

# Regulation and Planning Policy Committee

## Agenda

### Members of the Regulation and Planning Policy Committee:

Cllr F Ellis (Chairman)  
Cllr J Halls  
Cllr W Kemp  
Cllr J Savage  
Cllr V Thomson

Cllr B Duffin (Vice Chairman)  
Cllr P Hardy  
Cllr S Nuri-Nixon  
Cllr T Spruce

### Date & Time:

Wednesday 30 January 2022  
11.00am

### Place:

Colman Room, South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

### Contact:

Jessica Hammond tel (01508) 505298  
Email: [committee.snc@southnorfolkandbroadland.gov.uk](mailto:committee.snc@southnorfolkandbroadland.gov.uk)  
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### PUBLIC ATTENDANCE:

If a member of the public would like to speak on an agenda item, please email your request to [committee.snc@southnorfolkandbroadland.gov.uk](mailto:committee.snc@southnorfolkandbroadland.gov.uk), no later than 5.00pm on Friday 25 March 2022. Please see further guidance on the options for public speaking at page 2 of this agenda.

### Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

## **Rules on Public Speaking**

All public wishing to attend to observe, or speak at a meeting, are required to register a request by the date / time stipulated on the relevant agenda. Requests should be sent to: [committee.snc@southnorfolkandbroadland.gov.uk](mailto:committee.snc@southnorfolkandbroadland.gov.uk)

Public speaking can take place:

- Through a written representation (which will be read out at the meeting)
- In person at the Council offices

# AGENDA

1. To report apologies for absence and to identify substitute members;
2. Any items of business which the Chairman decides should be considered as a matter of urgency pursuant to section 100B(4)(b) of the Local Government Act, 1972. Urgent business may only be taken if, “by reason of special circumstances” (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency;
3. To receive Declarations of Interest from Members;  
(Please see guidance form and flow chart attached – page 4)
4. Minutes of the meeting of the Regulation and Planning Policy Committee held on Tuesday 25 January 2022;  
(attached – page 6)
5. Development Management – In Year Opportunities;  
(report attached – page 10)

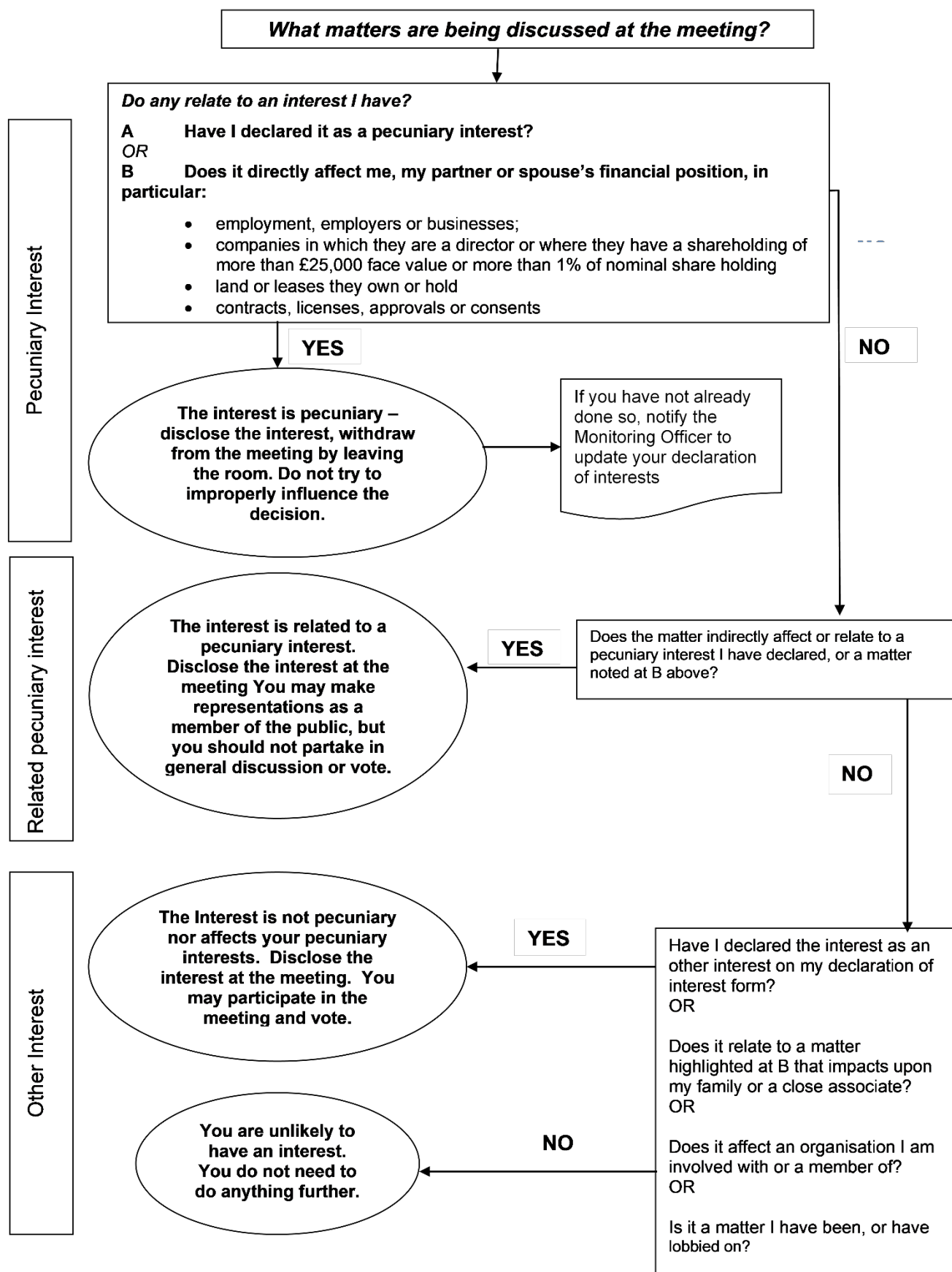
## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

