

**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, 6th March, 2019 at 11.00 am in the Meeting Room 2-4, Second Floor, King's Court, Chapel Street, King's Lynn**

**PRESENT:** Councillor R Blunt (Chairman)  
Councillors T Parish, M Peake, Miss S Sandell, T Tilbrook, D Tyler and  
Mrs E Watson

**Officers:**

Alex Fradley, Principal Planner  
Alan Gomm, Planning Policy Manager

1 **APOLOGIES**

Apologies for absence were received from Councillors A Bubb and Mrs S Buck.

2 **NOTES OF THE PREVIOUS MEETING**

The notes of the meeting held on 6 February 2019 were agreed as a correct record.

3 **MATTERS ARISING**

There were no matters arising.

4 **DECLARATIONS OF INTEREST**

Councillor Tilbrook declared an interest as Chairman of Congham Cricket Ground.

5 **URGENT BUSINESS**

There was no urgent business.

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

Councillor T Tilbrook was present under Standing Order 34 for all items.

7 **CHAIRMAN'S CORRESPONDENCE**

There was no Chairman's correspondence.

8 **CONSULTATION PROCESS FOR LOCAL PLAN REVIEW (VERBAL REPORT)**

The Chairman, Councillor Blunt, Planning Policy Manager and Principal Planner provided feedback from the drop in session held in Downham Market on 5 March 2019.

The Chairman, Councillor Blunt, Planning Policy Manager and Principal Planner responded to questions and comments relating to:

- Growth areas would bring new investment into the area.
- Consultation process/length of consultation period and how Parish Councils, interested parties and the general public had been made aware of the consultation exercise. It was noted that a press briefing had also taken place to which was well attended by the local media. Radio interviews had also taken place and Members were advised that the responses from the consultation exercise would be assessed and analysed.
- Role of Ward Councillors to inform their constituents of the Consultation on the Local Plan Review.
- Parishes and development boundaries, in particular, Congham. It was noted that following comments, the next version of the document would include an amended inset map to show all parts of Congham. However, via the interactive map clearly all of the settlement and its development boundary are available to view.
- Interactive map on the website where members of the public could view a particular locality.
- Next stage of the review process – an overview of the work required was outlined to enable officers to get the plan ready towards the end of 2019.
- Methodology and rationale for allocation of sites. Members were advised that members of the public could challenge any element of the plan.

The Planning Policy Manager informed those present that individual comments were very much welcomed in response to the consultation process.

9 **BRIEFING ON NPPF VERSION 3 AND HOUSING DELIVERY TEST (HDT) (VERBAL REPORT)**

The Task Group received a presentation from the Planning Policy Manager and Principal Planner (copy attached).

The Planning Policy Manager and Principal Planner responded to questions relating to:

- The technical changes to the recently published NPPF – Clarification to the definition of Local Housing Need, clarification to the definition of deliverable, alignment with Habitats Regulations.
- Changes to the Planning Policy Guidance.
- Housing Delivery Test, Action Plan/monitoring..
- Borough Council building houses.
- Deliverable sites.
- Five year land supply.

## 10 **UPDATE ON NEIGHBOURHOOD PLANS (VERBAL UPDATE)**

The Task Group received a presentation from the Planning Policy Manager and Principal Planner (copy attached).

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

- Potential for current neighbourhood plan groups providing mentoring/assistance to other groups commencing the neighbourhood plan process.
- Process for reviewing and updating neighbourhood plans.
- Role of neighbourhood plan in the planning process.
- Briefing to be scheduled for Parish Councils in 2019.

The Chairman, Councillor Blunt on behalf of the Task Group thanked officers for their input into the assistance given to Neighbourhood Plan groups.

