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LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY AGENDA

Venue: Nicholson Room, The Copeland Centre, Catherine Street,
Whitehaven. CA28 7SJ
Date: Wednesday, 26th April, 2017
Time: 4.30 pm
Contact Officer: Chris Hoban **Tel:** 01946 598439

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Meeting held on 24 August 2016. 1 - 4
4. Interim Housing Policy 5 - 8
5. Copeland Local Plan Timescales and Work Programme 9 - 12

Membership: Councillors John Bowman, John Dirom, Allan Holliday, Michael McVeigh, Brian O'Kane, David Riley (Chair), Graham Roberts, Carla Arrighi and John Kane

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Agenda Item 3

LDF WORKING PARTY

Bainbridge Room, Copeland Centre, 4.30pm Tuesday 24 August 2016

Present:

Cllr David Riley (DR) (Chair)

Cllr John Bowman (JB)

Cllr Allan Holliday (AH)

Cllr Michael McVeigh (MM)

Cllr John Dirom (JD)

Cllr Brian O’Kane (BO’K)

Cllr John Kane

Officers:

Chris Hoban (CH)

Charlotte Brown (CB)

ITEM	SUBJECT	ACTION
1.	Apologies for absence No apologies for absence.	
2.	Declarations of Interests in Agenda Items No declarations of interest were declared.	
3.	Minutes of the meeting held 15 March 2016 Minutes agreed as an accurate record.	
4.	Local Development Scheme 2016 CH gave members an update on the Local Development Scheme (LDS) 2016 which sets out the work programme for producing the Local Plan documents. In doing so, CH informed Members of the purpose of the LDS and the need for a revised LDS to reflect a number of changes to the planning policy context for the Borough since 2012 including the adoption of the Copeland Local Plan 2013-2028: Core Strategy and Development Management Policies; changes to national policy and legislation and; the need to reflect the requirements of the new nuclear power station at Moorside and the worker accommodation sites and the role the Local Plan can play in supporting and guiding these. CH identified the planning policy framework for Copeland including the overarching policy framework of the Planning and Compulsory Purchase Act	

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	<p>(as amended) and National Planning Policy Framework (NPPF) and stated that although the Cumbria Minerals and Waste Local Plan falls within the planning framework for Copeland this is led by Cumbria County Council and Copeland Borough Council is a consultee in this process.</p> <p>CH explained Local Plan Documents which are made up of Development Plan Documents (DPDs), Proposals Map, Supplementary Planning Documents (SPDs), Statement of Community Involvement (SCI) and Annual Monitoring Report (AMR): the latter which monitors matters such as where development is taking place and the size and scale of development, as examples.</p> <p>CH stated that the Current Copeland Local Plan is made up of the Copeland Local Plan 2013-2028: Core Strategy and Development Policies (Adopted December 2013); the Site Allocations and Policies Plan (currently at Preferred Options stage); Proposals Map; SPDs including Whitehaven Town Centre and Harbourside SPD (Adopted September 2012), South Whitehaven SPD (adopted March 2013), Pow Beck Development Brief SPD (Adopted January 2008), Cumbria Wind Energy SPD (Adopted January 2008) and; the Annual Monitoring Report (AMR). Supporting documents to Local Plan documents include strategies such as the Copeland Growth Strategy, Copeland Housing Strategy, Masterplans and the Nationally Significant Infrastructure Project (NSIP) legacy document.</p> <p>The process of producing Local Plan documents was explained stating that all policies are tested regarding their sustainability using Sustainability Appraisals and undertaking a Habitats Regulations Assessment. Whilst Development Plan Documents (DPDs) go through an examination process, Supplementary Planning Documents (SPDs) do not.</p> <p>CH confirmed that European Union Directives still apply until Government announces otherwise.</p> <p>A list of the remaining Local Plan Documents to be produced was given whilst specifically pointing out that the Shopfront Design SPD would be produced by the Townscape Heritage Officer and the Conservation and Design Officer under the umbrella of the Heritage Lottery Funded Whitehaven Townscape Heritage Initiative. The SPD will also apply to the other town centres as well as Whitehaven. The priority Local Plan Document is the Site Allocations and Policies Plan. A second round of consultation will take place from December 2016 and will include changes including wind energy; starter homes; NuGen Moorside worker accommodation, as examples.</p> <p>Other parts of the LDS were highlighted including the need for up to date evidence base some of which can take place through joint commissioning with other Local Authorities looking to undertake similar evidence base tasks e.g. Gypsy and Travellers and Strategic Flood Risk Assessment work.</p> <p>Arup will also be involved in undertaking some areas of evidence base work as part of a back-fill arrangement to support constrained resources for officers</p>	

