

Meeting	<b>LOCAL PLAN ADVISORY COMMITTEE</b>
Time/Day/Date	6.30 pm on Tuesday, 29 April 2014
Location	Council Chamber, Council Offices, Coalville
Officer to contact	Democratic Services (01530 454512)

The Monitoring Officer would like to remind members that when they are considering whether the following items are exempt information under the relevant paragraph under part 1 of Schedule 12A of the Local Government Act 1972 they must have regard to the public interest test. This means that members must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available to the public.

#### **AGENDA**

<b>Item</b>		<b>Pages</b>
<b>1. APOLOGIES FOR ABSENCE</b>	To receive and note any apologies for absence.	
<b>2. DECLARATION OF INTERESTS</b>	Under the Code of Conduct members are reminded that in declaring disclosable interests you should make clear the nature of that interest and whether it is pecuniary or non-pecuniary.	
<b>3. MINUTES OF PREVIOUS MEETING</b>	To approve the minutes of the meeting held on 18 March 2014.	<b>3 - 8</b>
<b>4. COMMITTEE TERMS OF REFERENCE</b>	Terms of Reference attached.	<b>9 - 10</b>
<b>5. STATEMENT OF COMMUNITY INVOLVEMENT</b>	Report of the Director of Services.	<b>11 - 46</b>
<b>6. STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT</b>	Report of the Director of Services.	<b>47 - 62</b>



**7. DATE OF NEXT MEETING AND FUTURE WORK PROGRAMME ITEMS**

To agree the date of the next meeting and consider any future items for the work programme.

Circulation:

Councillor R D Bayliss  
Councillor J Bridges  
Councillor D De Lacy  
Councillor C Large  
Councillor J Legrys  
Councillor T J Pendleton (Observer)  
Councillor V Richichi  
Councillor S Sheahan

MINUTES of a meeting of the LOCAL PLAN ADVISORY COMMITTEE held in the Council Chamber, Council Offices, Coalville on TUESDAY, 18 MARCH 2014

Present: Councillors J Bridges, C Large, J Legrys, V Richichi, S Sheahan, A V Smith MBE (In place of R D Bayliss) and R Woodward (In place of D De Lacy)

In Attendance: Councillors R Adams, R Adams, R Blunt, R Johnson and T Neilson

Officers: Mr S Bambrick, Mr D Gill, Mr D Hughes, Mrs M Meredith, Mr I Nelson and Mr M Sharp

### **1. ELECTION OF CHAIRMAN**

The Director of Services opened the meeting and sought nominations to elect a Chairman for the remainder of the municipal year.

It was moved by Councillor A V Smith, seconded by Councillor C Large and

RESOLVED THAT:

Councillor J Bridges be elected Chairman for the remainder of the municipal year.

Councillor J Bridges took the chair and advised everyone present that this was a cross-party Committee and Members would work together to deliver a sound Core Strategy for the area.

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R D Bayliss and D De Lacy.

### **2. DECLARATION OF INTERESTS**

Councillor J Legrys sought clarification on declaring interests as the Committee would be looking at the whole of the District. In particular he requested advice as most Members owned their own properties.

The Legal Advisor clarified that when matters were considered in broader terms, and Members were equally as affected as everyone else in the area, there was no requirement to declare a pecuniary interest on that basis. He referred to the setting of the Council Tax as an example.

Councillor J Bridges encouraged Members to seek advice on interests in advance of the meeting.

There were no interests declared.

### **3. COMMITTEE TERMS OF REFERENCE**

The Director of Services referred Members to the Terms of Reference of the Committee which were attached for information. He stated that he intended to attach the Terms of Reference to the agenda for each meeting to ensure Members remained focussed on the role of the Committee.

Councillor J Bridges encouraged Members to seek advice if there was anything they felt should be incorporated into the Terms of Reference.

Councillor J Legrys stated that as the process evolved, the Terms of Reference would need to be reviewed. He welcomed the idea that the Terms of Reference would be included in each agenda.

#### **4. UPDATE ON NATIONAL PLANNING AND LOCAL PLAN PROCESS**

Mr M Sharp introduced himself to the Committee and explained that his role as a consultant was to advise the Council on the Local Plan process. He added that he was delighted to be able to assist the Council.

Mr M Sharp gave a presentation to Members outlining the changes to the planning framework, the current position locally and the progress of the review to date.

Councillor S Sheahan asked how the duty to co-operate would work in practice.

The Director of Services advised that a Housing Planning and Infrastructure Group had been established for Leicestershire at officer level. He explained that this would feed into the Members Advisory Group, where it was intended that discussions around strategy and housing requirements would take place. He added that this structure was intended to demonstrate that the duty to co-operate had been fulfilled.

Councillor S Sheahan requested that the minutes of the Housing Planning and Infrastructure Group be made available to the Committee.