## 11 **DATE OF NEXT MEETING**

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

**The meeting closed at 12.31 pm**

# NPPF 3 & The Housing Delivery Test (HDT)

**Alan Gomm**  
**Alex Fradley**

Borough Council of  
King's Lynn &  
West Norfolk



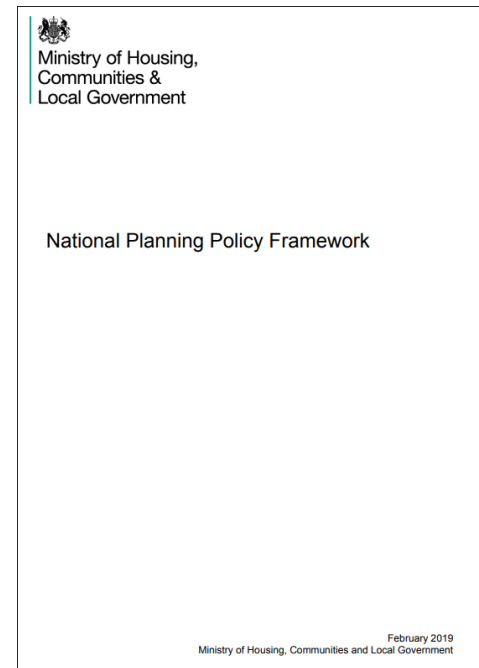
# What has been published in Feb:

- Revised Revised National Planning Policy Framework (NPPF), is it 2.1, 2.5, 3 or 19?
- Updated chapter of the Planning Practice Guidance (PPG)
- The Housing Delivery (HDT) results

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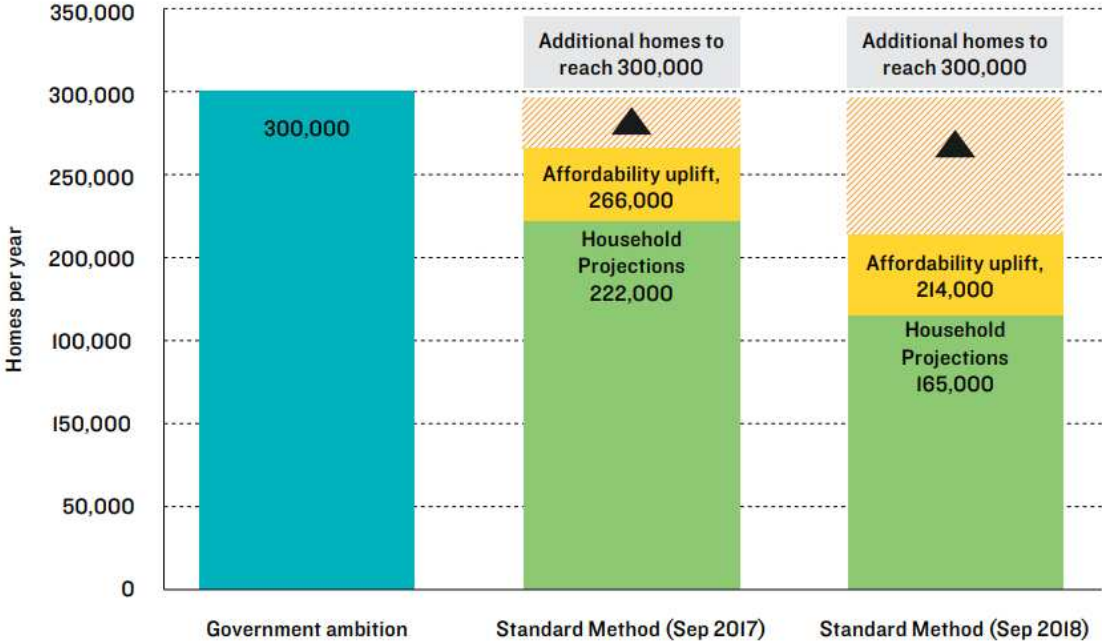
# NPPF 3

- Clarification to the definition of Local Housing Need
- Clarification to the definition of deliverable
- Alignment with Habitats Regulations



# Government Ambition

Figure I: Homes per year generated by standard method – September 2017 and September 2018



Source: Lichfields analysis

# PPG

## Housing & Economic Needs Assessment:

- Must use the 2014-based house-hold projections in the use of the Local Housing Need (LHN) standard methodology
- Cannot use the 2016-based ones at all!

