

Planning Committee

Agenda 06 November 2020

10.00am

This is a remote meeting held under the Broads Authority's [Standing Orders on Procedure Rules for Remote Meetings](#).

Participants: You will be sent a link to join the meeting. The room will open at 9.00am and we request that you **log in by 9.30am** to allow us to check connections and other technical details.

Members of the public: We will publish a live stream link two days before the meeting at [Planning Committee - 6 November 2020](#). The live stream will be suspended for any exempt items on the agenda. Please email committees@broads-authority.gov.uk with any queries about this meeting.

Introduction

1. To receive apologies for absence
2. To receive declarations of interest
3. **To receive and confirm the minutes of the Planning Committee meeting held on 9 October 2020** (Pages 3-11)
4. Points of information arising from the minutes
5. To note whether any items have been proposed as matters of urgent business

Matters for decision

6. Chairman's announcements and introduction to public speaking
Please note that public speaking is in operation in accordance with the Authority's [Code of Conduct for Planning Committee](#) and the new Government regulations and standing orders agreed by the Authority.
7. Request to defer applications include in this agenda and/or vary the order of the agenda
8. **To consider applications for planning permission including matters for consideration of enforcement of planning control:**
There are no applications for consideration.

Enforcement

9. **Enforcement update** (Pages 12-16)
Report by Head of Planning

Policy

10. **Planning policy – Norfolk Strategic Planning Framework update** (Pages 17-21)
Report by Planning Policy Officer
11. **Consultation documents** (Pages 22-24)
Report by Planning Policy Officer

Matters for information

12. **Annual Monitoring Report 2020** (Pages 25-26)
Report by Planning Policy Officer
13. **Heritage Asset Review Group – Notes of meeting held on 9 October 2020** (Pages 27-31)
Notes by Governance Officer
14. **Appeals to the Secretary of State update** (Pages 32-34)
Report by Senior Planning Officer
15. **Decisions made by officers under delegated powers** (Pages 35-39)
Report by Senior Planning Officer
16. **To note the date of the next meeting – Friday 4 December at 10.00am**

Planning Committee

Minutes of the meeting held on 09 October 2020

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Present

Melanie Vigo di Gallidoro – in the Chair, Harry Blathwayt (item 1-9), Stephen Bolt, Bill Dickson, Andree Gee, Gail Harris, Lana Hemsall, Tim Jickells, Bruce Keith (item 1-10), James Knight, Leslie Mogford, Vic Thomson, Fran Whymark.

In attendance

Natalie Beal – Planning Policy Officer, Sarah Mullarney – Governance Officer (meeting moderator), Cheryl Peel – Senior Planning Officer, Cally Smith – Head of Planning, Marie-Pierre Tighe – Director of Strategic Services, Sara Utting – Governance Officer (minute taker)

Members of the public in attendance who spoke

None

1. Apologies and welcome

The Chairman welcomed everyone to the meeting and introduced Sara Utting, the newly appointed Governance Officer.

It was noted that Harry Blathwayt would have to leave the meeting by 11.30am.

Openness of Local Government Bodies Regulations 2014

The Chairman explained that the meeting would be held remotely in accordance with the Coronavirus Regulations 2020 and the Standing Orders for remote meetings agreed by the Broads Authority on 22 May 2020. The meeting would be live streamed and recorded and the Authority retained the copyright. The minutes remained the record of the meeting.

2. Declarations of interest and introductions

Members and officers introduced themselves, and members provided their declarations of interest as set out in Appendix 1 to these minutes and in addition to those already registered.

3. Minutes of last meeting

The minutes of the meeting held on 11 September 2020 were approved as a correct record and would be signed by the Chairman.

4. Points of information arising from the minutes

Minute 10 - Consultation from MHCLG – Changes to the current planning system

The Planning Policy Officer reported that the response had been amended following consultation with Lana Hemsall, signed off by the Director of Strategic Services, and sent to MHCLG.

5. Matters of urgent business

There were no items of urgent business

6. Chair's announcements and introduction to public speaking

There were no announcements and no requests for public speaking had been received.

7. Requests to defer applications and/or vary agenda order

No requests to defer or vary the order of the agenda had been received.

8. Applications for planning permission

There were no applications for consideration.

9. Enforcement update

The Committee received an update report on enforcement matters previously referred to the Committee. Further updates were provided for:

Marina Quays, Great Yarmouth: Demolition works had commenced but had been delayed due to the bad weather. However, these were nearing completion and should be completed by end of October. Once the site had been completely cleared, the case would be signed-off.

Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter: a number of complaints had been received but some related to internal works, for which planning permission was not required. However, photographic evidence demonstrated that caravans were sited to the rear of the property and there was concern that these were being occupied. In addition, it had been reported that the Public House had been painted a vivid purple/turquoise but as this was not a Listed Building, permission was not required. A site visit was due to take place and the committee would be updated in due course.

Blackgate Farm, High Mill Road, Cobholm: the appeal was processing and would be determined via a Hearing.

Ditchingham Maltings: a landscaping scheme had been approved two months ago and subsequently a contractor had been appointed. They had confirmed that planting would take place next month and already the site was looking a lot tidier. The Parish Council and residents were pleased with progress.

The report was noted.

10. Consultation from MHCLG – Planning for the Future White Paper

The Head of Planning (HoP) introduced the report on The Planning for the Future White Paper, which proposed radical and wide-ranging reforms to the planning process and had five key strands:

- Streamlining the planning process “with more democracy taking place more effectively at the plan making stage”

- Taking a radical, digital-first approach “to modernise the planning process, moving from a process based on documents to a process driven by data”
- Bringing a new focus on design and sustainability
- Improving infrastructure delivery and ensuring developers play their part, through reform of developer contributions
- Ensuring more land is available “for homes and development that people and communities need”

It set out 24 proposals, which were organised under three ‘pillars’, with a series of questions relating to each proposal. The pillars were:

- Pillar 1: Planning for development – focussing on local plans and decision-making
- Pillar 2: Planning for beautiful and sustainable places – focussing on design, environmental impacts and climate change
- Pillar 3: Planning for infrastructure and connected places – focussing on the infrastructure levy

Officers’ view was that the document was considered to be bold in its aspiration and objectives, but lacking in detail. The vision of the role of planning presented was not incompatible with the proposed reforms, but changes were needed if this was to be met. The key issues to be addressed were around engagement, the retention of the ability of Local Planning Authorities (LPAs) to make locally relevant policies and, through the national reforms, the embedding of the climate and biodiversity emergencies at the centre of the planning process.

