



Dear Councillor,

**CENTRAL LANCASHIRE LOCAL DEVELOPMENT FRAMEWORK JOINT ADVISORY COMMITTEE - WEDNESDAY, 27TH MARCH 2013**

The next meeting of the Central Lancashire Local Development Framework Joint Advisory Committee to be held in the Council Chamber, Town Hall, Chorley on Wednesday, 27th March 2013 at 5.30 pm. Entrance to the Town Hall during the evening can be gained from the doors on St Thomas's Road, opposite the Police Station.

The agenda and accompanying reports for consideration at the meeting are enclosed.

The agenda papers are being sent to both appointed and substitute Members. Any appointed Member who cannot attend on 27<sup>th</sup> March 2013 is asked to first contact their substitute to see if he or she can attend instead. Then please contact Cathryn Filbin either by telephone or email at the address below to give their apology with an indication of whether the substitute Member will attend.

Yours sincerely

Gary Hall  
Chief Executive of Chorley Council

Cathryn Filbin  
Democratic and Member Services Officer  
E-mail: [cathryn.filbin@chorley.gov.uk](mailto:cathryn.filbin@chorley.gov.uk)  
Tel: (01257) 515123  
Fax: (01257) 515150

**Distribution**

All members of the Central Lancashire Local Development Framework Joint Advisory Committee

**Councillors**

Councillors Dennis Edgerley (Chorley Council), Harold Heaton (Chorley Council), Paul Walmsley (Chorley Council), Neil Cartwright (Preston City Council), Bill Shannon (Preston City Council), Councillor John Swindells (Preston City Council), Councillor Joseph Hughes MBE (South Ribble Borough Council), Jon Hesketh (South Ribble Borough Council), Barrie Yates (South Ribble Borough Council) and County Councillor Michael Green (Lancashire County Council).

Substitute Councillors:

Alistair Bradley (Chorley Council), Greg Morgan (Chorley Council), Dave Rogerson (Chorley Council), Ken Hudson (Preston Council), Councillor Margaret Smith (South Ribble Borough Council), Peter Stettner (South Ribble Borough Council) and County Councillor Mark Perks (Lancashire County Council)

Officers:

Steve Brown, Lesley-Ann Fenton (Director of Partnerships, Planning and Policy), Jennifer Moore (Head of Planning), Chris Moister (Head of Governance), Chris Hayward (Assistant Director (Chief Planning Officer), Preston City Council), Mike Nuttall (Chief Executive, South Ribble Borough Council), John Dalton (Director of Planning and Housing, South Ribble Borough Council), Steve Browne (Director of Strategy and Policy, Lancashire County Council) and Cathryn Filbin (Democratic and Member Services Officer).

## AGENDA

1. **Appointment of Chair for the Meeting**

2. **Welcome by Chair and Introductions**

3. **Apologies for absence**

4. **Minutes (Pages 1 - 4)**

To confirm the minutes of the last meeting held on 6 December 2012 as a correct record (enclosed)

5. **Central Lancashire LDF Joint Advisory Committee - Future Meetings (Pages 5 - 8)**

The enclosed report from the Central Lancashire LDF Team seeks Members approval for future Central Lancashire LDF Joint Advisory Committees to meet twice yearly commencing from the financial year 2013/14 and to review the approach to the Committee's arrangements in September 2015.

6. **Local Plan Site Allocations**

Members of the Central Lancashire LDF Joint Advisory Committee will receive a verbal update for the Central Lancashire LDF Coordinator.

7. **Community Infrastructure Levy**

Members of the Central Lancashire LDF Joint Advisory Committee will receive a verbal update for the Central Lancashire LDF Coordinator.

8. **Supplementary Planning Documents**

Members of the Central Lancashire LDF Joint Advisory Committee will receive a verbal update for the Central Lancashire LDF Coordinator.

9. **Lancashire County Council Highways and Transport Master Plan**

Members of the Central Lancashire LDF Joint Advisory Committee will receive a verbal update for the Central Lancashire LDF Coordinator.

