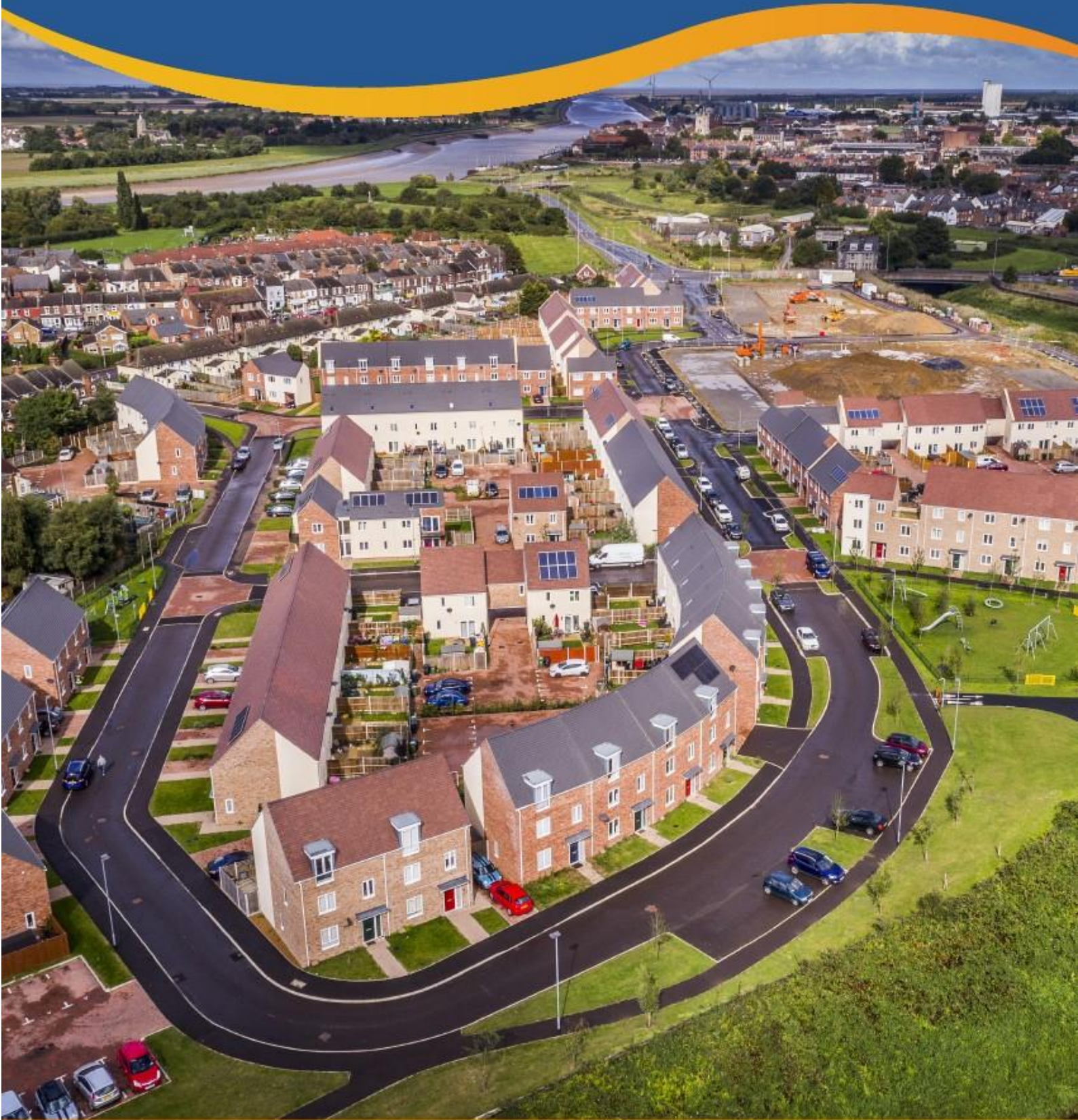


Authority  
Monitoring Report (AMR)  
2018/19 & 2019/20

Borough Council of  
King's Lynn &  
West Norfolk



December 2020

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## Executive Summary

This monitoring report covers two financial years, the period from 1st of April 2018 to 31st of March 2019, and from 1st April 2019 to 31st of March 2020.

The report identifies the progress in implementing and updating the Borough Council's Local Plan during this period. Local planning authorities are required to prepare such reports under Section 35 of the Planning and Compulsory Purchase Act 2004 (as amended).

Global events have meant that priorities and work streams for the Borough Council of King's Lynn and West Norfolk have shifted and because of these factors two financial years are considered within one report, although data and information for the two years, where appropriate, is reported individually. It is hoped that subsequent reports will be able to be published on a more regular basis. It should be noted that key data such as that relating to housing (in particular the housing delivery test and housing land supply data) and the Community Infrastructure Levy for example has been published in a timely fashion outside of the 'annual monitoring report' process.

