheritance**.

5.2 Communities benefit from **quality public spaces** and parks with access to the coast and countryside that make the area special.

5.3 West Norfolk is meeting the challenges of **climate change** and reducing mitigating carbon emissions.

5.4 **Public transport** has improved and people are less reliant on the motor car to access places and services.

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

Policies

5.6 Core Strategy Policies (2011)

- **Policy - CS02** Settlement Hierarchy
- **Policy - CS03** King's Lynn
- **Policy - CS04** Downham Market
- **Policy - CS05** Hunstanton
- **Policy - CS06** Rural Areas
- **Policy - CS07** Coastal Areas
- **Policy - CS08** Sustainable Development
- **Policy - CS09** Housing
- **Policy - CS11** Transportation
- **Policy - CS12** Environmental Assets
- **Policy - CS13** Community and Culture
- **Policy - CS14** Implementation

5.7 Site Allocations & Development Management Policies (2016)

- **DM15** - Environment, Design and Amenity
- **DM16** - Provision of Recreational Open Space for Residential Developments
- **DM17** - Parking Provision in New Development
- **DM18** - Coastal Flood Risk Hazard Zone (Hunstanton to Dersingham)
- **DM19** - Green Infrastructure/Habitats Monitoring and Mitigation
- **DM20** - Renewable Energy
- **DM21** - Sites in Areas of Flood Risk
- **DM22** - Protection of Local Open Space

Air Quality

Air Quality

5.8 Air quality in West Norfolk has remained very good with the exception of the two urban areas where, in common with many areas within the UK, the monitoring has continued to identify high levels of nitrogen dioxide (NO₂) due to road traffic. This has meant that the two Air Quality Management Areas remain in place: one in central King's Lynn and one in Gaywood.

5.9 The Environment Act 1995 introduced the Local Air Quality Management System. This requires Local Authorities to undertake regular review and assessment of air quality, with respect to the standards and objectives set out in the Air Quality Strategy. In areas where an Air Quality Objective is predicted not to be met the required objective, local authorities are required to declare Air Quality Management Areas and devise and implement Action Plans to improve air quality.

5.10 The Borough Council has been required to declare two Air Quality Management Areas (AQMAs). The extent of both AQMAs is considered to remain appropriate and the boundaries do not require amendment at present though results show a general downward trend.

5.11 The King's Lynn Town Centre AQMA, where there are levels of nitrogen dioxide (NO₂) exceed the annual mean objective, includes all of Railway Road, London Road, Blackfriars Road, St James Road and part of Austin Street. The Borough's second AQMA, also in respect of NO₂ levels, is the Gaywood Clock area. The Council is required to prepare and implement an Air Quality Action Plan where the Government's Air Quality Objectives are not achieved. Measures to improve air quality within both the AQMAs have been identified and these have been incorporated into an Air Quality Action Plan (AQAP) that was adopted by the Borough Council in March 2015.

5.12 Monitoring in 2017 showed that there was only one location where the NO₂ annual mean objective was exceeded. This was at diffusion tube location Railway Road 2 which had an NO₂ annual mean of 46ug/m³. When compared to 2016 values, overall NO₂ concentrations have remained relatively constant within the Town Centre AQMA in 2017 with twelve sites increasing in concentration, twelve sites decreasing and three sites reporting the same concentration in both 2016 and 2017.

5.13 The Gaywood Clock area did not exceed the annual mean level of 40ug/m³ but the Wootton Road 2 location showed an annual mean level of 39ug/m³. When compared to 2016 values, there has been a decrease in overall NO₂ concentrations with Gaywood Clock AQMA. Five sites have decreased in concentration and two sites have increased in concentration between 2016 and 2017.

5.14 PM₁₀ is monitored by a TEOM, and indicitvly by four Osiris dust monitors at five different sites within the borough. There were no exceedances of the annual mean objective at any of the monitoring sites, nor was the PM₁₀ 24-hour mean objective (50µg/m³not to be exceeded more than 35 times a year) exceeded

5.15 The Borough Council will be working with Norfolk County Council to examine ways to improve air quality within both AQMA's. The Borough Council will also continue to assess planning applications in or adjacent to the existing AQMA's which may have a negative impact on the air quality and either attach conditions to planning consents or require mitigation measures from developers as part of the development process.

5.16 West Norfolk accounts for 23% of the total CO2 emissions of Norfolk County. (For comparison, West Norfolk has only 17% of the population of Norfolk, but 26.5% of the land area.). The presence and amount of peat contributes to the proportion of CO2 emissions, and would account for such a high figure.

5.17 Industrial and commercial emissions in West Norfolk represent 18% of Norfolk CO2 emissions from that sector, and the proportions for domestic emissions are likewise. However, King's Lynn and West Norfolk Borough accounts for 22% of the road transport emissions in the County.

5.18 The Local Transport Plan, an Air Quality Action Plan and the Borough Council's Environmental Statement will be the mechanisms for improving air quality where transport has been identified as the main cause of the problem. The strategic planning of development in the Local Plan (residential, employment, retail etc) and the development control process will also have an important role in limiting carbon dioxide emissions in the Borough.

