

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

LOCAL PLAN TASK GROUP

**Minutes from the Meeting of the Local Plan Task Group held on
Wednesday, 21st February, 2018 at 10.00 am in the Card Room, Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillor R Blunt (Chairman)
Councillors A Bubb, C J Crofts, T Parish (substitute), M Peake (Vice-Chairman),
Miss S Sandell, D Tyler and Mrs E Watson

Officers:

Felix Beck, Graduate Planner
Alex Fradley, Senior Planner
Alan Gomm, Local Plan Manager

1 **APOLOGIES**

Apologies for absence were received from Councillors Mrs S Buck and J Moriarty.

2 **NOTES OF THE PREVIOUS MEETING**

The notes of the meeting held on 17 January 2018 were agreed as a correct record.

3 **MATTERS ARISING**

Clinical Commissioning Group (CCG)

The Local Plan Manager provided feedback from a recent meeting with the CCG and advised that an officer from the CGG would be attending the Task Group meeting on 11 April 2018.

4 **DECLARATIONS OF INTEREST**

None.

5 **URGENT BUSINESS**

There was no urgent business.

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

There were no Members present under Standing Order 34.

7 **CHAIRMAN'S CORRESPONDENCE**

None.

8 **HELAA DRAFT FINAL DOCUMENT**

The Senior Planner presented the Draft HELAA document circulated with the Agenda.

Members were reminded that the Borough Council HELAA was a technical study, which had been developed to determine the potential housing and economic land supply within the Borough over a 20 year period, from 2016 to 2036.

It was noted that the time frame accorded with the emerging Local Plan review. The HELAA review would inform the Local Plan review's preparation.

The Task Group was informed that assessments were based upon the information available at the time. It was anticipated that further evidence may be provided in support of sites which would be rejected that could potentially bring them back into contention for allocation purposes. It was also noted that further sites would be proposed for allocation through the Local Plan review preparation and consultation process.

The Senior Planner explained that the overall aim of the HELAA was to assess the potential land supply within the Borough and determine if the Borough Council was likely to be able to meet the identified need for housing and for economic growth. It would also support discussions with other authorities through the duty to co-operate if the Borough Council needed assistance in delivering its development need.

The Task Group was advised that the HELAA therefore needed to demonstrate that there was at least enough dwelling capacity within the Borough to meet the FOAN of 13,400 to 2036.

An initial desktop review of those sites identified was conducted in line with the PPG. Therefore, sites were excluded from the assessment where no feasible development potential could be demonstrated due to the presence of overwhelming constraints for the foreseeable future.

Members' attention was drawn to the table set out on page 21 of the Agenda.

The Task Group noted that the windfall allowance in the latest published appraisal (based upon the 2016/17 housing trajectory, June 2017) was 238 dwellings per year.

The Senior Planner advised that the most recent 2016/17, Authority Monitoring Report (AMR) provided an update to the progress of the employment land allocations and indicated that of the 69 hectares, 67.2 were currently available.

The Borough Council had prepared a separate Retail Paper to support the Local Plan review. The paper concluded that there was a need to provide for an additional 20,000 m² of retail floor space in King's Lynn Town Centre in the period to 2036.

In conclusion, the Senior Planner explained that the HELAA had identified that there was a potential land supply across the Borough which could deliver 23,775 dwellings over the next 20 years. This was therefore in excess of housing need requirement of 13,400 dwellings over the same time period. It was also in excess of the need with an additional 10% buffer.

The Task Group was informed that of the 23,775 dwellings identified by the HELAA, 7,944 dwellings were identified from sites which had been submitted for consideration in the Local Plan review through the Call for Sites and Policy Suggestion Consultation. The figure was in excess of the 3,550 dwellings required through the site allocation process as part of the Local Plan review (2016 – 2036).

The Senior Planner responded to questions relating to:

- Process diagram.
- Consultation exercise.
- Site Assessment Forms and Site Mapping.
- Sites which had been excluded and Site Mapping.
- Sustainability Appraisal.
- Average number of homes per year for the period 2016 to 2036 and where they will come from.
- Windfall sites.
- “At least” number of dwellings allocated in the current Local Plan.
- Neighbourhood Plans and allocate of sites.
- 2016/2017 housing trajectory.
- Settlement hierarchy
- Potential development – Wisbech Fringe

The Chairman, congratulated the Local Plan Team on producing a well written and logical document.

9 **STUDY OF EMPLOYMENT LAND IN THE BOROUGH AS A BACKGROUND PAPER FOR THE LOCAL PLAN REVIEW**

The Task Group received an overview on the Study of Employment Land in the Borough as a background paper for the Local Plan Review.

The Local Plan Manager and Graduate Planner responded to questions relating to:

- Provision of future retail space and flexibility within the Local Plan Review.
- Areas of land for specific types of employment.
- Allocation of employment land in rural areas.
- Attracting high quality businesses to West Norfolk.
- Current stock of employment land.

The Local Plan Manager commented that the Task Group could invite the Borough Council's Regeneration, Heritage and Economic Development Manager and Business Development and Marketing Officer to a future meeting to provide an overview on how the Borough Council fulfilled growth ambitions.

10 **NORFOLK STRATEGIC PLANNING FRAMEWORK**

The Local Plan Manager explained that all individual authorities would be required to endorse the Norfolk Strategic Planning Framework, which was the manifestation of all working groups and had been out to consultation.

The Norfolk Strategic Planning Framework would be presented to Cabinet on 13 March 2018.

The Chairman, Councillor Blunt informed the Task Group that Cabinet had received a briefing.

AGREED: That the Task Group noted the draft Cabinet report.

11 **THE NORFOLK HEALTH PROTOCOL**

The Senior Planner explained that the engagement protocol for planning in health in Norfolk had come about in recognition of a need for greater collaboration between local planning authorities, health service organisations and public health agencies to plan for future growth and to promote health.

It was explained that the aim of the protocol was to formulate an engagement protocol containing a documented process outlining the input and linking of relevant NHS organisations and public health agencies with local planning authorities for planning for housing growth and the health infrastructure required to serve that growth.

Members were informed that in conjunction with NHS England, CCGs were required to produce Local Estates Strategies looking 5 years ahead, working with a wide range of local stakeholders. The strategies were intended to allow the NHS to rationalise its estates, maximise the

use of facilities, deliver value for money and enhance patients' experiences.

The Senior Planner responded to questions relating to:

- Working with the Clinical Commission Group (CCG) and other key stakeholders.
- Consultation undertaken when planning permissions were submitted.
- Provision of required infrastructure including Doctors' surgeries and health care.
- Attracting new businesses to West Norfolk.
- Encouraging higher skilled professions to live and work in West Norfolk.
- Provision of different categories of housing.

AGREED: The Task Group noted the Norfolk Health Protocol.

12 **NEIGHBOURHOOD PLANS - VERBAL UPDATE**

The Graduate Planner provided an update on the current Neighbourhood Plans as set out below:

- Adopted Plans.
- Those groups undertaking a review of the adopted Plan.
- Expressed general interest.
- Designated Neighbourhood Areas.
- Potential submissions 2018.

The Graduate Planner responded to questions relating to:

- Why some Neighbourhood Plans had stalled.
- Visits undertaken by the Local Plan Team to Parish Council meetings to inform them of the Neighbourhood Plan process.

AGREED: That the update be noted.

13 **DATE OF NEXT MEETING**

The next meeting of the Task Group would take place on Thursday 15 March 2018 at 10.00 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 12.06 pm