## Introduction

This Local Planning Authority Monitoring Report (AMR) for the Borough Council of King's Lynn and West Norfolk looks back over the following financial years 2018/2019 and 2019/2020. It aims to monitor progress in planning for the Borough during this period of time.

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

The AMR 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 Borough Council's Local Development Scheme (LDS).

The monitoring of policy documents and the performance of policies is a key part of the cyclical Local Plan process of '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

The statutory requirements for monitoring reports are:

1. Progress against Local Development Scheme

- Documents time tabled
- Stages reached
- Reasons for any delay
- Any plans or supplementary planning documents adopted

2. Any local plan policies not being implemented

- Which policy?
- Why it is not being implemented?
- Any steps being taken in this regard

3. Net additional dwellings & affordable dwellings

- In the monitoring period
- Since the start of the policy

4. Duty to Cooperate
  - Details of action taken during monitoring period
5. Information collected for monitoring purposes.
6. Neighbourhood Plans or Orders
  - Any made
7. Community Infrastructure Levy (CIL)
  - Over the relevant monitoring period

The above is included within this report. The reporting of this is structured to align with the objectives and monitoring framework of the Borough's adopted Local Plan. This currently comprises the Core Strategy adopted 2011 and the Site Allocations and Development Management Policies Plan adopted 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.

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, where available.

## Economy

The Core Strategy Objectives relating to the economy are:

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

Core Strategy Economic Policies (CS) (2011):

- 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

Site Allocations and Development Management Policies (SADMP) (2016) Economic Policies:

- 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

## Economy

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

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 allocations for some 69 hectares worth of land.

Ref	Name	Area (Ha)	Status	2017-2018 Position	2018/19 & 2019/20 Position
E1.12 - HAR	Hardwick (King's Lynn)	27	Completed	0	0
			Under Construction	0	0
			Permission	27	27
			No Permission	0	0
E1.12 - SAD	Saddlebow (King's Lynn)	23	Completed	0	0
			Under Construction	0	0
			Permission	0	0
			No Permission	23	23
F1.2	Land off St John's Way (Downham Market)	17	Completed	1.8	1.8
			Under Construction	0	0
			Permission	0.55	1.35
			No Permission	14.65	13.25
F2.5	Land south of Hunstanton Commercial Park (Hunstanton)	1	Completed	0	0
			Under Construction	0	0
			Permission	1	1
			No Permission	0	0
E2.1	West Winch Growth Area - Employment (West Winch)	1	Completed	0	0
			Under Construction	0	0
			Permission	0	0
			No Permission	1	1
			<b>Completed</b>	<b>1.8</b>	<b>1.8</b>
			<b>Under Construction</b>	<b>0</b>	<b>0</b>
			<b>Permission</b>	<b>28.55</b>	<b>29.35</b>
			<b>No Permission</b>	<b>38.65</b>	<b>37.8</b>
			<b>Complete %</b>	<b>2.6%</b>	<b>2.6%</b>

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

It is important to note that the adoption of the SADMP meant 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.

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.

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.

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 potentially 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, is acceptable.

Overall, the table shows that there are significant areas of land available within the SADMP Employment Allocations for future employment development. However, it is important to note that this isn't the full picture as beyond the allocations, there are existing and established areas of employment land. It is hoped in future reports a more comprehensive coverage of these sites can be provided.

Likewise, in previous reports, the amount of completed floor space (sq.m) for A and B Use class was reported. It has not been possible to provide this for this version of the report. This will be reviewed for future reports as to its appropriateness and worth, especially given changes to the Use class system and permitted development rights when changing use between classes.

Further monitoring information in relation to employment land for King's Lynn & West Norfolk is published by Norfolk County Council and can be viewed via the link below:

<https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/monitoring-land-use-policies>



## DM11 - Touring and Permanent Holiday Sites

Indicator	2017/18	2018/19	2019/20
PP Granted	17	7	7

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)).

Of the developments in the table above, if any of these were in the AONB, they would be judged after careful consideration and on balance be determined to be consistent with DM11 (and other policies within the Local Plan) and then could receive planning permission.

The key consideration in terms of DM11 and the AONB were 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.

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.

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

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'.

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.

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).

In the monitoring periods no planning permissions were granted that were not considered consistent with the policy.

### **DM13 – Railway Trackways**

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

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.

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).

In the monitoring periods 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**

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.

During the monitoring periods there have been no planning applications made on either site. Although it should be noted at RAF Marham significant construction work has taken place previously to accommodate its new fleet of jets. There is also considerable discussion which continues around the future of the CITB and its operation of the site at Bircham Newton going forward.