Councillor J Legrys welcomed the recommendation in respect of viability work. He sought clarification on the mechanism for this and expressed concerns regarding the availability of resources to undertake this work as he recognised the amount of detail required.

Mr M Sharp advised that the expertise required was not necessarily something the Council would already have in-house. He explained that there was established methodology and experts who could be called upon to undertake the work. He added that Councils across the country were taking this approach so he was confident that the work could be undertaken within a reasonable budget.

Councillor J Legrys referred to the duty to co-operate with all neighbouring authorities, including those in Staffordshire and Nottinghamshire.

Mr M Sharp confirmed that conversations with all neighbouring authorities would need to take place. He explained that the Housing Planning and Infrastructure Group was based on the Strategic Housing Market Assessment (SHMA) area, which was accepted as being the Leicestershire area.

Mr M Sharp advised that the guidance made reference to Local Plan preparation and suggested that Members read this section.

#### **5. POSSIBLE SCOPE OF THE LOCAL PLAN**

The Director of Services presented the report to Members, drawing their attention to the recommendations as set out in the report, which sought a decision from the Committee on whether a new Local Plan should be produced and what the plan period should be. He advised that a decision from the Committee would take the form of a recommendation to Council. He also referred Members to the appendix to the report which set out some initial thoughts on the structure of the Local Plan and the policies that would be unique to North West Leicestershire and not contained elsewhere.

The Director of Services referred to the previous item and the presentation Members had received which had outlined the direction of travel nationally and what the good practice

guidance was suggesting. He explained that assumptions had been made about how long it would take to produce a new Local Plan. He advised that these assumptions had now been reviewed, and taking into consideration the fact that work was still being undertaken on the SHMA, the updated advice to Members was that it would take no longer to produce a single Local Plan than it would to produce a revised Core Strategy.

In respect of the plan period, the Director of Services advised that the preferred time horizon set out in the National Planning Policy Framework (NPPF) was 15 years from the adoption of the plan. If the plan period remained as at present and the plan was adopted in 2016, this would only just meet the 15 year horizon, which could place the soundness of the plan at risk. Therefore it was recommended that Members consider extending the plan period to 2036, which would have the added benefit of coinciding with the SHMA.

Councillor C Large welcomed the idea of moving forward with a single Local Plan as this would fit in very well with the NPPF. She also felt that the plan period should be extended to 2036, especially as it coincided with the SHMA. She stated that some Local Authorities were looking at limits to development as well as local allocations, and asked if this Council would be considering this also.

The Director of Services stated that it would be a matter for Members to decide what types of policies were included in the Local Plan. He explained that considering the limits to development would add another layer of detail to the Local Plan and there would be a lot of detail to consider, which could potentially add time to the process. He added that there were other ways to address the limits to development, however this was not a decision that needed to be made today. He advised that he would want to present the Committee with more detailed information which Members would need to consider before a decision could be reached.

Councillor J Legrys added that this was an issue at Planning Committee and when meeting residents. He stated that as an alternative method was being proposed, this would be considered in due course, however it was essential to define communities. He welcomed the change from Core Strategy to Local Plan as it made it easier for people to understand that the Council was going through a different process. He added that it was a matter of debate as to how much detail should be included. He recalled that one of the criticisms of the Core Strategy was that it was too vague from the point of view of members of the public. He stated that he accepted the recommendation in respect of the plan period due to the risk of the plan failing again.

Councillor S Sheahan sought advice in respect of his position regarding recommendation B and his interest in HS2.

The Legal Advisor clarified that at present Members were making a general recommendation that this policy should be included. However if sites were being considered in detail at future meetings, further consideration would need to be given in respect of interests.

The Director of Services emphasised that the appendix was a very initial list of potential policies and was by no means the end of the process. At this point it was intended that Members discuss the direction of travel and whether the policies listed were appropriate. He highlighted that under the Local Plan structure there would be significantly fewer policies. He invited Members to consider whether individual policies were unique to North West Leicestershire and were not covered nationally. He also advised Members to consider whether the Local Plan should be divided into chapters. He highlighted that it was recommended to include a policy on Gypsies and Travellers, however the allocation of sites would be dealt with elsewhere. He added that it was not proposed to include a traditional policy for town centres, as the retail policies were covered in the NPPF and were therefore not needed. He also advised that much of the detail in respect of

conservation areas and listed buildings would be included elsewhere. He suggested that there was a need for place based policies, principally around the main areas in the District.

Councillor C Large stated that she had given careful consideration to specific policies. She felt that the NPPF was very vague on the Rural Workers Dwellings policy and stated that this needed careful consideration. She added that the Local Needs Housing policy seemed to have been lost from the Core Strategy and she felt this was a good policy. She stated that there would be a lot of debate on the development strategy and asked how long Members would have to consider the list of policies.

