

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:

Friday 23 September 2022
10.00am

Place:

Council Chamber, South Norfolk House, Cygnet Court, Long Stratton, Norwich, NR15 2XE

Contact:

Jessica Hammond tel (01508) 505298
Email: committee.snc@southnorfolkandbroadland.gov.uk
Website: www.southnorfolkandbroadland.gov.uk

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, no later than 5.00pm on Tuesday 20 September 2022.

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.

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 3)
4. **Minutes of the meeting of the Regulation and Planning Policy Committee held on Tuesday 21 June 2022;**
(attached – page 5)
5. **Update to the Local Development Scheme;**
(report attached – page 8)

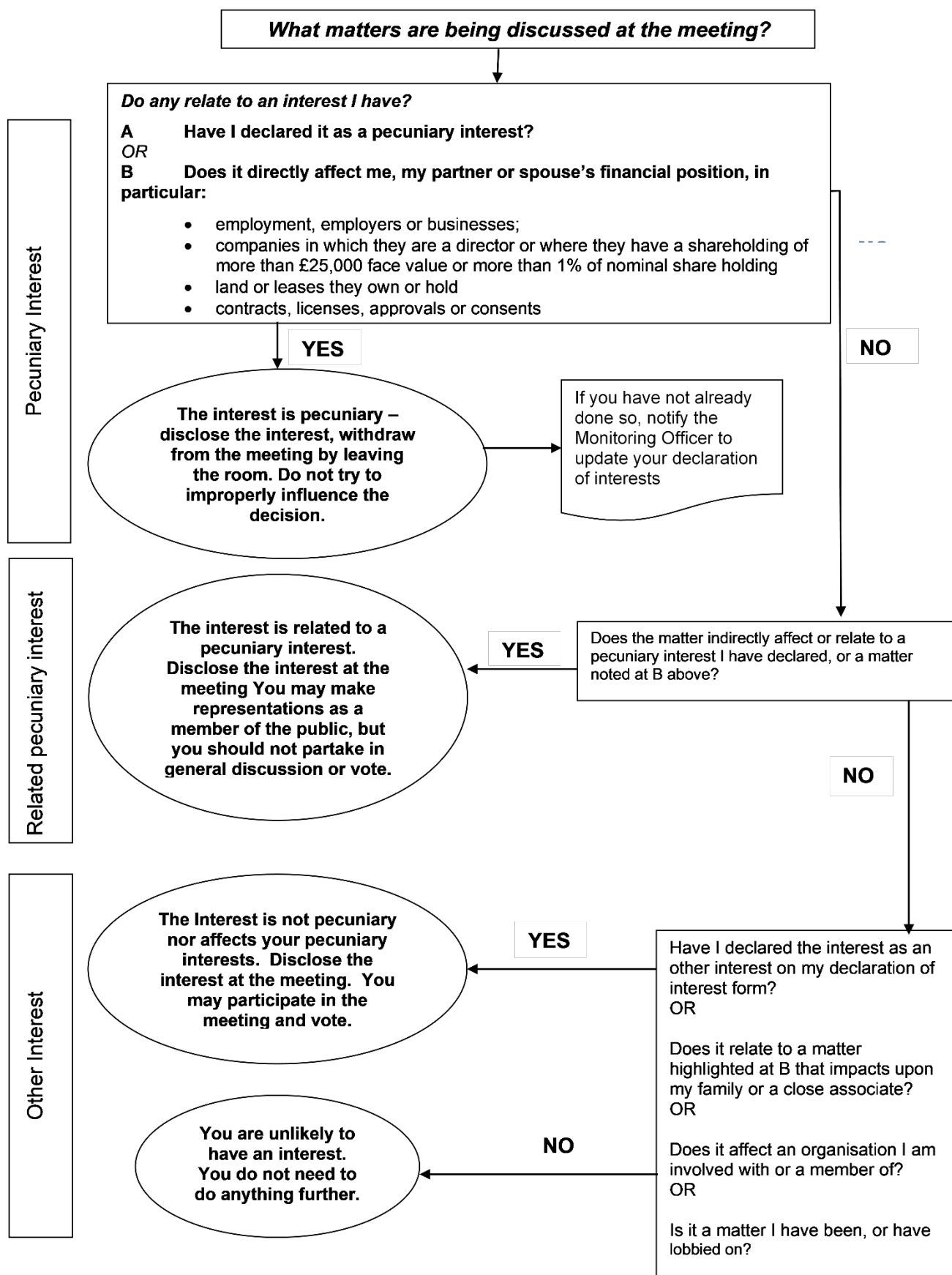
DECLARATIONS OF INTEREST AT MEETINGS

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"> 1. affect yours, or your spouse / partner's financial position? 2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner? 3. Relate to a contract you, or your spouse / partner have with the Council 4. Affect land you or your spouse / partner own 5. Affect a company that you or your partner own, or have a shareholding in <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 21 June 2022 at 10am.

