

## Appendix 2: Proposed Local Plan 2011-2031 Monitoring Framework

This table sets out how the KPIs in the Harborough Local Plan 2011-2013 will be monitored during 2019/20 and reported in the 2020 AMR.

KPI	Indicator	Data and Analysis Needed	Current/Future Data Capture Processes	Plan for 2020 AMR
LDS	Progress of Local Plan adoption/ review compared against timetable published in LDS	Compare planning policy production progress against the timetable in the published Local Development Scheme (LDS)	Compare policy production against LDS. Explain any reasons for deviation, if necessary.	Any future review of the LDS will establish the timetable for future Local Plan production. Progress will be monitored in future AMRs.
LDS	Timetable for any other policy documents	<p>Identify the timetable for any other policy advice and guidance preparation and report on progress against timetable.</p> <p>As the 2017 LDS explains, a number of Supplementary Planning Documents and Supplementary Planning Guidance Notes were prepared linked to the 2001 Local Plan. The Council resolved that where relevant this guidance should continue to be used as a material consideration in determining planning applications.</p> <p>There is no requirement for the timetable for the production of SPDs to be included in the LDS. It is provided here for information and completeness.</p>	<p>A review of the SPDs and SPGs is underway. This will identify which elements of supplementary guidance need to be included within a new Development Management Supplementary Planning Document.</p> <p>The Planning Obligations Supplementary Planning Document was adopted by the Council in January 2017. The adopted Local Plan acknowledges this SPD will need to be reviewed and updated, and a scoping exercise for this work was undertaken in Summer 2019.</p>	<p>The Development Management Supplementary Planning Document is expected to be produced and consulted on in 2020.</p> <p>A scoping exercise for the Planning Obligations SPD is being undertaken and a timetable for the review of this SPD will be established.</p> <p>A review of s106 monitoring will be undertaken in response to the Government's drive to increase transparency in this area.</p>

LDS	Timetable for NP production	Report on NP groups progress	The latest information on Neighbourhood Planning can be found on our <a href="#">website</a> . This includes 'made' plans, those under preparation, and those scheduled for review.	The 2020 AMR will include details of all the made Neighbourhood Plans in Harborough. This will include an update on the progress of NPs in the 2019/2020 period.
1	Housing Land Monitoring	Monitor Housing Delivery (of open market and affordable homes) compared to the housing trajectory. Ensure housing delivery remains on track.	<p>Monitor delivery of the housing allocations set out in Policy H1 and compare with the housing trajectory set out in the Local Plan.</p> <p>There is an established process of Housing Land Monitoring within the Strategic Planning team; it is undertaken on an ongoing basis.</p> <p>Strategic site monitoring is also undertaken as part of the s106 monitoring process.</p>	<p>Housing Land Monitoring is undertaken on an ongoing basis.</p> <p>Housing commitments and completions and an updated Housing Land Trajectory will be included in the 2020 AMR.</p> <p>There will be a need to identify if monitoring indicates that any of the trigger points necessitating a full or partial review of the Local Plan have been reached, and what would happen next in such circumstances.</p> <p>Contextual data on the health of the housing market (house prices, sales) will be published, where available, and any implications of this for planning policy and implementation.</p>
1	Five Year Land Supply	Calculate Harborough District's five-year housing supply position. Maintain at least a five-year supply of deliverable housing land.	Use the Housing Land Monitoring information to update the Five Year Position Statement to reflect the 2019/20 calculations and identify if any actions are needed as a result.	The Five Year Housing Land Supply calculations are updated annually. The 2019/20 calculations will be included in the 2020 AMR.