The Director of Services advised that there would be as much time as needed to consider the policies. He also encouraged Members to feed back directly with their views.

Councillor J Legrys stated that he would welcome a discussion around alternative methods of infrastructure delivery to Section 106 and Community Infrastructure Levy (CIL) as there were other ways of breaking the logjam. He added that developers were saying that they want to develop, but the infrastructure needed to be in place first. He stated that in respect of the development strategy it was necessary to be flexible enough to make changes if a major development came forward during the development of the Local Plan. He added that he preferred sites to be mapped with clear defined boundaries rather than a list of sites. He expressed concerns regarding the town centre policy and felt that discussions were necessary in respect of defining retail sites. In respect of potential transport routes he referred to the railway line running through Castle Donington and added that he would like to see the line protected for potential passenger transport. He reiterated the need to secure a rail link into East Midlands Airport. He added that the racetrack should also be included in the list of policies. He welcomed the idea of breaking the Local Plan up into chapters as he felt this would make it clearer. He felt that there were some bigger issues that needed to be resolved and the bigger picture needed to be considered. He sought confirmation that there was a separate working group looking at the issue of Gypsies and Travellers.

Councillor J Bridges confirmed that this was the case, however this also needed to be considered as part of the overall strategy.

Councillor J Legrys stated that there was no mention in the appendix regarding consultation with the public, parties, action groups and developers in the early stages of the process. He felt it should be made clear that consultation would have to be undertaken and it would need to be considered how this would be done.

The Director of Services wholeheartedly agreed that consultation was absolutely fundamental. He added that allocations would not be made without showing the sites on a map and the intention was that this would be available for all to see. He stated that discussions had taken place in respect of the racetrack, which was unique to North West Leicestershire, however consideration would need to be given to what would be included in the policy as there was no proposed development at the site. He added that if there was something particular to say about the racetrack, it would be appropriate to have a policy.

Mr M Sharp added that the racetrack could be referenced in the Local Plan without having a specific policy.

Councillor R Woodward referred to the lack of consultation which had taken place at the beginning of the Core Strategy Process. He stated that he would be keeping an eye on how much consultation was taking place, with whom and how much notice this Committee was taking of the feedback.

Councillor S Sheahan stated that if viability and deliverability was being considered, Members needed to look long and hard at affordable housing as whatever the Council was doing at the moment was not working well.

Councillor C Large stated that she completely agreed with Councillor S Sheahan and this related well to the Rural Exception policy also. She felt that this was definitely worth looking at.

Councillor J Bridges reiterated that the list of policies in the appendix was for the Committee to review and Members of the Committee had a duty to seek the views of their colleagues. He encouraged Members to discuss any issues with the officers.

It was moved by Councillor J Legrys, seconded by Councillor C Large and

RESOLVED THAT:

a) It be recommended to Council that:

(I) A new Local Plan be produced incorporating strategic policies, allocations and some detailed policies; and

(II) The plan period cover the period 2011-2036.

b) The Advisory Committee's comments on the suggested initial draft structure for the local plan as set out in Appendix A be noted.

## **6. DATE OF NEXT MEETING**

It was agreed that the next meeting of the Local Plan Advisory Committee take place on Tuesday, 29 April 2014.

Councillor R Blunt left the meeting at 5.53pm during the discussion on item 5 – Update on National Planning and Local Plan Process.

Councillor T Neilson entered the meeting at 6.20pm during the discussion on item 6 – Possible Scope of the Local Plan.

The meeting commenced at 5.30 pm

The Chairman closed the meeting at 6.39 pm

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## **LOCAL PLAN ADVISORY COMMITTEE TERMS OF REFERENCE**

### **Purpose of the Local Plan Advisory Committee**

To enable cross-party discussion, guidance and support for the development of the North West Leicestershire Local Plan.

### **Role of the Local Plan Advisory Committee**

- To consider and comment on documents that relate to the North West Leicestershire Local Plan including (but not restricted to) policy options, draft policies and evidence prepared to support the Plan.
- To make recommendations as required to Council in respect of the North West Leicestershire Local Plan.
- To monitor progress on the preparation of the North West Leicestershire Local Plan.
- To provide updates to other Members who do not sit on the Local Plan Advisory Committee.
- To consider and comment on responses to plans being prepared by other local planning authorities as part of the Duty to Cooperate.

### **Membership of the Local Plan Advisory Committee**

- The Advisory Committee comprises four Members of the ruling group and three Members from the opposition group.
- The Council's Substitution Scheme will apply.
- The Advisory Committee will select a Chair at its first meeting of each civic year.
- Other members may be invited to attend and participate in meetings of the Advisory Committee in a non-voting capacity at the discretion of the Chair.
- The Advisory Committee meetings must have at least 3 members to be quorate.