Conclusion

Air quality in West Norfolk has remained generally very good with the exception of the two urban areas where, in common with many areas within the UK, the monitoring has continued to identify high levels of nitrogen dioxide (NO2) due to road traffic.

Flooding and Water Quality

Core Output Indicator	14/15 Result	15/16 Result	Total 14/16	Total 16/17	Total 17/18
E1 - To show numbers of developments granted permission contrary to the advice of the Environment Agency (i.e. which are located where (i) they would be at risk of flooding or increase the risk of flooding elsewhere, or (ii) adversely affect water quality)	0	2	2	2	0

5.19 During the Monitoring Year (1 April 2017 to 31 March 2018) no applications were granted planning permission contrary to the Environment Agency's advice.

Flood Risk

5.20 Large parts of the Borough are at serious risk of flooding from fluvial and marine sources. Policy guidance regarding flooding is now contained within the National Planning Policy Framework and the associated National Planning Policy Guidance. The aim is to reduce the human and economic risks of flooding and the public costs of building and maintaining flood defences.

5.21 In determining planning applications which have a flood risk issue, the Borough Council has to assess the level and types of flood risk; whether the flood risk can be made acceptable through mitigation measures, and whether the development has wider implications such as regenerating existing developed sites. In all cases where flood risk is an issue, the main consideration is whether the development will provide an adequate level of safety.

5.22 The Council's Strategic Flood Risk Assessment (SFRA), together with the Environment Agency's tidal river hazard mapping and other data, broadly indicates the areas at risk of both fluvial and tidal flooding, and the level of that risk. This information will inform the approach to flooding issues in the Local Plan. In April 2017 a consortium of Norfolk local planning authorities, including the Borough Council, commissioned JBA Consultants to produce new Level 1 SFRA's for each authority. In February 2018 the Council also commissioned a Level 2 SFRA from JBA. This work is currently anticipated to be completed and the SFRA Level 1 & Level 2 adopted by the end of 2018.

5.23 The King's Lynn and West Norfolk Surface Water Management Plan was completed in 2012 and it concentrated on the surface run off in urban areas. The Plan highlighted further areas of study into the combined flood risk of surface run off and small rivers that are required before it can be published. These further studies were completed and the plan was published in 2014.

5.24 The Environment Agency is a statutory consultee on planning applications involving flood risk. The Agency provides expert advice to the Council on flood risk issues, but it is up to the Borough Council to weigh this advice against wider considerations and national policy in making decisions on planning applications and the Local Plan.

5.25 From April 2015 Norfolk County Council is the Lead Local Flood Authority (LLFA) and are a statutory consultee on major planning applications with regard to surface water drainage, this includes the usage of sustainable drainage systems (SuDs) for the management of surface water.

Water Resources and quality

5.26 The rivers of West Norfolk are a significant local geographic feature. The town of King's Lynn is at a strategic location at the mouth of the River Great Ouse, with the ability to reach far inland using linked waterway systems.

5.27 Threats to underground water reserves are becoming an increasing problem. Large areas of the Borough rely on underground water that is already over-extracted. Studies predict a further 20-40 per cent decline in recharge to the UK's aquifers over the next 20 years.

5.28 At the same time demand for water for crop irrigation in the UK is likely to rise by a third (International Association of Hydrogeologists, 2005). This has wider implications for water supply in connection with housing, agriculture, horticulture and industry.

5.29 A consequence of the nature of our rivers is that background water quality appears worse than in fast-flowing streams. The local plan process will need to address issues of potential water shortages in the future and maintaining adequate water supply and quality. The Borough Council commissioned a Water Cycle Study to support both this processes. Stage 1 commenced in November 2008 and was completed in June 2009; Stage 2 was completed in October 2011.

5.30 The Water Cycle Study:

- Provides the evidence base to support the development of the Local Plan
- Determines the fundamental environmental constraints to development in the Borough
- Determines the capacity of existing water infrastructure and what needs to be built or provided to facilitate development (potential timing, cost and sustainability constraints)
- Identifies if/where there is capacity for new development (the best place to build in terms of the water cycle)

5.31 The Water Cycle Study examined these key issues:

- Water supply
- Capacity of rivers to receive wastewater
- Flood risk.

Historic Environment

Conservation of the Built Environment

5.32 The importance of the built heritage of West Norfolk can be measured by the number of Conservation Areas and Heritage Assets such as Listed Buildings and Scheduled Ancient Monuments.

Historic Environment of West Norfolk					
	1998 Situation	2014 Situation	2016 Situation	2017 Situation	2018 Situation
Conservation Areas	42	44	44	43	43
Listed Buildings	1800	1927 (approximately)	1927 (approximately)	1933	1993
Ancient Monuments	88	129	129	129	129
Historic Parks and Gardens	5	6	6	6	6
Ancient Woodlands	23	23	23	23	23

5.33 A survey of Conservation Areas has been conducted through the production of Conservation Area Character Statements for the Borough, which identifies the priorities for enhancement schemes and improvements to Conservation Areas.