HDT	Housing Delivery Test	The Housing Delivery Test (HDT) is a Government indicator of Housing Delivery. Where plans are not delivering as expected an additional housing buffer may be required and/or an action plan to address the shortfall.	The Government publishes its calculations of Housing Delivery Test performance <a href="#">online</a> . There will be a need to identify if any action is needed as a result of the HDT results. The 2019 figures were published in February 2020 and are available <a href="#">here</a> .	The Housing Delivery Test results for 2019 and any subsequent action required will be included in the 2020 AMR.
Self-build and Custom Housebuilding plots	Number of Self-Build and Custom Housebuilding plots delivered	The Self-build and Custom Housebuilding Act (2015) requires Local Authorities to maintain a self-build register and meet the needs identified.  Councils are required to grant permission for the number of plots required during each of the 'Base Periods'.	There is a need to report on the number of people and groups who have registered for a self-build or custom housebuilding plot.	For each completed Base Period, the number of people on the Self-build and Custom Housebuilding Register, the number of plots required, and the number of self-build and custom housebuilding plots permitted will be reported in the 2020 AMR.  Progress in meeting the 'Duty to grant planning permission etc' within 3 years will also be reported.
Specialist Housing	Number of Specialist Housing units delivered	The new PPG (June 2019) on housing for older and disabled people encourages the monitoring of the delivery of Specialist Housing in AMRs. As part of the Local Plan Examination a Specialist Housing Trajectory was prepared.	Delivery of specialist housing units is included within the Housing Land Monitoring processes. A mechanism to identify specialist housing commitments and completions will be devised.	It is intended that the delivery of specialist housing provision will be specifically reported in the 2020 AMR.
2	Employment Land Monitoring: Net additional floorspace	Monitor permissions for new employment land, and any loss of employment, and report on net gain.  Policy BE1 seeks to deliver 59 hectares of new employment land in	There is an established employment monitoring process in the Strategic Planning team. Employment Land Monitoring is undertaken on an annual basis.	The findings of the Employment Land Monitoring will be reported in the 2020 AMR. This will include reporting any decisions made contrary to policy, and the reasons for this.

		<p>addition to existing commitments, as of 31/3/18.</p> <p>Policy BE2 seeks to deliver an additional 700,000 sq m of floorspace at Magna Park.</p>	<p>A process for monitoring this Local Plan policy is being established which will include the monitoring of the existing commitments and the allocation at Magna Park.</p>	<p>Contextual data on economic development will be published, where available, and any implications of this for planning policy and implementation.</p>
2	<p>Employment Land Monitoring: Employment and Training Strategy secured</p>	<p>Monitoring receipt of Employment and Training Strategies for each proposal at the strategic storage and distribution allocations to the North and West of Magna Park. Ensure delivery of the strategies and monitor their contribution to achieving the target of 25% of total new jobs created filled by Harborough residents set out in the Monitoring Framework.</p>	<p>A process for reviewing policy impacts on DM application decision-making is being established. This will capture relevant applications for analysis by the Strategic Planning team. This indicator relates specifically to the Strategic Distribution site at Magna Park.</p>	<p>The 2020 AMR will report on the monitoring of applications at Magna Park and the number of Employment and Training Strategies secured.</p>
3	<p>Delivery of new housing and employment in Market Harborough, Lutterworth and Fleckney</p>	<p>Established process in Strategic Planning team. Policy IMR1 includes monitoring triggers that could lead to the need to undertake a full or partial update of the Local Plan.</p>	<p>There are established processes for housing and employment land monitoring within Strategic Planning team. Housing and Employment Land Monitoring is undertaken on an ongoing basis, and strategic site monitoring undertaken as part of the s106 monitoring process.</p>	<p>Delivery of new housing and employment in Market Harborough, Lutterworth and Fleckney will be specifically highlighted in the 2020 AMR.</p> <p>A corporate review of spatial data is underway. It is hoped this will assist with Local Plan monitoring.</p>
4	<p>IDP Monitoring Timeliness of infrastructure delivery</p>	<p>Need to establish process. Subject to separate project.</p>	<p>IDP is being reviewed and a monitoring process is being established.</p> <p>Processes for specific monitoring of key strategic sites are already established.</p>	<p>A specific IDP monitoring plan will be established in the future.</p> <p>The Government is introducing a requirement to produce an annual</p>