Members acknowledged that the commentary and recommended responses related primarily to the impact of the White Paper’s proposals on the Broads, both as an area and as an LPA.

A Member commented that the timescale for the production of Local Plans was very ambitious and questioned whether this could actually be delivered. The Planning Policy Officer concurred with this view and highlighted that the 30 month period included 9 months for examination so this only left 21 months to prepare the Plan. The HoP added it would be very challenging and have an effect on resources.

A Member raised the issue of residential moorings and questioned how these would be dealt with if development management policies were taken away from the Authority, as they did not fall into the housing category. The HoP responded that this was an area which had been raised by officers, as well as peat, safety near water etc, which highlighted that individual authorities had issues which were specific to them only. The Planning Policy Officer (PPO) added that the MHCLG must be made aware of such issues and add clarity on how they proposed to address them – eg possible Design Code or allowing some local policies. The Member also expressed concern that planning committees would no longer have a function, which would result in a loss of local knowledge and input in shaping planning consents for its area.

A Member expressed concern at the removal of Habitats Regulations Assessments, which would be particularly relevant for the Broads area and this needed to be added to the response.

A Member referred to the threshold figures for providing affordable housing (40-50 dwellings) and whilst this issue was not necessarily applicable to the Authority in general terms, there had been developments with a low number of houses and the proposals would lead to a future shortage of affordable housing. Another Member responded that the change was only proposed to be temporary, to assist small builders (18 months). The PPO advised that this issue had been picked up in the previous consultation paper (discussed at the September meeting) as well as the issue of starter homes.

In respect of Pillar 2 – “planning for beautiful and sustainable places”, Members concurred with the officer view that the White Paper was lacking in detail on how this would be achieved and by whom. In addition, the objectives for this Pillar should be the main focus. Whilst acknowledging that the Authority would raise its concerns through the joint response from the National Parks, there were issues specific to the Authority’s area which needed to be addressed separately. A Member commented that levels of development would alter the hydrology of the area and, decades later, there would be a resultant decline in species etc through loss of habitats and land. The HoP responded that the joint response had been prepared as well as the Authority’s own response. Furthermore, there was a duty on neighbouring local planning authorities to recognise the need to protect areas within their catchment. However, it was accepted that the Broads area was slightly different to other National Parks areas, being in a built-up area, and not remote like Exmoor or Dartmoor. In response to a suggestion that the joint response be circulated to members, the PPO advised that this had not yet been finalised. In addition, she would reiterate the comments on housing numbers from the previous consultation paper as part of the Authority’s response on this White Paper.

A Member commented that the loss of duty to co-operate was of concern and the Government’s drive for development could damage the Broads area.

Regarding the new Infrastructure Levy, Members concurred with the officers’ concerns at the loss of Section 106 payments as these were regularly used by the Authority. It was also of concern that the White Paper contained very little detail, which made it difficult to make meaningful comments.

In conclusion, Members thanked the officers for the very comprehensive but clear report and concise presentation, including the suggested response and, based on the discussions above, it was suggested that the following additional points be added to the consultation response:

- Loss of local policies and issues together with the need to recognise the importance of area specific issues, such as navigation;
- Loss of SEA, SA and HRA – these needed to be replaced with documents of equivalent strength

- Affordable housing thresholds – these limited the ability to provide affordable housing
- Conflict with National Parks’ objectives and also the role of the Planning Committee – how would these issues be resolved
- Need to reiterate concerns on housing methodology and affordable housing
- Loss of duty to co-operate
- Infrastructure Levy – concern at the principle and any impact on adjacent land

Lana Hemsall proposed, seconded by Tim Jickells, and

It was resolved unanimously to approve the responses attached at Appendix 1 to the report as comprising the formal response of the Broads Authority (including the additional comments raised above), with a simple statement identifying the key concerns as outlined at 5.4 of the report, with final sign off of the consultation delegated to the Chair of the Planning Committee.

Bruce Keith and Leslie Mogford left the meeting (due to a loss of internet connection)

The live-stream was suspended at 11.40am for a 10 minute break

11. Policy – Government consultation on Accessible Homes

The Planning Policy Officer (PPO) introduced the report on the Government consultation on Accessible Homes which considered how to raise accessibility standards, recognising the importance of suitable homes for older and disabled people.

Tim Jickells proposed, seconded by Fran Whymark, and

It was resolved unanimously to approve the responses as outlined at 4.1 of the report.

Leslie Mogford joined the meeting.

12. Planning policy - Fleggburgh Neighbourhood Plan

The Planning Policy Officer (PPO) introduced the report which informed the Committee of the officer’s proposed response to a planning policy consultation received from Fleggburgh Parish Council on the Fleggburgh Neighbourhood Plan, and invited members’ comments and guidance. The PPO advised that the consultation ended the previous day but the Authority had been granted additional time in which to submit its response.

A Member commented that the Plan made no reference to cycling as a mode of transport and the PPO responded that she would raise this issue with the parish council.

Lana Hemsall proposed, seconded by Leslie Mogford, and

It was resolved unanimously to note the report and endorse the proposed response in Appendix 1 of the report.

13. Circular 28/83 Publication by Local Authorities of information about the handling of planning applications (Q1)

The Committee received the development control statistics for the quarter ending 30 June 2020.