Buildings at Risk

5.34 There are almost 2000 structures in the Borough which are listed as being of special architectural or historic interest. The Borough Council has a statutory obligation to preserve these structures and whilst the majority are in good order, there are some which are not.

5.35 The Borough Council does not compile a specific Listed Buildings at Risk Register. However the Council does maintain a list of land and buildings within the borough which are identified as being "At Risk" due to being derelict, long term vacant, or in poor condition. The list includes listed buildings, buildings which are not listed but are deemed to be undesignated heritage assets and rundown modern buildings/vacant land within conservation areas. The Derelict Land and Buildings Group, which is composed of officers from conservation, planning, property services, regeneration, enforcement, environmental health, housing and council tax, meets regularly to pool their collective knowledge on each property to prioritise a Top 10 which are considered to be the most in need of resolution. The Group also holds and reviews information on a 'Residential Watch List', a 'Commercial Watch List' and a list of 'Stalled Sites'.

5.36 The whole group then works towards a satisfactory outcome which varies depending on the type of property in question. This approach helps highlight the many issues in dealing with designated and undesignated heritage assets deemed to be at risk and increases awareness of the range of legislation which may be brought into use. In some instances the group can also focus on buildings

which are beginning to decline before the situation becomes critical. There are currently one Grade II* and three Grade II listed buildings on the Group's lists with 2 of those being in the top 10. There are a further 6 undesignated heritage assets, and 15 properties in 3 conservation areas.

5.37 The Borough Council also feeds into the Save Britain's Heritage publication which highlights heritage assets in need of substantial repair/refurbishment nationally.

5.38 The Conservation Section offers advice to owners on the work needed to secure the restoration of these buildings and helps to find alternative uses and, as a last resort, takes appropriate legal action to secure proper repair.

5.39 Effectiveness can be measured by the number of buildings restored and thereby preserved and by the identification of further buildings at risk.

Conservation Areas Character Appraisals

5.40 There are 43 designated Conservation Areas in the Borough with King's Lynn being broken down into 5 distinctly different character areas. In accordance with National guidance and best practice, the Borough Council has produced character statements for 41 of the 43 Conservation Areas. Two remain outstanding, but one of them lies mostly within Breckland District.

Monitoring/Action

5.41 Continue to monitor all development in and affecting Conservation Areas. The Character Statements include reference to buildings of local interest which make a positive contribution to character. The merits of a policy relating to these buildings should be debated as part of the Local Development Framework.

5.42 Overall there is significant pressure on the Borough Council to safeguard the historic environment but buildings at risk still represent a small proportion of the overall stock of listed buildings. A significant number of Conservation Area Character Appraisals have been completed.

5.43 Part of the St Margaret's Conservation Area within King's Lynn currently benefits from a THI Scheme designed to promote regeneration through repair and restoration of its listed buildings. The scheme also includes an element of public realm funding and promotes 'hands on' training and local awareness. Grants have already been offered to 18 buildings with works totalling approximately £2,500,000. The scheme has 1 more year to run.

Biodiversity

The Borough Council's Key Role in Protecting Biodiversity

5.44 The Borough Council, like all public authorities, has a statutory duty to consider how to protect Biodiversity.

5.45 Development and land use changes may result in pressure on the area's Biodiversity, the loss of which runs contrary to the aims and objectives of sustainable development. Therefore the planning and development process has a fundamental role to play in removing or at least controlling some of the pressure. Failure to address biodiversity issues may cause a planning application to be refused.

5.46 The Borough Council is represented on the Norfolk Coast Partnership, the Norfolk Biodiversity Partnership, The Brecks Partnership, The Wash Estuary Group and The Wash Special Area of Conservation Group. The Norfolk Wildlife Trust receives an annual grant from the Council to manage and enhance Roydon Common, an international site of importance for its nature conservation value.

5.47 The Core Strategy adopted July 2011 contains a policy (CS12) relating to Biodiversity and Geodiversity. The Council's Green Infrastructure (GI) Strategy, which highlights areas in the Borough which will benefit from habitat enhancement and creation, contains recommendations which will be implemented in line with the Core Strategy.

5.48 Under Article 6(3) of the Habitats Directive, local authorities have a duty to ensure that Local Plans have no adverse effect on European nature conservation sites (these include Special Protection Areas (SPAs) and Special Areas of Conservation (SACs) along with Ramsars and are collectively known as Natura 2000 sites). The Habitats Regulation Assessment (HRA) for the Site Allocations and Development Management Policies Plan (SADMP) concluded that the policies relating to the scale and location of growth had the potential to have a likely significant effect on European sites. Without avoidance and mitigation measures being put in place, there was a potential for there to be adverse effects on the integrity of SACs and SPAs/Ramsar sites. This would be as a result of increased recreational pressures and to a lesser extent, urban development effects (such as vandalism).

5.49 Therefore a Monitoring and Mitigation Strategy was prepared as the potential for adverse impacts on SACs and SPAs/Ramsar sites could not be ruled out.

5.50 The Natura 2000 Sites Monitoring and Mitigation Strategy was adopted in September 2015 setting out how the Council will address these issues.