<p>Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> <li>1. affect yours, or your spouse / partner's financial position?</li> <li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li> <li>3. Relate to a contract you, or your spouse / partner have with the Council</li> <li>4. Affect land you or your spouse / partner own</li> <li>5. Affect a company that you or your partner own, or have a shareholding in</li> </ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST  
INSTANCE**

## DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



**Agenda Item: 4**

## **REGULATION AND PLANNING POLICY COMMITTEE**

**Minutes of a meeting of the Regulation and Planning Policy Committee of South Norfolk District Council held on Tuesday 25 January 2022 at 10am.**

**Committee Members Present:** Councillors: F Ellis (Chairman), B Duffin, J Halls, P Hardy and V Thomson

**Officers in Attendance:** The Assistant Director for Planning (H Mellors) and the Democratic Services Officer (J Hammond)

### **93 URGENT BUSINESS**

The Chairman raised an urgent item regarding the installation of solar farms and the corresponding storage of generated energy, she felt that it was important for the Committee to discuss this item and consider whether the Council should have a policy on energy generation and where solar farms could be placed.

The Assistant Director for Planning advised the Committee that South Norfolk Council currently had a policy regarding natural energy in order to determine planning applications, however no policy to allocate sites was in place, she suggested returning to a future meeting of the Regulation and Planning Policy Committee to outline the current policy and discuss if there was a need for a supplementary planning document. One member highlighted a recent application for a solar farm considered by the Development Management Committee and suggested that a briefing session on the current policies be provided to all members of the Council.

During further discussion it was suggested that a review of the current policies be carried out and that officers investigate the policies in place at other Local Authorities, and whether any site allocation plans had been adopted.

The Chairman confirmed that she was due to meet with the Director of Place to discuss this item in more detail.

## 94 DECLARATIONS ON INTEREST

The following members declared 'Other' interests in the item(s) listed below:

MEMBER	ITEM	REASON
Cllr J Halls	96 - Greater Norwich Joint Five-Year Infrastructure Investment Plan and Annual Growth Programme	A former trustee on The Lizard Charity Trust, who manage the Oxford Common.
Cllr S Nuri-Nixon	96 - Greater Norwich Joint Five-Year Infrastructure Investment Plan and Annual Growth Programme	A trustee on The Lizard Charity Trust, who manage the Oxford Common.

## 95 MINUTES

The minutes of the meeting of the Regulation and Planning Policy Committee held on Tuesday 30 November 2021 were confirmed as a correct record.

## 96 GREATER NORWICH JOINT FIVE-YEAR INFRASTRUCTURE INVESTMENT PLAN AND ANNUAL GROWTH PROGRAMME

The Assistant Director of Planning introduced the report, which sought agreement of the draft Greater Norwich Joint Five Year Infrastructure Investment Plan 2022 to 2027, approval of the allocation of Community Infrastructure Levy (CIL) to projects included within Annual Growth Programme and approval of the draft loan agreement for the drawdown of £6.733M to support the delivery of the Long Stratton Bypass.