10. **Any other item(s) that the Chair decides is/are urgent**

This page is intentionally left blank

**Central Lancashire Local Development  
Framework Joint Advisory Committee**

**Thursday, 6 December 2012**

**Present:** Councillor J Swindells – Chair, Preston City Council  
Councillor N Cartwright – Preston City Council  
Councillor B Shannon– Preston City Council  
Councillor B Rollo - Preston City Council  
Councillor J Hesketh – South Ribble Borough Council  
Councillor J C Hughes – South Ribble Borough Council  
Councillor D Edgerley – Chorley Borough Council  
Councillor P Walmsley – Chorley Borough Council  
Councillor H Heaton – Chorley Borough Council  
Councillor G Russell – Chorley Borough Council  
County Councillor M Green – Lancashire County Council

**Also in attendance:**

**Officers in attendance:**

Mr C Hayward – Assistant Director (City Planning Officer), PCC  
Mr C Blackburn – Planning Officer, PCC  
Mr J Dalton – Head of Planning and Housing, SRBC  
Ms H Hockenhull – Planning Manager, SRBC  
Ms L A Fenton – Director of Partnerships, Planning and Policy, Chorley  
Mr P McAnespie – Policy and Design Manager, Chorley  
Ms K Howarth – Chorley Borough Council  
Mr M Hudson – Head of Planning, LCC  
Mr S Brown – Central Lancashire LDF Coordinator  
Ms J Grundy – Head of Member Services, PCC

**12.LDFJAC.28 APPOINTMENT OF CHAIR FOR THE MEETING**

**Resolved** – That Councillor Swindells of Preston City Council be appointed as Chair of this meeting.

**12.LDFJAC.29 WELCOME BY CHAIR AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting.

**12.LDFJAC.30 APOLOGIES FOR ABSENCE**

There were no apologies for absence reported.

**12.LDFJAC.31 MINUTES OF LAST MEETING**

**Resolved** – That the minutes of the meeting of the Central Lancashire Local Development Framework Joint Advisory Committee held on 11 September 2012 be confirmed as a correct record and signed by the Chair.

**12.LDFJAC.32 COMMUNITY INFRASTRUCTURE LEVY**

The Central Lancashire LDF Co-ordinator, submitted a report providing an update as to the stage reached in the Community Infrastructure Levy (CIL) implementation process, together with the outcomes of the consultation in respect of the Draft Charging Schedules which took place between 19 October and 16 November 2012.

Since preparing the report issues raised following consultation were still being summarised, however it was reported that 34 responses had been received, five of which were in support, one seeking clarification regarding charities, one containing no observations and 27 which raised either objections or issues. These representations will be assessed and if considered appropriate in the current form, the Draft Charging Schedules will be submitted to the Inspectorate in order for an Examination to take place. If any further changes are deemed necessary then a further consultation exercise would be required to be carried out for an additional four weeks.

The Inspectorate would undertake to hold an Examination within 10 weeks of the formal submission of the Charging Schedules being submitted to them and at the close of the Examination the Inspector would advise when his/her report would be issued. If the Inspector's report deemed that the legal processes had been complied with and supported the Schedules, they would then be brought back to full Committees of the respective Councils for formal adoption.

**Resolved** – That the report and verbal update be noted.

**12.LDFJAC.33 KNOTWEED NOTE**

The Central Lancashire LDF Co-Ordinator submitted a note, as requested at the last meeting of the Committee, on how the Core Strategy inter-related to invasive species such as Knotweed.

Questions were raised on other invasive weed species. It was suggested that the problem was one which should be addressed by landowners and that such matters were outside of the planning regime. These matters were regulated by environmental policies and legislation.

**Resolved** – That the update be noted.

**12.LDFJAC.34 OPEN SPACE AND PLAYING PITCH SUPPLEMENTARY PLANNING DOCUMENT**

The Joint LDF Officer Team submitted a report informing Members of the progress in preparing the Open Space and Playing Pitch Supplementary Planning Document (SPD).

Five Supplementary Planning Documents had recently been adopted by the three authorities for the following key topic areas: affordable housing, design, the re-use of employment premises, rural development and access to healthy food. The Open Space and Playing Pitch SPD was being prepared separately following the completion of the Open Space Study and Playing Pitch Strategy.

A separate charging schedule was also being prepared which would identify the amount of financial contribution that would be required from a residential

development for each typology for off-site provision or improvements. The charges varied for each of the three authorities as the Open Space Study sets different provision standards for each authority, as detailed in the draft schedule set out in Appendix 2 to the report.

It was confirmed that the financial contributions were in addition to the CIL charges and would be secured through Section 106 agreements.

One Member raised concern that certain areas of open space in his Ward had not been identified within the document. The Assistant Director (City Planning Officer - PCC) confirmed that each Council's Site Allocation Plan document was the document whereby such areas of open space should be identified and he reported that each Council would review their own areas. The Assistant Director agreed to discuss this further, after the meeting, with the Member concerned.

A question was raised regarding the different figures set out in the table at paragraph 20 of the report. Officers reported that the figures were unique to each Council and that they would be applied via the Section 106 process.

Furthermore, one member raised a question pertaining to paragraph 32 of the report in relation to the location of parks. Officers reported that they would seek monies to contribute to parks facilities through Section 106 agreements and CIL and it was suggested that the SPD be updated to clarify this.

