



Report of	Meeting	Date
Central Lancashire Planning Policy Officers	Central Lancashire Strategic Planning Joint Advisory Committee	4.9.18

## **CENTRAL LANCASHIRE LOCAL PLAN REVIEW UPDATE**

### **PURPOSE OF REPORT**

1. To provide the Joint Advisory Committee with an update regards progress on the Central Lancashire Local Plan Review.

### **RECOMMENDATION(S)**

2. To note the contents of the report.

### **EXECUTIVE SUMMARY OF REPORT**

<b>Confidential report</b> Please bold as appropriate	Yes	<b>No</b>
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### **REASONS FOR RECOMMENDATION(S)**

**(If the recommendations are accepted)**

3. N/A.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. None.

### **BACKGROUND**

5. A commitment was made by the three Councils of Chorley, Preston and South Ribble in November 2017 to undertake a joint review of the Central Lancashire Core Strategy (strategic policies including housing requirement policy 4) and to include /amalgamate the three local plan (local development policies including site allocations) into that process in order to reduce significant resource burden of undertaking two public examinations.
6. A staffing structure and headline programme was developed by Chorley and approval was sought from each respective council to commit to the partnership, including entering into a formal partnership agreement (the memorandum of intent) and jointly funding the team and required evidence and public inquiry costs.
7. This paper provides a short update on progress on that work and regular updates will be

provided as the programme progresses.

## **STAFFING**

8. The staff appointed so far include the Central Lancashire Local Plan Technical Officer, James Hoskinson, who started on 2/7/18 and the Two Central Lancashire Local Plan Policy Officers, Tom Wiggans and Johndaniel Jaques, who started on 16/7/18. These three officers have hit the ground running and already the programme is making good progress.
9. We have struggled to recruit to the Central Lancashire Local Plan Coordinator post (the manager of the team) with two rounds of recruitment completed so far and so this work is currently being absorbed by the Planning Policy, Housing and Open Space Manager at Chorley.
10. We are advertising for a third time with a further enhanced market supplement of £8,000 pa on the salary, in order to attract the right candidate and it is being promoted both in Jobs Go Public and Planning Resource. The advert expires on 2<sup>nd</sup> September 2018 (extended due to leave and the holiday period). In the event that the post is not recruited to, we will need to reconsider options which may include using planning consultancy.

## **GOVERNANCE**

11. A governance structure for the partnership has been established and there is a programme of regular meetings underway of the Steering Group (comprising the Directors, LCC representation and other managers) and the Local Plan Officers meeting (managers and officers of the three councils plus LCC).
12. A draft Memorandum of Intent has been developed by Chorley officers and circulated to the three partner councils for comment and is now with each respective legal team for input. It is intended that a final agreed version of the partnership agreement will be signed off by all councils before December 2018, in accordance with each respective standing orders.
13. Linked to the new NPPF and the Housing Delivery Test, there is a need to develop a Statement of Common Ground, which builds on the MOU developed and agreed last year (as part of the Pear Tree planning appeal which relied heavily on that document and was subsequently dismissed). The Statement of Common Ground is required by the NPPF to set out the strategic matters to be discussed and agreed across local authority boundaries and for Central Lancashire, it will go a step further and be used to consolidate the agreement to agree to a redistribution of the housing requirement (or new Local Housing Need figure). This will be subject to the three councils agreeing to this.

## **DELIVERY OF THE PROGRAMME: ACTIONS COMPLETED SO FAR**

- Recruitment and induction of the team (including training on procurement, Modgov, CIL, affordable housing policies, open space policies).
- Development of the Central Lancashire Local Plan Website –  
<https://centrallocalplan.lancashire.gov.uk/>
- Development and launch of the 'Call for Sites' process including the online form, the publicity and communications strategy. The online form was tested by the team and publicity designed and distributed in accordance with the council's statements of community involvement.
- Engaged with the home teams and the respective customer service teams and

communication departments.

14. Work is underway to develop a comprehensive programme for the review of the Local Plan; the Technical Officer working with the Planning Policy, Housing and Open Space Manager has created a working Excel sheet which includes all the activities required for the Local Plan process.
15. We now have the new NPPF and await the revised guidance which is due by the end of the Summer. This will enable the team to work with the 'home teams' to develop the programme out, quantifying the necessary resources for each activity and milestone, and developing an accurate timeline. NPPF will require additional work around viability of the plans and developing infrastructure statements and these will be factored into the programme.
16. Once the planning process is complete, the Central Lancashire Local Development Scheme (LDS) will be brought back to JAC as it will be refreshed and re-published. This would usually be a task for the Local Plan Coordinator Role and so is being progressed in the absence of that post-holder.
17. The work programme does not include the pieces of work which were already being delivered by the respective 'home' teams to bring together the necessary evidence base for the new local plan or the supporting work these teams will deliver as part of this huge project. These will be developed and included on the overall programme and include the retail study for Preston and Chorley Councils (led by Preston Council), the Open Space, Sports and Recreation study (led by South Ribble Council) and a transport study for Chorley.
18. Once the full programme has been developed, the appropriate project management documentation will be produced including a comprehensive risk register, which will be placed on the councils 'GRACE' risk system for tracking.
19. A Programme is to be finalised and agreed for the refresh of the Central Lancashire Highways and Transport Masterplan which will link into the work which Chorley Council are to commission which will result in all three borough areas having a comprehensive understanding of transport issues and as the local plan emerges, linkages between future planned development and transport infrastructure. This important piece of work will also feed into the review of the CIL, which is expected a little later in the programme.

## **FINANCIAL UPDATE**

20. To date, the partnership has not incurred any costs other than staff salaries. Financial expenditure will be reported to the steering group each quarter and approval for large spend ( such as commissioning piece of evidence) will be approved by the steering group, with Chorley Council then seeking formal approval in accordance with their standing orders and procurement processes.

## **ACTIVITY FOR THE NEXT QUARTER**

21. The key actions for the Central Lancashire Local Plan Team and wider partnership for the next quarter will be:
  - Bring the 12 week 'Call for sites' consultation process to close and collate and analyse the sites suggested. Members will be kept in the loop with regards these submissions.
  - Commission a refresh of the Gypsy and Traveller Accommodation Assessment (GTAA) for the Central Lancashire Area which will provide updated needs data for this client group.
  - Commission a new Strategic Flood Risk Assessment (SFRA) for Central Lancashire,

which was last published in 2007 and will require updating to inform both land uses and policies guiding decision-making.

- Develop a draft 'Statement of Common Ground' for consideration and future adoption by the four councils which sets out the strategic issues which the councils will be working on as part of the review of the Central Lancashire Local Plan.
- Undertake a programme of organised training for both the Central Lancashire Local Plan Team and the three 'home' teams on local plan making and the examination in public process.
- Deliver a programme of 'Member Learning Hour's across all of the councils on the Central Lancashire Local Plan, to inform members of the process and how they can get involved.
- Develop the proposals for the 'Issues and Options' Consultation which is expected to begin early in the new year and will involve engaging all statutory consultees, stakeholders, elected members, parish councils, developers, RPs, landlords, businesses etc. It is a comprehensive consultation process and must be fully promoted and recorded, meeting the requirements of the statements of community involvement. This consultation will lead into developing preferred options.
- Develop the methodology for a combined Central Lancashire 5 year housing land supply which will provide a high level overview of all supply across the three areas ( this will not replace borough-level statutory monitoring).
- Finalise the Memorandum of Intent. This will be for approval and signature of all the councils.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
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