The Committee noted that in accordance with the CIL pooling arrangements for the Greater Norwich Infrastructure Investment Fund (IIF) each of the three CIL charging authorities Broadland District Council, Norwich City Council and South Norfolk Council would need to agree the recommendation set out in section eight of the report.

In accordance with the agreed procedures in place for the IIF the Greater Norwich Growth Board (GNGB) met on the 2 of December 2021 to agree the projects to be put forward for the proposed 2022/33 Annual Growth Programme.

The Committee was informed that the Norfolk County Council Wherryman's Way Access Improvements project would be located within the South Norfolk area and the importance of the proposed improvements were highlighted.

Members noted that in addition to the seven projects listed in the report, it was also proposed to allocate a further two million into the education programme at Norfolk County Council, which was set to be allocated to Hethersett School, if approved.

The Assistant Director for Planning explained that the Five-Year Infrastructure Investment Plan also provided an update on the Long Stratton Bypass and recommended that a drawdown of £6.733 million of borrowing was needed to support its delivery. In response to queries on the annual repayment of the loan, the Assistant Director for Planning assured members that the loan agreement had undergone thorough due diligence.

It was then

### **RESOLVED**

To recommend that Cabinet agrees and recommends to Council that it:

- a) Approves the Draft Five Year Infrastructure Investment Plan 2022-27 (Appendix 1)
- b) Approves the proposed 2022/23 Annual Growth Programme (section 3 of appendix 1)
- c) Agrees the draft legal loan agreement for the drawdown of £6.733m through the Greater Norwich City Deal, to support the delivery of Long Stratton Bypass (Appendix E of Appendix 1) and to allocate £350,000 of the Infrastructure Investment Fund (IIF) to the cash reserve.

And,

- d) Subject to the agreement of recommendation c), delegate authority to the Council's Section 151 Officer and Director of Place in consultation with the Leader of the Council, to finalise the terms and sign the legal loan agreement on behalf of the Council.

## **97 EAST NORWICH STAGE 1 MASTERPLAN**

Members considered the report presented by the Assistant Director for Planning, which advised the Committee on the content of the East Norwich Stage 1 Masterplan and sought their comments to inform the East Norwich Stage 2 Masterplan.

The Assistant Director for Planning explained that policy 7.1 of the Greater Norwich Local Plan (GNLP) identified East Norwich as a strategic regeneration area. It also set out that the allocation should be redeveloped in accordance with an area-wide masterplan supplementary planning document (SPD). Consultants were appointed by a public-private partnership lead by Norwich City Council, to prepare a masterplan for the East Norwich area. Although not a funding partner, officer representatives from



South Norfolk Council formed part of the wider East Norwich Partnership Board, as the masterplan included redevelopment in Trowse.

The Stage 1 masterplan evaluated the development potential of the East Norwich area in terms of housing, employment uses and community/social infrastructure to provide a framework for the future development of the site. The masterplan also consisted of a series of strategies including:

- A heritage strategy
- A movement strategy
- A public realm strategy
- A land use strategy
- A building height strategy
- Strategies for flood risk and mitigation, utilities, energy and ecology.

Members were informed that as the Local Planning Authority, South Norfolk Council would need to approve the content of any SPD which related to areas within the district.

In response to a question, the Assistant Director for Planning clarified that the officer representatives on the East Norwich Partnership Board included herself and the Place Shaping Manager.

With regard to the timescale of completion for the East Norwich Masterplan, the Assistant Director for Planning explained that completion was estimated to take 15-20 years due to the scale of development proposed, she added that timescales also depended on the momentum of funding.

Members expressed their support for the East Norwich Masterplan and thanked the lead officers for their hard work, it was then

## **RESOLVED**

To note the content of the East Norwich Stage 1 Masterplan

(The meeting concluded at 10:30am)

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Chairman

## **Development Management - In-Year Opportunities**

**Report Author(s):** Helen Mellors  
Assistant Director Planning  
01508 533789  
[Helen.mellors@southnorfolkandbroadland.gov.uk](mailto:Helen.mellors@southnorfolkandbroadland.gov.uk)

**Portfolio:** Stronger Economy

**Ward(s) Affected:** All

### **Purpose of the Report:**

This report provides members with proposed projects and initiatives regarding the use of the in-year additional income, savings and efficiencies that will enable us to accelerate our progress towards the initiatives set out in the delivery plan.