5.51 A HRA Monitoring and Mitigation and GI Coordination Panel was also established in September 2015 bringing together key stakeholders to assist the Council in monitoring and mitigation on the European sites and also planning wider GI projects. The Panel meets quarterly.

5.52 A Habitat Monitoring and Mitigation Payment (HMMP) from all residential developments was introduced from 1 April 2016 at a rate of £50 per house.

Changes in priority habitats and species (by type)

5.53 Priority habitats and species which are deemed to be of high importance are incorporated into Habitat and Species Action Plans for Norfolk. Each species and habitat has its own management plan which is designed to set objectives and targets so that the specific habitats are managed, enhanced, protected and conserved to meet Norfolk's Biodiversity Action Plan's aims. These plans can be viewed on the Norfolk Biodiversity Partnership website: www.norfolkbiodiversity.org

Regional/sub-regional

5.54 The Norfolk Biodiversity Action Plan (BAP) was developed in 1999 to translate national objectives, set by Government in response to commitments made at the 1992 Rio 'Earth' Summit, into local action. It contains clear targets and actions that specify what needs to be done, by whom, and when, to conserve Norfolk's most rare and endangered animals, plants and habitats. The Biodiversity Partnership works together to ensure that these targets are being met. The BAPs, are overseen by the Biodiversity Coordinator for Norfolk and are divided into two groups, Habitat Action Plans (HAPs) and Species Action Plans (SAPs). In Norfolk there are 22 HAPs and 56 SAPs which focus on identified habitats and species most at risk. The Norfolk Biodiversity Partnership has prepared Biodiversity Supplementary Planning Guidance, which the Council takes into account in considering planning applications.

Renewable Energy

Renewable Energy

5.55 CS08 Sustainable Development outlines that the generation of energy from renewable sources will be supported and encouraged. DM20 – Renewable Energy defines the criteria against which applications for renewable energy will be considered. Where appropriate the aim of the policy is to support renewable energy schemes.

5.56 The table below shows that new capacity permitted during 2011/17/18 from wind turbines is 0 MW. There was an application permitted to reduce the height of a wind turbine and replace the blades, but this did not result in an increase in capacity.

5.57 The new capacity generated from consents from solar panels was 0 MW. There were of a small number of applications permitted for alterations to dwellings in the form of extensions and conversions which included the possible inclusion of solar panels on the roof but their contribution would be minimal and such details are not included.

5.58 It is worth noting that renewable energy in the form of micro-generation can fall under permitted development rights and therefore the capacity generated overall is likely to be higher than which has received consent.

Renewable Energy - New Capacity permitted during 2016/17		
Type	Capacity MW	Relative Contribution
Wind Turbines	0	n/a
Solar panels	0	n/a
Total	0	n/a

DM Environment Policies

5.59 DM16 – Provision of Recreational Open Space for Residential Developments

5.60 Policy DM16 sets out the levels of open space to be delivered as part of a residential housing scheme. Please note what follows is a summary of the policy, in using this policy the full policy should be referred to within the SADMP (page 55). Schemes of 20 units or greater will provide 2.4 hectares of open space per 1,000 population, comprising approximately:

- 70% for either amenity, outdoor sport and allotment and
- 30% for suitably equipped children’s play space
- Developments of 20 -99 units will be expected to meet the requirement for suitably equipped children’s play space only
- Developments of 100 dwellings and above will be expected to meet the whole requirement

5.61 The policy is flexible:

- Where it can be demonstrated that there is excess provision available
- Where opportunities exist to enhance existing local schemes
- The townscape or other context of the development

5.62 20 – 99 Dwellings

5.63 The table below lists the developments which have been granted planning permission during the 2017 – 2018 financial year for developments of 20 to 99 units, that are consistent with policy DM16. Note that no permissions were granted contrary to the provisions of the policy:

Planning Ref.	Address	Res. Units
16/01385/OM	Land Off Cheney Hill, Cheney Hill, Heacham	64
16/01225/RMM	Land North West of St Nicholas Business Park, Edward Benefer Way, King's Lynn	95
16/02227/FM	Lynnsport, Greenpark Avenue, King's Lynn	82
16/01937/FM	Nursery Lane, South Wootton	26
16/00813/OM	School Road, West Walton	48

5.64 Lynn Sport

5.65 The consent for portions of the Lynn Sport Local Plan Allocation (E1.7) in King’s Lynn for 82 dwellings. The detail of the approach to open space provision and strategy is set out in the Open Space Assessment (which considers open space provision in the locality) and the Open Space Strategy (which details the joined-up approach to delivery of new areas of public open space and play equipment which is proposed across the 3 proposed Lynn Sport development sites).

5.66 In summary, the strategy proposes development on areas of underused land and has ‘front loaded’ much of the open space improvement works, with the creation of a new wildlife area, 2 new hockey pitches and 4 new tennis courts already completed. The significant majority of the Lynnsport site – including large areas of sport pitch and public open space, remain, and will benefit from the

improved access (in the form of the new road leading south from Edward Benefer Way). In addition, the proposed development at this site includes areas of public open space and would contribute to an extended and improved children’s play area at Lynnsport. This would be a free to use facility which is readily accessible from both the application site and the existing houses located close to Lynnsport.

