

# Norfolk Strategic Planning Member Forum

Thursday 17th 2017  
Council Chamber  
County Hall

## Minutes

<b>Councillors</b>	<b>Attended</b>	<b>Apologies</b>
Cllr Arnold – North Norfolk District Council	✓	
Cllr Bambridge – Breckland Council	✓	
Cllr Sands – Norfolk County Council		x
Cllr Fuller – South Norfolk District Council - Chair	✓	
Cllr Peter Dixon – Broads Authority		x
Cllr Rice – Broads Authority (sub)	✓	
Cllr Grant - Great Yarmouth Borough Council	✓	
Cllr Blunt – King’s Lynn & West Norfolk	✓	
Cllr Long – King’s Lynn & West Norfolk (sub)		x
Cllr Stonard – Norwich City Council	✓	
Cllr Kendrick – Norwich City Council (sub)		x
Cllr Vincent – Broadland District Council	✓	
<b>Supporting Officers</b>	<b>Attended</b>	<b>Apologies</b>
Mark Ashwell – North Norfolk District Council	✓	
Natalie Beal – 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	✓	
Adam Nicholls – South Norfolk Council	✓	
John Pitchford - Suffolk County 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 00	✓	
Caroline Jeffrey - Norfolk County Council	✓	
Karen Chapman – Suffolk County Council	✓	

1	<b>Election of chair for forthcoming year</b>	<b>Actions</b>
1.1	Cllr Vincent nominated Cllr Fuller to be the chair for the forthcoming year. Members voted Cllr Fuller to continue as the Chair	
2	<b>Welcome, introduction and apologies</b>	
2.1	All members and officers introduced themselves and apologies were noted (as above).	
3	<b>Minutes and matters arising from meeting of 16<sup>th</sup> Feb</b>	
3.1	No matters arising.	
4	<b>Norfolk Strategic Framework progress report – Graham Nelson</b>	
4.1	Graham Nelson provided a progress report on the Norfolk Strategic Framework. He explained the framework is a series of shared agreements and strategic priorities to improve outcomes for Norfolk and inform the preparation of future local plans, and it is not a shared joint plan. The project is on budget.	
4.2	The NSF project has continued to progress well, the main evidence gathering tasks are complete. The Housing and Economic Land Availability Assessments are still the process of being completed. The process has taken longer than expected.	
4.3	The draft NSF has been produced, and it is a work in progress and some details are still to be finalised. Graham asked members for permission to authorise Officers (via the Norfolk Strategic Planning Officer's Group) to make minor changes to the document	
4.4	Cllr Fuller raised the question on why we are going to consultation when the NSF draft is not completely finalised. Graham responds that the NSF document will always be a fluid document in a sense and going forward with the consultation on this draft is the best step forward. Undertaking the consultation in this way allows each of the partner authorities to comment at the same time as other stakeholders.	
4.5	Cllr Fuller emphasised the importance to note that as the NSF is already 8 months behind schedule and we are making the best of the current situation.	
4.6	Cllr Fuller asked the impacts of the impending release of new method of calculating housing of number by the Secret of State would be on the current housing numbers in the NSF. Adam Nicholls responded that the release date of any final methodology is not known and the NSF would be severely delayed if we wait.	
5	<b>SHMA update ( item 9 of the Agenda – Phil Mileham)</b>	
5.1	Cllr Fuller suggested that it would be better to take the item on the recently released Central Norfolk Strategic Housing Market Assessment (SHMA) at this point before going through the draft NSF in detail. Phil Mileham gave an update on the SHMA. The 2017 study followed the	

	same methodology as the previous iteration, re-bases the study to 2015 and treats the City Deal impact as a “policy on” scenario.	
5.2	Members discussed the new OAN number and generally agreed that they are happy with the SHMA.  <b>Draft NSF document</b>	
5.3	Cllr Fuller went through the all the agreements (1 – 20) included in the draft NSF document. Comments to some of the agreements noted below:	
5.4	Agreement 2 – Cllr Vincent commented that he thought the vision was a little bland.	
5.5	Cllr Fuller asked if everyone is comfortable with the figures set out for housing and emphasised the importance to provide some context around these figures, to mitigate the risk of appearing to be persistent under deliverers of housing.	
5.6	Graham Nelson and Phil Mileham agreed to provide more contextual information, more clarification on the data rebasing, and re-draft the wording in chapter 6.2.	
5.7	Agreement 11 and 12 – Officers will need to provide more clarification.	
5.8	Infrastructure section – discussions have been centred around whether there should be a table setting out priorities for infrastructure.	
5.9	Conclusion and next step – Graham Nelson informed Members that formal consultation will start in Aug 2017. It is agreed that Cllr Fuller will be delegated power to approve all the contextual changes for a final draft of the NSF document before it is submitted for consultation.	
<b>6</b>	<b>Consultation process (Trevor Wigget)</b>	
6.1	Trevor informed Members on the proposed process and approach of the impending consultation for the NSF. The consultation is intended to be focussed on key stakeholders but also provide the opportunity for the wider public to comment. A press release will be produced but no public meeting/event will be held. The consultation documentation will be made available on county website, with paper copies available in district/county offices.	
6.2	Cllr Fuller emphasised the importance of working with the press to effectively communicate the benefits of the NSF.	
<b>7</b>	<b>Health Protocol ( Adam Banham)</b>	
7.1	Adam Banham presented a paper to Members on the recently completed Health Protocol. The Protocol is intended to be an engagement tool between local planning authorities, Public health and Health sector organisations in Norfolk.	

	<p>Members recognised the merits of the Protocol, and agreed the importance of engaging more closely with NHS. Cllr Fuller suggested that officers invite a representative from the NHS to attend the next forum.</p> <p>ACTION: Officers to invite an NHS representative to attend the next member forum.</p>	<b>PM/AB</b>
<b>8</b>	<b>Recreation Impacts Study ( Alan Gomm)</b>	
8.1	Alan Gomm delivered a presentation on the outputs of the Recreational pressures study by Footprint Ecology.	
<b>9</b>	<b>Suffolk Update ( Karen Chapman)</b>	
9.1	Karen Chapman gave an update on the progress of the SPIF. SPIF has now developed into more of an evidence document, to reflect this change of emphasis it is re-titled as the AECOM report. The report sets out high and low growth scenarios for Suffolk.	
<b>10</b>	<b>New Economic Strategy</b>	
10.1	A briefing note on the progress of New Anglian Economic Strategy produced Marie Finbow has been circulated to Members.	
<b>11</b>	<b>AOB</b>	
11.1	No AOB	
<b>12</b>	<b>Date of Next Forum</b>	
12.1	Thurs 12 <sup>th</sup> Oct 2pm Cranworth Room	