

**Duty to Cooperate:  
Norfolk Strategic Planning Framework – official endorsement  
Norfolk Strategic Planning Member Forum – Terms of Reference**  
Report by Planning Policy Officer

**Summary:**

The Norfolk Strategic Planning Framework (NSPF) has been the subject of consultation and has been amended. At the December Norfolk Strategic Planning Member Forum it was agreed to recommend that all Local Planning Authorities in Norfolk endorse the NSPF. At the same meeting new Terms of Reference for the Member Forum were agreed.

**Recommendation:**

- (i) That Planning Committee endorse the NSPF and recommend it to Full Authority for endorsement.
- (ii) That they note the Terms of Reference and given the importance of the issue, recommend to Full Authority that the Chairman of the Authority attend the Norfolk Strategic Planning Member Forum on behalf of the Authority.

**1. Norfolk Strategic Planning Framework**

- 1.1 The Norfolk Strategic Planning Framework (NSPF), previously called the Norfolk Strategic Framework (NSF), is a document that has been produced by all the Local Planning Authorities (LPAs) in Norfolk, together with the involvement of relevant bodies such as the Environment Agency. The NSPF sets out guidelines for strategic planning matters across the County, and beyond, and demonstrates how the LPAs will work together under the Duty to Co-operate through a series of agreements on planning related topics. The Framework has been put together by officers from the Norfolk LPAs, under the oversight of a member level group comprising representatives from all the authorities.
- 1.2 Although the Framework is not a statutory planning document, as it has not been through the full process required to achieve such status, it sets out the strategic matters to be taken account of in the production of Local Plans by the constituent Norfolk LPAs. It was subject to a public consultation between 1st August and 22nd September 2017. The results of this consultation were considered by the NSPF group and the document amended accordingly. It is now for each LPA to approve the final Framework, and it will then be used to guide the LPAs in their strategic planning work. It is also anticipated that the Framework will be monitored and reviewed as necessary in the following years.

- 1.3 The Framework sets out a proposed Spatial Vision and shared objectives for the Norfolk LPAs, having regard to the main spatial planning issues of population growth, housing, economy, infrastructure and environment. There are a number of proposed “agreements” which explain how the LPAs will seek to deal with the matters through their spatial planning role. These agreements are set out in bold in the document, so they are easy to identify. Whilst the Framework is not an adopted planning document in its own right, it can be seen as a guide for future planning work.
- 1.4 The final NSPF is included at Appendix A to this report.
- 1.5 Please go here to see a review of the consultation:  
<https://www.norfolk.gov.uk/-/media/norfolk/downloads/what-we-do-and-how-we-work/policy-performance-and-partnerships/partnerships/strategic-member-forum/norfolk-strategic-framework-review-of-public-consultation.pdf?la=en>
- 1.6 Please go here to see the comments received and the responses to these comments: <https://www.norfolk.gov.uk/-/media/norfolk/downloads/what-we-do-and-how-we-work/policy-performance-and-partnerships/partnerships/strategic-member-forum/proposed-responses-norfolk-strategic-framework-comments.pdf?la=en>

## **2 The NSPF and the Local Plan for the Broads**

- 2.1 Now the NSPF has been finalised, the Duty to Cooperate Statement that accompanies the Local Plan for the Broads will be updated to reflect this. Currently, the draft Duty to Cooperate Statement refers to the draft NSPF. It is intended that the amended Duty to Cooperate Statement will come before Planning Committee at the meeting on 2 March along with all the Local Plan submission documents.

## **3 Norfolk Strategic Planning Member Forum Revised Terms of Reference**

- 3.1 Now the NSPF has been finalised and as we enter another calendar year, the Norfolk LPAs considered it appropriate to review and amend the Terms of Reference of the Norfolk Strategic Planning Member Forum.
- 3.2 This Forum was set up to ensure the Duty to Cooperate requirements are met at a Norfolk level as well as to oversee the production of the NSPF.
- 3.3 The revised Terms of Reference can be found here:  
<https://www.norfolk.gov.uk/-/media/norfolk/downloads/what-we-do-and-how-we-work/policy-performance-and-partnerships/partnerships/strategic-member-forum/revised-terms-of-reference.pdf?la=en>
- 3.4 As a summary of the changes to the Terms of Reference:
- Change name to Norfolk Strategic Planning Member Forum
  - Note Norfolk County Council to administer and host the Forum
  - Make explicit that representatives need to feedback and act as liaison

between the Member Forum and their Council/Authority.

#### **4 Conclusion and Recommendation**

- 4.1 It is recommended that the Planning Committee endorse the NSPF and recommend that Full Authority also endorse the NSPF. It is also recommended that the Planning Committee note the revised Terms of Reference and that the Committee recommends to the Full Authority that the Chairman of the Authority attends the Norfolk Strategic Planning Member Forum on behalf of the Broads Authority.

#### **5 Financial implications**

- 5.1 Compliance with the Duty to Cooperate is important and actions consistent with the agreements within this document will be undertaken as appropriate in the Local Plan. The Authority did contribute funding to the production of the NSPF and at the November Planning Committee, Planning Committee agreed to *'recommend to the Broads Authority to increase the Planning Policy Team budget by £5,000 per year to contribute towards the joint working, initially for 2018/19'*.

Background papers: None

Author: Natalie Beal

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Appendices: [Appendix A - Final Norfolk Strategic Planning Framework](#)