

Local Plan update

Report of the Cabinet Member for Investment, Economic Growth & Tourism
Councillor I. Eadie



Date: 21 January 2020
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Local Ward Members: All Members

**Economic Growth,
Environment and
Development
(Overview and
Scrutiny) Committee**

1. Executive Summary

- 1.1 The consultation on the Local Plan Review Preferred Options document closes on the 24th January following an eight week consultation period which began on 29th November 2019. The consultation has included hosting a number of consultation events across the District.
- 1.2 Informal feedback received during the events so far is summarised at paragraph 3.3 of this report. It should be noted that for the Council to consider comments made through the consultation these are required to be submitted formally through an advertised process. Whilst the consultation remains open and representations have yet to be processed there are a number of broad themes emerging from early analysis of the responses received to date. These are summarised at paragraph 3.4 of this report.
- 1.3 In respect of Neighbourhood Plan progress within the District this has been limited. There has been progress with the Burntwood Neighbourhood Plan which has now been submitted for examination and the examiner's report is currently awaited. Mavesyn Ridware and Kings Bromley Parish Councils have both had their areas designated as neighbourhood areas which is the first stage of preparation of a neighbourhood plan. Officers will continue to work with those communities to assist in the neighbourhood plan process.

2. Recommendations

- 2.1 That the Committee notes the progress and next steps associated with the Local Plan Review.
- 2.2 That the Committee notes the progress associated with the evidence base being advanced to support the local plan review.
- 2.3 That the Committee notes the recent progress in relation to neighbourhood plans within Lichfield District.

3. Background

Local Plan Review

- 3.1 Members of the committee will recall having received regular updates on the progression of a Local Plan Review through these local plan update reports. This report does not seek to repeat the history

provided to previous committee but would refer members to those reports which are accessible through Modgov and the [District Council's website](#).

- 3.2 The next stage of the Local Plan Review is the ongoing consultation on a [Preferred Options](#) document. Consultation on the Preferred Options commenced on the 29th November 2019. The consultation closes on the 24th January 2020. At the time of preparing the report officers are unable to indicate the likely level of response. Past experience suggests that the bulk of responses will be received on or very close to the closing date of the consultation. However, to date there has been a good level of response from a wide range of stakeholders.
- 3.3 Members will recall that a number of public events have been held to assist with the consultation process. Officers can report the following verbal comments raised at events which may reflect future formal comments:
- Concern over proposed allocations, particularly the allocation proposed to the west of Fazeley, Mile Oak & Bonehill. Concerns raised focused on concerns over infrastructure and the appropriateness of the area for development including the potential loss of Green Belt.
 - Concern raised with regard to the safeguarded land proposed to be identified at Burntwood.
 - Some concerns about the consultation process itself with residents feeling the consultation had not been adequately advertised and felt all residents should be contacted prior to consultations starting.
- 3.4 The consultation events took place at 9 locations over approximately 28 hours. At least three members of development services staff attended each public consultation event. Hard copies of the plan, maps and all supporting evidence were available at each event along with copies (of the Local Plan and policies maps) and contact details were also available for attendees to take home if they wished to do so. The events held within close proximity to areas where development is proposed had higher turnouts than those held in areas where more limited development is proposed. Both Burntwood and Fazeley were the most attended events, with in excess of 100 people attending each. A more moderate turnout was recorded at Fradley, Shenstone and Whittington with between 20 and 30 people attending the events with around 15 people attending at Alrewas. The events in Armitage with Handsacre and Colton saw much lower attendance with fewer than 10 people coming to the events. At the time of preparing this report one final event to take place in Lichfield had not taken place.
- 3.5 Members should note that it is only formal comments received that will be taken account of in development of the next stage of the Plan. Whilst the consultation remains open and representations have yet to be processed there are a number of broad themes emerging from early analysis of the responses received so far. The representations received so far broadly follow the themes outlined at paragraph 3.3 (above).
- 3.6 Following the consultation officers will need to review and respond to comments received. These responses and comments will be reported to the committee in due course. The next milestone is the publication consultation. This is programmed in the adopted [Local Development Scheme](#) for May 2020.
- 3.7 It is important that continued progress is made on the Plan because the Authority has a requirement to submit its Plan by December 2021. While there is scope for slippage in the current Plan's timetable the prudent approach is to continue the good progress. Notwithstanding the need to progress the Council will need to satisfy itself that upon submission of the Plan, it is deemed to be 'sound' and legally compliant.