			The potential to link infrastructure monitoring with housing and employment monitoring processes is being explored.	Infrastructure Funding Statement (IFS), with the first one required in Dec 2020.
5	Loss of Community Facilities	Need to identify any community facilities (public houses, post offices, village shops) lost through development proposals.	The monitoring process will need to ensure it picks up any community facilities lost when acceptable evidence of marketing has been provided. In these cases, the facilities would still have been lost, but this would not have been contrary to policy. NP monitoring may also pick up relevant cases.	A process is being established to enable data to be reported on decisions made contrary to policy, and the reasons for this, in the 2020 AMR.
6	Loss of bio/geo diversity	Need to identify any net loss of nationally or locally designated biodiversity and geodiversity assets by identifying and monitoring any relevant applications.	Monitoring mechanisms are being established to achieve this.	In their Spring Statement 2019 the Government announced it would mandate net gains for biodiversity in the Environment Bill. If new legislation and/or guidance implements a requirement for net gains to biodiversity, this KPI may need to be reviewed. An update on the national policy position can be included in the 2020 AMR, if required.
7	Number of Listed buildings and Conservation Areas at risk	Identify number of buildings on the 'at risk' register by consulting the register and supplement with local knowledge. Identify the number of buildings and conservation areas at risk at the end of each reporting periods 2021, 2026 and 2031 and compare with earlier periods. Seek a	At the start of the plan period 2011 there were two listed buildings and zero conservation areas in Harborough on the 'at risk' register. When the plan was adopted in 2019 there were nine listed buildings and zero conservations areas on the register. Monitoring of this KPI will reference both the 2011,	The first reporting period for measuring the reduction in number of buildings and conservation areas at risk is not until 2021. A qualitative update on any active interventions by the Council could be included in the 2020 AMR, if appropriate.

		reduction in number of buildings at risk.	and the adoption date baseline information.	
8	Net additional floorspace for convenience and comparison shopping in Market Harborough, Lutterworth, and Broughton Astley	Monitor applications for new, and loss of, convenience and comparison retail floorspace and loss of floorspace in town and village centres. The plan seeks to ensure at least a third of the envisaged development is provided by 2021 and two thirds by 2026.	A process is being established to ensure DM monitoring flags any relevant applications, and notes whether they are for comparison or convenience retail. These will then be analysed by Strategic Planning. It should be noted that not all new, or loss of retail, will require a planning application. Monitoring can only capture 'net' gain or loss of changes requiring planning permission.	The first reporting period for implementation of the new retail floorspace policy is 2021, and then 2026.  The net additional convenience and comparison floorspace provided in Market Harborough, Lutterworth and Broughton Astley will be reported in 2020 AMR.
9	Review of Design Quality Assessment	Commitment to review 2-3 randomly selected major projects against Building for Life (or similar) criteria.	A process to identify the skills and capacity needed to undertake these assessments is underway.	A proposed methodology for monitoring design quality will be reported in the 2020 AMR.
10	Accessibility of new development by public transport	The target is for all major development being within 400m of a bus service with at least an hourly weekly service. Up to date data on bus routes and frequency will be required, as they often change. If accessibility was deemed inadequate, mitigation, for example through contributions to public transport, may be provided.	This issue will be picked up in the site specific monitoring of major sites. This will need to be supplemented with additional monitoring of other major applications where policy GD2 is relevant. A process to identify any relevant applications are flagged by DM is being established. This will enable analysis to be undertaken by Strategic Planning.	Section 106 monitoring should identify where contributions to public transport and/or direct provision is required.
11	Development permitted contrary to EA advice	No development should be permitted contrary to EA advice.	It is likely that any development contrary to EA advice would have to go to planning committee. A process to identify any relevant applications are flagged by DM is being established. This	Any development permitted contrary to EA advice will be reported in the 2020 AMR, along with an explanation of the reasons for this.

			will enable analysis to be undertaken by Strategic Planning.	
12	Design and Access statement (DAS) for all major development fully cover climate change requirements	Policy CC1 requires major developments to demonstrate how they will address the issue of climate change. Analysis of DAS submitted with major applications is required. This is likely to have been undertaken as part of the planning application consideration process.	Any planning application for major development submitted without a DAS would not be validated. A process is being developed to capture how DAS for major schemes have addressed climate change.	A commentary of how a sample of DASs for major developments have addressed climate change will be reported in the 2020 AMR.
13	New tourism uses within town centres and settlements. New appropriate tourism development in the countryside	Identify any permission granted contrary to Policy RT4. The Monitoring Framework target is for no applications to be granted contrary to Policy RT4.	A process is being established monitor this KPI.	Relevant applications will be identified for analysis by Strategic Planning.  Contextual data on the health of the tourism market will be published, where available, and any implications of this for planning policy and implementation.