

PAPER NO. 5

REPORT TO THE EXECUTIVE MEETING OF 5 SEPTEMBER 2016

Meeting: Executive
Date: 5 September 2016
Subject: Notes of meetings of Executive Advisory Panels
Report of: Peter Storey, Democratic Officer
Portfolio Holders: Councillor Brodrick
Status: For information and to note recommendations

1 Purpose of the Report

1.1 To advise Executive of the work and to note the recommendations of the following Advisory Panel:

- Local Planning Executive Advisory Panel

2 Recommendation:

2.1 **Recommended that the record of the following meetings be noted:**

- **Local Planning Executive Advisory Panel: 13 April 2016 (Appendix A)**
- **Local Planning Executive Advisory Panel: 18 July 2016 (Appendix B)**

2.2 **To note that recommendation contained at item 8 in the notes of the Panel meeting held on 13 April 2016 was considered by the Executive in a report to its meeting on 9 May 2016 and the recommendation at item 5 of the same notes will be considered by the Executive in due course as part of the Local Plan process.**

3 Summary of Reasons for the Recommendations

3.1 The arrangements for the Executive Advisory Panels require that they report back to Executive with notes of their meetings.

4 Impact on Communities

4.1 None.

5 Key Facts

5.1 None.

- 6 Legal Issues
- 6.1 None.
- 7 Resource Issues
- 7.1 None.
- 8 Equality Impact Assessment Implications/Outcomes
- 8.1 None.
- 9 Impact on the Organisation
- 9.1 None.
- 10 Community Safety Implications
- 10.1 None.
- 11. Carbon Management Implications
- 11.1 None.
- 12. Risk Management Implications
- 12.1 None.
- 13 Consultation
- 13.1 None.
- 14 Options Considered
- 14.1 None.
- 15 Background Papers
- 15.1 None.

Previous report(s): None

Information Issued Under Sensitive Issue Procedure: N

Ward Members Notified: n/a

Appendix A: Local Planning Executive Advisory Panel: 13 April 2016

Appendix B: Local Planning Executive Advisory Panel: 18 July 2016

**Local Planning
Executive Advisory Panel**

Meeting Notes

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

Wednesday 13 April 2016

Commencing: 2.35 p.m.

Councillors Present: Brodrick (Chair), Mrs Burrell, Galton, Holyoak, Mrs Page, Rickman & Tomlin.

Officers Present: L. Aspinall (LA), D. Atkinson (DA), G. Keeping (GK), T. Nelson (TN), K. Reed (KR), S. Pointer (SP) and N. Proudfoot (NP).

Item	Action
<p>1. Apologies for Absence</p> <p>An apology was received from Cllr Dr Hill; Cllr Mrs Burrell substituted.</p>	
<p>2. Notes of the Previous Meeting</p> <p>The notes of the meeting held on 24 February 2016 were agreed as a correct record and signed by the Chairman.</p>	
<p>3. Matters Arising</p> <ul style="list-style-type: none"> • <u>Letter to LCC Highways</u> - this had been sent, but a reply had not been received yet. • <u>Item on A5 Working Group</u> – this had been covered in the pre-meeting briefing. Minutes will come to the Panel. • <u>Transport Assessment Update</u> – a meeting has taken place with LCC regarding transport assessments for emerging sites. It has been confirmed that a consultant could run the LLLTM Model for Lutterworth by June, but that another option would be to use and validate the model being run by the promoter. In respect of Market Harborough, the transport study is programmed to be completed by the end of June. It was AGREED that a report would be brought back to a future meeting of the Panel. • <u>Strategic Transport Assessment</u> – only high-level travel to work data has been released from the 2011 Census, so information is not available at a local level. There has been little overall change in travel patterns, although the number of short journeys to work has reduced slightly. Consultants have been investigating the availability of alternative data sets, but none has been found to date. • <u>Planning consents</u> – in response to the concerns expressed by Panel members, as recorded in the notes of the last meeting, officers reported that the study had been updated in September 2015. A further update was not included on the workplan at present. 	KR

4. Local Plan Options Consultation Report

The Panel considered the report, which contained a summary of the responses to the Local Plan Options Consultation, broken down under the following headings:

- Vision & Objectives (considered under Item 5, below)
- Sustainable Settlements
- Housing
- Housing in the Countryside
- Affordable Housing
- Gypsy & Traveller, and Travelling Showpeople Provision
- Employment
- Green Infrastructure
- Town Centres and Retail
- Infrastructure Planning
- Settlement Sections

The following points were raised in discussion:

Sustainable Settlements: detailed officer responses to the consultation will be brought to a future meeting of the Panel. These will consider issues such as school capacity. TN

Replacement to Limits of Development: most responses were concerned about how it might be applied, but specific comments were received, including on Criteria 2. Although Limits to Development are not within the scope of the Local Plan at the moment, it was in theory possible for the Council to consider introducing them in future reviews of the Local Plan. It was possible for Neighbourhood Plans to develop and put forward Limits to Development of their own, but this approach was not favoured by the Planning Inspectors.