A Member questioned if the 8 and 13 week targets would be changed as part of the White Paper discussed earlier in the meeting. The Head of Planning responded that she was unaware of any change to the timescales but the targets would be binding and could result in a possible return of fees to applicants, if not met.

A Member referred to those applications which had exceeded the target and asked for more details on the time taken to determine, commenting that he found the figures lacked transparency. The Head of Planning responded that the reporting mechanism was stipulated by the Government and the report was a standard format. It was agreed to provide the information requested by the Member outside of the meeting.

The report was noted.

14. Appeals to the Secretary of State

The Committee received the latest schedule of appeals to the Secretary of State since January 2020. The Senior Planning Officer also reported the following updates:

- **Black Gate Farm, Cobholm, Great Yarmouth:** the Authority's statement would be provided by 12 October and the Hearing should be within 12 weeks of the starting date (just before Christmas).
- **48 The Sidings, Norwich – erection of external balcony to replace existing south facing Juliet balcony:** missing off report. Start date of 2 October.

The report was noted.

15. Decisions made by officers under delegated powers

The Committee received a schedule of decisions made by officers under delegated powers from 29 August 2020 to 25 September 2020.

The report was noted.

16. Date of next meeting

The next meeting of the Planning Committee would be on Friday 6 November 2020 at 10.00am and would be held remotely.

The meeting ended at 12.12pm

Signed by

Chairman

Appendix 1 – Declaration of interests Planning Committee, 09 October 2020

| Member | Agenda/minute | Nature of interest |
|--------------|--|--|
| Andree Gee | 15 Application BA/2020/0168/FUL | Ward Councillor |
| Lana Hemsall | 10 Consultation from MHCLG – Planning for the Future White Paper | Portfolio Holder for Planning at Broadland District Council |
| Fran Whymark | 10 Consultation from MHCLG – Planning for the Future White Paper (insofar as it related to affordable housing) | Portfolio Holder for Housing & Wellbeing at Broadland District Council |

Planning Committee

06 November 2020

Agenda item number 9

Enforcement Update- November 2020

Report by Head of Planning

Summary

This table shows the monthly updates on enforcement matters. The financial implications of pursuing individual cases are reported on a site by site basis.

Recommendation

To note the report.

| Committee date | Location | Infringement | Action taken and current situation |
|----------------|---------------------------------------|------------------------------|---|
| 31 March 2017 | Former Marina Keys, Great Yarmouth | Untidy land and buildings | <ul style="list-style-type: none">• Authority granted to serve Section 215 Notices.• First warning letter sent 13 April 2017 with compliance date of 9 May.• 26 May 2017: Some improvements made, but further works required by 15 June 2017. Regular monitoring of the site to be continued. |

| Committee date | Location | Infringement | Action taken and current situation |
|----------------|----------|--------------|--|
| | | | <ul style="list-style-type: none"> • Monitoring 15 June 2017. Further vandalism and deterioration. • Site being monitored and discussions with landowner. • Landowner proposals unacceptable. Further deadline given. • Case under review. • Negotiations underway. • Planning Application under consideration December 2018. • Planning application withdrawn and negotiations underway regarding re-submission. • Works undertaken to improve appearance of building. • Revised planning application submitted 1 April 2019. • Planning Committee 19 July 2019: Resolution to grant planning permission. • Arson at building, with severe damage 18 August 2019. • Discussions around securing building and partial demolition 19 August 2019. • Pre-demolition surveys almost completed and works commence thereafter 24 October 2019. • Works underway to secure and commence agreed demolition. 16 December 2019. |

| Committee date | Location | Infringement | Action taken and current situation |
|-------------------|--|------------------------------|---|
| | | | <ul style="list-style-type: none"> • Site now sold. New landowner intends to build out with some amendments to be agreed. • New owner asked to demolish building as does not propose conversion 12 February 2020. • Application received to demolish building (and other amendments to scheme) 20 February 2020. • Application approved and demolition almost complete. 24 September 2020. |
| 14 September 2018 | Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter | Unauthorised static caravans | <ul style="list-style-type: none"> • Authority given to serve an Enforcement Notice requiring the removal of unauthorised static caravans on land at the Beauchamp Arms Public House should there be a breach of planning control and it be necessary, reasonable and expedient to do so. • Site being monitored. • Planning Contravention Notices served 1 March 2019. • Site being monitored 14 August 2019. • Further caravan on-site 16 September 2019. • Site being monitored 3 July 2020. • Complaints received. Site to be visited on 29 October 2020. |

| Committee date | Location | Infringement | Action taken and current situation |
|-----------------|---|---|---|
| 8 November 2019 | Blackgate Farm, High Mill Road, Cobholm | Unauthorised operational development – surfacing of site, installation of services and standing and use of 5 static caravan units for residential use for purposes of a private travellers' site. | <ul style="list-style-type: none"> Delegated Authority to Head of Planning to serve an Enforcement Notice, following liaison with the landowner at Blackgate Farm, to explain the situation and action. Correspondence with solicitor on behalf of landowner 20 November 2019. Correspondence with planning agent 3 December 2019. Enforcement Notice served 16 December 2019, taking effect on 27 January 2020 and compliance dates from 27 July 2020. Appeal against Enforcement Notice submitted 26 January 2020 with a request for a Hearing. Awaiting start date for the appeal. 3 July 2020. Appeal start date 17 August 2020. |
| 6 March 2020 | Ditchingham Maltings | Failure to implement approved landscaping scheme (BA/2012/0005/FUL) Approved in August 2016 | <ul style="list-style-type: none"> Planning Contravention Notice (PCN) served 9 September 2019. Breach of Condition Notice (BCN) served 22 October 2019 Non-compliance with condition 15 of planning permission - planting not in accordance with approved scheme. Revised landscaping scheme submitted 21 January 2020. Authority from Planning Committee to authorise prosecution, but stayed and delegated to Head of Planning to proceed only if adequate measures not undertaken by the |

| Committee date | Location | Infringement | Action taken and current situation |
|----------------|----------|--------------|--|
| | | | <p>developer to implement a satisfactory landscaping scheme and management plan. 6 March 2020.</p> <ul style="list-style-type: none"> • Due to COVID-19, not been possible to engage contractors to work on the landscaping scheme for the site. New contractors now appointed and hoped that work could be progressed in the near future. 29 May 2020. • Maintenance work commenced, with replanting scheduled for autumn 2020/winter 2021 season. 15 June 2020. • Maintenance underway. Awaiting final approval of replanting scheme. 3 July 2020. • Landscaping scheme approved and planting to commence in November 2020. |