### **Operation of the Local Plan Advisory Committee**

- Council Procedure Rule 4 will apply to the Local Plan Advisory Committee
- The Advisory Committee will meet at least once every two months, but will meet more frequently where necessary to enable continued progress on the North West Leicestershire Local Plan.
- The Advisory Committee will have no direct decision-making powers but will consider documents and information relating to the Local Plan and make recommendations to Council. Any such report will include specific comments and issues raised by the minority group.
- The Advisory Committee will be supported by the Director of Service and officers in the Planning Policy Team.
- Meetings will be organised, administered and minuted by Democratic Services with agendas and minutes being made available on the Council's website.
- The Portfolio Holder may attend as an observer.

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**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**LOCAL PLAN ADVISORY COMMITTEE – 29 APRIL 2014**

Title of report	<b>STATEMENT OF COMMUNITY INVOLVEMENT</b>
Contacts	<p>Councillor Trevor Pendleton 01509 569746 <a href="mailto:trevor.pendleton@nwleicestershire.gov.uk">trevor.pendleton@nwleicestershire.gov.uk</a></p> <p>Director of Services 01530 454555 <a href="mailto:steve.bambrick@nwleicestershire.gov.uk">steve.bambrick@nwleicestershire.gov.uk</a></p> <p>Head of Regeneration and Planning 01530 454782 <a href="mailto:david.hughes@nwleicestershire.gov.uk">david.hughes@nwleicestershire.gov.uk</a></p> <p>Planning Policy and Business Focus Team Manager 01530 454677 <a href="mailto:ian.nelson@nwleicestershire.gov.uk">ian.nelson@nwleicestershire.gov.uk</a></p>
Purpose of report	To advise members that it is considered that it would be appropriate to prepare a new Statement of Community Involvement.
Council Priorities	Value for Money Business and Jobs Homes and Communities Green Footprints Challenge
<p>Implications:</p> <p>Financial/Staff</p> <p>Link to relevant CAT</p> <p>Risk Management</p> <p>Equalities Impact Assessment</p> <p>Human Rights</p>	<p>The production of a new Statement of Community Involvement will be met from within existing staff and financial resources.</p> <p>None</p> <p>A failure to engage effectively and constructively in the preparation of the Local Plan and in determining planning applications could leave the Council vulnerable to challenge. Having an up-to-date Statement of Community Involvement will help to minimise this risk.</p> <p>The Statement of Community Involvement will need to be subject an equalities impact assessment.</p> <p>None</p>

Transformational Government	Not applicable.
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	On the advice of external solicitors, the report is satisfactory.
Consultees	None
Background papers	<p>National Planning Policy Framework which can be found at <a href="http://www.gov.uk/government/publications?topics%5B%5D=planning-and-building">www.gov.uk/government/publications?topics%5B%5D=planning-and-building</a></p> <p>The Town and Country Planning (Local Planning)(England) Regulations 2012 which can found at <a href="http://www.legislation.gov.uk/ukxi/2012/767/pdfs/ukxi_20120767_en.pdf">http://www.legislation.gov.uk/ukxi/2012/767/pdfs/ukxi_20120767_en.pdf</a></p> <p>The Town and Country Planning (Development Management Procedure) Order 2010 which can be found at <a href="http://www.legislation.gov.uk/ukxi/2010/2184/contents/made">http://www.legislation.gov.uk/ukxi/2010/2184/contents/made</a></p>
Recommendations	<p><b>(I) THAT THE COUNCIL PREPARE A NEW STATEMENT OF COMMUNITY INVOLVEMENT;</b></p> <p><b>(II) THAT A FURTHER REPORT ON THE POSSIBLE CONTENT OF THE NEW STATEMENT OF COMMUNITY INVOLVEMENT BE BROUGHT TO A MEETING OF THIS ADVISORY COMMITTEE AND;</b></p> <p><b>(III) THE ADVISORY COMMITTEE COMMENT ON ANY ISSUES AND APPROACHES TO CONSULTATION WHICH THEY WOULD WISH TO SEE REFLECTED IN A NEW STATEMENT OF COMMUNITY INVOLVEMENT</b></p>

## 1.0 BACKGROUND

- 1.1 The National Planning Policy Framework states that in the preparation of Local Plans *“Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential”*.
- 1.2 Under the Planning and Compulsory Purchase Act 2004 North West Leicestershire District Council is required to produce a Statement of Community Involvement (SCI).

- 1.3 The purpose of the SCI is to set out how the Council will involve the local community, businesses, key organisations and others in preparing its Local Plans, other important planning documents and in processing planning applications.
- 1.4 Minimum standards for consultation on Local plans and Planning Applications are set out in The Town and Country Planning (Local Planning) (England) Regulations 2012 and the Town and Country Planning (Development Management Procedure) Order 2010 (DMPO). However, the Council has some discretion as to who, and how, it consults over and above these requirements.
- 1.5 It is considered that it would be appropriate to produce a new SCI at this time to inform the Council's approach to consultation on the emerging Local Plan.