Committee Members Present: Councillors: F Ellis (Chairman), B Duffin, P Hardy, W Kemp, J Savage, T Spruce and V Thomson

Apologies for Absence: Councillors: J Halls and S Nuri-Nixon

Officers in Attendance: The Assistant Director for Regulatory (N Howard), the Environment Protection Manager (A Grimley) and the Democratic Services Officer (J Hammond)

100 APOLOGIES FOR ABSENCE

Apologies were received from Cllr J Halls and Cllr S Nuri-Nixon.

101 DECLARATIONS OF INTEREST

No declarations of interest were made.

102 MINUTES

The minutes of the meeting of the Regulation and Planning Policy Committee held on Wednesday 30 March 2022 were confirmed as a correct record.

103 REGULATORY ENFORCEMENT POLICY

The Assistant Director for Regulatory introduced the report and outlined the key principles for the new overarching Enforcement Policy, the aim of which was to cover all the key areas to ensure legislation was followed for all general enforcement issues. Specific areas of legislation individual to each area, for example planning or food hygiene, would then be dealt with by specific, thematic, detailed policies.

The Environmental Protection Manager advised members that officers had gathered good practice from a wide range of places when drafting the policy and explained that the advantages of separating the overarching enforcement policy and the thematic enforcement policies into separate documents were as follows:

- It was simpler to administer and update each policy without adverse effect on the others.
- It encouraged a helpful focus on the key considerations applicable to a particular area when enforcement policy questions arose and
- During challenges and legal proceedings, technicalities could focus on policy wording, and it was therefore helpful to keep policy documents tightly focussed.

Members were advised that over the last 12 months the Environment Enforcement Service had received:

- 1650 service requests, of which 80% were resolved using early intervention methods
- 23 warnings had been served
- 3 notices served
- 5 follow-up notices served
- 4 fly tipping prosecutions made

Members noted that it was proposed that South Norfolk Council and Broadland District Council shared a common set of enforcement policy provisions, and it was queried whether there were any reasons why this could not or should not be achieved. The Environmental Protection Manager explained that a shared enforcement policy was recommended by officers because, from a regulatory and enforcement services perspective, both districts shared similar characteristics, profiles of regulatory non-compliance and offending, and enforcement requirements. Additionally, no significant enforcement policy distinctions or special requirements had been identified that would affect the adoption of the proposed overarching enforcement policy. He then stressed that it was for each of the Councils to decide whether the new regulatory enforcement policy should be adopted.

A number of members expressed the belief that a common policy shared with Broadland District Council would greatly benefit both the residents and businesses within the district and officers.

After concerns were raised over the possibility of the overarching policy and thematic sub-policies conflicting each other, the Assistant Director for Regulatory assured the Committee that this would not be the case, he explained that the overarching policy would outline the broad enforcement policy framework and set out the Council's broad policy statements for investigation and robust enforcement. Whilst the individual thematic sub-

policies would contain detailed considerations in individual area regulation, including decision-making thresholds, criteria for specific powers and areas of legislation.

After further detailed discussion, it was unanimously

RESOLVED

That Cabinet recommends that Council agrees the adoption of the proposed overarching Enforcement Policy at Appendix 2 to replace the existing enforcement policy.

(The meeting concluded at 10:35am)

Chairman

Agenda Item: 5
Regulations and Planning Policy Committee
23 September 2022

Update to the Local Development Scheme

Report Author(s): Paul Harris
Place Shaping Manager
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paul.harris@southnorfolkandbroadland.gov.uk

Portfolio: Policy and External Affairs & Stronger Economy

Ward(s) Affected: All

Purpose of the Report:

Amendments to the current Local Development Scheme to reflect changes to the timetable for the Greater Norwich Local Plan, South Norfolk Village Clusters Housing Allocations Plan and East Norwich Masterplan SPD.

Recommendations:

1. Regulation and Planning Policy Committee to recommend that Cabinet recommends to Council that it approves the proposed amendments to the current Local Development Scheme.