## Other Employment Indicators

Indicator and Description	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Employment Rate</b> Rate of 16-64 population (previously working age)	78.2%	78.4%	79.8%	81.2%	83.2%
<b>Employment in SOC major group 1-3</b> % of 16+ population employed as managers and senior officials; professional occupations; associate professional & technical	38.6%	31.8%	42.9%	42.9%	34.9%
<b>Employment in SOC major group 4-5</b> % of 16+ population employed as administrative and secretarial; skilled trades occupations	21.9%	22.3%	19.5%	17.2%	23.9%
<b>Employment in SOC major group 6-7</b> % of 16+ population employed as personal service occupations; sales and customer service	18.3%	19.9%	17.3%	16.1%	18%
<b>Employment in SOC major group 8-9</b> % of 16+ population employed as process and plant machine operatives; elementary occupations	21.2%	26.1%	19%	23.8%	23.1%
<b>Earning by place of residents</b> Gross weekly pay of all full-time workers	£497.9	£507.1	£516.5	£549.9	£559.4

The above data is taken from the office of national statistics, further and more detailed information is available via the following web site:

<https://www.nomisweb.co.uk/reports/lmp/la/1946157235/report.aspx>

## **Economy Conclusions**

- The Economic figures are encouraging. The employment level in the Borough has risen to in excess of 80%. Wages seem to have increased.
- Overall, there are significant areas of land available within the Local Plan employment allocations 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.

## Society

### Core Strategy Objectives:

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

### Core Strategy Policies (2011):

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

### Site Allocations and Development Management Policies (2016):

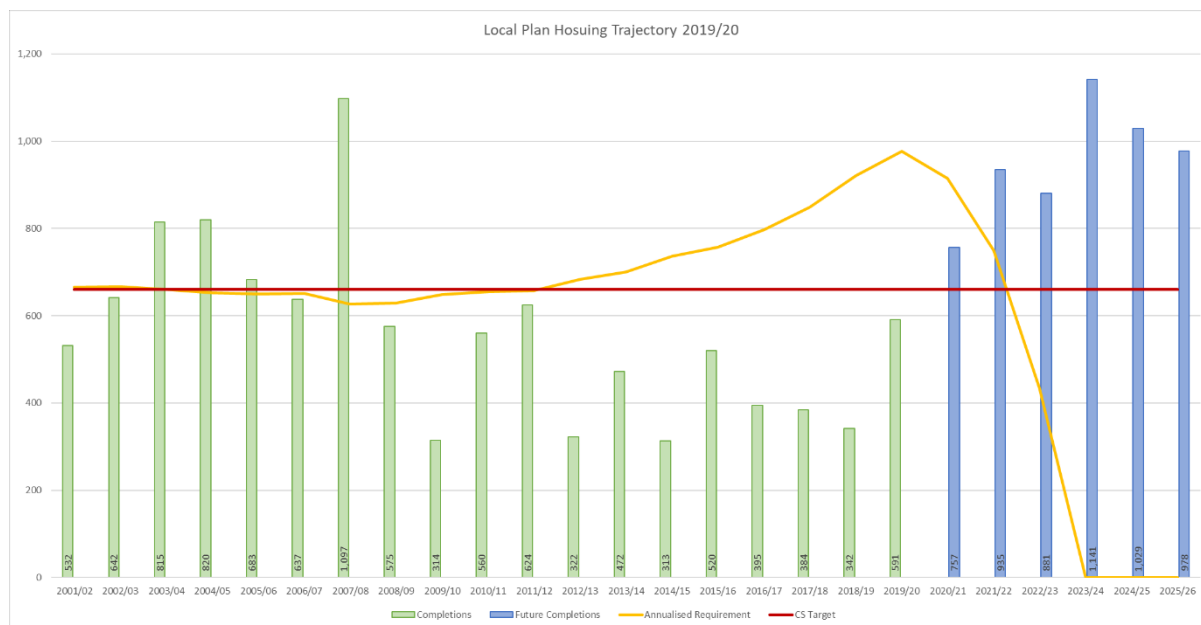
- DM1 Presumption in Favour of Sustainable Development
- DM2 Development Boundaries
- DM2A Early Review of Local Plan
- DM3 Development in the Smaller Villages and Hamlets
- DM4 Houses in Multiple Occupation
- DM5 Enlargement or Replacement of Dwellings in the Countryside
- DM6 Housing Needs of Rural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

## Housing

The Borough Council has prepared and published extensive and detailed analysis of both housing need, supply and delivery. All of this can be found on our Housing Delivery Test web page. This provides links to our Housing Delivery Test Action Plan and Housing Delivery Test Action Plan Update. These cover the 2018/19 and 2019/20 financial years. Alongside these a housing trajectory and full housing trajectory schedule for both periods is also available:

[https://www.west-norfolk.gov.uk/info/20079/planning\\_policy\\_and\\_local\\_plan/753/housing\\_delivery\\_test\\_hdt\\_action\\_plan](https://www.west-norfolk.gov.uk/info/20079/planning_policy_and_local_plan/753/housing_delivery_test_hdt_action_plan)

The latest Housing Trajectory is shown below:



The trajectory graph plots the Borough-wide housing trajectory for the current Local Plan period 2001 to 2026. This is based on the annual completions to date (shown in green) and those dwellings identified for 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 (annualised as the red line). Although it should be noted that this is no longer the latest Local Housing Need figure.