## **2.0 WHY DO WE NEED A NEW SCI?**

- 2.1 The current SCI was adopted in October 2006. A copy of the previous SCI is attached at Appendix A of this report.
- 2.2 Since that time there have been several changes to the Planning Legislation and Regulations that govern how plans should be prepared. In addition to new regulations (in 2008 and 2012), the Localism Act has introduced a new Duty to Co-operate and Neighbourhood Plans can now be prepared. These have changed the context in which SCIs operate.
- 2.3 Amongst the changes that have taken place is that consultation in the initial stages of plan production (Regulation 18) is more focussed, and there is no longer a formal requirement to consult until the Local Plan is 'Published' in advance of being submitted to the Secretary of State. As a result, there are fewer opportunities for widespread public engagement.
- 2.4 Previously a Council was required to submit its SCI to the Secretary of State for Independent Examination. However, the Council is now able to adopt its own SCI (reflecting the spirit of 'localism' that underpins the planning system) without submission to the Secretary of State.
- 2.5 There have also been developments in technology to engage with communities. The amendments to the Regulations allow greater use of technology (social media and web-sites) to advertise consultation on planning documents and remove the necessity for newspaper public notices (which are expensive and often ineffectual). A requirement for some planning applications to be advertised in newspapers remains.
- 2.6 In addition, at the last meeting of the Advisory Committee it was agreed that it was preferable to move to producing a Local Plan rather than simply carrying on with the Core Strategy.
- 2.7 In view of these changed circumstances it is considered that it would be appropriate to review the SCI in advance of the new Local Plan.

### **3.0 NEXT STEPS**

- 3.1 Any changes to the SCI will need to be subject to consultation with any responses then being considered by Council before the revised SCI is adopted.
- 3.2 Before consulting on any changes a further report with a draft SCI will be brought to this Committee for member approval.
- 3.3 It is not envisaged that the approaches currently referred to in the SCI will necessarily be dramatically altered, but a review provides an opportunity to learn from previous experience both locally and nationally. For example, what (if any) should the role of public meetings be when consulting on the Local Plan? How can the Council work more closely with Parish and Town Councils and (if appropriate) any neighbourhood plan groups?
- 3.4 To assist in the preparation of this draft members are asked to advise officers of any specific consultation issues and approaches which they would wish to see reflected in a new SCI.

**NORTH WEST LEICESTERSHIRE  
LOCAL DEVELOPMENT FRAMEWORK**

**STATEMENT  
OF  
COMMUNITY INVOLVEMENT**

**Adopted October 2006**



This and other Local Development Framework documents are or will be made available in large copy print, audio cassette, Braille or languages other than English. If you require the document in one of these formats please contact the Planning Policy and Regeneration Section on 01530 454771 or e-mail: [planning.policy@nwleicestershire.gov.uk](mailto:planning.policy@nwleicestershire.gov.uk)



## **1. INTRODUCTION**

- 1.1 As part of the new plan-making system brought in under the Planning and Compulsory Purchase Act 2004 the District Council must produce a Statement of Community Involvement.
- 1.2 This should set out how the Council intends to engage with and involve the community in producing its new Local Development Framework for North West Leicestershire and in deciding planning applications.
- 1.3 The new system requires:
  - a strong evidence base which is accessible and transparent;
  - the promotion of community engagement and involvement in the planning process – to all sections of the community.
- 1.4 The Government has identified the main benefits of community involvement as:
  - strengthening the evidence base for plans, strategies and planning decisions;
  - community commitment to the future development of an area;
  - promoting regeneration and investment; and
  - fostering ownership and strengthening delivery.
- 1.5 Many elements of the Local Development Framework will require joint working between local planning authorities, local communities and stakeholders. It is hoped that involving communities at an early stage in plan-making will help to resolve otherwise contentious issues, thereby avoiding the need for the independent Examinations to be lengthy and costly.
- 1.6 For community involvement to be successful it must involve an inclusive approach based on the differing needs of the various parts of the community. The Council therefore wishes to use the most effective means to enable people to be informed and to contribute throughout the plan-making process.
- 1.7 A glossary of the various terms used in the new plan-making system is appended to this Statement.

## **THE COUNCIL'S PRINCIPLES FOR COMMUNITY INVOLVEMENT IN PLANNING**

The key principles which will guide the Council's commitment to community involvement in Planning are for a process which:

- is recognised as legitimate and timely leading to outcomes that are in the public interest;
- engages all sections of the community;
- is open, fair, transparent and effective;
- gives ready access to information for all persons and groups at all stages;
- provides real opportunities to:
  - ◇ contribute to identifying issues and objectives;
  - ◇ take an active part in developing the vision, options and proposals;
  - ◇ be consulted and make representations on formal proposals; and
  - ◇ get feedback and be informed about progress and outcomes.