1. Summary

- 1.1 The Local Development Scheme (LDS) sets out the timetable for preparing new local plans and summarises what they are to contain. This report sets out amendments to the timetable for the production and adoption of the Greater Norwich Local Plan (GNLP), South Norfolk Village Clusters Housing Allocations Plan (VCHAP) and the East Norwich Masterplan SPD.
- 1.2 It is anticipated that the Greater Norwich Local Plan will be adopted in Quarter 4 2023/24, the South Norfolk Village Clusters Housing Allocations document in early 2024 and the East Norwich Masterplan SPD alongside the adoption of the GNLP.

2. Background

- 2.1 It is a legislative requirement for the Council to publish a Local Development Scheme and to keep this up to date under section 15 of the Planning and Compulsory Purchase Act, as amended by the Localism Act. The last update to the LDS was agreed in February 2022 and set out the timetable for the production of the Greater Norwich Local Plan, the South Norfolk Village Clusters Housing Allocations Plan and the East Norwich Masterplan SPD. This LDS can be viewed here: [Local Development Scheme – Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://www.southnorfolkandbroadland.gov.uk/local-development-scheme)

3. Current position/findings

- 3.1 The adopted LDS projected adoption of the GNLP in late 2022. The examination of the GNLP has taken longer than expected, reflecting the discussion of potential modifications to the plan and consideration of the Natural England advice on nutrient neutrality that was published, without warning, during the examination process. To allow time for these matters to be resolved, it is now expected that the plan will be adopted in Quarter 4 2023/24.
- 3.2 The proposed submission version of the VCHAP was expected to be published June/July 2022; submitted for independent examination in November/December 2022 and adopted in late 2023. Completing the further technical work that needed to be carried out, including securing relevant information and assurances from site promoters, prior to the plan's submission has taken longer than anticipated. It is now expected that the VCHAP will be published during November, December or January 2022/23, submitted for independent examination in June/July 2023 and adopted in early 2024.
- 3.3 The Stage 1 masterplan was reported to Norwich City Council's Cabinet, as lead authority on 17 November 2021. The stage 1 masterplan was referred to South Norfolk's Regulation and Planning Policy Committee for consideration/comment on 25 January 2022. The subsequent Stage 2 Masterplan was endorsed by Norwich City Council's Cabinet on 8 June 2022. The Stage 2 Masterplan will also be referred to South Norfolk's Regulation and Planning Policy Committee for consideration/comment in due course. Delays to the production of the GNLP are reflected in the expected timetable for the East Norwich Masterplan, with potential for further revision prior to consultation on a proposed SPD. Subject to the

agreement of the partner authorities, it is currently expected that the Masterplan SPD consultation will take place in Q1 2022/23 and adopted alongside the GNLP.

4. Proposed action

- 4.1 To ensure that the latest timetable for the production of the GNLP, VCHAP and East Norwich Masterplan is properly reflected, it is recommended that the LDS be updated in accordance with the timetable set out in section 3 above.

5. Other options

- 5.1 Failure to update the LDS may result in non-compliance with the Localism Act, with implications for the soundness and legal compliance of the Local Plan document.

6. Issues and risks

- 6.1 **Resource Implications** – production of the GNLP is being undertaken by a dedicated joint team comprising officers from South Norfolk and Broadland Councils, Norwich City Council and Norfolk County Council. Annual financial contributions towards the production of the GNLP have also been provided by the local planning authority partners.

Production of the South Norfolk Village Clusters Housing Allocation Document is being undertaken within existing officer resources, supported by input from technical consultees. There are currently vacancies for 1.6FTEs within the Place Shaping Team.

A dedicated budget has been made available for the Village Clusters document for 2020/21 and 2021/22, this is being utilised to provide necessary external support including the production of technical reports and the procurement of an online consultation platform. Remaining elements of this budget has been rolled forwards into 2022/23 and it is expected that elements will also need to be rolled forwards into 2023/24 to reflect the revised timetable for the production of the plan.

The East Norwich Masterplan is funded by a public-private partnership led by Norwich City Council. South Norfolk Council is not a funding partner. Officer representation on the officer partnership board is being met within existing officer resources. Additional South Norfolk officer resource would be needed to support the consultation and adoption of the SPD.

- 6.2 **Legal Implications** – Not having an up-to-date LDS would conflict with the Localism Act (2011) and result in emerging Local Plan documents not being 'sound' and legally compliant.
- 6.3 **Equality Implications** – the LDS is not a policy but is the document that sets out the timetable for the production of Development Plan Documents. As such, it does not itself impact on equalities. The timetable allows sufficient time for community engagement, as required under the Council's Statement of Community

Involvement (SCI). The Development Plan Documents will themselves be subject to equalities impact assessment.