## Five Year Housing Land Supply

The Housing Delivery Test Action Plan explained that for the 2018/19 financial year based upon the Local Housing Need at that time, and the results of the Housing Delivery Test, the following position could be demonstrated:

<b>LHN (555) x 5 (Years)</b>	<b>2,775</b>
<b>LHN x 5 + 5% (NPPF Buffer)</b>	<b>2,914</b>
<b>Identified Supply (4,909) / LHN x 5 + 5% Buffer</b>	<b>1.68</b>
<b>Above x 5 (Years)</b>	<b>8.42</b>

The Housing Delivery Test Action Plan Update explained that for the 2019/20 financial year based upon the Local Housing Need at that time, and the results of the Housing Delivery Test, the following position could be demonstrated:

<b>LHN (555) x 5 (Years)</b>	<b>2,695</b>
<b>LHN x 5 + 5% (NPPF Buffer)</b>	<b>3,234</b>
<b>Identified Supply (4,909) / LHN x 5 + 20% Buffer</b>	<b>1.39</b>
<b>Above x 5 (Years)</b>	<b>6.97</b>

## Housing Delivery Test Results

The HDT is a monitoring tool the Government will use to demonstrate if local areas are building enough homes to meet their housing need. It seeks to measure how many new homes have been delivered over the past 3 years against how many new homes should have been delivered over the same period. With the result expressed as a percentage. It is presented as a percentage of homes delivered against the number required over the past three years – with 95% constituting a ‘pass’. Results are published each year by Government. Further information can be found via the link below:

<https://www.gov.uk/government/collections/housing-delivery-test>

<b>Year</b>	<b>Results</b>	<b>Actions Required</b>	<b>Acton Taken</b>
2018	91%	Action Plan	<ul style="list-style-type: none"> <li>Action Plan prepared, agreed and published</li> </ul>
2019	83%	Action Plan & 20% Buffer in land supply calculation	<ul style="list-style-type: none"> <li>Action Plan Update prepared, agreed and published</li> <li>Buffer included in calculation</li> </ul>

The table below concentrates on the completions only, and shows how many completions have taken place each year and provides a total too:

Financial Year	Dwellings Completed
2001/02	532
2002/03	642
2003/04	815
2004/05	820
2005/06	683
2006/07	637
2007/08	1,097
2008/09	575
2009/10	314
2010/11	530
2011/12	624
2012/13	322
2013/14	472
2014/15	313
2015/16	520
2016/17	395
2017/18	384
2018/19	342
2019/20	591
<b>Total</b>	<b>10,638</b>

### Number of Dwellings Completed on Previously Developed Land

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 land (PDL) also referred to as brownfield land.

In 2018/19 342 dwellings completed. Of these 103 were on previously developed land. This represents 30%. Of the 591 dwellings completed in 2019/20, 190 took place on previously developed land. This represents 32%.

The table below compares the last 5 years' worth of data on this:

Indicator	2015/16	2016/17	2017/18	2018/19	2019/20
<b>% of Dwellings completed on PDL</b>	<b>71%</b>	<b>50%</b>	<b>42%</b>	<b>30%</b>	<b>32%</b>



### Affordable Housing Delivery

Indicator	2015/16	2016/17	2017/18	2018/19	2019/20
Affordable Housing Delivery	71 net (67 new build)	28	29	61	63

### Gypsy & Traveller Pitches

Indicator	2015/16	2016/17	2017/18	2018/19	2019/20
New Pitch Provision	0	0	8	0	5

### Custom and Self-Build Housing

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.

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 several 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.

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. There is a three-year period given after each 'base' period to meet the need.

Base Period	No. on Register	Permissions Granted
1 (01/04/16 - 30/10/16)	53	285
2 (31/10/16 - 30/10/17)	50	254
3 (31/10/17 - 30/10/18)	48	Have until 30/10/21
4 (31/10/18 - 30/10/19)	42	Have until 30/10/22

Further information with regard to the Borough Council's approach to Custom and Self-Build can be found via our Action Plan:

[https://www.west-norfolk.gov.uk/info/20079/planning\\_policy\\_and\\_local\\_plan/721/custom\\_and\\_self\\_build\\_action\\_plan](https://www.west-norfolk.gov.uk/info/20079/planning_policy_and_local_plan/721/custom_and_self_build_action_plan)

For more information regarding the register, please see the link below:

[https://www.west-norfolk.gov.uk/homepage/279/custom\\_build\\_register\\_data](https://www.west-norfolk.gov.uk/homepage/279/custom_build_register_data)

## Average House Prices

Indicator	2015/16	2016/17	2017/18	2018/19	2019/20
Mean house prices at the end of Q4	£182,599	£201,199	£208,295	£215,612	£213,666

The average house price data is taken from land registry UK house price index, further information and data can be found via the link below:

<https://landregistry.data.gov.uk/app/ukhpi>

## Policy DM2 – Development Boundaries

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.