**Resolved** – (i) That the draft Open Space and Playing Pitch SPD, as detailed in Appendix 1 to the report, be noted; and  
(ii) that the final version of the Open Space and Playing Pitch SPD to be submitted to each Council's Cabinet for consideration, prior to submission back to the Central Lancashire LDF Joint Advisory Committee for its approval and adoption, subject to the expansion of text in paragraph 32 of the document, so that it is explicit that funding can be secured through both 106 agreements and CIL monies where appropriate.

## 12.LDFJAC.35 TRANSPORT MASTER PLANNING

The Head of Planning (LCC) gave an update report on the Highways and Transport Masterplan. He confirmed that the Masterplan report was subject to LCC's Cabinet Member approval at a meeting scheduled to take place on 11 December 2012. If approval was granted the Transport Masterplan would be subject to a consultation period completing in January 2013. A further report to LCC's Cabinet Member would be submitted in March 2013 with a view to approving the Masterplan in summer 2013.

It was reported that the publication of the document in January 2013 would give Officers grounding prior to the first examination at South Ribble Borough Council. By the end of the Core Strategy examination, Officers endeavoured to ensure that they had provided a robust account of the Highways and Transport Authority.

The Head of Planning (LCC) said that meetings to brief Members at all three Councils were being arranged prior to the Christmas break and he confirmed that the decisions of the forthcoming LCC Cabinet meeting would be available on the website following the meeting. Furthermore, he said that electronic copies of paperwork would be sent out to all Members separately.

**Resolved** – (i) That the update be noted; and

(ii) that briefing meetings be convened to update Members and Officers of the JAC following LCC's Cabinet meeting on 11 December.

## **12.LDFJAC.36 SITE ALLOCATIONS UPDATE**

District Councils updated the meeting on the progression of their individual Council's site allocations and development management policies.

Lesley-Ann Fenton reported on the position in relation to Chorley Borough Council. She said that the closing date for their Plan publication was 30 November 2012 and that the Plans were due to be submitted to the Planning Inspectorate on 21 December 2012. Members at Chorley were keen to keep the momentum going; however Lesley-Ann said that the Planning Inspectorate had been inundated with Plans from Local Authorities so it was assumed it may be weeks before their Plans were considered. In view of this it was thought that the adoption of the Plans for Chorley may be delayed until May 2013. She also confirmed that whilst Chorley was on target with their Plans the delays were being caused by the Planning Inspectorate and as such Chorley Borough Council would be voicing their concerns especially as their saved policies were due to lapse in March 2013.

John Dalton updated the Committee in relation to South Ribble Borough Council. He said that their documents were submitted at the end of October 2012. At present the Planning Inspectorate had not committed to any dates for their Examination as they had requested an Officer post be filled prior to it taking place. However, a pre-examination process had been arranged to take place on 23 January 2013 and an Examination should take place in the first two weeks of March 2013, four weeks behind the anticipated date. John said he agreed with Lesley-Ann that the Planning Inspectorate be contacted with regard to the unforeseen delays, particularly as the Inspectorate had had their documentation since October 2012. He also said that South Ribble were looking at April/May for adoption, dependent on what the Inspector wished to hear, and in reality it could be June/July 2013 before adoption.

Chris Hayward reported on the current position for Preston City Council. He said that Preston was working on two Plans and he confirmed that the Site Allocation had gone out for consultation up to 19 December 2012. Chris said that the Site Allocation was scheduled on time for January 2013 which was behind South Ribble and Chorley and he said that the Masterplan may have a bearing on Preston's Plan.

**Resolved** – That the updates be noted.

## **12.LDFJAC.37 DATES OF FUTURE MEETINGS**

The next scheduled meeting of the Central Lancashire LDF Joint Advisory Committee will be held on Tuesday 22 January 2013 at South Ribble Borough Council offices.

Chair





Report of	Meeting	Date
Central Lancashire LDF Team	Central Lancashire LDF Joint Advisory Committee	27 March 2013

## JOINT ADVISORY COMMITTEE - FUTURE MEETINGS

### PURPOSE OF REPORT

1. To set out a proposal for the frequency and timing of future meetings of the Central Lancashire Local Development Framework Joint Advisory Committee.

### RECOMMENDATION(S)

2. Members are asked to agree to the Joint Advisory Committee meeting twice yearly commencing from the financial year 2013/14 and to review the approach to JAC arrangements in September 2015.

### EXECUTIVE SUMMARY OF REPORT

3. This report proposes for approval a change to the frequency of the Central Lancashire Local Development Framework Joint Advisory Committee meetings, the reasons for the change and the nature of the business to be considered going forward.