6.4 **Environmental Impact** – none.

6.5 **Crime and Disorder** – none.

6.6 **Risks** – In addition to those risks identified above, it is possible that additional technical/planning issues arise during the examination of the GNLP, production of the Village Cluster Housing Allocation Plan or finalisation of the East Norwich Masterplan. Any changes to the timetable, would necessitate further changes to the LDS and would be reported in due course.

7. **Conclusion**

7.1 For the reasons set out within this report it is necessary to update to LDS to reflect the amended timetable for the production of the Greater Norwich Local Plan, South Norfolk Village Clusters Housing Allocation Plan, and the East Norwich Masterplan SPD.

8. **Recommendations**

8.1 Regulation and Planning Policy Committee to recommend that Cabinet recommends to Council that it approves the proposed amendments to the current Local Development Scheme.

Background papers

None

Local Development Scheme for South Norfolk

September 2022



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1. Introduction

- 1.1 The Council is required to prepare a *Local Development Scheme* (LDS) under the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The LDS is essentially a project plan which identifies, amongst other matters, the Development Plan Documents which, when prepared, will make up the Local Plan for the area. It must be made publicly available and kept up-to-date. This enables the public and stakeholders to find out about emerging planning policies in their area, the status of those policies, what the documents will contain, and the timescales for their production.
- 1.2 In addition to providing information about the development plan documents in preparation, this LDS also provides detail about the preparation of Supplementary Planning Documents (SPDs), and adopted local development documents, to provide a full account of the planning policies operating in South Norfolk. This document also refers to key documents supporting the production of the Local Plan.
- 1.3 The South Norfolk LDS does not cover the Broads Authority areas within South Norfolk, as the Broads Authority is a Local Planning Authority in its own right and produces its own LDS.

2. The Adopted Local Plan

Development Plan Documents (DPDs)

- 2.1 Development Plan Documents or DPDs, now more usually called 'Local Plans', are the formal policy documents which make up the statutory development plan for South Norfolk. Once adopted, these have full legal weight in decision making. The Council's decisions to approve or refuse any development which needs planning permission must be made in accordance with the policies in the development plan, unless material considerations indicate otherwise.
- 2.2 The currently adopted development plan for South Norfolk comprises the following documents:
- *Joint Core Strategy for Broadland, Norwich and South Norfolk* (the JCS), adopted in March 2011, with amendments adopted January 2014;
 - *South Norfolk Site Specific Allocations and Policies Document*, adopted October 2015;
 - *South Norfolk Development Management Policies Document*, adopted October 2015;
 - *Wymondham Area Action Plan*, adopted October 2015;
 - *Long Stratton Area Action Plan*, adopted May 2016;
 - *Cringleford Neighbourhood Plan*, made February 2014;
 - *Mulbarton Neighbourhood Plan*, made February 2016; and
 - *Easton Neighbourhood Plan*, made December 2017;

Further details on the above can be found in Appendix 2.

- 2.3 Each document (apart from Neighbourhood Development Plans) must be prepared in accordance with a nationally prescribed procedure set out in the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended. At key stages of plan-making there is an opportunity for the public to comment on emerging planning policies and proposals in the documents. At the end of the process, development plan documents must be submitted to the Secretary of State and be independently examined by a government appointed inspector to assess their soundness and legal compliance before they can be adopted by the Council and come into force.
- 2.4 Certain other documents must be published alongside each Development Plan Document, including:
- a *sustainability appraisal (SA) report* of the DPD at each stage (a *sustainability appraisal scoping report* is prepared and consulted on at the start of the process to set out what sustainability issues and objectives the SA should cover and what evidence it will

- use);
- a *policies map*, setting out the DPD's policies and proposals on a map base (if relevant);
- a *statement of consultation* summarising public representations made to the plan and how they have been addressed (called the "Regulation 22(c) statement");
- copies of any representations made;
- any other supporting documents considered by the council to be relevant in preparing the plan;
- an *adoption statement* and *environmental statement* (when the plan is adopted).

