

Duty to Cooperate Member Forum: Update
Report by Planning Policy Officer

Summary: The most recent Duty to Cooperate Member Forum meeting was held on 9 July 2015. This report discusses the recommendations from that meeting which Planning Committee are asked to endorse.

Recommendation: It is recommended that Planning Committee endorse the recommendations from the Duty to Cooperate Member Forum.

1 Introduction

1.1 Members are aware

- of the Duty to Cooperate requirements placed on Local Planning Authorities¹;
- that the Chairman of Planning Committee represents the Broads Authority at the quarterly Duty to Cooperate Member Forum Meetings; and
- that Norfolk Authorities are working together to produce a Norfolk Strategic Framework to address cross boundary issues and plan strategically²

1.2 The most recent Duty to Cooperate Member Forum meeting was held on 9 July 2015. This report discusses the recommendations from that meeting which Planning Committee are asked to endorse.

2 Duty to Cooperate Member Forum on 9 July 2015

2.1 The official minutes of the meeting are not available yet because the meeting was only held on 9 July. The actions and recommendations are however listed below:

¹ Background to the Duty to Cooperate can be found here: http://www.broads-authority.gov.uk/_data/assets/pdf_file/0004/530248/Duty-to-Cooperate-Formal-Cooperation-through-shared-non-statutory-strategic-framework-pc60215.pdf

² More information can be found here: http://www.broads-authority.gov.uk/_data/assets/pdf_file/0010/553582/Duty-to-Cooperate-Norfolk-Non-Strategic-Shared-Statutory-Framework-and-Duty-to-Cooperate-Member-Group.pdf

- a. The Framework is now referred to as Norfolk Strategic Framework.
- b. John Fuller, leader of South Norfolk Council was appointed as the new Chairman of the group for the next year.
- c. The methodology and draft findings of the Strategic Housing Market Assessment for Central Norfolk (in which the Broads Authority is involved) were discussed and a presentation given by the consultants ORS. The Broads Authority's proportion is not known at this time and this is currently being calculated. The presentation emphasised the complex nature of these studies and that the methodology and findings are a common reason for examinations into Local Plans being suspended. The consultants are confident that the emerging report reflects guidance and best practice and also decisions made by Inspectors.
- d. Norwich City Council will host and employ the Project Manager and Assistant who will drive the production of the Norfolk Strategic Framework (18 month fixed term contracts).
- e. The table at Appendix A shows the scope of the Framework. This is not exhaustive but is a guide as to what the Framework will cover.

3 Next Steps

- a) Job adverts for the two roles to drive the production of the Framework will be sent out presently.
- b) Norfolk authorities will be invoiced for their contributions to producing the Framework.
- c) The Task and Finish Groups will convene and start work in line with their scope of works.

4 Financial Implications

- 4.1 The Broads Authority has committed £7,500 in 2015/16 and £5,000 in 2016/17 to the production of the Norfolk Strategic Framework.

5 Conclusion and Recommendations

- 5.1 The Norfolk Strategic Framework will see Norfolk Local Planning Authorities working together, planning strategically and thus meeting the Duty to Cooperate requirement.
- 5.2 It is recommended that Planning Committee endorse the recommendations from the Duty to Cooperate Member Forum.
- 5.3 Work will start in earnest on recruiting to the roles of Project Manager and Assistant. The Task and Finish Groups will convene and start work in line with the scope of work.

Background papers: None

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Appendices: Appendix A – Potential Content of Framework Document

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Topic Area	Framework to address	Evidence needed to support	Preparation process
Spatial Vision	<p>What is the overall spatial vision for Norfolk taking account of cross boundary issues with Waveney and adjoining Counties (Suffolk, Cambridgeshire, Lincolnshire) and the wider region as necessary) and to identify and describe the key drivers and constraints in relation to growth. To include a spatial portrait and overall direction of travel addressing:</p> <p>Quality of life; response to challenge of climate change; key headlines in terms of what is being aimed for in relation to role of settlements and key growth locations. Summary of impacts of broad population, economic, environmental, social trends and implications of known national and local policies to include water quality, landscape, tourism and conservation. To have a longer term vision – will need to look beyond 2036, and will need to ensure that full account is taken of economic, environmental and social aspects of sustainable development.</p>	<p>Mainly drawn from review of local and national policy documents and further evidence sources referred to below plus census and ONS/CLG projections of population and households. Climate change and coastal changes. May be a need to commission some further work to fill any gaps or interpret evidence.</p>	<p>Initially prepared by existing Strategic Planning Officer Group to identify any information gaps and revised as Framework preparation progresses and additional evidence becomes available.</p>
Homes	<p>What is the overall quantity of homes to be provided between 2016 and 2036?</p> <p>What is the proposed distribution of housing growth between LPA administrative Areas?</p>	<p>SHMA – assessment of objectively assessed housing need and demand factors.</p> <p>Housing Growth Strategy.</p>	<p>Five District SHMA nearing completion. Possible reconciliation/consistency checking if others' SHMAs are within area of Framework.</p>

Topic Area	Framework to address	Evidence needed to support	Preparation process
	<p>If there are constraints to growth how could these be addressed?</p> <p>Information on types and tenures including possible shared approaches to meeting affordable needs and other forms of housing. The potential need for gypsy and traveller accommodation would be considered outside of the preparation of the framework in the first instance.</p>	<p>SHMAs and other evidence to be drawn together to derive an agreed Housing Growth Strategy.</p> <p>SHLAAs – Assessment of ‘unconstrained’ housing capacity.</p> <p>Constrained Capacity–Need to consider and address other capacity/constraint considerations not covered in SHLAAs.</p> <p>Review of GTAAs and existing planned provision.</p>	<p>SHLAAs to be completed to a consistent methodology and open to mutual scrutiny and challenge across the entire area covered by the Framework. Work to be undertaken by relevant LPA staff to an agreed timeframe (with consultant support if necessary/appropriate).</p> <p>Consideration of whether further joint work to assess needs of Gypsies and Traveller is required to plan for appropriate provision</p>
<p>Jobs Economic Development and Growth</p>	<p>Demonstrate understanding of the strengths and weaknesses of the local economy, likely growth areas, patterns of distribution and inter-relationships. Reference to the SEP and investment/economic strategies.</p> <p>Identification of indicative jobs employment growth targets and land supply implications/spatial implications for planning</p>	<p>Employment Growth Study.</p> <p>Further runs of EEFM.</p>	<p>Externally commission via consultancy to a brief produced involving County Council(s) and LEP.</p> <p>County Council to arrange EEFM runs (possibly to inform above study).</p>

Topic Area	Framework to address	Evidence needed to support	Preparation process
Infrastructure	<p>policy.</p> <p>Are there any key infrastructure constraints or opportunities (physical, social and/or environmental) which are likely to impede growth or influence its distribution at a strategic scale?</p> <p>To address transport infrastructure (road, rail and other sustainable modes), green infrastructure, water issues (both supply and disposal), and flooding.</p> <p>Potential to include high level statement in relation to other physical and social infrastructure approach – health, education, broadband etc if significant and cross boundary.</p>	<p>Analysis of current evidence base to identify possible constraints and opportunities, and whether further work is necessary to inform high level strategy.</p>	<p>To be produced by officers working with staff from key agencies such as EA and NE.</p>
Delivery	<p>Is the development market in the area likely to be sufficiently strong to support delivery of the growth needs identified in a sustainable manner?</p> <p>Is any further stimulus necessary to deliver?</p>	<p>High level market forces/viability assessment focussing on issues associated with strategic scale growth proposals as opposed to more dispersed/smaller scale development.</p>	<p>Externally commissioned</p>