Author: Cally Smith

Date of report: 20 October 2020

Planning Committee

26 June 2020

Agenda item number 13

Norfolk Strategic Planning Framework – update

Report by Planning Policy Officer

Summary

The report updates Members on the progress of the Norfolk Strategic Planning Framework Version 3. The report is for information only.

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1. Introduction

- 1.1. The Norfolk Strategic Planning Framework (NSPF) has been produced by all the Local Planning Authorities (LPAs) in Norfolk, 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, not having been through the full process required to achieve such status, it sets out the strategic matters to consider in the production of Local Plans by the constituent Norfolk LPAs.
- 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 “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 are easy to identify. While 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 NSPF will be reviewed regularly, as the duty to co-operate requires authorities to work together in ‘an ongoing and meaningful way’ and Statements of Common Ground must ‘reflect the most up to date position in terms of joint working across the area’.

2. Current NSPF and endorsement

- 2.1. A revised NSPF was considered at the July 2019 Member Forum when it was agreed that the NSPF could be taken forward for endorsement by each authority. Since then, each authority has taken the NSPF to their relevant cabinet or council meetings for endorsement. This process was completed in October 2019 and the NSPF is now endorsed by all partners.
- 2.2. The document also continues to be endorsed by the New Anglia LEP, the Environment Agency, Natural England and Anglian Water.
- 2.3. The revised version of the NSPF is available at <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-planning-framework.pdf?la=en>

3. Progress of the next version of the NSPF

- 3.1. The current work aims to provide a refreshed NSPF (version 3) in early 2021. This will enhance areas deemed to need improvement and deliver a number of new joint studies to inform local plans. Details of progress with the various workstreams are given below.
- 3.2. Through the NSPF update process, the programme will also:
 - Ensure all evidence and housing needs calculations are up to date following publications of updated data and the new Housing Standard Methodology
 - Ensure the NSPF is aligned to the Water Resource Management Plan being prepared by Water Resources East
 - Ensure the NSPF is aligned to any strategic work of neighbouring authorities and links to neighbouring counties are maintained.

- Maintain links to public bodies and Utilities involved in the NSPF

4. Green infrastructure and recreational impact avoidance and mitigation strategy

- 4.1. Place Services were commissioned earlier in 2019 to produce a county-wide Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy. This work is progressing well, and we expect the output to include:
 - a. A review of the strategically significant opportunities for the provision of new and/or enhanced Green Infrastructure in the County
 - b. Understanding of the current management measures for visitors to the sites designated as of European interest for conservation and evidence for recreational disturbance, including any disturbance 'hotspots' or particular concerns with locations proposed for housing growth
 - c. Develop the mitigation necessary to avoid significant adverse effects from 'in-combination' impacts from residential development, and identify a detailed programme of strategic mitigation measures which will be recommended to be funded by developer contributions from residential development schemes.
- 4.2. It is important to note that:
 - a. Evidence indicates that all dwellings in Norfolk are likely to result in a significant effect on protected sites, through recreation disturbance.
 - b. To mitigate the impact, there is potentially the need for a tariff charged per dwelling that could be collected and spent county-wide. This tariff could be around £200 per dwelling.
 - c. There will be a next phase of work that looks into implementation and delivery of the report.

5. Older persons accommodation and support needs study

- 5.1. Three Dragons have been commissioned to complete an Older Persons Accommodation and Support Needs Study. The study will:
 - a. Provide a robust evidence-based demand assessment of older people's accommodation until 2036 to inform local plans
 - b. Provide context on viability and how LPAs can support development
 - c. Develop site identification criteria which can be used consistently across Norfolk
- 5.2. Work on this project is now well underway and consultants are looking at the demand modelling at a local level. They have also surveyed some providers of accommodation to help inform the study.

6. Climate change

- 6.1. The Climate Change group was set up late Summer in 2019, and the group has reviewed information in relation to climate change with a specific focus on the role and impact on Local Plans and the planning system generally. It has also explored some of the emerging policy work around climate change and background information, such as the Report from the Committee on Climate Change that helped inform the Government's changes to the Climate Change Act 2008, and the adoption of the 2050 net zero target. The group will identify the key areas of influence for planning and recommendations to be taken forward across the county for reporting back to members at a future member forum. The areas currently being explored includes water, energy usage, electric vehicles, community lead heating schemes, movement, location of development, point sources, parking and design standards.

7. Economic review

- 7.1. A number of economic development officers and planners from the County and District councils are reviewing the Economic section of the NSPF for the next version of the document.

8. Health

- 8.1. Local Authorities continue to work with health colleagues to understand how we can ensure a better health provision for the communities of Norfolk:
- a. Regular meetings are continuing to take place covering West Norfolk, Central Norfolk, and Great Yarmouth and Waveney to:
 - i. Review Local Plan progress
 - ii. Provide updates on current and forthcoming key development schemes
 - iii. Provide updates on key healthcare developments and new facilities
 - iv. Review production of health Infrastructure Delivery Plans
 - v. Review key planning changes/legislation/S106/CIL
 - b. The Sustainability and Transformation Partnership (STP) have adopted a new model (HUDU) to provide a comprehensive and detailed response in relation to the health impacts arising from proposals in a planning application. The response encompasses all health partners, including acute, mental health, community and primary care.
 - c. The STP are working on producing Health Infrastructure Delivery plans for each of the local planning areas in the county. LPAs will continue to work with the STP to support their production.