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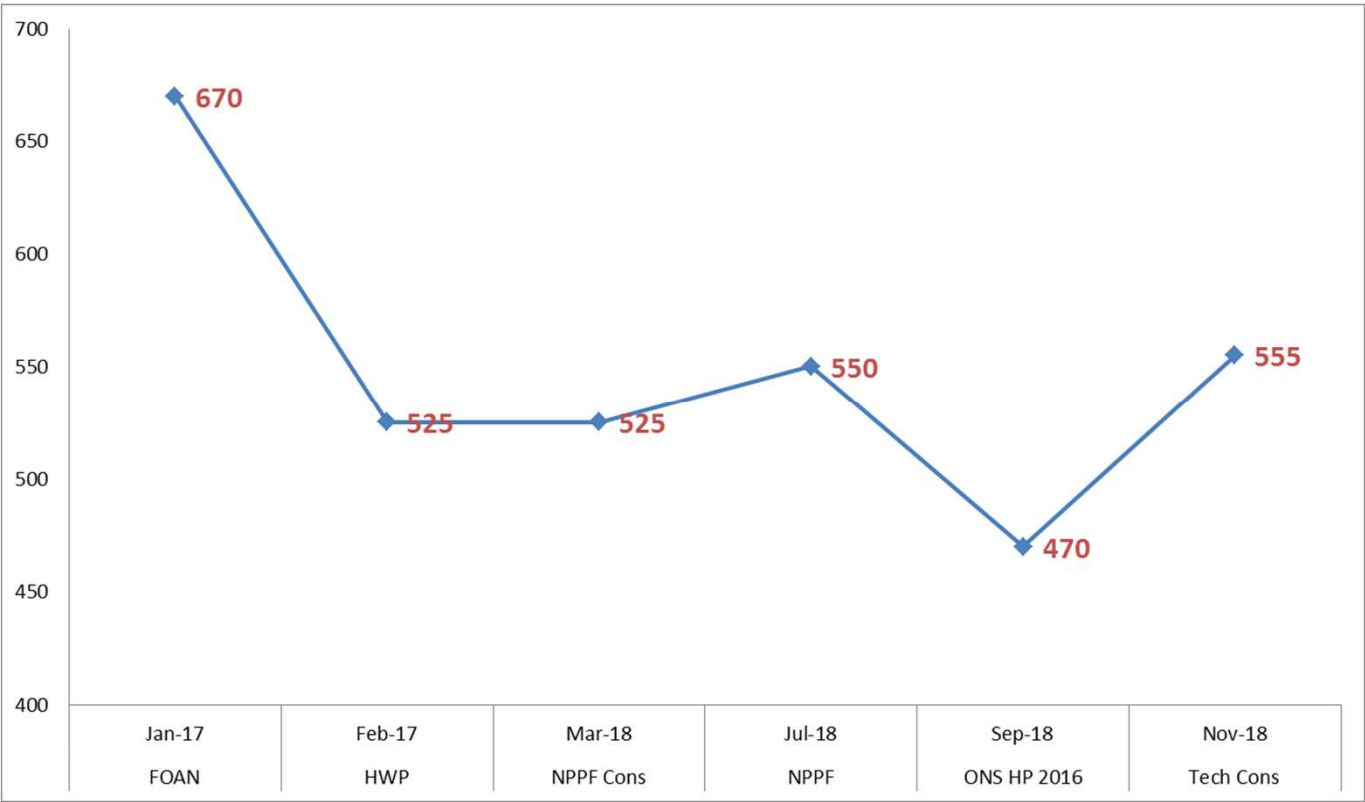
Note this is an interim measure – 2018-based data published next year.....