Supplementary planning documents (SPDs)

- 2.5 Supplementary planning documents (SPDs) help to support and explain in more detail how the Council will implement particular policies and proposals in the local plan. SPD can also take the form of masterplans or detailed design briefs for sites allocated in the Local Plan. SPDs can be reviewed frequently and relatively straightforwardly to respond to change.
- 2.6 The National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) state that SPDs should be used '*where they can help applicants make successful applications or aid infrastructure delivery*', and should not be used to add unnecessarily to the financial burdens on development. SPDs should clarify and amplify existing policy, not introduce new policy or include excessively detailed guidance.
- 2.7 Current SPDs adopted by the Council are:
 - *South Norfolk Place-Shaping Guide SPD (September 2012)*;
 - *Guidance for the delivery of a Food and Agriculture Hub for Broadland and South Norfolk SPD (July 2014)*; and
 - *Guidelines for Recreation Provision in New Residential Developments SPD (September 2018)*

3. The LDS Programme

- 3.1 With an adopted Local Plan for the whole of South Norfolk's planning authority area, the focus is now on maintaining an up to date Plan in accordance with Government requirements. The focus of this work is on the replacement of the oldest part of the Local Plan, the JCS, with a new Greater Norwich Local Plan (GNLP). As well as replacing the JCS the GNLP will also allocate the sites to deliver future growth, replacing sections of the South Norfolk Site Specific Policies and Allocations Document, and potentially some elements of the Wymondham and Long Stratton Area Action Plans, The South Norfolk Development Management Policies Document and some Neighbourhood Plan Policies.
- 3.2 The LDS also reflects the production of the South Norfolk Village Clusters Housing Allocations (VCHAP) Document. During production of the Regulation 18 draft GNLP it became apparent that the choice of sites available in the village clusters across South Norfolk was not producing the potential options that would successfully address the requirements in those settlements. Some parishes had few sites submitted, often detached from the settlement or with other issues raised via the initial Housing and Economic Land Availability Assessment (HELAA), consequently leading to a potentially greater concentration of development in other settlements. With its more extensive rural area, significantly larger number of small settlements/parishes, and consequently larger requirement for village cluster allocations than Broadland, the work to address the Village Clusters in South Norfolk is now being undertaken in a separate document. The overall strategic requirements, including the total number of new dwellings to be allocated in the Village Clusters, will continue to be set out in the GNLP
- 3.3 The profiles and timetables for the GNLP and VCHAP are set out in Section 4 below.

4. Local Development Document Profiles

Document Title	Greater Norwich Local Plan (GNLP)
Role and content	<p>To provide the strategic vision, objectives and strategy for future development of the Greater Norwich area, to accommodate objectively assessed needs for growth and to identify specific sites for development in the period to 2038.</p> <p>The areas to which the policies apply will be shown on the Policies Map.</p> <p>The GNLP provides the strategic context for the preparation of any lower level policy documents prepared by the three constituent district planning authorities, such as Development Management Policies or Area Action Plans.</p>
Status	Development Plan Document/Local Plan
Conformity	<p>The document must conform with the National Planning Policy Framework (NPPF) and should also accord with standing advice in national the Planning Practice Guidance (PPG) and other Government Policy Statements.</p>
Geographical coverage	<p>The three districts of Broadland, Norwich and South Norfolk, excluding the parts of those districts falling within the Broads Authority Executive Area.</p>
Joint working arrangements (if any)	<p>The plan will be prepared jointly with Broadland District and Norwich City councils, working with Norfolk County Council.</p>
Relationship with adopted local plan(s)	<p>The GNLP will supersede</p> <ul style="list-style-type: none"> a) the Joint Core Strategy (JCS) for Broadland, Norwich and South Norfolk (adopted March 2011, amendments adopted 2014); and b) elements of the South Norfolk Site Specific Allocations and Policies Document (October 2015); and c) those other documents identified in the LDSs for Norwich City and Broadland District Councils <p>The Wymondham Area Action Plan (October 2015), the Long Stratton Area Action Plan (October 2015) and the South Norfolk</p>

	<p>Development Management Policies Document (October 2015) will not be superseded, although there may be elements of the GNLP that add to, amend or replace parts of those documents.</p> <p>The GNLP will be a component of the overall South Norfolk Development Plan, in conjunction with the retained documents and any 'made' Neighbourhood Plans.</p>
<p>Evidence required <i>May include selective reviews of the evidence base already in place for the adopted Local Plan and new or updated studies where necessary.</i></p>	<p>Includes (but may not be limited to):</p> <ul style="list-style-type: none"> • Strategic Housing Market Assessment (SHMA); • Housing and Economic Land Availability Assessment (HELAA); • New Settlement Topic Paper • Employment, Town Centre and Retail Study; • Viability Study • Infrastructure study; • Health Impact Assessment; • Strategic flood risk assessment (SFRA); • Water Cycle Study; • Landscape Character Assessment; • Green infrastructure study; and • Sport and recreation study. <p>The plan must be accompanied by a Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) which will draw on, and themselves be part of, the evidence base</p>
Production milestones	Date
Commence document production.	December 2015
Call for sites – invitation to put forward specific development sites for inclusion in the GNLP.	May-July 2017
Commission, prepare and publish evidence studies required to support the GNLP.	March 2016 – January 2019
Publish initial Growth Options	January-March 2018