The table below shows the number of dwellings which were granted planning permission within the monitoring periods.

Indicator	2018/19	2019/20
Total Number of Homes Granted Planning Permission	1,444	1,877
Planning Permission for homes Granted Outside Development Boundaries	253	279
% Outside of Development Boundaries Granted Planning Permission	17.5%	14.8%
Total Number of Homes Completed	342	591
Completions of Homes outside Development Boundaries	17	68
% Outside of Development Boundaries Completed	5%	11.5%

In 2018/19 253 new homes were granted permission at settlements which were outside of that development boundary. The vast majority of these were relating to reserved matters applications for sites which already benefited from an outline planning permission having been 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). As an indication 117 of these were on one site on the outskirts of Emneth/Wisbech (18/01464/RMM) and 40 were on a site at some distance from Clenchwarton (17/01632/RMM).

In 2019/20 279 new homes gained planning permission which are located outside of settlements which have development boundaries. Again, similar to the previous year the majority of these relate to reserved matters consents for site which already had outline planning permission from the period when the Borough Council had difficulty in demonstrating a healthy five-year housing land supply position. This included at site at Terrington St.

John for 46 homes (18/02176/RMM). It also included a site at stoke Ferry (19/00272/OM) for 30 homes which is linked to the redevelopment of the feed mill, at the centre of the village, and the transport depot on the outskirts. This site was deemed to be brownfield and its development would represent a sustainable way forward for the site and community.

The table below provides a comparison of the completions of new homes outside of development boundaries with previous years:

	2016/17	2017/18	2018/19	2019/20
Completions	41	58	17	68
%	10	15	5	11.5

### Policy DM3 – Development in Smaller Villages and Hamlets

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.

The table below provides a comparison between the current and previous years' data. It can be seen below that the policy is allowing homes to come forward at the Smaller Villages and Hamlets as the policy intended.

Year	2016/17	2017/18	2018/19	2019/20
Completions	41	58	19	42
% of all Completions	10	15	5.5	7

### Policy DM4 – Houses in Multiple Occupation

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.

Year	2017/18	2018/19	2019/20
Permission	1	0	0
Location	King's Lynn	n/a	n/a

### Policy DM5 – Enlargement or Replacement of Dwellings in the Countryside

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	2018/19	2019/20
Enlargement	9	2	0	8
Replacement	5	4	0	0

### Policy DM6 – Housing needs of rural workers

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 2018/19 there was 1 new planning consent and 0 consents for the removal of agricultural occupancy restriction.

Year	2016/17	2017/18	2018/19	2019/20
Consents	9	2	1	10

### Policy DM7 – Residential Annexes

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.

Year	2016/17	2017/18	2018/19	2019/20
Annex No.	13	4	0	5

### Policy DM9 – Community Facilities

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.

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 change to the facility which assists in the facility being sustained, this could be through alteration, an extension or an improvement.

In 2018/19 no such permissions were granted. In 2019/20 9 permissions were granted.

## **Society Conclusions**

- A further 342 dwellings completed in 2018/19 and 591 dwellings completed in 2019/20
- A significant proportion (in the region of 30% +) of these took place on previously developed land/brownfield land
- The Borough Council prepared, had agreed, and published a Housing Delivery Test Action Plan and Update
- A healthy five-year supply position is able to be demonstrated

## Environment

### Core Strategy Objectives

- West Norfolk has undergone regeneration and growth that is well planned and complements its high historical and natural inheritance.
- Communities benefit from quality public spaces and parks with access to the coast and countryside that make the area special.
- West Norfolk is meeting the challenges of climate change and reducing mitigating carbon emissions.
- Public transport has improved, and people are less reliant on the motor car to access places and services.
- West Norfolk is still considered to be somewhere unique retaining its own local distinctiveness.

### Core Strategy Policies (2011)

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

### 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 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 (NO<sub>2</sub>) 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.

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 an Action Plan to improve air quality.

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.

The King's Lynn Town Centre AQMA, where the levels of nitrogen dioxide (NO<sub>2</sub>) 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 NO<sub>2</sub> 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.

Monitoring in 2018 showed that there was only one location where the NO<sub>2</sub> annual mean objective was exceeded. This was at diffusion tube location Railway Road 2 which had an NO<sub>2</sub> annual mean of 43.2µg/m<sup>3</sup>. When compared to 2017 values, overall NO<sub>2</sub> concentrations have increased slightly within the Town Centre AQMA in 2018 with fourteen sites increasing in concentration, eleven sites decreasing, and one site reporting the same concentration in both 2017 and 2018.