9. 5G shared guidance and the Broadband guides

- 9.1. New guidance and joint policies to support the roll out of 5G and broadband to the county have been produced. However, recent government consultations on 5G have resulted in the need to review these before they are taken forward, and this review has yet to take place.

10. Overall programme timetable

- 10.1. The high level programme of work for the NSPF remains on target to produce a draft version for the document for review by the Norfolk Duty to Cooperate Member Forum in September/October 2020. However, the programme will continue to be reviewed in light of any Government announcements, papers or legislation that might impact on the areas covered by the NSPF.

11. Financial implications

- 11.1. The Authority contributes £5,000 annually to this process.

Author: Natalie Beal

Date of report: 11 June 2020

Planning Committee

06 November 2020

Agenda item number 11

Consultation documents

Report by Planning Policy Officer

Summary

This report informs the Committee of the officer's proposed response to planning policy consultations received recently, and invites members' comments and guidance.

Recommendation

To note the report and endorse the nature of the proposed response.

1. Introduction

- 1.1. Appendix 1 shows selected planning policy consultation documents received by the Authority since the last Planning Committee meeting, together with the officer's proposed response.
- 1.2. The Committee's comments, guidance and endorsement are invited.

Author: Natalie Beal

Date of report: 22 October 2020

Appendix 1 – Planning Policy consultations received

Appendix 1 – Planning Policy consultations received

Organisation: Norfolk Council Council

Document: Norfolk Local Transport Plan

<https://norfolk.citizenspace.com/consultation/norfolk-county-council-local-transport-plan-4/>

Due date: 09 November 2020

Status: Draft

Proposed level: Planning Committee Endorsed

Notes

The draft transport plan describes the council's strategy and policy framework for transport and is used as a guide for investment priorities as well as being considered by other agencies when determining their planning or delivery decisions. Norfolk County Council is currently refreshing its Local Transport Plan so that it covers the period 2020-2036 and is undertaking a consultation on the Sustainability Appraisal (including Strategic Environmental Assessment).

The Council is seeking views on the draft of the next Local Transport Plan and the policies it has included. The current Local Transport Plan for Norfolk was agreed in 2011. The document notes that since that time there have been many changes to the way that people travel, and how much. Technology has meant that people are now increasingly able to live their lives without the need to travel, for example using online resources such as internet shopping. The way they travel is also changing, with more information and more technology being built into vehicles and more options such as car clubs and bike share schemes. Norfolk County Council has also recently adopted an environmental policy to work towards 'carbon neutrality' by 2030. The impact of Covid-19 on the way people work, travel, and socialise is still emerging and evolving as society emerges from the pandemic.

Proposed response

The achievements on page 4 seem quite road heavy. Are there any other bus or cycle or walk related achievements to refer to?

Policy 5: New development should be well located and connected to maximise use of sustainable and active transport options, **making them more attractive places to live, thus supporting a strong sense of the public realm.**

The second part, in **bold**, seems to weaken the message. The message is adequately addressed in the first part. The second part sounds a bit like one of the reasons to support this policy. Also, the reasons for choosing this policy is to reduce reliance on single occupancy car use, reducing carbon emissions so the first part seems to be more relevant to this policy. The text in **bold** seems to be addressed by policy 13.

Policy 6: The favoured option could potentially include all of the alternative options, as they all seem reasonable actions to take.

Policy 7: The preferred option will probably reduce the air quality issues associated with development compared to those developments not doing anything to address air quality, but

not necessarily address the baseline of the AQMA. Policy 11 seems as though it would have more of an impact on the baseline in AQMAs.

Policy 12: This says that it will work towards carbon neutrality by 2030. Is that the same as saying the network will be carbon neutral by 2030? It is not clear what the aim is – to do it or to work towards it.

Do you need to expand walking and cycling to include scooting now given the popularity of it? So the usual phrase could be walking, cycling and scooting?

Some policies, like 17, say 'will', others say 'will seek to' or 'should'. Of course, there is on occasion the need for flexibility, but it might be worth checking the policies to see what type of wording should be used.

I could not see anything relating to the following. Are they in the document or are they things that could be addressed?

- Pavement parking – we are aware of the recent consultation on how to address this, but it is an issue in urban areas especially.
- Respect between different modes of transport – this seems to be lacking. Could there be merit in a campaign to try to improve respect?
- HGVs etc and deliveries – this results in large vehicles going through urban areas with associated noise and other issues, and some pavement parking.
- Reviewing parking standards to include electric vehicles and scooters – are the standards fit for purpose or do they need reviewing? Aware that many Neighbourhood Plans are starting to introduce their own parking standards, mainly for cars.
- Traffic lights being more responsive – one of the issues raised in the Plan is that of idling vehicles. It does seem that some sets of traffic lights go through the motions rather than respond to traffic that is waiting, especially out of peak hours. Indeed, some traffic lights seem not to pick up cyclists waiting.

Given the great change in transport that has arisen since the writing of the last LTP, and given that there are some potential changes in the future, does the LTP need to talk more about Drones and automated vehicles and the like? They are raised once, but does the LTP need to say more? Perhaps how NCC will respond to such technologies in between review periods?

Planning Committee

06 November 2020

Agenda item number 12

Annual Monitoring Report 2020

Report by Planning Policy Officer

Summary

The Annual Monitoring Report (AMR) sets out planning related data from 1 April 2019 to 31 March 2020. It also includes the annual check of exemptions related to self-build.

Recommendation

To note the report and endorse its findings.

1. Introduction

- 1.1. The Annual Monitoring Report (AMR) assesses planning permissions granted over the monitoring period from 1 April 2019 to 31 March 2020. It also assesses how policies in the Local Plan for the Broads were used. The Local Plan monitoring indicators are a key component of this AMR, which provides an update on the Duty to Cooperate and progress on the Local Plan and other associated documents.
- 1.2. The AMR will be published on the Broads Authority's website.