and Site Proposals (Regulation 18) for consultation.	
Publish the New, Amended and Small Sites (Regulation 18) for consultation.	October – December 2018
Publish Draft Plan (Regulation 18) for consultation.	January – March 2020
Publish Pre-Submission Plan (Regulation 19)	February – March 2021
Formal submission of GNLP to Secretary of State (Regulation 22).	July 2021
Public Hearings start	January - March 2022
Adoption of the Greater Norwich Local Plan.	January - March 2024

Arrangements for Production and Review

South Norfolk Governance: Led by Place Shaping Team. Agreement at each stage through Cabinet. Full Council approval at Regulation 22 and adoption.

How will stakeholders and the community be involved?

The Council will accord with the approved Statement of Community Involvement (SCI)

How will the document be reviewed?

The document will be monitored and reviewed as part of the Annual Monitoring Report process.

In accordance with the NPPF, Local Plans should be reviewed every 5 years. Such a review will need to determine whether any significant matters have arisen, for example through changes to national policy or the identification of additional development needs, that mean the Plan needs to be updated or replaced.

The current timetable proposes adoption of the GNLP in April 2023, approximately 6 years from commencement of plan production. Consequently, the first review is scheduled for late 2028.

Document Title	South Norfolk Village Clusters Housing Allocations document
Role and content	To allocate housing sites in the South Norfolk village cluster settlements, sufficient to meet the minimum requirements set out in the Greater Norwich Local Plan (GNLP).
Status	Development Plan Document/Local Plan
Conformity	The document must conform with the National Planning Policy Framework (NPPF) and the GNLP and should also accord with standing advice in national the Planning Practice Guidance (PPG) and other Government Policy Statements.
Geographical coverage	<p>Village Cluster parishes in South Norfolk Council, excluding the parts of those parishes falling within the Broads Authority Executive Area.</p> <p>Village Cluster parishes are all parishes, except: Chedgrave; Colney; Costessey; Cringleford; Diss; Easton; Framingham Earl; Framingham Pigot; Hethersett; Hingham; Loddon; Long Stratton; Poringland; Redenhall w Harleston; Trowse w Newton; and Wymondham. The document also excludes housing sites in: parts of Roydon and Heywood that relate to the settlement of Diss; parts of Tharston & Hapton that relate to the settlement of Long Stratton; and parts of Caistor St Edmund & Bixley and Stoke Holy Cross that relate to the settlement of Poringland/Framingham Earl.</p>
Joint working arrangements (if any)	None.
Relationship with adopted local plan(s)	The South Norfolk Village Clusters Housing Allocations document will supersede elements of the South Norfolk Site Specific Allocations and Policies Document (October 2015).
Evidence required <i>May include selective reviews of the evidence base already in place for the adopted Local Plan and new or updated studies where necessary.</i>	<p>Will include:</p> <ul style="list-style-type: none"> • Housing and Economic Land Availability Assessment (HELAA) <p>The document will draw largely on the evidence base that supports the strategic policies in the GNLP but will in certain instances require specific updates/additional work. This includes (but may not be limited to):</p> <ul style="list-style-type: none"> • Strategic Housing Market Assessment (SHMA); • Viability Study; • Infrastructure study; • Health Impact Assessment; • Strategic flood risk assessment (SFRA); • Water Cycle Study; • Landscape Character Assessment; • Green infrastructure study; and

	<ul style="list-style-type: none"> • Sport and recreation study. <p>The plan must be accompanied by a Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) which will draw on, and themselves be part of, the evidence base</p>
Production milestones	Date
Commence document production.	January 2020
Call for sites – invitation to put forward specific development sites for inclusion as part GNLP Regulation 18.	January to April 2020
Publish Draft Plan (Regulation 18) for consultation.	June 2021
Publish Pre-Submission Plan (Regulation 19)	November/December/January 2022
Formal submission of GNLP to Secretary of State (Regulation 22).	June/July 2023
Public Hearings start	December/January 2023/24
Adoption of the South Norfolk Village Clusters Housing Allocations Plan.	April/May 2024

Arrangements for Production and Review

South Norfolk Governance: Led by Place Shaping Team. Agreement at each stage through Cabinet. Full Council approval at Regulation 22 and adoption.