Monitoring in 2019 showed that there was only one location in the borough where the NO<sub>2</sub> annual mean objective was exceeded. This was at diffusion tube location Railway Road 2 (within the Town Centre AQMA), which had an NO<sub>2</sub> annual mean of 42.2ug/m<sup>3</sup>. NO<sub>2</sub> monitoring within the Town Centre AQMA was undertaken at 25 sites during 2019, comprising of 27 diffusion tubes and one continuous monitor. When compared to 2018 values, overall NO<sub>2</sub> concentrations display a general downward trend with eight sites increasing in concentration and eighteen sites decreasing in 2019.

The Gaywood Clock area did not exceed the annual mean level of 40µg/m<sup>3</sup>, but two diffusion tubes reported concentrations within 10% of the objective, with site 41 recording the highest at 36.7µg/m<sup>3</sup>. When compared to 2017 values, there has been a slight increase in overall NO<sub>2</sub> concentrations within Gaywood Clock AQMA. Two sites have decreased in concentration, whilst five sites have increased in concentration between 2017 and 2018.

NO<sub>2</sub> monitoring within the Gaywood Clock AQMA was undertaken at seven sites during 2019, comprising of 6 diffusion tubes and one continuous monitor. Annual mean NO<sub>2</sub> concentrations within the AQMA did not exceed the annual mean level of 40ug/m<sup>3</sup> during 2019, however the continuous monitor recorded a concentration of 37.0ug/m<sup>3</sup> (within 10% of the objective). When compared to 2018 values, concentrations have remained overall constant, with three sites increasing in concentration and four sites decreasing in 2019.

PM<sub>10</sub> is monitored by a TEOM, and indicatively 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 PM<sub>10</sub> 24-hour mean objective (50µg/m<sup>3</sup> not to be exceeded more than 35 times a year) exceeded. In 2019 particulate matter (PM<sub>10</sub>) was monitored by a TEOM, and indicatively 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 PM<sub>10</sub> 24-hour mean objective (50µg/m<sup>3</sup> not to be exceeded more than 35 times a year) exceeded.

The Borough Council will be working with Norfolk County Council to examine ways to improve air quality within both AQMAs. The Borough Council will also continue to assess planning applications in or adjacent to the existing AQMAs 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. Officers from the Borough Council are also involved in the ongoing King's Lynn Transport Study, an objective of which is to reduce harmful emissions and air quality impacts.

King's Lynn and West Norfolk emissions accounted for 26.7% of Norfolk County's total carbon dioxide (CO<sub>2</sub>) emissions in 2018. (For comparison, King's Lynn and West Norfolk has only 16.8% of Norfolk's population, but 27.7% of the land area). The presence of peat in the borough and the borough's large industrial and commercial sector contributes to the high total percentage contribution.

King's Lynn and West Norfolk's industrial and commercial sector emissions contributes 36% to Norfolk's overall CO<sub>2</sub> emissions from that sector. The borough's domestic contribution to Norfolk's domestic sector is 18.1%, with the borough also accounting for 19.6% of road transport CO<sub>2</sub> emissions in the County.

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.

### **Air Quality Conclusion**

Air quality in West Norfolk has remained generally good with the exception of the two Air Quality Management Areas where, in common with many areas within the UK, monitoring has continued to identify high levels of nitrogen dioxide due to road traffic emissions.



## Flooding and Water Quality

Indicator	2015/16	2016/17	2017/18	2018/19	2019/20
Numbers of developments granted permission contrary to the advice of the Environment Agency	2	2	0	0	1

Only one planning application was granted planning permission by the Borough Council that the Environment Agency raised an objection to during 2019/20. The details are provided below:

Planning Ref.	Location	Description
19/01612/F	Hunstanton	Replacement house and retention of garage/games room

If this is of interest it is suggested that the EA objection, officer report and formal decision are all read in full to understand this rather unique situation and the complex issues at play. These can all be found via the Borough Council Website (link below) and entering the planning application ref:

<https://online.west-norfolk.gov.uk/online-applications/search.do?action=simple&searchType=Application>

## Flood Risk

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 Practice Guidance. The aim is to reduce the human and economic risks of flooding and the public costs of building and maintaining flood defences.

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.

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. The Level 1 SFRA was completed and brought into use in November 2018. The Council commissioned a Level 2 SFRA in February 2018. This was close to completion at the end of the first monitoring year (March 2019) and was published in June 2019 in the early part of the following monitoring year.

The King's Lynn and West Norfolk Surface Water Management Plan was completed in 2012 and it concentrated on surface runoff in urban areas. The Plan highlighted further areas of study into the combined

flood risk of surface runoff and small rivers that are required before it could be published. These further studies were completed, and the plan was published in 2014.

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.

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**

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.

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.

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.

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 these processes. Stage 1 commenced in November 2008 and was completed in June 2009; Stage 2 was completed in October 2011.

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)

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

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 Monuments.

Historic Environment of West Norfolk						
	1998	2016	2017	2018	2019	2020
Conservation Areas	42	44	44	43	43	43
Listed Buildings	1800	1927	1933	1933	1933	1933
Scheduled Monuments	88	129	129	129	129	129
Historic Parks & Gardens	5	6	6	6	6	6
Ancient Woodlands	23	23	23	23	23	23

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

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.