2. Changes to the AMR

- 2.1. This AMR contains much more information than the previous iterations. The indicators for the Local Plan were designed to be monitored using readily available information, which is included in this AMR together with how each policy was used.

3. COVID-19

- 3.1. COVID-19 restrictions put into place since March 2020 have influenced the AMR in the following ways.
- 3.2. Firstly, rather than going out to see if a scheme had been completed, Agents, Applicants or Building Control were contacted for an update on their scheme, including a timeline for starting or commencing. The information about completions and the scheduling of when schemes are anticipated to be completed is directly from the Applicant or Agent. When informing us of the anticipated timeline, they would therefore have considered the impact of COVID-19.

- 3.3. Secondly, at the time of writing, the Government has announced that they intend to extend the planning permission expiry date for permissions which would otherwise lapse between April 2020 and the end of 2020. This is to be confirmed in regulations. The impact for this AMR is that those schemes due to lapse in that time period will still be able to be started and therefore have been included in this AMR rather than being presumed lapsed.

4. Headline figures

- 4.1. The following are the headline figures taken from the AMR (at Appendix 1):

- Total number of dwellings completed in 2019/20: 8
- Total number of houses permitted in 2019/20: 13
- 8 units of holiday accommodation count towards the housing need for the Broads
- The permissions in this monitoring period, at 21 dwellings, has exceeded the local plan annual average of 11.43 dwellings
- Approval rate (as a percentage of validated applications) is 90.2%
- 12 residential moorings permitted at Marina Quays
- 5 appeals decided and subsequently dismissed
- 5-year land supply:

| Liverpool | Sedgefield |
|------------|-------------|
| 7.70 years | 12.28 years |

- 4.2. Due to the end date for the monitoring period for the self-build date being 31 October 2020, these headline figures will be reported orally. The headline figures are included in the AMR document, which is to follow.

Author: Natalie Beal

Date of report: 31 October 2020

Appendix 1 – 2019/20 Annual Monitoring Report – to follow

Heritage Asset Review Group

Minutes of the meeting held on 09 October 2020

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The meeting commenced at 12:15 pm following the Planning Committee meeting.

Present

Melanie Vigo di Gallidoro – in the Chair, Bill Dickson and Tim Jickells

In attendance

Kate Knights – Historic Environment Manager, Sarah Mullarney – Governance Officer (meeting moderator) Cally Smith – Head of Planning, Marie-Pierre Tighe – Director of Strategic Services, Sara Utting – Governance Officer (note taker)

1. Apologies and welcome

The Chairman welcomed everyone to the meeting.

Apologies were received from Harry Blathwayt and Bruce Keith (the latter had lost internet connectivity during the preceding Planning Committee meeting).

Due to the low number of attendees, a member questioned if the meeting was quorate and whether the low attendance merited the meeting go ahead, considering the work put in by officers. It was noted that the decision to hold HARG meetings on the same day as Planning Committee had been taken when meetings were physically held at Yare House, as a number of members attended both meetings and this reduced travel time and costs etc. However, whilst remote meetings were considered to be more tiring, they provided an opportunity for things to be done differently and so in future, meetings of HARG would be scheduled to take place on a different day to Planning Committee. As the agenda for today's meeting was fairly light, it was agreed to progress with holding the meeting.

It was noted the meeting would be held remotely in accordance with the protocol for remote meetings but it would not be livestreamed as it was an informal, information and advisory meeting for members of the HARG Working Group. The notes would be provided at the next Planning Committee.

2. Declarations of interest and introductions

Members and officers introduced themselves. No further interests were declared.

3. Minutes of HARG meeting held on 26 June 2020

The minutes of the meeting held on 26 June 2020 were received. These had been submitted to the Planning Committee on 17 July 2020.

4. Points of information arising from the minutes

There were no points of information arising from the previous meetings other than those on the agenda.

The Historic Environment Manager presented a joint report for information for items 5 – 9.

5. Conservation Areas - update

Horning Conservation Area

The draft appraisal for Horning had been prepared with boundary changes proposed and Horning Parish Council was keen for a public drop-in session to be part of the public consultation process. Due to the Covid-19 restrictions, this had not been possible and the situation had been reassessed in September. Unfortunately, due to the recent Government guidance changes and increase in Covid-19 cases, the position remained the same but would be reviewed over the new few months.

Ludham Conservation Area

Following approval of the Ludham Conservation Area Appraisal by the BA Planning Committee in August, North Norfolk District Council (NNDC) had advised that it would need to be considered by one of their Working Parties, prior for adoption by its Planning Committee. Unfortunately, this would not be until November at the earliest. It would then be jointly advertised in the local and national press as required by the legislation.

Stalham Staithe Conservation Area

Whilst Stalham Staithe Conservation Area Appraisal had approved by the BA Planning Committee in March 2017, the document had not been adopted by NNDC (part of the area was within its boundaries) and so they would also be taking this appraisal to their Working Party and Planning Committee in November.

Belaugh Conservation Area

The next Conservation Area reappraisal to be looked at was Belaugh. Work had started on reviewing the existing document and information held by the BA and the parish meeting would be invited to get involved in the review.

6. Listed Buildings

Quinquennial survey – update

It had been hoped to recommence this work in the Autumn but unfortunately it had to be put on hold as ideally, officers would have liked the ability to inspect the interior of some of the properties and this could be difficult in the current circumstances with Covid-19 cases increasing. However, background work, such as repairs and enforcement, was ongoing.

Listing application – The Nebb, Flixton Marsh Lane, Blundeston

This was a substantial, non-listed building that probably dated from at least the 18th century, if not potentially earlier, which had been brought to the Authority's attention by a member of this group. The building appeared to retain much of its plan form and internal features, although there had been some alterations. Officers had spoken informally to Historic England's listing team who had already identified the potential of the building and were now considering it for listing. The Chair reported that the Lowestoft History Group had advised her of the non-listing, which had probably been from when original inspections had been carried out in the 1950's and potentially caused by the property's very remote location.

