

Norfolk Strategic Planning Member Forum
Monday 28th January 2019
10am Council Chamber, Norfolk County Council

Minutes

| Councillors | Attended | Apologies |
|---|-----------------|------------------|
| Cllr Virginia Gay – North Norfolk District Council | | x |
| Cllr Gordon Bambridge – Breckland Council | ✓ | |
| Cllr Stuart Clancy – Norfolk County Council | | x |
| Cllr John Fuller – South Norfolk District Council - Chair | ✓ | |
| Cllr Melanie Vigo di Gallidoro – Broads Authority | | x |
| Mr Bruce Keith – Broads Authority (Sub) | ✓ | |
| Cllr Carl Annison - Great Yarmouth Borough Council | | x |
| Cllr Kevin Hanton – Great Yarmouth Borough Council (Sub) | ✓ | |
| Cllr Richard Blunt – King’s Lynn & West Norfolk | ✓ | |
| Cllr Mike Stonard – Norwich City Council | ✓ | |
| Cllr Ian Moncur – Broadland District Council | | x |
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| Supporting Officers | Attended | Apologies |
| Mark Ashwell – North Norfolk District Council | ✓ | |
| Natalie Beal – Broads Authority | ✓ | |
| Cally Smith – Broads Authority | | x |
| Richard Drake – Norfolk County Council – Minerals & Waste | | x |
| Phil Mileham – Breckland Council | ✓ | |
| Keith Moore – Environment Agency | | x |
| Phil Morris – Norfolk County Council | ✓ | |
| Graham Nelson – Norwich City Council | ✓ | |
| Simon Marjoram – South Norfolk Council | | x |
| John Clements – Great Yarmouth Borough Council | ✓ | |
| Ninan Xu – Norfolk County Council | ✓ | |
| John Walchester – Broadland District Council | ✓ | |
| Alan Gomm – King’s Lynn and West Norfolk | ✓ | |
| Trevor Wiggett – Strategic Framework Project Manager | ✓ | |
| Caroline Jeffrey - Norfolk County Council | ✓ | |
| Nick Johnson– Norfolk County Council | ✓ | |
| Phil Shreeve – Norfolk County Council | ✓ | |
| Martin Seymour- Norfolk County Council | ✓ | |
| Adam Banham – Broadland District Council | ✓ | |
| Kay Boyden – STP Estates | ✓ | |

| 1 | Welcome, introduction and apologies | Actions |
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| 1.1 | All members and officers introduced themselves and apologies were noted (as above). | |
| 2 | Minutes and matters arising from meeting of 11th October 2018 | |
| 2.1 | Previous minutes agreed as accurate. | |
| 2.2 | No matters arising. | |
| 3 | Health Planning (Phil Shreeve and Kay Boyden) | |
| 3.1 | Phil Shreeve delivered a presentation on the recently updated Planning and Health Protocol. | |
| 3.2 | The updated version of the Protocol is based upon the previously published version from March 2017 and has come about in recognition of a need for greater collaboration between local planning authorities, health service organisations and public health agencies to plan for future growth and to promote health. | |
| 3.3 | The purpose of the Health Planning Protocol is to enable greater degree of engagement between Local Planning authorities and Health care authorities on strategic sites to better address identified local health and wellbeing through provisions such as safe and accessible green infrastructure, sports facilities, local shops and layouts to encourage walking and cycling. | |
| 3.4 | Cllr Bambridge noted the importance of Local Planning Authorities obtaining a consistent single point of contact in engaging with NHS and associated health care providers, in order to ensure a most well informed decision can be made in regards to planning application decision. | |
| 3.5 | Kay Boyden informed members of the role and the works of the Sustainability and Transformation Partnership (STP). Its aim is to ensure right infrastructure is in place for the required health care provisions in development, through the production of Health Infrastructure Delivery Plan with Greater Norwich Area. The intention is to produce similar delivery plan across other districts once this has been completed. | |
| 3.6 | Through the work of the Health Planning Protocol, the STP aims to involve actively in early engagement with Local Planning authority and provide a system level response to planning application consultation. | |
| 3.7 | Kay was keen to stress the role of the STP is not to deal with staffing issues of the health care system, as this is the responsibility of the CCG. | |

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| 3.8 | Cllr Fuller suggested it might be a useful idea to adopt a standard template in relation to health planning matters across the districts to be used by the Development and Control Staff. | |
| 3.9 | Cllr Stonard praised the current health planning protocol has been the best arrangement so far when it comes promoting greater engagement between strategic planning and health providers. | |
| 3.10 | Cllr Fuller invited Kay to updated Members on the progress of the Infrastructure Plan for Greater Norwich in the July forum. This move has been seconded by Cllr Bambridge. | |
| 4 | Norfolk Strategic Planning Framework Progress Update (Trevor Wigget) | |
| 4.1 | Trevor gave an update on the progress of the NSPF. A report has been prepared detailing latest developments of the framework. | |
| 4.2 | Trevor explained that due to the relative minor nature of the changes made to the NSPF that a public consultation will not be planned for the revised version of the documents. | |
| 4.3 | Members have been asked note and feedback on the amendments made to the revised NSPF; and for each constituent authority to agree to take the revised NSPF back to their authority for formal endorsement. | |
| 4.4 | Comments and discussions on the draft NSPF, see section below. | |
| 5 | Draft Norfolk Strategic Planning Framework (Trevor Wigget) | |
| 5.1 | The new version of the NSPF will effectively also operate as the Statement of Common Ground between all Norfolk planning authorities, as required by the latest NPPF. | |
| 5.2 | The draft NSPF was discussed at detail section by section. Broadly, Members are happy with the updates and agreed to take the document back to their own respective authorities for formal endorsement. | |
| 5.3 | Due to the delay in government's official decision on clarification of the new housing methodology, and the imminent local election across districts, it is agreed that the draft document should wait for the passing of both events before formal endorsement and publication. This publication date of official NSPF will be postponed till June/July 2019. | |
| 5.4 | In regard to the housing section of the NSPF, Cllr Fuller suggests clarification in words on the difference between 2018 household projections and 2014 household projections which is used by the current standard housing need methodology need to be clarified. | |
| 5.5 | Cllr Fuller also stressed the need to be more mindful on the wording on water usage agreement in Section 7, as current wording may lead to misinterpretation. | |

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| 5.6 | A new section including an agreement on Minerals and Waste has been added as part of the requirement to allow this version of the NSPF to function as a Statement of Common Ground. | |
| 6 | Neighbouring Counties Update | |
| 6.1 | Suffolk has published "Suffolk Framework for growth". This has been formally endorsed by all Suffolk authorities. | |
| 6.2 | Suffolk Coastal has published its Reg19 consultation, Ipswich Borough is consulting under Reg18 and the joint Babergh/Mid Suffolk Plan Reg 18 is expected later in the year. | |
| 6.3 | Cllr Fuller has attended the wider South East Summit in January, on behalf of Norfolk authorities. | |
| 7 | Local Plan update | |
| 7.1 | A summary report updating members on the latest progress of the local plans have been presented at the forum. Updates noted. | |
| 8 | AOB | |
| 8.1 | It is agreed due to the timing of the spring local election, the next Member forum will be scheduled in June/July 2019. | |