Evidence base updates

- 3.8 A significant range of evidence was prepared and published in support of the Preferred Options document. This evidence base underpins and informs the ongoing work on the local plan review. This evidence was presented to, and considered by, the EGED Committee Local Plan sub-committee. Minutes of the relevant sub-committee meetings held on 11th September 2019, 14th October 2019, 5th November 2019 and 18th November 2019 are attached to this report at **Appendix A**. The evidence is available on the Council's [evidence base website](#). The range of evidence produced in support of the Preferred Options consultation included evidence on; landscape, ecology, green belt, flood risk, playing pitches, housing and economic development needs, gypsy and traveller needs, viability, urban capacity and site selection.
- 3.9 Further evidence will continue to be gathered and considered as the Local Plan Review progresses. This evidence, along with consultation responses and evidence already prepared will influence the next stages of the Local Plan Review. At the time of writing the following further aspects of evidence are being progressed:
- Staffordshire Carbon Study;
 - Further evidence relating to Cannock Chase Special Area of Conservation (SAC);
 - Infrastructure evidence, including transport modelling;
 - Further viability evidence to inform both the local plan review and any potential future review of the Community infrastructure Levy (CIL);
 - Stage 2 Strategic Flood Risk Assessment (SFRA);
 - Open Space Assessment and Green Infrastructure Study.
- 3.10 The list of evidence above should not be viewed as comprehensive, further evidence and updates to existing evidence may be required as the Local Plan Review progresses.

Neighbourhood plan update

- 3.11 Members were provided with an update with regards to progress on the District's neighbourhood plans at your June 2019 meeting. The [Burntwood Neighbourhood Plan](#) has now been submitted by the Town Council to the District Council for examination. At the time of writing the examination of the Burntwood neighbourhood plan is underway with the examiners final report anticipated shortly. Once received the District Council will consider the examiner's report and recommendations and progress the plan accordingly. There has been limited progress in those other neighbourhood areas where plans are intended to be coming forward.
- 3.12 Mavesyn Ridware Parish Council submitted an application to have their Parish designated as a neighbourhood area on 7th December 2019. The neighbourhood area was designated (via delegated authority) on 16th December 2019. Kings Bromley Parish Council submitted their application to have the Parish designated as a neighbourhood area on 19th December 2019. The Kings Bromley neighbourhood area was designated (via delegated authority) on 19th December 2019. The neighbourhood area designation is the first stage in the progression of a neighbourhood plan. The District Council will continue to assist those communities in bringing forward their plans.
- 3.13 The District Council will continue to work with those communities preparing neighbourhood plans providing advice and guidance throughout the process. This includes providing detailed comments and representations on drafts of the neighbourhood plans when requested by the Parish Councils. It is

anticipated that as the Local Plan Review progresses communities with existing neighbourhood plans will begin the process of reviewing those plans to ensure they are in conformity with the emerging Local Plan Review. The District Council will continue to work with those communities.

Alternative Options	1. None.
Consultation	<ol style="list-style-type: none"> 1. Consultation has been undertaken on the previous stages of the Local Plan Review and is currently underway on the Preferred Options document. 2. Consultation will be required on future stage of the Local Plan and specific stages of the neighbourhood plan process. 3. Consultation is required at a number of stages of the neighbourhood plan process. Burntwood neighbourhood plan has been subject to a number of rounds of publication.
Financial Implications	<ol style="list-style-type: none"> 1. Officer time will be needed to undertake future consultations on the Local Plan Review. 2. The costs of consultation will be met within approved budgets. 3. A budget has been established to support the Local Plan Review evidence base. 4. The Council received funding to fund the neighbourhood plan process.
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none"> 1. Supports the priority of a vibrant and prosperous economy by identifying needs and opportunities for investment 2. Supports the priority of Healthy and Safe communities by ensuring the provision of housing. 3. Supports the priority of clean, green and welcoming places to live by assisting in allocating land for affordable housing, as well as supporting the delivery of residential and commercial developments.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none"> 1. An Equality Impact Assessment accompanies the Local Plan Review document. This will require ongoing update.
Crime & Safety Issues	1. None.
GDPR/Privacy Impact Assessment	1. A privacy impact assessment was completed for the Preferred Options document.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	The quantum of comments received means that officers do not meet the deadlines programmed.	Officers have historically managed a significant volume of responses and this should be planned for. Arrangements will be in place to ensure the efficient upload and turnaround of response.	Yellow
B	Evidence base requirements emerge that were unforeseen.	Officers will need to continue to assess the need for evidence. If this issue arises a judgement will need to be made as to whether the evidence base is needed to accompany the May consultation or whether it is	Yellow

		acceptable to have this completed for submission.	
C	Evidence base being undertaken now identifies a risk to the Plan being sound.	Officers will need to continue to monitor emerging evidence base outputs. Where the risk of soundness is identified officers will need to consider all aspects of this risk before recommending an alternative Plan.	Yellow