7. Water Mills and Marshes – update

Heritage Skills

A programme for City College Norwich (CCN) students to work in the BA Heritage Skills workshop and on site had been due to start in September. Unfortunately, due to some logistical problems at CCN this has not yet commenced, partly due to changing Covid-19 guidelines but was planned to recommence at the end of October, following half-term. Some sails from Muttons Mill were shortly to be moved to the workshop for joinery students to start working there, using them as templates for making new sails.

A member questioned the plan for the mills in the longer term, once they had been restored. As some were on very remote sites and often with no road access, this could restrict their future use. This issue of finding an alternative use needed to be an important consideration as part of their restoration. The Historic Environment Manager concurred with this view but stressed that this was an issue for the mill owners and the Authority's role was limited to engagement and encouragement. Access was an issue, as well as the internal layout of the mills (ie if they still had working parts). Another member commented that Lottery funding was spent on the mills, recognising their value, but land owners had to ensure they maintained the asset to ensure this was not wasted money. There was a possibility that the mill could again fall into disrepair if not maintained.

It was agreed that this issue be considered at a future meeting of the group.

Land of the Windmills

Work was proceeding well at Six Mile House Mill with repairs to the brickwork and curb at the top of the mill currently taking place, as well as replacement ladders, floor joists and floors, and work starting shortly on the new cap approved at the August Planning Committee. The tower would then be redecorated and it was anticipated works would be completed in the next month or so.

Tender documents were being prepared for the works at Mutton's and High's Mills which would hopefully start in the spring. Sean, the apprentices and students would carry out the majority of the works at Mutton's, but a tender would be required for a groundworks company to carry out the underpinning and a millwright to work with the team. At High's, the works would be carried out by an external contractor, again with a groundworks company and millwright's involvement.

Officers were also working with EAGM on the schedule for Herringfleet Mill, which would be the next mill to be worked on. This mill had recently featured on the TV programme Countryfile. CPT (Cone Penetration Tests) were carried out recently to establish the ground conditions at the mill so the number and depth of piles could be established.

Over the winter, it was planned to complete the works at Strumpshaw Engine House, make and install the windows at Oby (Wiseman's) Mill and fit the cap to North Mill.

A member referred to the new "Kick Start" programme which financed 16-24 year olds in training for work and questioned if there would be any opportunities for the BA to take advantage of. The Director of Strategic Services responded that the National Parks were looking collectively at the scheme – the BA had applied for seven people, including one in

planning, from March 2021. It was considered to be a good way to help people gain work experience – such as Rangers, operations technicians etc.

8. Heritage at Risk

Enforcement – update on enforcement relating to historic buildings

It had previously been reported that Manor Farmhouse at Oby had been acquired by new owners but unfortunately the sale had subsequently fallen through and the property had been placed back on the market. The former owners had 10 years in which to replace UPVC doors and windows that had been fitted without Listed Building Consent and any interested parties were being made aware of their obligations regarding the windows. The property had very recently been sold at auction and the Heritage Planning Officer would be contacting the new owners.

There had been a number of reported incidents of unauthorised window replacements on the rear elevations of listed properties on Bridge Street, Bungay and officers were looking into these allegations.

9. Any other business

None.

10. Date of next meeting

Further to the discussions above, it was noted that the date and time of the next meeting of the Heritage Asset Review Group (to be held remotely) would be reviewed and members advised in due course.

The meeting ended at 12.41pm

Signed by

Chairman

Planning Committee

06 November 2020

Agenda item number 14

Appeals to Secretary of State update- November 2020

Report by Senior Planning Officer

Summary

This report sets out the position regarding appeals against the Authority since January 2020.

Recommendation

To note the report.

| Application reference number | Applicant | Start date of appeal | Location | Nature of appeal/ description of development | Decision and dates |
|-------------------------------|--------------|---|---|--|---|
| APP/E9505/C/20/3245609 | Larry Rooney | Appeal submitted 26 January 2020 Request for Hearing Start date 17 August 2020 | Black Gate Farm, Cobholm, Great Yarmouth NR31 0DL | Appeal against Enforcement Notice: Change of use and standing of seven caravans for residential use | Committee decision 8 November 2019. Statement submitted 12 October 2020. |

| Application reference number | Applicant | Start date of appeal | Location | Nature of appeal/ description of development | Decision and dates |
|---|----------------------|--|--|---|--|
| APP/E9505/X/20/3246539 BA/2019/0458/CLEUD | Mrs Amanda Jefferies | Appeal submitted 7 February 2020 Start date 6 May 2020 | Plot K, Bureside Estate, Crabbetts Marsh, Horning | Appeal against refusal of Certificate of Lawful Use of use as a boathouse (C3dwellinghouse) | Delegated decision 28 January 2020 Statement submitted 12 June 2020. |
| APP/E9505/W/19/3240574 BA/2018/0012/CU | Mr Gordon Hall | Appeal submitted 14 February 2020 Request for Hearing Start date 26 May 2020 | Barn Adjacent Barn Mead Cottages Church Loke Coltishall. | Appeal against refusal of planning permission: Change of Use from B8 to residential dwelling and self contained annexe. | Delegated decision 15 April 2019 Statement submitted 30 June 2020. |
| APP/E9505/W/20/3256122 BA/2018/0463/FUL | Henry Harvey | Appeal submitted 16 July 2020 Start date 1 September 2020 | Land east of Brograve Mill Coast Road, Waxham NR12 0EB | Appeal against refusal of planning permission: To retain a scrape which has already been dug on land to the east of Brograve Mill | Delegated decision 5 February 2020. Statement submitted 6 October 2020. |
| APP/E9505/D/20/3257711 BA/2020/0148/HOUSEH | Mr Neil Bradford | Appeal submitted 13 August 2020 | 48 The Sidings Norwich NR1 1GA | Appeal against refusal of planning permission: | Delegated decision 28 July 2020 |

| Application reference number | Applicant | Start date of appeal | Location | Nature of appeal/ description of development | Decision and dates |
|---|--------------|--|---|---|------------------------------------|
| | | Start date 2 October 2020 | | Erection of external balcony to replace existing south facing juliet balcony. | |
| APP/E9505/D/20/3258679 BA/2020/0105/HOUSEH | Mr N Hannant | Appeal submitted 2 September 2020 Awaiting start date | Gunton Lodge Broadview Road Lowestoft | Appeal against refusal of planning permission: Second floor balcony. | Delegated decision 25 August 2020. |