5.67 Having regards to the above, whilst it is recognised that the proposed development would result in the loss of an existing area of open space, it is the case that the development would utilise an underused part of the much larger Lynnsport site and, together with development of the other three sites, would deliver significant benefits to the Lynnsport facility and its users

5.68 100 + Dwellings

5.69 The following table lists the development which have been granted planning permission during the 2017 – 2018 financial year for developments of 100 dwellings or more. Note that this site is allocated within the Local Plan and that permission was granted via appeal and it was considered consistent with the policy (DM16).

Planning Ref.	Address	Res. Units
16/01322/OM	Land East And South of Denver Hill, Downham Market Norfolk, Downham Market	300

5.70 Policy DM 18 – Coastal Risk Hazard Zone (Hunstanton to Dersingham)

5.71 This policy outlines the Coastal Risk Hazard Zone and states that new dwellings will not be permitted within the Zone. It also limits replacement dwellings (subject to criteria), extensions which increase the number people of risk to flooding, change of use which increase flood risk vulnerability. Finally it states the seasonal occupancy which will be allowed. (Please see the SADMP for the full policy).

5.72 During the 2017/18 financial year no development was permitted within the Coastal Risk Hazard Zone contrary to policy.

5.73 Policy DM 22 – Protection of Local Open Space

5.74 This policy outlines that the Borough Council’s approach to protecting such space. The Borough Council will seek to refuse planning permission that will result in the loss or restriction of access to locally important areas of open space. This is unless such loss can be offset by the replacement of equivalent or higher standard of provision or the wider benefits of allowing development to proceed outweighs the value of the site as an area of open space.

5.75 The only sites which have been granted planning permission during the 2016-17 financial year that result in loss of formal open space are those associated with the Borough Council’s Strategic Allocation within the Local Plan, E1.7 King’s Lynn – Land at Lynnsport. Policy DM22 does allow for this given that the sites are part of an allocation and provide an upgrade of public sports facilities. This is discussed in further detail in the ‘DM16 - Provision of Recreational Open Space for Residential Developments’ section of this report.

5.76 It is worth mentioning that the development consented at South Wootton along Nursey Lane for 26 dwellings (16/01937/FM) resulted in the loss of informal open space that was used for dog walking. The developers provided open space above the standards required by the relevant policy, DM16. There was open space provided within the development and to the rear of the further land was provided and formal car parking facilities.

Conclusion

Air quality in West Norfolk has remained very good with the exception of the two urban areas where, in common with many areas within the UK, the monitoring has continued to identify high levels of Nitrogen Dioxide (NO₂) due to road traffic.

There is significant flood risk across extensive parts of the Borough. The Strategic Flood Risk Assessment is critical to development management decision making and Local Plan policy formulation. No planning permissions were granted by the Borough Council against the advice of the Environment Agency during the year.

The King's Lynn and West Norfolk Settlements Surface Water Management Plan was completed in Spring 2012 and concentrated on surface run off in urban areas.

There continue to be a number of designated heritage asset at risk, but these represent a small proportion of the overall stock of listed buildings. Conservation Area Character Appraisals have been completed for most of the existing designated areas, and further new Conservation Area remains under consideration.

6 Local Plan Progress

Monitoring the Local Development Scheme

6.1 Local planning authorities are required to report progress against their Local Development Scheme (LDS) within their Monitoring Report.

6.2 The Borough Council adopted its Site Allocations and Development Management Policies Plan (SADMP) on the 29 September 2016. This means that the Borough Council has a complete Local Plan. This comprises the Core Strategy (2011) and the SADMP (2016).

6.3 As part of the SADMP examination process the Borough Council, through a Main Modification, committed to review the Local Plan (both CS and SADMP) as soon as possible following the adoption of the SADMP. This is to ensure that Local Plan is kept up-to-date and meets the full housing need of the Borough over the long term. This is enshrined in Policy DM2A of the SADMP.

6.4 In line with this the Borough Council conducted a 'Call for Sites and Policy Suggestions' consultation (Regulation 18 - Town and Country Planning (Local Planning) (England) Regulations 2012). This ran between the 17 October 2016 and 28 November 2016. Site and policy suggestions received, will go on to inform the Local Plan review which looks forward from 2016 through to 2036.

6.5 In relation to the LDS, the latest published version was adopted 17/01/2018 The Borough Council is broadly on course to meet the milestones which are set out.

6.6 Difficulties have been incurred mainly due proposed changes to national policy through the Housing White Paper: Fixing our broken housing market (February 2017), Planning for the Right Homes in the Right Places (September 2017), Autumn Budget (November 2017), and Draft NPPF (National Planning Policy Framework) Consultation (March 2018).

6.7 One of the most significant changes which will impact upon Local Plan preparation is the proposed methodology for calculating the local housing need. Clearly once the revised NPPF is introduced this will have to be considered fully and any impacts upon the Local Preparation will need to be appreciated at this time. This could result in an update to the LDS in the next Authority Monitoring report period, 2018-19.