Housing in the Countryside: Option C1 was generally popular with residents and Parish Councils, but may not comply with the NPPF. A combination of the different identified options may be needed.

Affordable Housing: the distinction between 'low cost' and 'affordable' housing needed to be stressed. Evidence for self-building was being developed.

Gypsy & Traveller and Travelling Showpeople Provision: few comments had been received. It was noted that officers update the record of planning approvals on an annual basis and information can be provided to Councillors on request. TN

Employment: issues relating to Strategic Distribution have been the subject of a separate consultation and the results will be brought back to a future meeting of the Panel. In relation to the Council's sub-regional responsibilities, it was noted that the Council commissions evidence to reach an objectively assessed amount of land that would need to be provided, but has to be positive and aim towards the upper end of that figure.

Green Infrastructure: Option G2 did not receive a great deal of support.

The Panel NOTED the summary of responses.

5. Local Plan Vision and Objectives

LA presented the proposed amendments to the Local Plan Vision and Objectives, having taken account of responses made during the Options Consultation (September 2015). The Objectives are being used as part of the assessment of the nine development options which the Panel was to consider under Item 8, below.

The Panel:

- (i) NOTED that in the Revised Local Plan Draft Vision (included in Appendix B to the report) and in Draft Objective 1: Housing (included in Appendix C to the report) the proposed amendment “.. *respond positively to changing circumstances, ...*” had been included in error and should be disregarded and
- (ii) **RECOMMENDED to the Executive that the Local Plan Vision and**

Objectives be approved for inclusion in the draft Local Plan, subject to the amendments set out in Appendices B and C of the report and to the corrections to the Draft Vision and to the Draft Objective 1 set out in (i) above.

6. Dates of Future Meetings

It was AGREED:

1. that future meetings of the Panel be held on Mondays at 2.30 p.m. on the following dates:
 - 6 June 2016
 - 18 July 2016
 - 12 September 2016
 - 17 October 2016
 - 21 November 2016
 - 16 January 2017
 - 13 February 2017
 - 3 April 2017
 - 15 May 2017
2. that, when needed, an informal pre-meeting would be held at 1.30 p.m. The pre-meeting would be open to any Member of the Council to attend as an observer. Democratic Services would advise all Members of a pre-meeting at the same time as informing them by email of the next meeting of the Panel and papers for the pre-meeting would be made available to individual Members on request.

7. Section 100(A)4 Local Government Act 1972

It was RESOLVED that the public and press be excluded from the remainder of the meeting on the grounds that the matter yet to be discussed involved the likely disclosure of exempt information as defined in paragraph 3 of part 1 of Schedule 12A to the Local Government Act 1972.

8. Options Assessment and Selection

KR presented a report that invited the Panel to consider nine Options for housing and employment development proposed in the Options consultation and to recommend to the Executive which of these should be taken forward for further detailed analysis, in order that a single Preferred Option could later be decided on in accordance with the timetable for the preparing the Local Plan.

After discussion, the Panel reached a cross-party decision on the Options and **RECOMMENDED:**

- (i) **That the Executive agrees the following four Selected Options for further assessment:**
 - **Option 2: Core Strategy Distribution**
 - **Option 5: Kibworth SDA (North East proposal only)**
 - **Option 6: Lutterworth SDA**
 - **a modification of Option 4, based on a minimum of 1,200 dwellings in the vicinity of Scraftoft North.**
- (ii) **That the Executive agrees that these Selected Options be subject to further tests of land availability, infrastructure requirements, transport impact, flood risk, viability, landscape impact, environmental sensitivity/ mitigation and sustainability before being reported back with a recommendation for a single preferred option.**
- (iii) **That the Executive agrees that these Selected Options and tests be formulated on the basis that provision of housing land is to be at a rate of 550 dwellings per annum (before allowing for completions**

and commitments).