## **2. THE NEW DEVELOPMENT PLAN SYSTEM**

- 2.1 The Planning & Compulsory Purchase Act 2004 has brought in a radical change to the plan-making system in England. The new system came into operation on 28<sup>th</sup> September 2004 (the “Commencement Date”) and changes the form and scope of the Development Plan for North West Leicestershire.
- 2.2 The Planning Act requires that planning applications are determined in accordance with the provisions of the Development Plan unless there are good planning reasons for doing otherwise. The Development Plan remains the cornerstone of the planning system in the United Kingdom.
- 2.3 However, the old system of County Structure Plans and Local Plans, which together made up the Development Plan, has now been abolished.
- 2.4 In their place the future Development Plan for North West Leicestershire will consist of the following documents:
  - The Regional Spatial Strategy – produced by the Regional Assembly but issued by the Secretary of State;
  - Development Plan Documents – produced by the District Council (which will be brought together in the District Council’s Local Development Framework (LDF)); and
  - Minerals and Waste Development Plan Documents – produced by Leicestershire County Council (to replace the existing Minerals and Waste Local Plans).
- 2.6 As part of the transitional arrangements for the new system existing County Structure Plan and Local Plan policies will be ‘saved’ (ie remain in force) for various periods from Commencement Date.
- 2.7 In the case of the County Structure Plan this ‘saved’ period will be for 3 years from the date of its adoption.
- 2.8 Existing policies contained in the adopted North West Leicestershire Local Plan will be saved for 3 years from Commencement Date. However, it may be appropriate, depending on circumstances, to save certain Local Plan policies for longer periods. The District Council must seek the Secretary of State’s approval in such cases.
- 2.9 Existing Structure Plan and Local Plan policies will continue to form part of the Development Plan for North West Leicestershire for the periods over which they are saved.

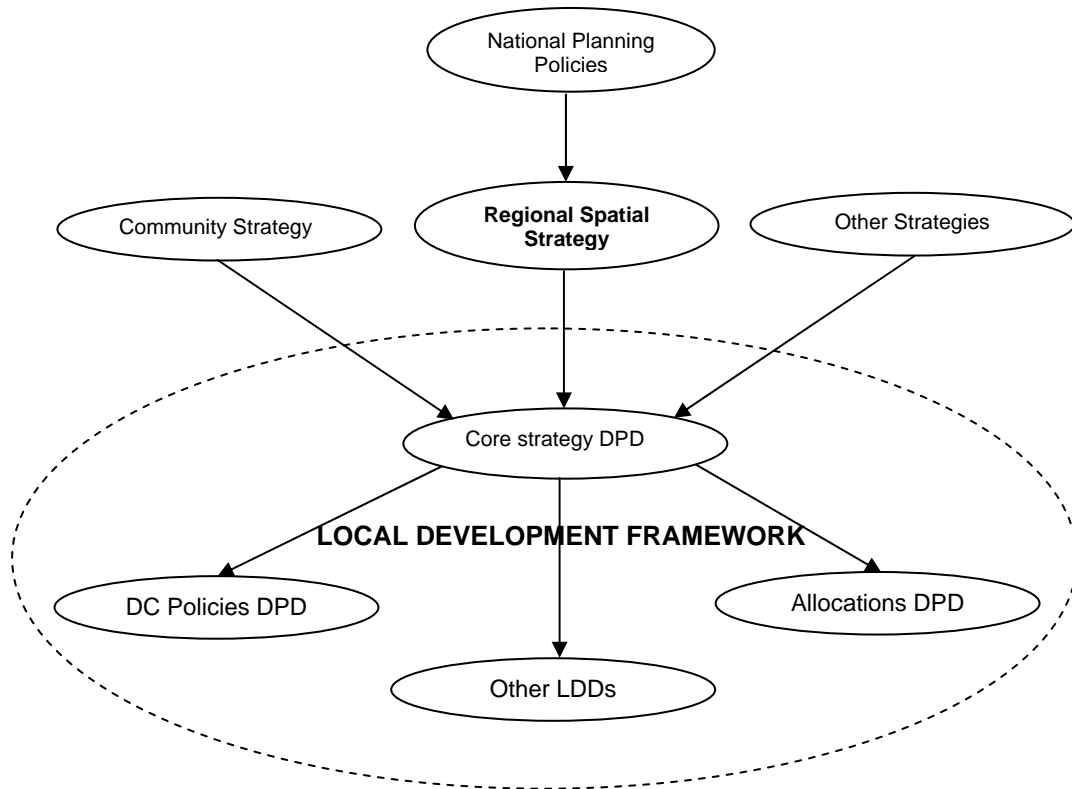
### **The Local Development Framework**

- 2.10 The District Council will be responsible for the preparation of the Local Development Framework for North West Leicestershire.
- 2.11 The Local Development Framework will consist of the following Local Development Documents:
  - Development Plan Documents;

- Supplementary Planning Documents; and
- Statement of Community Involvement.