6.8 Earlier sections within this AMR explored the progress of the current Local Plan residential site allocations and employment land allocations.

7 Duty to Co-operate

Introduction

The Localism Act 2011 imposed upon local planning authorities and others a 'duty to cooperate' on strategic planning matters (i.e. those that affect more than one planning authority area). This section outlines how the Borough Council has addressed that cooperation during the monitoring period.

Neighbouring Planning Authorities

7.1 The Borough Council cooperates with its neighbouring local planning authorities in a range of planning matters of mutual interest. Particular focuses during the year under review were:

7.2 • Developing cooperation arrangements with Norfolk County Council, Breckland Council, Broadland District Council, Great Yarmouth Borough Council, North Norfolk District Council, Norwich City Council, South Norfolk Council and the Broads Authority. This includes the ongoing work involved with the Member Forum, with representation of each authority by a senior member, and the inception of the Norfolk Strategic Planning Framework (NSPF). The NSPF comprises a number of working groups which cover the following topics: Housing, Economy, Infrastructure, and Delivery. The NSPF reports to the Member Forum. The NSPF will be a non-statutory document for the whole of Norfolk. The document will outline a series of agreements between all of the authorities including, shared objectives on housing, employment and infrastructure. The NSPF has been endorsed by all the relevant authorities and final version published in December 2017. It is anticipated that this will be reviewed in light of proposed changes to national planning policy. As part of this work the relevant authorities are considering further green infrastructure, the need for housing with care, 5G and fibre optic broadband, and jointly reviewing level 1 SFRA's (Strategic Flood Risk Assessments)

7.3 • Liaison with Fenland District Council and the Cambridgeshire and Peterborough Combined Authority to coordinate Local Plan allocation of sites in the Wisbech area. The main part of Wisbech is within Fenland District Council; however the eastern fringes of the town are within the Borough of King's Lynn and West Norfolk.

7.4 • Coastal management issues with adjacent coastal authorities (North Norfolk District Council and South Holland District Council). The Borough Council is involved in two shoreline management plans. The North Norfolk Coast Shoreline Management Plan 5: Old Hunstanton to Kelling Hard, was adopted in August 2011. The Wash Shoreline Management Plan (4): Gibraltar Point to Old Hunstanton has been adopted in April 2010, and is being implemented through the Wash East Coast Management Strategy and The Hunstanton Coastal Management Plan

Cooperation mechanisms

- Ongoing engagement through the Norfolk Strategic Planning Group.
- Ongoing engagement through the Norfolk Strategic Planning Group.
- Ongoing engagement through the Habitat Regulation Assessment and Green Infrastructure Monitoring and Mitigation Group
- Engagement with the A47 Alliance
- Engagement with the Ely Area Improvement Task Force.
- Ongoing engagement through Norfolk Planning Officers Group.
- Ongoing engagement with the Cambridgeshire Planning Officers Group.
- Joint work with Cambridgeshire planning authorities on gypsy and traveller accommodation needs assessment.
- Informal discussions between planning policy officers on sites, development proposals and emerging issues with cross-boundary implications issues by telephone, email and meetings
- Other ongoing engagement at officer level including
 - Norfolk Authorities Chief Executives
 - Norfolk Strategic Services Group
 - Norfolk Planning and Biodiversity Topic Group
 - Norfolk Conservation Officers Group
 - Greater Anglia LEP via Norfolk Growth Group
 - Greater Cambridgeshire Greater Peterborough LEP via Strategic Economic Planning Group

- Formal consultations on development plan documents, supplementary planning documents, and planning applications with potential cross-boundary implications.
- The Borough Council is a member, and sits on the management group, of the Norfolk Coast (Area of Outstanding Natural Beauty) Partnership.

7.5 The Borough Council is a member of the Norfolk Biodiversity Partnership along with the relevant local authorities (Breckland, Broadland, Great Yarmouth, North Norfolk, Norwich, South Norfolk Councils and the Broads Authority), Natural England and the Environment Agency, together with bodies not subject to the 'duty to cooperate', Anglian Water, British Trust for Ornithology, Royal Society for the Protection of Birds, Farming and Wildlife Advisory Group, Forestry Commission, Norfolk and Norwich Naturalists' Society, Norfolk Biodiversity Information Service, Norfolk Geodiversity Partnership, and Norfolk Wildlife Trust, University of East Anglia and Water Management Alliance.

Other 'Duty' Bodies

7.6 Environment Agency: Long standing working arrangements (including joint projects) between the two organisations on a range of issues, especially on planning policies for flood risk zones (a major issue in parts of the Borough), flood defences, and Shoreline Management Plans, water quality, recreation, etc. Statutory and informal consultations, including representations on the Site Allocations and Development Management Policies plan process and The Local Plan review.