Background documents

[Local Plan Review Preferred Options](#)

Relevant web links

[Local Plan Review](#)

[Local Plan Review Preferred Options](#)

[Evidence Base](#)

[Neighbourhood Plans](#)

Appendix A: Minutes of Local Plan Sub-Committee meetings

Meeting of the Local Plan Sub-Committee

11th September 2019 18:00

In attendance:

Councillors: Ball, Cox (Chair), Ennis, Marshall, Warburton and Wilcox

Also Attending: Ashley Baldwin – Spatial Policy & Delivery Manager (AB) and Patrick Jervis -Principal Spatial Policy and Delivery Officer (PJ)

1. ***Apologies***

None.

2. ***Declarations of Interest***

None.

3. ***Notes of the meeting of the 17th July 2018***

Paper copies of the minutes of the meeting of the 7th August were circulated to members of the sub-committee. The minutes of the last meeting were accepted as a true record. It was noted that the minutes of the meetings held on 17th July and 7th August would be presented as part of the Local Plan Update report to Economic Growth, Environment and Development Overview and Scrutiny Committee on 18th September 2019.

4. ***Staffordshire Hotel Study***

AB presented Staffordshire Hotel Study. AB noted that the study had not been directly commissioned by Lichfield District Council, but the study was being brought to members attention as it has been prepared and includes references and recommendations for Lichfield District. AB noted that it was not necessary for the District Council to follow any recommendations, rather that the document represented a piece of evidence which could inform decisions within the Local Plan.

Councillor Ball noted that the study included reference to the Land at Birmingham Road site within Lichfield City as a potential location for new hotel accommodation. Councillor Ball expressed disagreement with this and questioned whether such a recommendation would fit within the site or meet with the authorities priorities to the site.

Members discussed the document and noted that the study found budget hotel performance to be strong within the District and specifically Lichfield City. Members asked if it was still the case that there was an undersupply of hotel accommodation within the District. Officers confirmed that this was still the case according to the study.

Members noted the Staffordshire hotel study as per the recommendation.

5. ***Green Belt Review method statement 2019***

PJ presented the Green Belt Review method statement 2019 and explained that this was the document which had been subject to public consultation. PJ explained that it was a requirement of the Local Plan Review to be accompanied by a range of evidence, including a comprehensive Green Belt Review. It was explained that following the consultation the methodology would be amended where appropriate before the final assessments were undertaken. PJ explained that the completed Green Belt Review document would be presented to the committee in due course.

Members discussed the document and noted that the document provided a clear approach to undertaking the assessments and provides a comprehensive evidence base. Members noted the approach to appoint Arup as a critical friend on the document and considered this to be prudent.

Members noted the Green Belt Review method statement as per the recommendation. It was agreed that the final report would be presented to the subcommittee ahead of public consultation in November.

6. ***Strategic Housing Land Availability Assessment 2019***

PJ presented the Strategic Housing Land Availability Assessment 2019. This has been prepared to update the document produced in 2018. The purpose of the document is to provide a snapshot of land which is known to be, or has the potential to be made available for residential development within the District. Members noted that inclusion of a site within this assessment does not indicate that it will be allocated within the Local Plan or successfully obtain permission for development.

Members discussed the document and noted that there were a small number of typographical errors and inconsistencies within the site assessments. PJ noted these and explained that these would be corrected prior to final publication.

Members agreed to the publication of the Strategic Housing Land Availability Assessment 2019 subject to the minor changes to correct errors which had been discussed.

7. ***AOB***

AB asked members to being to give consideration to the approach to consultation for the forthcoming local plan review document. Members noted the work which had been undertaken in relation to the documents presented and thanked the team for their work.

8. ***Date of next meeting***

AB to provide selection of dates for next meeting.