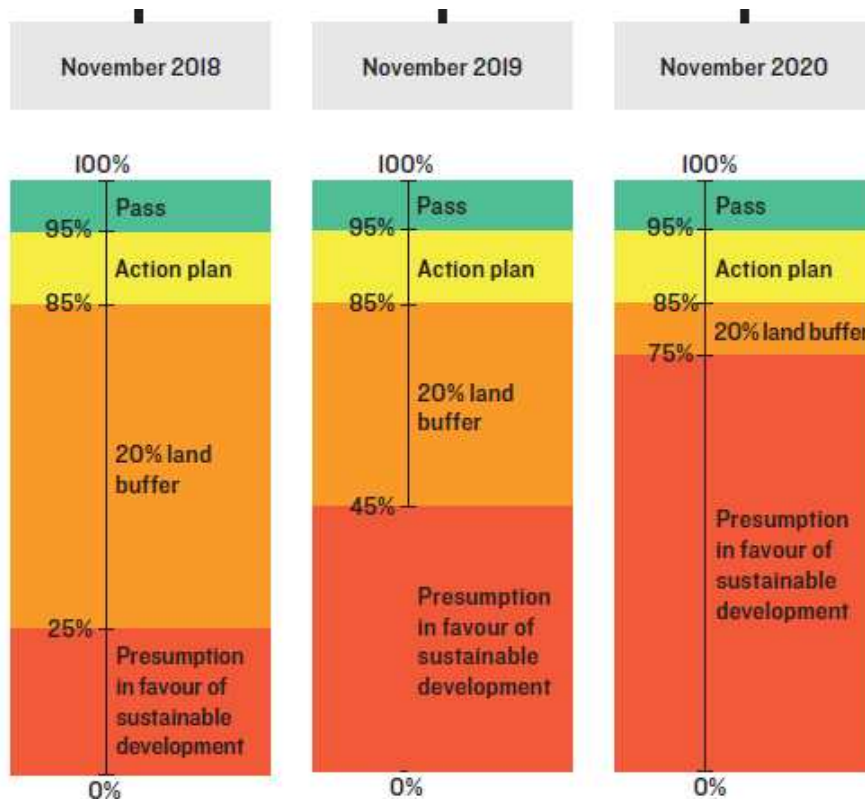


# Our Local Housing Need

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# Housing Delivery Test (HDT)



- New test & Rule Book
- Hard hitting with high thresholds
- Not totally in our control
- Housing takes time
- Our result ?

# Results

Area Name	Number of homes required			Total number of homes required	Number of homes delivered			Total number of homes delivered	Housing Delivery Test: 2018 measurement	Housing Delivery Test: 2018 consequence
	2015-16	2016-17	2017-18		2015-16	2016-17	2017-18		91%	Action plan
King's Lynn and West Norfolk	499	500	448	1,447	505	412	401	1,318	91%	Action plan

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- Moving forward the target changes to the LHN figure of 555
- So if completions remain similar or worse, our HDT results gets worse year on year.....

# Action Plan

- All local planning authorities with a result of less than 95% have six months to prepare an Action Plan. The role of an Action Plan as set out in Planning Practice Guidance is to:
- “identify the reasons for under-delivery, explore ways to reduce the risk of further under-delivery and set out measures the authority intends to take to improve levels of delivery.”
- An Action Plan is intended to be a practical document, focussed on effective measures aimed at improving delivery within an area. It should be underpinned by appropriate evidence, research and local understanding.

# Action Plan

- Actions identified through this process should be clear, implementable and measurable.
- The Action Plan could include a range of interventions classified as short, medium and long-term to help provide some immediate improvements to delivery,
- but also to help with long-term planning for general growth aspirations

# Action Plan

- At the core of the Action Planning process, local planning authorities will need to identify actions to boost delivery
- it is recognised as not just a problem for ‘planning’. It is likely to have wider implications for a Council in terms of corporate growth ambitions, meeting the identified needs of the local population, and future income
- Stakeholder engagement is crucial

## Action Plan

- Step 1 - Data gathering
- Step 2 - Root Cause Analysis
- Step 3 - Action Planning
- Step 4 - Consulting and publishing
- Step 5 - Implementing actions
- Step 6 - Monitoring outcomes



# Conclusions

- Government serious about housing supply & delivery
- Action Plan required
- Need to **Significantly Boost Housing Supply & Delivery** or else the presumption is engaged
- No doubt more changes to come