ITEM	SUBJECT	ACTION
	<p>working with the Local Plan process as well as the two Nationally Significant Infrastructure Projects.</p> <p>CB will take the lead for Copeland Borough Council on the forthcoming St Bees Head Heritage Coast review which is supported through National Trust funding which seeks to enhance their assets and therefore, National Trust are looking at reviewing this part of the Heritage Coast with a potential extension.</p> <p>Other areas of the LDS include monitoring and review through the Annual Monitoring Report; resources and responsibilities for delivering the local plan and; risks to the delivery of the LDF. Under resources and responsibilities Members were reminded that the work of the LDF Working Party is to make recommendations before policies are formally adopted by Full Council.</p> <p>Members agreed that following some minor amendments to the Glossary in Appendix 2 that the Local Development Scheme 2016 go to Full Council for formal approval.</p>	
5.	<p>Revised Statement of Community Involvement 2016</p> <p>CB provided Members with an update on the outcome of the Draft Revised Statement of Community Involvement (SCI) consultation which took place between 18 April and 31 May 2016.</p> <p>Back in March this year at the last LDF Working Party meeting CH presented the draft revised statement of community involvement to Members where it was agreed that the draft revised draft SCI would go to Full Council to formally approve the statutory public consultation of the document.</p> <p>CB stated that the Council received 19 representations from ten different respondents all of which were categorised in four areas of:</p> <p><u>The structure and the layout of the report</u> – where comments referred to including paragraph numbering and re-ordering the layout of the report, all suggestions which were agreed with and applied.</p> <p><u>Accessibility of information for members of the public</u> – comments related to the need to upload both Word and Adobe PDF documents to enable the documents to be dictated to blind users and adding planning applications to the website or Mod Gov. The team will, as a matter of process, upload Word and Adobe PDF documents onto the website when embarking on public consultations but is not currently in a position to upload planning applications onto the Council’s website however, the Council is in the process of developing more modern software to capture this.</p> <p><u>Statutory consultees</u> – some comments related to concern that some organisations had been listed where others have not. Where organisations have been mentioned it is by means of example only. The team has not chosen to list individual organisation names as names are regularly subject to change and would quickly leave the document out of date.</p>	

ITEM	SUBJECT	ACTION
	<p><u>Suggested additional additions</u> – 8 representations related to suggested additions to the document including order of wording used, replacement names for organisations and most notably, the inclusion of a link to the Council’s Enforcement Manual all of which have been agreed and applied.</p> <p>CB reminded Members that the SCI is used to guide how the Council will engage with the community on Local Plan documents and planning applications.</p> <p>Members agreed that the Revised Draft SCI go to Full Council in September for final approval and adoption.</p>	
6.	<p>Date and time of next meeting</p> <p>CH reported that there will be an LDF Working Party in mid-November, probably on the 16th, to approve the next Preferred Options of the Site Allocations and Policies Plan consultation. CH would like to hold a series of workshops with the LDF Working Party leading up to November’s meeting to help inform the Site Allocations and Policies Plan stage two consultation.</p> <p>An email will be circulated with dates and calendar invites will also be sent to Members. It was requested that meetings take place in the same venue each time.</p> <p>Members agreed that 4.30pm is a good time for meetings to begin.</p>	ALL

INTERIM HOUSING POLICY

EXECUTIVE MEMBER: Councillor Lena Hogg

LEAD OFFICER: Chris Hoban

REPORT AUTHOR: Chris Hoban

PURPOSE OF REPORT

To inform Members of the outcomes of the findings from the recently commissioned work to understand housing supply in Copeland, to discuss the possible options available to the Council to boost housing delivery and agree a Draft Interim Housing Policy to aid this process in the short term.