The Panel AGREED that, in principle and subject to legal advice, the report presenting the Options Assessment and Selection, the Panel's recommendations to Executive should not be exempt, but that a communications plan should also be prepared.

The meeting closed at 5.01 p.m.

**Local Planning
Executive Advisory Panel**

Meeting Notes

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

Monday 18th July 2016

Commencing: 3.30 p.m.

Councillors Present: Brodrick (Chair), Mrs Burrell, Galton, Hall, Mrs Page & Rickman.

Guest Councillors: Elliott & Nunn

Officers Present: K. Reed (KR), S. Pointer (SP), N. Proudfoot (NP) & G. Keeping (GK).
A. Yeomanson, LCC (AY) and M. Archer, LCC (MA)

Item	Action
1. Apologies for Absence	
Apologies were received from Cllrs Dr Hill and Tomlin. Cllr Mrs Burrell substituted for Cllr Dr Hill and Cllr Hall substituted for Cllr Tomlin.	
Cllrs Elliott and Nunn joined the Panel for the meeting, but took no part in voting.	
2. Notes of the Previous Meeting	
The notes of the meeting held on 13 April 2016 were agreed as a correct record and signed by the Chairman.	
In answer to a question by Cllr Mrs Page, KR confirmed that a letter on the SDA had been received from Strutt & Parker and had been forwarded to the Council's consultants for their comments.	
3. Actions Arising	
The Panel received an oral report on actions arising from its last meeting:	
<ul style="list-style-type: none">• <u>Sustainable Settlements</u> – responses to the consultation will be considered as part of the preparation of text for the Local Plan, but will not be the subject of a separate report.• <u>Gypsy & Traveller and Travelling Showpeople Provision</u> – it was noted that no information had been received from Councillors on updates to the record of planning approvals.	
4. Market Harborough Transport Study	
The Panel considered the report that contained the broad outcomes and recommendations from the Market Harborough Transport Strategy, which had been produced jointly with Leicestershire County Council (LCC). The Study had been completed insofar as is required to support the preparation of the Local Plan and a presentation was given by AY and MA from LCC.	
The Panel NOTED:	
(i) That the outcomes from the Study will be used as evidence to support the	

- Local Plan; and
- (ii) That the recommendations of the Study will be reported to the LCC's Cabinet in September and that it is anticipated that they will then be subject to a period of public consultation.

The Panel RESOLVED that:

- (i) copies of the LCC presentation slides be circulated to Panel members;
- (ii) a letter received from a resident on Coventry Road be circulated to Panel members; and
- (iii) the findings and recommendations contained in the Market Harborough Transport Study be reported to Executive for endorsement.

5. Selected Options Assessment Methodology

The Panel received a report which sought its comments on the proposed methodology for the assessment and refinement of the four Selected Options for housing and employment development, in order to enable a choice of the preferred option to be included in the pre-submission Draft Local Plan. Appendix B to the report provided a summary of the framework for assessment of selected options and Panel members were asked to agree that a further factor "Ownership" be added under Deliverability Factors; this would be informed by the Peter Brett Associates feedback.

The Panel NOTED the proposed methodology for the assessment of the Selected Options, as set out in paragraphs 4.4 - 4.11 and in Appendices A and B of the report, subject to the addition of "Ownership" to the Deliverability Factors listed in Appendix B to the report.

6. Any other business

Extraordinary Meeting of Panel – 22nd August 2016: It is intended that presentation on all outstanding pieces of evidence that will help inform the decision on the preferred option will be given to the briefing prior to the Extraordinary Meeting. This will include:

- Two Transport Modelling Exercises: SE Leicester Transport Study and the Jacobs Study
- Comparative Landscape Assessment of SDAs
- Viability Assessment (post-meeting note- now not available until 25th August)

The data from these sources will not, however, have been analysed in time for a report on the selected options to go to the meeting on 22nd August, but will be available for the meeting of the Strategy Board on 30th August, so that the Board can provide a steer on the process towards agreeing a preferred option. By the time of the following Advisory Panel meeting on 12th September, most of the text for the Plan, apart from that which is dependent on the preferred option, should be in place, together with a recommendation to the Panel on the preferred option. The Panel's recommendation will then be fed back to the Executive at its meeting on 10th October.

It was noted that the entry on the Forward Plan for the 22nd August meeting needed to be updated to reflect this arrangement. **KR**

The meeting closed at 4.50 p.m.