The meeting ended at 19:25

Meeting of the Local Plan Sub-Committee

14th October 2019 19:00

In attendance:

Councillors: Cox (Chair), Ennis and Warburton

Also Attending: Ashley Baldwin – Spatial Policy & Delivery Manager (AB) and Helena Horton - Spatial Policy and Delivery Officer (HH)

1. ***Apologies***

Councillors Ball, Marshall and Sonia Wilcox

2. ***Declarations of Interest***

None.

3. ***Notes of the meeting of the 11th September 2019***

Paper copies of the minutes of the meeting of the 11th September were circulated to members of the sub-committee. The minutes of the last meeting were accepted as a true record.

4. ***Landscape Character Assessment***

The landscape character assessment was moved up the agenda to item 4. AB presented this report. The purpose of the report is to update the Council's landscape evidence as part of the Local Plan Review process. The report will principally be used to assist with the site selection process and policy development.

Members discussed the landscape character assessment and welcomed the report. Members noted the report contents and considered the information to be of relevance to the Development Management process. AB emphasised that it is important the policies within the Council's emerging plan contain sufficient landscape detail to support the Development Management officers.

Members agreed to the publication of the Authority Monitoring Report 2019 subject to the minor changes to correct errors which had been discussed.

5. ***Strategic Flood Risk Assessment (SFRA)***

PH presented the Strategic Flood Risk Assessment (SFRA). HH identified that this report has been prepared on a County wide basis, led by South Staffordshire Borough Council. The work has been prepared to inform the Local Plan Review and will directly feed into the site selection work and the emerging policies.

Members discussed the document and noted the outputs arising and need for more detailed SFRA work as the plan progresses. Members noted the importance of the work in informing the Local Plan. In addition Members discussed the previous Plan and contentious nature of some sites within the District which had a significant amount of time spent working through flood related matters.

Members agreed to the publication of the SFRA Level 1.

6. ***Housing and Economic Development Needs Assessment (HEDNA)***

HH presented the Housing and Economic Development Needs Assessment (HEDNA). The HEDNA has been prepared jointly with Tamworth Borough Council, with Lichfield District Council being the commissioning Authority. Members expressed some concern over the joint commission and queried whether this would impact the results. However officers explained that it is beneficial to work across administrative areas when undertaking housing needs work.

Members discussed the document and noted the outputs from a housing and employment perspective. Members also noted that the report would need to be updated to reflect the change in Plan period.

Members agreed to the publication of the HEDNA.

7. **AOB**
None.
8. ***Date of next meeting***
05.11.19.

The meeting ended at 19:55

Meeting of the Local Plan Sub-Committee

5th November 2019 18:00

In attendance:

Councillors: Ball, Cox (Chair), Ennis, Marshall and Wilcox

Also Attending: Ashley Baldwin – Spatial Policy & Delivery Manager (AB), Patrick Jervis – Principal Spatial Policy & Delivery Officer (PJ) and Maxine Turley - Spatial Policy and Delivery Officer (MT)

1. ***Apologies***

Councillor Warburton

2. ***Declarations of Interest***

None.

3. ***Notes of the meeting of the 14th October 2019***

Copies of the minutes of the meeting of the 14th October were circulated to members of the sub-committee. Cllr Cox noted that the attendance and apologies were incorrect. PJ noted that these would be corrected. The minutes of the last meeting were accepted as a true record.

4. ***Ecology Assessment stage 1***

MT presented the report on the stage 1 Ecology Assessment. MT noted that the evidence was prepared as a 'snapshot' at the present time and that things could and would change over the course of time. There was discussion relating to the document and members noted that the document was comprehensive and clearly written document.

Members agreed to the publication of the Ecology Assessment stage 1 as part of the evidence base supporting the local plan.

5. ***Habitat Regulations Assessment and Sustainability Appraisal***

AB presented the report on the Habitat Regulations Assessment (HRA) and Sustainability Appraisal (SA). AB noted that both the HRA and SA are legally required documents and support the emerging local plan.

Members discussed the documents and felt they were informative and useful elements of the evidence base. There was some discussion of the objectives noted within the SA. AB explained that these were objectives of the SA rather than those of the Council.

Members agreed to the publication of the HRA and SA.

6. ***Green Belt Review 2019***

PJ presented the report on the Green Belt Review 2019. PJ noted that the Green Belt Review Methodology had previously been presented to the committee and this document represents the outputs from that study.

Members discussed the document and noted the outputs from a housing and employment perspective. Members also noted that the report would need to be updated to reflect the change in Plan period.

Members agreed to the publication of the Green Belt Review as part of the evidence base supporting the local plan.