How will stakeholders and the community be involved?

The Council will accord with the approved Statement of Community Involvement (SCI)

How will the document be reviewed?

The document will be monitored and reviewed as part of the Annual Monitoring Report process.

In accordance with the NPPF, Local Plans should be reviewed every 5 years. Such a review will need to determine whether any significant matters have arisen, for example through changes to national policy or the identification of additional development needs, that mean the Plan needs to be updated or replaced.

The current timetable proposes adoption of the in January-March 2024, approximately 4 years from commencement of plan production. Consequently, the first review is scheduled for late 2029.

Document Title		East Norwich Masterplan
Role and content		A supplementary planning document (SPD) for the East Norwich Strategic Regeneration Area to support policy in the GNLP for the coordinated redevelopment of the site and delivery of transformational change of this key area of Norwich.
Status		Non-statutory supplementary planning document.
Conformity		The document must conform with the National Planning Policy Framework (NPPF), the relevant site allocation policy of the GNLP and should also accord with standing advice in national the Planning Practice Guidance (PPG) and other Government Policy Statements.
Geographical coverage		East Norwich sites including the Deal Ground, Utilities Site, May Gurney and Carrow Works identified on East Norwich masterplan map ¹ . This includes land with the local planning authority areas of Norwich City, South Norfolk and the Broads Authority.
Joint working arrangements (if any)		A public-private partnership board has been formed to support the delivery of this ambitious and long-term project – The East Norwich Partnership. The partnership is led by Norwich City Council and includes representatives from Homes England, South Norfolk Council, Norfolk County Council, the Broads Authority, New Anglia Local Enterprise Partnership, Network Rail and the landowners.
Relationship with adopted local plan(s)		The East Norwich Masterplan will be adopted as an SPD by Norwich City, South Norfolk Council and the Broads Authority to support policies set out in the emerging GNLP.
Evidence required <i>May include selective reviews of the evidence base already in place for the adopted Local Plan and new or updated studies where necessary.</i>		The East Norwich Masterplan SPD is based on a specific masterplan study commissioned by Norwich City Council on behalf of the public-private partnership board. A number of board members have contributed financially to the production of the Study.

¹ [East Norwich regeneration: Project overview | Norwich City Council](#)

Production milestones	Date
Completion of Masterplan	October - December 2022
Public Consultation (Regulation 12)	January - March 2023 (Minimum 6 weeks)
Adoption (Regulation 14)	January - March 2024

Arrangements for Production and Review

South Norfolk Governance: Led by Place Shaping Team. Agreement at each stage through Cabinet. Full Council resolution required for adoption.

How will stakeholders and the community be involved?

The Council will accord with the approved Statement of Community Involvement (SCI)

How will the document be reviewed?

The document will be monitored and reviewed as part of the Annual Monitoring Report process.

In accordance with the NPPF, Local Plans should be reviewed every 5 years, this will include the overarching allocation policy for East Norwich within the GNLP. Such a review will need to determine whether any significant matters have arisen, for example through changes to national policy or the identification of additional development needs, that mean the policy needs to be updated or replaced and by association whether any changes would be needed to the East Norwich masterplan.

5. Other documents related to the Development Plan Documents

- 5.1 Various other documents are required alongside the local plan, but do not form part of it. A **Statement of Community Involvement (SCI)** shows how the council intends to involve the community in plan preparation and planning decision making. The South Norfolk SCI was updated in June 2019 to reflect changes to national legislation and will be kept under regular review.
- 5.2 To ensure that plans and policies are effective, an **Annual Monitoring Report (AMR)** must also be prepared to record progress on implementing the local plan and whether local plan targets are being met. From 2011, the AMR for South Norfolk has been incorporated within a combined monitoring report for the Joint Core Strategy prepared jointly by the Greater Norwich authorities.
- 5.3 The **Norfolk Strategic Planning Framework (NSPF)** is a non-statutory strategic policy statement which sets broad targets and priorities for the next round of statutory Local Plans for individual districts and wider areas in Norfolk, facilitating joint working across

district boundaries and helping to fulfil the statutory Duty to Co-operate. Consultation on the initial NSPF took place from July-September 2017, and the document was subsequently endorsed by all of the Norfolk authorities. During 2019 it was updated to reflect the requirements of the revised NPPF, in particular (a) so that it fulfils the remit of a 'Statement of Common Ground' and (b) so that it reflects the new 'standard' housing methodology and Version 2 was endorsed by all of the authorities in late 2019. In order to keep the document relevant and up to date, Version 3 of the NSPF has been prepared and is currently in the process of being individually endorsed by all relevant partner organisations.