<b>Confidential report</b> Please bold as appropriate	Yes	<b>No</b>
--	-----	-----------

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

4. To agree the most appropriate way forward regarding the timing and frequency of the Central Lancashire Local Development Framework Joint Advisory Committee (JAC) meetings now that the Central Lancashire Core Strategy has been adopted.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5. To continue to meet every three months – This was rejected as there is likely to be insufficient business to warrant all four meetings to take place.
6. To call a meeting of the JAC on an ad-hoc basis as and when required. This was rejected on the basis that given there is likely to be at least one meeting per year needed to review progress in the delivery of the Core Strategy and wherever possible forward notice of dates to those members of the JAC committee is the preferred option.
7. To disband the JAC. This option was rejected at this time as there is still joint work being progressed by the three authorities e.g Supplementary Planning Documents and the adoption of CIL rates. However, members may wish to consider this option in 2014/15.

## BACKGROUND

8. During November/December 2007 each respective Council considered and endorsed the formalisation of joint working arrangement between the three central Lancashire Authorities of Chorley, Preston and South Ribble on the Central Lancashire Local Development Framework (LDF) Core Strategy and other related planning policy matters. Prior to this formalisation, the three local planning authorities had been collaborating on an informal basis on planning policy and economic development issues for some time. This collaboration included a joint Core Strategy Issues and Options paper in November 2006 and November 2007, joint representations on the draft replacement Regional Spatial Strategy and the joint commissioning of elements of the evidence base required for the LDF e.g. Strategic Flood Risk Assessment, Employment Land Review etc.
9. Two options for formalising arrangements were considered and members agreed to enter into an agreement under Section 28 for the District Council's to prepare a joint Core Strategy. This option included a provision for an informal Joint Advisory Body now known as the Central Lancashire LDF Joint Advisory Committee and the agreement setting out the terms of the Committee stated that the JAC would meet every three months.

## CURRENT POSITION

10. In line with the Section 28 agreement the JAC has met regularly every three months and overseen the development of the Central Lancashire Core Strategy and associated supporting evidence eg Water Cycle Study, Open Space, Sport and Recreation, Sustainable Energy and Retail and Leisure. The JAC also received regular updates on the development of the joint Supplementary Planning Documents.
11. The Central Lancashire Core Strategy was adopted by each of the respective Councils in and around September 2012 and whilst there have been verbal updates made to the JAC on Local Plan development, (previously known as Site Allocations Development Plan Document) the Councils are progressing their individual Local Plan through to adoption separately through their own member structures. Consequently, since the adoption there has been less business for the JAC to consider and as a consequence the meeting scheduled for 6<sup>th</sup> December 2012 was cancelled.
12. Whilst the Core Strategy has been adopted there is a requirement to monitor progress in the delivery of the Central Lancashire Core Strategy and there are still some matters we are progressing jointly. Consequently, consideration needs to be given to the frequency and timing of future JAC meetings for the short to medium term period.

## PROPOSED WAY FORWARD

13. It is proposed that from the financial year 2013/14 the JAC meets twice a year and the meetings are scheduled in the respective Councils' meetings calendar (a reduction of 2 meetings per annum). However, in the likely event that an additional meeting is required to consider any unforeseen business it is proposed that this meeting is called as and when required.
14. Looking at the three draft Council calendars there is availability to have the two JAC meetings for 2013/2014 on Tuesday 24<sup>th</sup> September 2013 at Preston and Wednesday 26<sup>th</sup> March 2014 at South Ribble. Each Council may wish to continue with their LDF working Groups and will determine frequency and timing of those meetings locally. It is also proposed that a further meeting is held in September 2015 where members take the opportunity to review the JAC arrangements going forward.

15. The JAC meetings would consider the following items of business:

- Monitoring progress annually in the delivery of the Central Lancashire Core Strategy in particular reporting on the success measures contained in the performance monitoring framework (Appendix D of the Core Strategy document). The September 2013 meeting would be the ideal time to report progress as this is 12 months since adoption.
- Reporting progress on the adoption and implementation of the Community Infrastructure Levy (CIL) rates including the annual report on CIL collection and usage and reviewing impact as appropriate. We anticipate a date for the Inquiry in April 2013 with adoption later in the year.
- Monitoring delivery of the Strategic Transport Masterplan for Central Lancashire.
- Discussing potential for further joint working on other planning policy matters as they arise e.g policy review as a consequence of new legislation.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Lesley-Ann Fenton	01257 515323	05/03/2013	***

<b>Background Papers</b>			
<b>Document</b>	<b>Date</b>	<b>File</b>	<b>Place of Inspection</b>
Section 28 Agreement	June 2008	Councils' computer files	Union Street Chorley

This page is intentionally left blank