7. ***Site Selection Paper 2019***

AB presented the report on the Site Selection Paper 2019. It was noted that the Site Selection Methodology had previously been subject to presentation and agreement by committee.

Members agreed to the publication of the Site Selection Paper 2019 as part of the evidence base supporting the local plan.

8. ***AOB***
None.

9. ***Date of next meeting***
18.11.19.

The meeting ended at 19:35

Meeting of the Local Plan Sub-Committee

18th November 2019 18:00

In attendance:

Councillors: Cox (Chair), Ball, Ennis, Marshall, Warburton and S, Wilcox

Also Attending: Ashley Baldwin – Spatial Policy & Delivery Manager (AB) and Helena Horton - Spatial Policy and Delivery Officer (HH), Patrick Jervis – Principal Spatial Policy and Delivery Officer (PJ), Maxine Turley - Spatial Policy and Delivery Officer (MT)

1. ***Apologies***

None.

2. ***Declarations of Interest***

None.

3. ***Notes of the meeting of the 5th November 2019***

Paper copies of the minutes of the meeting of the 5th November 2019 were circulated to members of the sub-committee. The minutes of the last meeting were accepted as a true record.

4. **Viability study stage 1**

HH presented the Viability study stage 1. The District Council has commissioned a viability study to support the new Local Plan and review the Community Infrastructure Levy charging schedule for the district. The purpose of the study is to assess the viability impacts of the proposed emerging planning policies and site allocations to ensure that the Local Plan as a whole is viable and deliverable. The Stage 1 note includes a baseline review of national viability policy, local plan documents and relevant supporting studies forming the local plan review.

Members discussed the viability study and welcomed the report. Members had a number of questions relating to the document. Cllr Marshall was concerned that the sustainable building requirements should not be overlooked and should feature in viability considerations. Cllr Ball was concerned that references and viability requirements relating to social housing were correctly articulated in particular the difference between affordable rent and social housing.

AB reminded members that the document was the first part of the viability work that will be completed as part of the development of the evidence base that supports the Local Plan Review. Member concerns would be passed on to the consultants.

Members agreed to the publication of the Viability study stage 1.

5. **Gypsy and Traveller Accommodation Assessment**

The Gypsy and Traveller Accommodation Assessment (GTAA) has been developed as part of the evidence to support the review of the Lichfield District Local Plan. The report was a joint commission with North Warwickshire Borough Council and Tamworth Borough Council. The GTAA identifies a total need arising to 2019 – 2040 amounts to 13 pitches.

Members confirmed that whilst North Warwickshire were not processing to publish the report it was important to provide certainty in relation to how LDC will address required provision. AB confirmed that the emerging Local Plan Review offered further support for delivery including the mechanism for LDC to take a role in delivery if required.

Members agreed to the publication of the Gypsy and Traveller Accommodation Assessment.

6. **Urban Capacity Assessment**

PJ presented the Urban Capacity Assessment (UCA). The UCA is an updated to the 2016 document which assesses the potential of the urban areas of Lichfield District to contribute toward housing growth

requirements that will be set within the local plan. The document is based on and builds on information within the Strategic Land Availability Assessment SHLAA.

Members discussed the document and noting that flood information sits within the SHLAA and therefore is not repeated within the UCA.

Members agreed to the publication of the Urban Capacity Assessment.
Members agreed to consider the Brownfield Land Register via e mail.

7. **Playing Pitch Assessment Stage 1**

MT presented the Playing Pitch Assessment Stage 1 (PPS). The draft Summer Assessment Report October 2019 is an emerging piece of evidence that will form part of the completed Playing Pitch Strategy. The final Playing Pitch Strategy will also include winter sports (football, hockey and rugby union).

The document in its current version could be subject to change as further information becomes available from the relevant National Governing Bodies and Sport England, which will sign off the project when it is complete, as well as through consultation with sports clubs.

Members were asked to chase outstanding responses from clubs located in their areas. Cllr Warburton asked if provision at Streethay would be considered, MT confirmed it would. Members also noted that the report would need to be updated to reflect the change in Plan period. Members also agreed that the Appendix A should only appear as a link (the profiles were seen as outdated and could cause offence).

Members agreed to the publication of the Playing Pitch Assessment Stage 1.

7. ***AOB***

Cllrs thanked AB and MT for their work and wished them well in their new roles.

8. ***Date of next meeting***

None.

The meeting ended at 19:30