- 5.4 Local Planning Authorities must to publish and maintain a statutory **Brownfield Land Register**. The register is intended to include details of any previously developed land suitable for housing, which is capable of accommodating five or more dwellings. The first Register was prepared for December 2017 and will be reviewed annually thereafter. The Brownfield Register is prepared jointly by the Greater Norwich authorities.

Appendix 1: South Norfolk Local Development Scheme Timetable – September 2022

	2021												2022												2023												2024												
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Greater Norwich Local Plan																																																	
South Norfolk Village Clusters Housing Allocations Document																																																	
East Norwich Masterplan SPD																																																	
Policies Map - Update																																																	

- Legend
- Preparation of document/evidence gathering to inform Reg.18 consultation
 - Regulation 18 (or equivalent for SPD) Consultation
 - Pre-Submission Publication of Plan (Regulation 19)
 - Submission to Secretary of State for Independent Examination (Regulation 22)
 - Examination
 - Adoption of Plan

Appendix 2: The Adopted Local Plan and Neighborhood Plans

Several planning documents are already in place to guide the council's decisions on planning applications: together these form the existing adopted Local Plan for South Norfolk. As these documents are already in use, they are not part of the formal LDS schedule set out in Appendix 1.

The documents making up the Local Plan must conform to national planning policy in the National Planning Policy Framework (NPPF), supported by national Planning Practice Guidance (PPG).

The Local Plan documents fit into a hierarchy with broad, strategic policies at the top and more detailed policies interpreting the strategic approach at a district or smaller area level.

For the Greater Norwich area (which includes South Norfolk), the adopted ***Joint Core Strategy for Broadland, Norwich and South Norfolk*** (JCS) is at the top of the hierarchy. The JCS was adopted in March 2011, with amendments adopted in January 2014. It is a strategic planning document prepared jointly by the three constituent districts in Greater Norwich and provides a long-term vision, objectives and spatial strategy for development of the area to 2026.

The ***Site Specific Allocations and Policies Document*** identifies and sets out policies for site allocations in South Norfolk indicating where development is expected to occur between now and 2026. Alongside the Wymondham Area Action Plan, the Cringleford Neighbourhood Plan and the Long Stratton Area Action Plan, it responds to the requirement of the JCS to identify additional sites for approximately 16,000 new homes in the district by 2026, over and above existing housing commitments at the JCS base date of April 2008. It also identifies opportunities to accommodate the overall levels of growth in jobs and services anticipated over that period and to ensure that these can be delivered and located sustainably. It will also help to deliver the community facilities and green infrastructure and elements of the sustainable transport network required to support new development as it occurs, in accordance with the JCS.

The ***Development Management Policies Document*** sets out a range of more detailed policies applying throughout South Norfolk which will be used in the council's assessment of development proposals and to guide future council decisions on applications for planning permission. Policies cover a range of topics, building on the national policy principles for sustainable development set out in NPPF and the strategic policies and objectives of the JCS. In certain cases, the policies also set out local criteria and standards for different kinds of development.

The ***Wymondham Area Action Plan*** guides development in the town up to 2026. The plan provides for at least 2,200 new homes and 20 hectares of employment land, in the context of: protecting and enhancing a 'Kett's Country Landscape' to strengthen the role of the Tiffney Valley; maintaining the strategic

separation between Wymondham and Hethersett; protecting the landscape setting of the town and abbey; and creating connections and linkages between green infrastructure.

The **Long Stratton Area Action Plan** will deliver at least 1,800 new dwellings, additional employment land, alongside the long- sought Long Stratton bypass to reduce congestion and pollution through the village in peak hours and improve connectivity along the A140 corridor.

The Localism Act 2011 allows for community led **Neighbourhood Development Plans** to be brought forward to complement the adopted Local Plan. The latest updates on adopted and emerging neighbourhood plans can be found on the Council's dedicated Neighbourhood Plans webpage linked below:

[Neighbourhood Plans – Broadland and South Norfolk
\(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk/Neighbourhood-Plans-Broadland-and-South-Norfolk)