# Neighbourhood Plans

Alan Gomm  
Alex Fradley

Borough Council of  
King's Lynn &  
West Norfolk



# Neighbourhood Plans

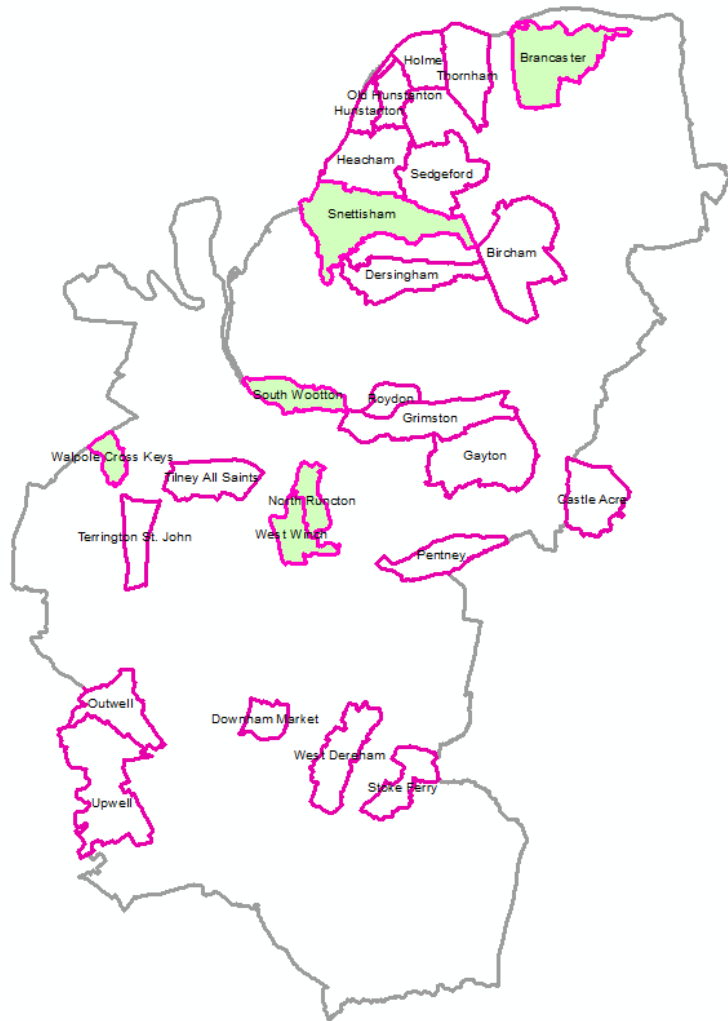
- We have a duty to support
- It is hard work and takes time
- Funding is available from Government via Locality - between £9K – £15K
- 25% CIL
- Plan for their area (including allocations)
- Degree of protection from 5 YHLS and HDT
- Infers they should be kept up to date / reviewed!



# Basic Conditions (condensed)

- Have regard to NPPF & PPG
- In general conformity with strategic policies of the Local Plan
- Achievement of Sustainable Development
- Have special regard to the historic environment (listed buildings , conservation area etc.....)
- Compatible with EU obligations
- No likely significant effects on European Designated Sites onshore or offshore (natural environment)





- 5 Made Neighbourhood Plans
- 18 more on the way
- In total covers 26 Parishes
- Almost 1/3 of the Borough
- A growing area of work



# 1. Area Designation

- Designate the Neighbourhood Plan (NP) Area
- Usually the Parish
- If not or multiple parishes consultation required
- West Winch / North Runcton is a Joint Plan

## 2. Formulate Draft Plan

- Collect Evidence
- Collect Data
- Vision, aims and objectives
- Engage local community
- Draft Policies

### 3. SEA / HRA process

- Strategic Environmental Assessment (SEA)
- Habitats Regulation Assessment (HRA)
- Screening process
- If needed an SEA or HRA will have to be prepared by the NP group



## 4. Reg.14: Public Consultation

- Town/ Parish's own consultation
- Need to consult Statutory consultees
- Residents
- Businesses
- Everyone possible!





# 5. Consideration

- Consider responses
- Potentially make changes

## 6. Health Check

- Jointly commissioned by BC and TC/PC
- Examiner casts eyes over and provides suggested amendments
- Mock exam
- Changes can be made to NP or further work carried out

## 7. Submit

- Submit the plan to the BC
- And supporting documents:
- Commonly consultations statement and Basic Conditions Statement, SEA / HRA docs and any background / topic papers

## 8. Submission Consultation

- BC conduct 6 week consultation on plan
- Comments and plan etc.. Passed to examiner

## 9. Examination

- BC and TC/PC agree an examiner
- Examiner conducts the examination
- Can make or suggest changes that need to be made

# 10. Referendum

- Plan must receive 50% or more of the votes cast for it to be brought into force
- If it doesn't – the plan fails! (back to the drawing board)

# 11. Plan is 'Made'

- Becomes part of the local development plan for area
- Used in the determination of planning application on the relevant area

# Recent Activity

- Brancaster NP review – early heath check
- Snettisham – early review
- Terrington St. John – consultation + heath check
- Sedgeford – submission consultation
- Upwell – comments on plan and maps
- Tilney All Saints – HRA / SEA & comments





# Recent Activity

- Holme Next the Sea – review of topic papers and draft policies
- Downham Market – advising and assistance & attendance of meetings
- Gayton – attendance of meetings advice in formulation
- Outwell – data provision to consultant