Author: Cheryl Peel

Date of report: 19 October 2020

Background papers: BA appeal and application files

Planning Committee

06 November 2020

Agenda item number 15

Decisions made by officers under delegated powers

Report by Senior Planning Officer

Summary

This report sets out the delegated decisions made by officers on planning applications from 28 September 2020 to 23 October 2020.

Recommendation

To note the report.

| Parish | Application | Site | Applicant | Proposal | Decision |
|------------------------------------|------------------|--|------------|---|----------------------------------|
| Ashby With Oby Parish Council - | BA/2020/0255/FUL | Bureside Holiday Park Boundary Farm Boundary Road Ashby With Oby Norfolk NR29 3BW | Mr D Cooke | Creation of a wet reedbed adjacent to existing Conservation Lake and reeded margin | Approve Subject to Conditions |

| Parish | Application | Site | Applicant | Proposal | Decision |
|-------------------------|---------------------|---|-------------------------|---|-------------------------------|
| Beccles Town Council | BA/2020/0253/HOUSEH | 11 Northgate Beccles Suffolk NR34 9AS | Mr Henry Alston | Replace uPVC tilt & turn windows with wooden sash and flush casement windows | Approve Subject to Conditions |
| Brundall Parish Council | BA/2020/0266/HOUSEH | 46 Riverside Estate Brundall Norwich NR13 5PU | Mr Lorne Betts | Replace 14.6 metre of timber quayheading with steel piling and timber capping and whaling. Enlarge dock by 5m x1m | Approve Subject to Conditions |
| Bungay Town Council | BA/2020/0300/LBC | 42 Bridge Street Bungay NR35 1HD | Mr Graham Halliwell | Replace 2no. timber kitchen windows (retrospective) | Approve Subject to Conditions |
| Filby Parish Council | BA/2020/0278/HOUSEH | 1 Broad Cottages Main Road Filby Norfolk NR29 3AA | Mr Michael Papageorgiou | Demolition of rear ground floor conservatory/utility and construction of new single storey utility/study/cloaks | Approve Subject to Conditions |

| Parish | Application | Site | Applicant | Proposal | Decision |
|-----------------------------|---------------------|---|--------------|--|----------|
| Haddiscoe And Toft Monks PC | BA/2020/0297/APPCON | Raven Hall Langley Marshes Haddiscoe Norfolk NR31 9HU | Mr P Spanton | Details of Conditions 4: extension materials and treatments, 5: outbuilding materials and treatments, 6: existing buildings materials and treatments, 7: joinery details of new windows and doors, 8: schedule of window and door replacement of permission BA/2019/0323/LBC | Approve |
| Haddiscoe And Toft Monks PC | BA/2020/0296/APPCON | Raven Hall Langley Marshes Haddiscoe NR31 9HU | Mr P Spanton | Details of Conditions 4: extension materials and treatments, 5: outbuilding materials and treatments, 6: existing buildings materials and treatments, 7: joinery details of new windows and doors, 8: schedule of window and door replacement of permission BA/2019/0322/HOUSEH | Approve |

| Parish | Application | Site | Applicant | Proposal | Decision |
|-----------------------------------|---------------------|---|-----------------------------------|--|-------------------------------|
| Hoveton Parish Council | BA/2020/0287/NONMAT | Bure Court House Marsh Road Hoveton Norfolk NR12 8UH | Mr James Gowing | Removal of window on west elevation, non-material amendment to previous permission BA/2018/0139/FUL. | Approve |
| Martham Parish Council | BA/2020/0277/HOUSEH | M32 Riverside Martham Norfolk NR29 4RG | Mr & Mrs P & A Curtis | Development of a gable roof to the outbuilding and flat roof section of chalet, change in roofing material, and window removed on the outbuilding. | Approve Subject to Conditions |
| Ormesby St Michael Parish Council | BA/2020/0310/HOUSEH | Gwen Tone Eels Foot Road Ormesby St Michael NR29 3LP | Mr & Mrs Joshua & Rachael Nichols | Single storey front extension | Approve Subject to Conditions |
| Oulton Broad Parish Council | BA/2020/0265/APPCON | Study Centre Burnt Hill Lane Carlton Colville NR33 8HU | Mr Steve Aylward | Details of Conditions 11: details of foul sewerage treatment plant, 12: details of SUDS scheme, 14: details of external signage, 15: lighting plan of permission BA/2018/0314/COND | Approve |

| Parish | Application | Site | Applicant | Proposal | Decision |
|--|------------------|--|------------------|---|-------------------------------|
| Stalham Town Council | BA/2020/0293/FUL | 23 Long Dyke Wayford Bridge Norfolk | Mr Martin Clarke | Proposed shed and hedging (existing shed, storage box, decking and fencing removed). | Approve Subject to Conditions |
| Stokesby With Herringby Parish Council | BA/2020/0250/LBC | Hall Farm, Stokesby Hall Runham Road Stokesby With Herringby NR29 3EP | Mrs Daphne Gill | Replacing seven of the timber sash windows on the southern and northern elevations of the property. | Approve Subject to Conditions |

Author: Cheryl Peel

Date of report: 23 October 2020