2.12 In addition, existing Local Plan policies will continue to form part of the Local Development Framework for North West Leicestershire for as long as they are saved.

2.11 The following diagram outlines the main components of the Local Development Framework for North West Leicestershire:



**3.**  
**3. THE STATEMENT OF COMMUNITY INVOLVEMENT**

- 3.1 The Statement of Community Involvement must set out the standards to be achieved by the Council in involving the community in the preparation, alteration and continuing review of all Local Development Documents and planning applications.
- 3.2 It should be a clear public statement enabling the community to know how and when they will be involved in the preparation of Local Development Documents and how they will be consulted on planning applications.
- 3.3 Local planning authorities are required to set out in the Statement of Community Involvement how they will meet, or exceed, the minimum requirements set out in the Regulations in the preparation of the Council's Local Development Framework and in the consideration of planning applications.
- 3.4 The Statement of Community Involvement is a Local Development Document in its own right and as such is subject to statutory requirements.

#### **4. THE DISTRICT COUNCIL'S STRATEGIC AIMS AND PRIORITIES**

4.1 The District Council's key strategic aims are to:

- Provide for all of our community, reliable, well performing and value for money services (Quality, Good Value, Accessible Services);
- Work in partnership in making well paid and quality jobs available; building a matching employment base (Local Prosperity and Employment);
- Ensure everyone has equal opportunity to access our services; be socially included through strong communities (Strong, Inclusive Communities);
- Ensure that everyone has access to accommodation they can afford (Enough Decent and Affordable Homes);
- Increase opportunities and participation in healthy activities, working in partnership with others and to address public health issues (Sport and Leisure [Partners in Health]);
- Develop with partners strong and safer communities which will have a reduced level of crime and disorder (Safer Communities); and
- Provide for the community clean and tidy public areas which are enhanced by attractive parks and open spaces (Attractive, Sustainable Environment).

4.2 The following priorities will bring about significant improvements and will be the Council's focus with appropriately aligned resources, ie to:

- Revitalise Coalville and Ashby Town Centres;
- Develop strong, inclusive communities;
- Deliver the outcome of Housing Options Appraisal to meet tenants' expectations;
- Increase the number of people and specific target groups' participation in healthy activities;
- Improve the safety of the community;
- Reduce, recycle and re-use waste; and
- Improve the streetscene.

4.3 The Local Development Framework will provide an opportunity for addressing the spatial aspects of relevant aims and priorities in a cross-cutting manner.

## **5. THE LOCAL DEVELOPMENT FRAMEWORK**

- 5.1 The key part of the new plan-making system for the District Council is the Local Development Framework. This will replace the Council's adopted Local Plan.
- 5.3 The Council's programme for the preparation of its Local Development Framework is set out in its Local Development Scheme. This has now been 'signed off' by the Government Office and can be inspected at the Council Offices or on the District Council's website.
- 5.4 The District Council's plan-making programme, as set out in the Local Development Scheme, involves the preparation of the following Development Plan Documents during the next 3 years:
- Core Strategy;
  - Development Control Policies;
  - Housing Land Allocations;
  - Employment Land Allocations; and
  - Green Wedge, Areas of Separation and Limits to Development.
- 5.5 In addition, the following Supplementary Planning Documents will be prepared:
- Affordable housing – a review of existing supplementary planning guidance on affordable housing; and
  - Housing land release – taking forward the provisions of the housing land release policy contained in Alteration No.3 to the adopted Local Plan.
- 5.6 Over the longer term the District Council will consider the need to prepare the following planning documents:
- Airport Action Area Plan – to follow on from the Airport Company's Master Plan review (as required by Secretary of State for Transport);
  - Town Centres Action Area Plans – to follow on from current master-planning exercises and town centre partnership working;
  - Charnwood Forest Area Plan – depending on the outcome of the County Council's application for Area of Outstanding Natural Beauty status;
  - Recreation and open space provision – to follow on from an audit of current provision and needs; and
  - Gypsy sites provision – depending on the review of need now being undertaken.

### **Links with other Plans and Strategies**

- 5.7 The Local Development Framework must conform with the Regional Spatial Strategy for the East Midlands Region produced by the East Midlands Regional Assembly and issued by the Secretary of State.
- 5.8 It must also have regard to national planning policy statements (PPSs), the provisions the adopted Leicestershire Structure Plan (adopted March 2005) and the North West Leicestershire Community Strategy (adopted March 2002).