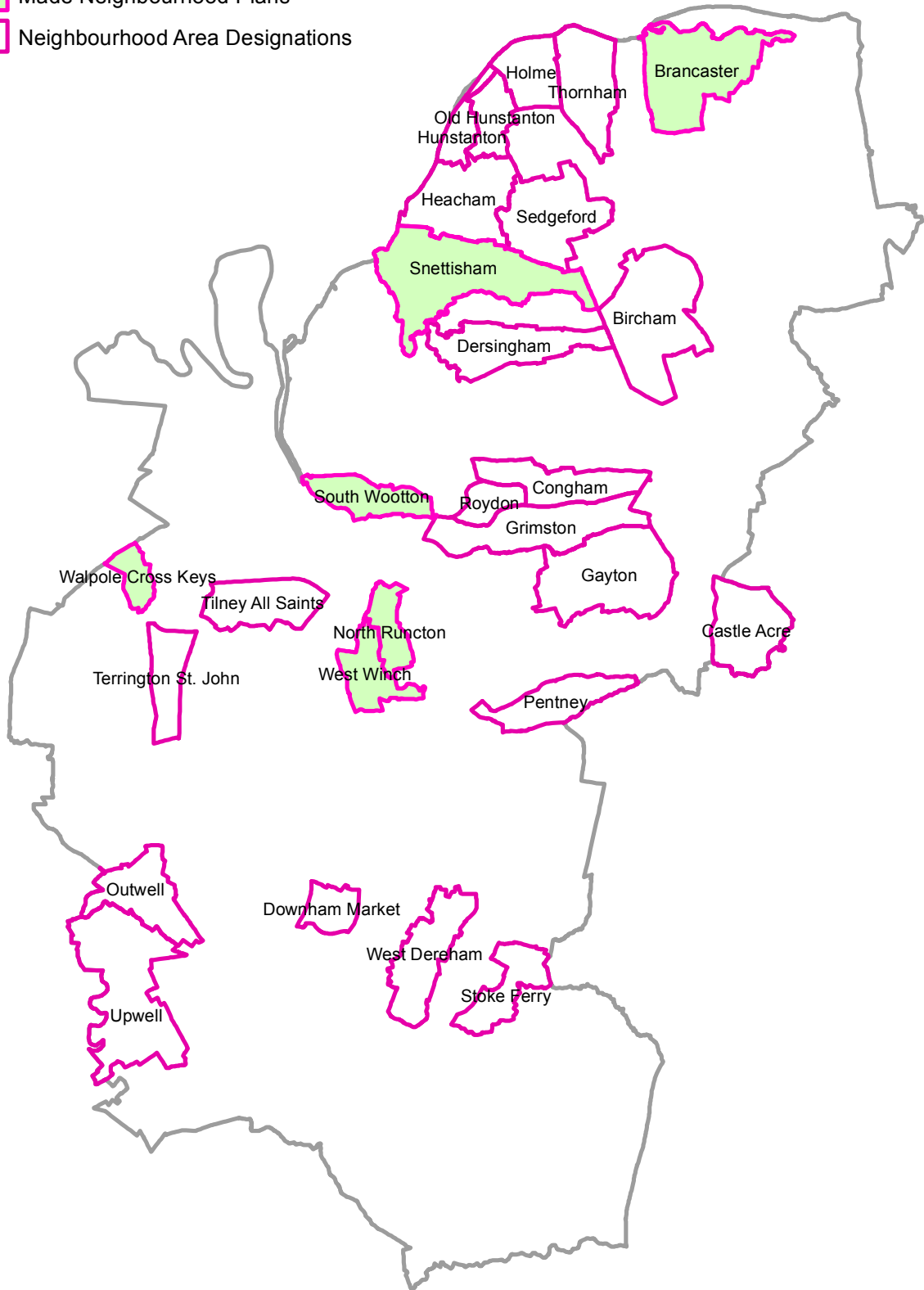
# Recent Activity

- Hunstanton – comments on reg14 consultation
- Stoke Ferry – advice on starting out
- Pentney – provision of detailed maps
- Old Hunstanton – advice on starting and provision of data and maps
- Grimston, Congham & Roydon – data provision
- Castle Acre – advice re: conservation area



## Legend

-  Made Neighbourhood Plans
-  Neighbourhood Area Designations



## Neighbourhood Plans