### **Recommendations:**

- To recommend to Cabinet the project that Regulation and Planning Policy Committee would like to progress utilising the £0.5m earmarked reserves relating to Accelerating Economic Growth & Prosperity.

## 1. Summary

- 1.1. The Council's financial performance so far this year has been strong.
- 1.2. Additional exceptional income has been received, and the One Team has identified significant revenue savings and efficiencies from continuing activities.
- 1.3. This in-year surplus of income over expenditure, gives the Council a one-off opportunity to: further invest in our economy; invest in carbon reduction initiatives; invest in our staff; bring forward future service enhancements; and put aside money to support future initiatives to further accelerate the delivery plan and move us closer to our vision "working together to create the best place for everyone, now and for future generations."
- 1.4. On 22 February 2022, Council agreed to establish a series of Earmarked Reserves in the following thematic areas in pursuance of Council objectives and to the aggregate sum of £2.5m.
- 1.5. The following thematic areas and relating reserves were subsequently created:

Positive Planning for a post-carbon Economy	£1.3m
Accelerating Economic Growth & Prosperity	£0.5m
Supporting our Communities	£0.4m
Investment in our Staff, Systems & Apprenticeships	£0.3m
<b>Total</b>	<b>£2.5m</b>
- 1.6. The project presented in this paper has been put forward for your consideration in relation to the theme Accelerating Economic Growth & Prosperity

## 2. The Opportunity

### Temporary Increase in Development Management capacity

- 2.1. The Planning team is experiencing high volumes of work, evidenced by the combined high levels of CIL receipts in 21/22 and the increased planning application fees, which for South Norfolk for the year to date are in excess of £1.4m against a £1m prediction. This additional planning fee income has contributed to the budget pot used for the creation of the reserves detailed above.
- 2.2. Furthermore, the Planning team currently faces an unprecedented level of work, both in terms of quantum and complexity. Therefore, to help manage this increased level of work and provide a high quality service to our customers, it is proposed to increase the capacity of the Development Management Team.
- 2.3. This additional temporary resource will backfill vacant posts and create additionality in relation to major strategic growth allocations. A Business Case for permanent resources is being finalised, but these new posts will take time to recruit to. This will enable the team to:
  - Efficiently and effectively manage an overall increase in application numbers, including forthcoming major strategic planning applications.
  - Manage applications following adoption of the GNLP (site allocations)

- Progress work on a new settlement(s)
- Development Consent Orders
- Prepare for biodiversity net gain and ecology impacts (including new Nutrients Neutrality impacts) and changes arising from the Environment Act

### **3. Costs**

- 3.1. The £100,000 costs will be used on the appointment of temporary staff and resources.

### **4. Next Steps**

- 4.1. For Policy committee and Cabinet to agree the priority of work to be carried out and then for officers to prepare a project plan in the next 2 months on how this resource will be used. Given the recent advice received from Natural England on the need to assess impacts on nutrients loading on protected sites (known as Nutrients Neutrality) the focus and resource may need to be given to address these impacts.

### **5. Issues and risks**

- 5.1 **Resource Implications** – as set out in the report above

- 5.2 **Legal Implications** – none

- 5.3 **Equality Implications** – As we are proposing additional items of expenditure it is very unlikely that there will be any significant negative impact on those who share protected characteristics as defined in the Equality Act 2010.

- 5.4 **Environmental Impact** – none

- 5.5 **Risks** – There is a big risk that there are no suitable planners to fill the permanent posts being sought and also to fill the temporary resource gap as there is national shortage of planners at present. There is a risk that applications will be delayed and take longer to determine.

### **6. Conclusion**

- 6.1. In light of the unprecedented level of work currently faced by the Planning team it is concluded that the capacity of the Development Management Team needs to be increased. However, given the recent advice received from Natural England on the need to assess impacts on nutrients loading on protected sites (known as Nutrients Neutrality) the immediate focus and resource should be given to address these impacts. Resolving this will as quickly as possible will ensure decisions are made expediently.

**7. Recommendations:**

- To recommend to Cabinet the project that Regulation and Planning Policy Committee would like to progress utilising the £0.5m earmarked reserves relating to Accelerating Economic Growth & Prosperity.

**Background Reports:**

None