7.7 Historic England: Representations and advice on the Site Allocations and Development Management Policies plan process and The Local Plan review. In March 2017 King's Lynn was awarded Heritage Action Zone status by Historic England. The aim of this is to ensure that new development works with historic Lynn and reinforces the economic, social and environmental vitality of the modern town. Over the next five years, the project will research the history of key sites in King's Lynn, identify the most important historic buildings and areas, encourage the development of affordable well-designed homes reinforcing the character of the town, find new uses for underutilised space in the town centre and provide a programme of community events to get people involved in caring for, and enjoying, the town's heritage. This will be achieved via a partnership approach led by the Borough Council. The partners are Historic England, Norfolk County Council, The Greater Cambridge and Great Peterborough Local Enterprise Partnership, West Norfolk Chamber of Commerce, and King's Lynn Town Centre Partnership & Business Improvement District.

7.8 Natural England: Representations and advice on the Site Allocations and Development Management Policies plan process and The Local Plan review, particularly in relation to designated nature conservation sites and issues (e.g. stone curlews), and Habitats Regulations Assessments.

7.9 Mayor of London: Not relevant to the Borough.

7.10 Civil Aviation Authority: No relevant strategic issues have arisen during the review period.

7.11 Office of Rail and Road Regulation: No relevant strategic issues have arisen during the period.

7.12 Homes England: Engagement with the strategic Local Plan allocation at West Winch for at least 1,600 dwellings in the current plan period (to 2026) and around 4,000 dwellings in the fullness of time. Also engagement through their ACP (Accelerated Construction Programme): approx. 10 sites owned by the Borough Council have been put forward for consideration in the scheme, it is hoped that funding will be awarded and the site can be built out at an accelerated rate.

7.13 Clinical Commissioning Group: Consultation and liaison.

7.14 Transport for London: Not relevant to the Borough.

7.15 Integrated Transport Authorities: Not relevant to the Borough.

7.16 Norfolk County Council as the Local Highway Authority: Representations and advice on the Site Allocations and Development Management Policies plan process and The Local Plan review. Advice and formal representations in relation to planning applications, submitted to the Borough Council, for the strategic allocations within the Local Plan.

7.17 Marine Management Organisation: Engagement between the Borough Council and the Marine Management Organisation on the marine Plans, East Offshore and East Inshore, including relationship to the Site Allocations and Development Management Policies plan.

8 Neighbourhood Planning

Background

8.1 The 2011 Localism Act introduced a new layer of plans which enable communities to shape development taking place in their local area. Neighbourhood plans are prepared, in parished areas (most of the Borough) by the relevant parish or town council. The in-parished exception, in West Norfolk, is King's Lynn itself, where a neighbourhood forum or a number of forums covering different geographic areas of the town would have to be formed and approved in order for them to prepare any neighbourhood plans.

8.2 The Borough Council has a duty to assist those communities who wish to create a plan for the future of their area. This function is primarily carried by the Borough Council's Planning Policy Team. They provide advice and assistance to those communities throughout the process. There has been considerable activity with regard to Neighbourhood Plan Progress within the Borough during the motoring period.

8.3 The table below provides details of the made neighbourhood plans currently in force:

Plan	Date Made	Area Designated	Notes
Brancaster	November 2015	June 2013	Currently working on a review
South Wootton	November 2015	February 2013	
Walpole Cross Keys	October 2017	November 2013	
West Winch & North Runcton	October 2017	February 2013	

8.4 The following table provides detail of neighbourhood plans which are in progress:

Plan	Area Designated	Notes
Bircham	June 2013	
Castle Acre	February 2017	
Dersingham	October 2017	
Downham Market	January 2016	
Gayton	May 2017	
Grimston, Congham & Roydon	October 2017	
Heacham	May 2017	
Holme next the Sea	April 2016	

Plan	Area Designated	Notes
Hunstanton	February 2013	
Old Hunstanton	July 2018	
Outwell	October 2017	
Pentney	January 2018	
Sedgeford	July 2016	
Snettisham	June 2016	Referendum November 2018
Stoke Ferry	October 2018	
Terrington St. John	February 2017	
Thornham	March 2017	
Tilney All Saints	June 2016	
Upwell	November 2015	
West Dereham	July 2016	

Conclusion

It is encouraging to see that a significant number of Parishes within the Borough of King's Lynn and West Norfolk are involved with Neighborhood Plan preparation (approx. 30% of Parishes within the Borough). There are four plans which are currently made and in force which cover 5 Parishes.

The work undertaken by the Borough Council in relation to Neighbourhood Planning is most likely to increase as more communities seek to prepare a plan for the future of their area, and as these plans reach each key stage in the process.

9 Community Infrastructure Levy (CIL)

9.1 This report covers the period from 01 April 2017 to 31 March 2018.

9.2 The Community Infrastructure Levy (CIL) is a mechanism to allow local authorities to raise funds in order to contribute to the cost of infrastructure projects that are, or will be, needed to support new development in their area.

9.3 CIL is applied as a charge per square metre, and is payable for developments in the Borough of King's Lynn and West Norfolk providing new residential or retail floorspace.

9.4 The CIL Charging Schedule came into effect in the Borough of King's Lynn and West Norfolk on 15 February 2017 and applies to new development permitted from this date.

