

Local Planning  
Executive Advisory Panel

Meeting Notes

The Council Chamber, The Symington Building,  
Adam & Eve Street, Market Harborough

Wednesday 28<sup>th</sup> January 2015

Commencing: 2.03pm

Councillors Present: Beaty, Mrs Burrell, Holyoak, King (Chair) & Spendlove-Mason  
Officers Present: N. Proudfoot (NP), S. Pointer (SP), T. Nelson (TN), J. White (JW),  
C. Brown (CB) & G. Keeping (GK)

Item	Action
<p>1. <b>Apologies for Absence</b> Cllrs Liquorish (Cllr Spendlove-Mason substituted) &amp; Mrs Page.</p>	
<p>2. <b>Notes of the previous meeting</b> The notes were accepted as a true record and signed by the Chairman.</p>	
<p>3. <b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• <u>Meetings with promoters of large scale long-term housing sites</u>: these are noted as being outside the terms of the current SHLAA because of infrastructure issues. Additional information is being sought and further details will be brought to the Panel's March meeting.</li> </ul>	SP
<p>4. <b>Project Highlight Report and Project Plan</b></p> <ul style="list-style-type: none"> <li>• <u>Transport Assessment of Development Options</u>: the project brief has been agreed. URS to be commissioned once highway inputs have been agreed.</li> <li>• <u>Settlement Profiles</u>: the drafts are completed and are out for consultation.</li> <li>• <u>Call for additional sites</u>: are being raised today.</li> <li>• <u>Transport Study</u>: being commissioned following agreement on the brief.</li> <li>• <u>Planning Advisory Service (PAS)</u>: arrangements are being made to access this free service.</li> <li>• <u>Risk Log</u>: there were no new risks.</li> <li>• <u>Timetable</u>: the revised timetable was endorsed by the Executive on 12<sup>th</sup> January 2015.</li> </ul>	
<p>It was noted that a letter had been received from Bitteswell Parish Council with the request that the settlement not be identified as a Selected Rural Village. It was agreed that Officers consider this and respond.</p>	SP
<p>5. <b>Statement of Community Involvement (SCI)</b> CB introduced the report, which outlined the changes made following the draft Statement being considered by the Panel in December 2014 and after the consultation period. The main comments received from the consultation were:</p> <ul style="list-style-type: none"> <li>• the standard minimum six-week consultation period was generally accepted;</li> <li>• the use of social media to support consultations was well supported;</li> <li>• parish councils suggest that all types of planning application should be subject to consultation; and</li> <li>• the notification of parties to attend / speak at Planning committee was supported.</li> </ul>	

It was noted that the document did not clarify how the scheme of speaking at  
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Planning Committee meetings would be addressed. It was confirmed that the Planning Code of Conduct, within the Constitution, would be amended and the Statement of Community Involvement taken into account.

**The Panel RECOMMENDED to the Executive that the Statement of Community Involvement, as amended after consultation, be approved.**

**6. Annual Monitoring Report 2014**

SP and JW introduced the report, which has been produced to fulfil the requirements of the "Town & Country Planning (Local Planning (England) Regulations 2012), Part 8" and will be published annually, each December/January. This report covers information relevant to the period 1 April 2013 to 31 March 2014.

The format of the report will be changed slightly after discussion with the portfolio holder, before going to the Executive and being published on the Council's website.

The Panel welcomed the report and thanked JW and other officers for its production. It was agreed that information on the number of buy-to-lets would be circulated to Panel Members.

**JW**

**7. Leicester & Leicestershire Strategic Distribution Sector Study Update**

SP introduced the completed Distribution Sector Study and provided a summary of its outputs. After discussion, the Panel:

- (i) Noted the report and the recommendation of the Leicestershire Strategic Planning group that each authority should undertake individual assessment, within its own area into the potential for 'recycled land' and new land to help meet forecast need to 2036.
- (ii) Agreed that the Study be published on the Council website
- (iii) Asked officers to research the issue of the potential of recycled land and the options that exist for new land to contribute to meeting the Leicestershire wide need for additional space for strategic distribution.

**SP**

**8. Vision and Objectives Refresh**

TN introduced the report and the need to refresh the Core Strategy Vision and Objectives to ensure that they are up to date, reflect current priorities, are compliant with the NPPF and provide a firm foundation for the ongoing preparation of the new Local Plan.

The Panel considered the next steps, which will be:

- Officer review, including a review of key local issues, key changes in national policy and local circumstances, together with consideration of the Corporate Plan and other Council strategies, in order to highlight any issues and to recommend any changes needed
- Results of officer review presented to Advisory Panel meeting in March, highlighting any issues and recommending any changes needed. Advisory Panel to discuss and recommend any changes needed.
- Vision and Objectives to be amended accordingly
- Advisory Panel approves Options Consultation document
- Public consultation through the Options consultation to ensure Vision and Objectives reflect current community priorities.
- Further amendment in light of consultation responses received
- Executive approve Vision and Objectives as part of approval of Pre Submission Consultation Draft
- Public consultation through the pre-submission consultation
- Further amendment, if necessary in light of consultation responses received
- Consideration by the Inspector through the Examination in Public
- Further amendment, if necessary following receipt of Inspector's Report
- Adoption in the new Local Plan

It was agreed that the results of the officer review be presented to the Panel at its next meeting.

**TN**

**9. Charnwood Core Strategy Examination – Update**

SP introduced the paper outlining the key points taken from the hearing sessions. A formal letter has been issued following the Examination, which finds the Plan unsound, but states that it can be made sound with modifications.

In relation to the Council's own Plan, it was noted that:

- It is anticipated that there will be a need for technical support through a member of the GL Hearn team during the Plan's Hearing sessions. This will require budgetary estimates to be refreshed.
- There is a need to assess and understand the impact of employment growth on housing demand to help formulate a plan target for homes.

**10. Dates of Future Meetings:**

The Panel RESOLVED that its next meeting be moved to Wednesday 18<sup>th</sup> March 2015 at 2pm.

Future meetings will therefore be held on:

- 18 March 2015
- 22 April 2015

The meeting closed at 3.30pm.