RECOMMENDATION

That Members consider the issues around boosting house building in Copeland, and discuss and agree a Draft Interim Housing Policy to present at Full Council on 9th May 2017 for adoption.

1.0 INTRODUCTION

- 1.1 The Council recently commissioned a piece of work to understand the house building sector in Copeland and its potential and capacity to build the number of homes identified in the adopted Core Strategy.
- 1.2 This work involved interviews with the housebuilding sector, including those already active in Copeland as well as potential new entrants to the borough, to understand their perspective around the attractiveness and issues relating to developing in Copeland. The consultants used this information as well as their own professional judgement to consider the deliverability of the sites proposed for allocation in the Local Plan.
- 1.3 The findings of the Study showed that house building rates are lower than the target set in the Core Strategy and that there are not sufficient house builders currently active in the borough to meet this target. As a result the Council will need to take steps to help boost house building and make Copeland a more attractive place for developers to invest.
- 1.4 The Site Allocations and Policies Plan Preferred Options document (2015) identified a large number of sites for housing, however the Study has questioned the deliverability of a number of these sites, and suggests that greater flexibility will be needed to attract new developers and enable existing developers to expand to meet the growth ambitions of the borough.

1.5 A key short term measure to support this would be the production of an Interim Housing Policy.

2.0 PURPOSE AND CONTENT OF THE INTERIM HOUSING POLICY

2.1 The development strategy in the Copeland Local Plan Core Strategy and sites within the emerging Site Allocations and Policies Plan are not currently enabling house building to take place at the rate required to meet the target within the Core Strategy. To help boost supply of sites the Council can look to provide greater flexibility around where development can take place.

2.2 One way to provide greater flexibility to the existing policy framework, whilst still providing certainty to developers and the community, is to produce an Interim Housing Policy. This will highlight the local planning context from the Core Strategy and key elements of the National Planning Policy Framework that are most relevant for Copeland, and explain how flexibility will be applied to the adopted Local Plan policies when considering planning applications.

2.3 There are two main areas for flexibility to consider:

- Removing settlement boundaries
- Reviewing the existing settlement hierarchy

2.4 The first area for flexibility that is proposed is around the removal of settlement boundaries. The current settlement boundaries relate to the 2006 Local Plan and are therefore out of date. As such, proposals adjacent to the existing built form of settlements could be appropriate, subject to other material considerations being acceptable, rather than having to be within the adopted 2006 settlement boundaries.

2.5 The Interim Housing Policy can also consider the towns and villages that make up the current settlement hierarchy and the amount of development proposed for each, as identified in Policy ST and Figures 3.2 and 3.3. For example, it may be beneficial to change the amount of development attributed to different settlements, such as allowing more development in Local Centres, and also consider other villages where small amounts of house building may be appropriate.

2.6 The issues above will be considered in detail at the LDF Working Party meeting, and following discussion a Draft Interim Housing Policy will be produced to take to Full Council on 9th May.

3.0 CONCLUSION

3.1 House building rates have been low in recent years, and have been significantly below the target set in the adopted Core Strategy. The Council needs to

demonstrate that Copeland is 'Open for Business' and be a more attractive place for developers, including house builders, to invest.

3.2 The first stage to proactively support this is the production of an Interim Housing Policy, which will outline where the Council can and will be more flexible in the short term to help attract developers and increase the house building rates in the borough.

3.3 The detail and contents for the Interim Housing Policy will be discussed and agreed at the meeting and it is recommended that the agreed Draft Interim Housing Policy is presented to Full Council for adoption on 9th May to proactively shape development while allowing some flexibility in decision making and increase house building in Copeland.

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COPELAND LOCAL PLAN TIMESCALES AND WORK PROGRAMME

EXECUTIVE MEMBER: Councillor Lena Hogg

LEAD OFFICER: Chris Hoban

REPORT AUTHOR: Chris Hoban

PURPOSE OF REPORT

To inform Members of the work programme for Local Plan documents over the next two years, the resources required and available to do this, and how this will be presented in the updated Local Development Scheme 2017.