9.5 The funds raised will be used to provide infrastructure, which is needed to support the growth of the area administered by the Borough Council of King's Lynn and West Norfolk. This could be for new or improved roads, parks, schools and other infrastructure.

9.6 CIL regulations requires 15% of CIL receipts to be passed to the local town or parish councils where the development takes place, with a limit of £100 per council tax dwelling in the parish, in the financial year. Where a Neighbourhood Development Plan is in place, this increases to 25% with no limit specified. There are currently four Neighbourhood Development Plans in force in the Borough of King's Lynn and West Norfolk: Brancaster, South Wootton, North Runcton/West Winch and Walpole Cross Keys.

9.7 To ensure that the CIL is open and transparent, charging authorities must publish a report on the levy on their website by 31st December each year, for the previous financial year.

9.8 This report covers the period from 01 April 2017 to 31 March 2018.

CIL Receipts 2017/2018	Amount
Cash	£116,052.00
Land	£0
Total	£116,052.00

CIL Expenditure 2017/2018	Amount
Infrastructure	£0
Applied to repay money borrowed	£0
Administrative expenses (5% of CIL receipts)	£31,582.62
Passed to town/parish councils	£21,779.94

CIL Reg	Reporting Criteria	Number	Value
62 (4) (a)	Total CIL receipts for the reported year	20	£116,052.00
62 (4) (b)	Total CIL expenditure for the reported year	0	£0
62 (4) (c)	Summary details of CIL expenditure during the reported year other than in relation to CIL to which Regulations 59E and 59F applied (i.e. excludes funding passed to local councils):		
62 (4) (c) (i)	Items of infrastructure to which CIL (including land payments) has been applied	0	£0
62 (4) (c) (ii)	Amount of CIL expenditure on each item	0	£0
62 (4) (c) (iii)	Amount of CIL applied to repay money borrowed, including any interest, with details of the infrastructure items which that money was used to provide (wholly or in part)	0	£0
62 (4) (c) (iv)	Amount of CIL applied to administrative expenses pursuant to Regulation 61 (5% of CIL) and that amount expressed as a percentage of CIL collected in that year in accordance with that regulation	0	£31,582.62
	Staff Salaries: £31,292.87		
	Training Rail Warrants: 61.10		
	Professional Fees: 228.65		
62 (4) (ca)	The amount of CIL passed to:		

CIL Reg	Reporting Criteria	Number	Value
62 (4) (ca) (i)	Any local council under Regulation 59A and 59B	10	£21,779.94
62 (4) (ca) (ii)	Any person under Regulation 59(4)	0	£0
62 (4) (cb)	Summary details of the receipt and expenditure of CIL to which Regulation 59E or 59F applied during the reported year (i.e. funding passed to Local Councils including:		
62 (4) (cb) (i)	Total CIL recovered from local town or parish councils	0	£0
62 (4) (cb) (ii)	Items to which the CIL recovered have been applied	0	£0
62 (4) (cb) (iii)	Amount of expenditure on each item	0	£0
62 (4) (cc)	Summary details of any notices served in accordance with Regulation 59E (recovery of funding passed to Parishes), including:		
62 (4) (cc) (i)	Total value of CIL receipts requested from each local council	0	£0
62 (4) (cb) (ii)	Funds not yet recovered from each local council at the end of the reported year	0	£0
62 (4) (d)	Total amount of:		
62 (4) (d) (i)	CIL receipts for the reported year retained at the end of the reported year excluding funding passed to local councils	20	£88,615.58
62 (4) (d) (ii)	CIL receipts from previous years retained at the end of the reported year excluding funding passed to local councils	0	£0

CIL Reg	Reporting Criteria	Number	Value
62 (4) (d) (iii)	CIL receipts for the reported year including funding passed to local councils	20	£116,052.00
62 (4) (d) (iv)	CIL receipts from previous years including funding passed to local councils	0	£0
62 (4) (e)	In relation to any infrastructure payments accepted by the charging authority		
62 (4) (e) (i)	Items of infrastructure to which the infrastructure payments relate	0	£0
62 (4) (e) (ii)	Amount of CIL to which each item of infrastructure relates	0	£0

10 AMR Limitations and Future Improvements

10.1 Preparation of this year's Monitoring Report, in line with last years, has been more comprehensive than previous versions, this is mainly due to the adoption of the Site Allocations and Development Management Policies Plan (SADMP) in September 2016 and the requirement to monitor the policies within this plan.

10.2 As the SADMP was adopted part way through the last monitoring year, some of these policies have not yielded any data for monitoring purposes. It is not apparent if the policies have yielded any unexpected consequences given such a relatively short time period. However, what can be seen is the new Policies are having a positive effect upon planning within the Borough and are being used accordingly in the decision making process.

10.3 The monitoring systems in place, and what is actually monitored, has been through a comprehensive review to ensure that not only the data on topics required by regulation is reported but also direct impacts from the policies contained within the Local Plan (Core Strategy and SADMP). Data which may have been presented in earlier versions of the AMR which is no-longer required by regulation or is indirectly related to the Local Plan policies is no longer reported. This is due to either the data no longer be published by external bodies, published in different ways or is simply no longer collected.