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'.

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.

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

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.

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

### **Conservation Area Character Appraisals**

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**

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.

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.

Part of the St Margaret's Conservation Area within King's Lynn currently benefits from a Townscape Heritage Initiative 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 of heritage. With less than a year to run, grants have already been offered to 21 buildings with works totalling in the region of £3,690,000. Activities over the last twelve months have included a series of heritage skills training events focusing on stone, lime, renders/plasters and brickwork

Heritage Action Zone and King's Lynn High Street Action Zone. More information on these can be found via the link below:

<https://historicengland.org.uk/services-skills/heritage-action-zones/kings-lynn/>

## Biodiversity

### The Borough Council's Key Role in Protecting Biodiversity

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

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.

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.

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.

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).

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.

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

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.

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)

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](http://www.norfolkbiodiversity.org)

## **Regional/sub-regional**

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

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.

It is worth noting that renewable energy in the form of micro-generation can fall under permitted development rights and therefore the overall provision is likely to be higher than which has received a planning consent from the Borough Council. The tables below show the consents granted for wind and solar power for the monitoring periods.

### 2018/19

Planning Ref.	Description
18/00824/F	Change the head unit (hub and blades) of the existing single 5kW HY5 wind turbine with equivalent Britwind R9000 5kW wind turbine components
18/00957/F	Construction of storage building/workshop and solar panel array
18/01479/FM	Installation of ground mounted solar PV array, underground cabling, fencing and switch gear housing
18/01936/FM	Installation of ground mounted solar PV array, underground cabling, fencing, gates and switchgear housing
18/02284/F	Solar PV array made up of 178 panels

### 2019/20

Planning Ref.	Description
19/02122/LB	Installation of two sets of PV Solar Panels to make the building more sustainable/carbon reduction
20/01371/F	Proposed substation and associated buildings to be used at the approved solar farm

## **DM Environment Policies**

### **DM16 – Provision of Recreational Open Space for Residential Developments**

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

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

No permissions were granted contrary to the provisions of the policy in 2018/19 or 2019/20.

### **Policy DM18 – Coastal Risk Hazard Zone (Hunstanton to Dersingham)**

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 of people at 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).

During the 2018/19 and 2019/20 financial year no development was permitted within the Coastal Risk Hazard Zone contrary to policy.

### **Policy DM22 – Protection of Local Open Space**

This policy outlines 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.

During the 2018/19 and 2019/20 financial year no development was permitted within the Coastal Risk Hazard Zone contrary to policy.



## Environment Conclusions

- 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 (NO<sub>2</sub>) 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. Only 1 planning permission was granted by the Borough Council against the advice of the Environment Agency during the monitoring periods.
- There continue to be a number of designated heritage assets 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. A Heritage Action Zone for the centre of King's Lynn has been established.

## **Local Plan review Progress**

### **Current Local Plan**

The Borough Council's current Local Plan comprises the Core Strategy (CS) (adopted in 2011) and the Site Allocations and Development Management Policies Plan (SADMP) (adopted in 2016). The CS sets the overarching planning policy framework for the Borough, with a plan period of 2001 to 2026. The SADMP provided housing allocations and more detailed development management policies to complement the CS.

As part of the examination process of the SADMP, the Inspector via a main modification to the SADMP recommended the inclusion of Policy DM2A. This committed the Borough Council to an early review of its Local Plan (both CS & SADMP). The purpose was to ensure that the most up to date policy framework, including deliverable housing sites, was in place to secure continuity for the longer term. The SADMP was adopted, including this policy, in September 2016.

### **Local Plan review**

Accordingly a Local Plan review, through the Local Plan Task Group, was commenced shortly after the adoption of the SADMP, with a view to covering the period from 2016 to 2036 (a further 10 years). In late 2016 a 'Call for Sites and Policy Suggestions' consultation was conducted. Information received from this and changes to national planning policy were considered and a draft version of the Local Plan review was published for consultation for a period of 8 weeks. This offered everyone and anyone the opportunity to have their say commenting on what they did or did not agree with. Once more any comments received were considered and analysed in combination with the many changes which have already occurred over recent years to national planning policy, not least the introduction of a new National Planning Policy Framework (NPPF), associated guidance, and a new method for calculating Local Housing Need.

### **Current Stage & Progress**

The Local Plan review is now at a stage where once agreed by the Local Plan Task Group, Cabinet and Full Council it will then shortly be ready to be published. This publication is a formal stage within local plan preparation. This version of the Local Plan review is one which, following agreement, the Borough wishes to adopt. Not only will the Plan be published but the supporting suite of documents which underpin the policies of the plan will also be published, this includes the Sustainability Appraisal including Strategic Environmental Assessment, Habitats Regulation Assessment, Housing Need Assessment, and the Viability Study... to name a few.