RECOMMENDATION

That Members consider the changes to the work programme that are presented at the meeting and approve the timescales and resources to be included in the Local Development Scheme as the Council's work programme for producing the Copeland Local Plan between 2017 and 2019.

1.0 INTRODUCTION

- 1.1 The Local Development Scheme sets out the work programme for producing Local Plan documents. It describes all the documents that will comprise the Local Plan, what they will contain, and how and when they will be produced.
- 1.2 The most recent version was published in September 2016 and primarily focused on the production of the *Copeland Local Plan 2013-2028: Site Allocations and Policies Plan* together with two Supplementary Planning Documents.
- 1.3 As described in the previous report the Council commissioned a piece of work to understand the house building sector in Copeland, part of which considered the deliverability of sites identified in the *Site Allocations and Policies Plan Preferred Options* (2015).
- 1.4 The findings of the Study have questioned the deliverability of a number of these sites, and suggests that greater flexibility and a wider range of sites will be needed to attract new developers and enable existing developers to expand to meet the growth ambitions of the borough.
- 1.5 These findings, together with the Government's recently published Housing White Paper which requires Local Plans to be reviewed every five years, mean that now is an appropriate time to pause and review the policies in the Core Strategy before completing the site allocations for the Local Plan.

2.0 CHANGES TO THE WORK PROGRAMME

- 2.1 It is proposed that the work to produce the Site Allocations and Policies Plan will be paused while the Core Strategy policies are reviewed. This will also enable the evidence base that underpins the Local Plan to be updated in order to make sure any decisions made as part of the review are sound and use the most robust and up to date evidence. The evidence base that will be updated includes:
- Objectively Assessed Need for Housing (OAN)
 - Economic Development Needs Assessment
 - Employment Land Review
 - Strategic Housing Land Availability Assessment (SHLAA)
 - Strategic Flood Risk Assessment
 - Viability Assessment
 - Village Services Survey
 - Open Space Assessment
- 2.2 The review of the Core Strategy policies will include an Issues and Options public consultation in the Autumn to review matters such as the settlement hierarchy and amount of development proposed in different locations. Once responses to the Issues and Options consultation have been considered any proposed changes to the Core Strategy will be included alongside the Site Allocations as a combined Local Plan. This document will be produced as a Preferred Options document for public consultation early next year.
- 2.3 The document will be modified following the Preferred Options consultation to produce a final Pre-Submission Draft of the Local Plan, which will be subject to public consultation before it is submitted to the Secretary of State for Examination.
- 2.4 This process means that the Local Plan will be completed approximately one year later than originally planned. The benefit of this pause means that once it is adopted the Local Plan will be up to date and not require an immediate review, as would have been the case if the Council continued with the Site Allocations and Policies Plan (as the Core Strategy would be five years old and have to be reviewed).
- 2.5 It is proposed to continue with the production of the Supplementary Planning Documents (SPD) identified in the Local Development Scheme (September 2016), together with an additional SPD that will be a Design Guide.
- 2.6 It should be noted that the Shopfront Design SPD that was identified in the September 2016 Local Development Scheme will now be a Conservation Area Design Guide and look at wider issues in conservation areas than just shopfronts.

3.0 KEY MILESTONES FOR THE LOCAL PLAN

3.1 Subject to approval by Members the proposed key milestones are as follows:

- Evidence base updates – **Spring and Summer 2017**
- Consultation on Issues and Options (Core Strategy) – **Autumn 2017**
- Consultation on Preferred Options (Local Plan) – **Spring 2018**
- Pre-Submission consultation (Local Plan) – **Autumn 2018**
- Submission to the Secretary of State – **Winter 2018**
- Public Examination Hearing Sessions – **Spring/Summer 2019**
- Adoption – **Autumn 2019**

3.2 The full details of the work involved, timescales and resources will be discussed in the meeting. This will then enable the updated Local Development Scheme to be finalised to be presented to Full Council on 9th May.

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