### **Local Development Scheme**

The Borough Council's Local Development Scheme can be viewed online:

[https://www.west-norfolk.gov.uk/info/20214/emerging\\_local\\_plan\\_review/500/local\\_development\\_scheme](https://www.west-norfolk.gov.uk/info/20214/emerging_local_plan_review/500/local_development_scheme)

Progress has broadly been in line with this. The impact of local elections which saw a dramatic change in the political composition of the Borough Council, many changes to national planning policy (and guidance) with much more on the horizon and the Covid-19 Global Pandemic in combination has had an impact on the timescales and it is likely that the LDS will be updated in due course to recognise these factors. It is currently anticipated that the Local Plan review, once agreed by the Local Plan Task Group, Cabinet, and Full Council, will be Published as the pre-submission version in early 2021, with submission to the SoS and examination to follow.

## Duty to Cooperate

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). The NPPF also gives guidance on statements of common ground between local planning authorities. This section outlines how the Borough Council has addressed that cooperation during the monitoring periods.

### Neighbouring Planning Authorities

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

- 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 preparation of the Norfolk Strategic Planning Framework (NSPF) which also performs the function of a 'statement of common ground' between the authorities.
- 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 is a non-statutory document for the whole of Norfolk. The document outlines 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 the final version was published in March 2018. 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)
- 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.
- 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 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 was adopted in April 2010 and is being implemented through the Wash East Coast Management Strategy (2015) and the Hunstanton Coastal Management Plan (2020).

### Cooperation mechanisms:

- Ongoing engagement through the Norfolk Strategic Planning Group.
- Ongoing engagement through the Habitat Regulation Assessment and Mitigation and Green Infrastructure coordination group
- Engagement with the A47 Alliance
- Engagement with the Ely Area Improvements Task Force (rail).
- Ongoing engagement through Norfolk Planning Officers Group.
- Ongoing engagement with the Cambridgeshire and Peterborough Mayor
- 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
- Cambridgeshire & Peterborough Combined Authority Business Board (the LEP) / Mayor 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.

Other 'Duty' Bodies

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.

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 is being achieved via a partnership approach led by the Borough Council. The partners are Historic England, Norfolk County Council, West Norfolk Chamber of Commerce, and King's Lynn Town Centre Partnership & Business Improvement District.

Natural England: Representations and advice on the Local Plan review, particularly in relation to designated nature conservation sites and issues (e.g. stone curlews), and Habitats Regulations Assessments.

Mayor of London: Not relevant to the Borough.

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

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

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.

Clinical Commissioning Group: Consultation and liaison.

Transport for London: Not relevant to the Borough.

Integrated Transport Authorities: Not relevant to the Borough.

Norfolk County Council as the Local Highway Authority: Representations and advice on 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.

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 and local plan review.

## Neighbourhood Planning

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 un-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.

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.

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

Neighbourhood Plan	Date Made
Brancaster*	November 2015
South Wootton	November 2015
Walpole Cross Keys	October 2017
West Winch & North Runcton	October 2017
Snettisham	November 2018
Sedgeford	September 2019
Holme-next-the-Sea	February 2020**
Upwell	October 2020**

\*Brancaster Parish Council are in the process of reviewing their Neighbourhood Plan. They are currently at the examination stage (December 2020).

\*\*Note this is the date that the Borough Council has published its decision statement. Due to the Covid-19 Global Pandemic referendums cannot be held. Accordingly, the Planning Practice Guidance has been updated to state that significant weight can be attributed to relevant policies within a Neighbourhood Plan which has passed the examination stage and the local planning authority has published its decision statement which states that the plan can proceed to referendum (Regulation 18).

There are approximately 30+ parishes within the Borough involved in the Neighbourhood Plan process. For the latest information on Neighbourhood Planning within the Borough please see our webpage below:

[https://www.west-norfolk.gov.uk/info/20127/neighbourhood\\_plans](https://www.west-norfolk.gov.uk/info/20127/neighbourhood_plans)

## **Community Infrastructure Levy**

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

The Borough Council's Community Infrastructure Levy charges took effect from the 15 February 2017 and the Council is both a Charging Authority and a Collecting Authority. Regulation 62 of the Community Infrastructure Levy Regulations 2010 (as amended) requires CIL Charging Authorities to produce an annual report detailing CIL income and expenditure and make it available before the 31 December each year.

The Borough Council's statutory annual financial reports are published on our website and can be accessed following the link below:

[https://www.west-norfolk.gov.uk/info/20223/cil\\_financial\\_reports](https://www.west-norfolk.gov.uk/info/20223/cil_financial_reports)

Likewise, the Borough Council publishes its annual parish reports online as well:

[https://www.west-norfolk.gov.uk/info/20223/cil\\_financial\\_reports/686/cil\\_parish\\_reports](https://www.west-norfolk.gov.uk/info/20223/cil_financial_reports/686/cil_parish_reports)