5.9 Other relevant strategies include:

- North West Leicestershire Cultural Strategy (Draft) 2002;
- North West Leicestershire Housing Strategy (Draft) 2004-2007;
- Destination 2010 – The Regional Economic Strategy for the East Midlands;
- National Forest Strategy 2004-2014;
- Leicestershire Local Transport Plan 2001-2006;
- Leicester, Leicestershire and Rutland Landscape and Woodland Strategy 2001;
- National Forest Biodiversity Action Plan 2004; and
- Leicestershire, Leicester and Rutland Biodiversity Action Plan 1998.

### **Strategic Environmental Assessment and Sustainability Appraisal**

5.10 Strategic Environmental Assessment is a process intended to ensure that significant environmental effects arising from Local Development Framework proposals are identified, assessed, mitigated, communicated to decision-makers and monitored. The role of Strategic Environmental Assessment is to:

- Support sustainable development;
- Improve the evidence base for decision-making; and
- Facilitate and respond to consultation with stakeholders.

5.11 The new Planning Act requires local planning authorities to undertake a Sustainability Appraisal (incorporating Strategic Environmental Assessment) to ensure that, in addition to considering the environmental impacts of policies and proposals, an assessment is also made of their economic and social impacts.

5.12 The Sustainability Appraisal is an integral part of Local Development Framework preparation and its outputs will be consulted upon during the various consultation periods.

#### **Evidence Base**

5.13 The District Council has put together a comprehensive evidence base, including:

- Urban capacity study;
- Retail needs and capacity assessment and town centres health check;
- Affordable housing survey;
- Quality of employment; and
- Open space audit.

5.14 These documents are available at the Council Offices and on the Council website. Widespread consultation has featured in the development of the evidence base to date and will also apply to its enlargement in future.



## 6. STANDARDS FOR COMMUNITY INVOLVEMENT

### Minimum Standards

- 6.1 Minimum standards for community involvement in the preparation of the Local Development Framework are set out in the Regulations, but the District Council wants to do more.
- 6.2 The Regulations require the Council to:
- Place all documentation on its website ([www.nwleics.gov.uk](http://www.nwleics.gov.uk)) together with any supporting information needed to enable people to understand what they are being asked to comment upon and where and when this documentation can be inspected;
  - Make all relevant material available for inspection at the Council Offices and other suitable places for the period for which it is open for comment;
  - Send copies to the Government Office and to each statutory consultee (having regard to the guidance set out in the Government's Planning Policy Statement 12; and
  - Advertise in local newspapers circulating in the area stating where the relevant material can be inspected, how copies of it can be obtained, the closing date for representations and where to send such representations.
- 6.3 The Council will comply with the general duty in the Race Relations (Amendment) Act 2000 and have due regard to the need to eliminate unlawful racial discrimination and promote equality of opportunity and good relations between persons of different racial groups.
- 6.4 The Council will comply with the Disability Discrimination Act 1995 by not discriminating against disabled people and providing an equal quality of service.

### Council Standards

- 6.5 In addition to these basic requirements the District Council will:
- Maintain a Local Development Framework database of consultees which will be available for inspection;
  - Contact people and bodies registered on the Local Development Framework database at each key stage;
  - Make use of the Council's newspaper *Vision* to update residents of the progress of the Local Development Framework;
  - Provide copies of all documents in alternative formats (eg other languages, Braille etc);
  - Place copies of the relevant documents at local libraries and with parish councils;
  - Provide feedback wherever possible; and
  - Provide press releases for the local media.
- 6.6 The Council will follow these standards when producing any planning document which forms part of the Local Development Framework. When each document is published for consultation it must be supported by a statement setting out the form of community involvement undertaken in that

particular case. If an Inspector finds that the Council has not followed the standards set out in its Statement of Community Involvement then the planning document could be withdrawn.

6.7 The Council will also make available relevant background information, including (when available):

- Urban capacity study;
- Employment needs and quality of employment land;
- Retail needs assessment and shopping centres health checks;
- Open space audit; and
- Ashby-de-la-Zouch car parking study.

6.8 Community involvement is seen as a continuous process enabling everyone taking part to see how policies and proposals develop at the various stages. This will require a commitment to effective feedback from the Council.

### **Key Stages in the Preparation of the Local Development Framework**

6.9 The nature of community involvement will vary depending on the type of planning document being produced:

- Development Plan Documents – these must go through specified stages of community involvement before being submitted to a Government Inspector for examination and decision;
- Supplementary Planning Documents – these will also be subject to public scrutiny (but not independent examination) but will be adopted by the Council itself.

6.10 The scale and extent of community involvement will also vary depending on the subject of the planning document. For example, the Core Strategy will require widespread consultation across the District and with national and regional bodies, while an action plan for a particular area will be much more specific.

- The Core Strategy will set out the District Council's spatial vision and establish the overall strategy for the development of North West Leicestershire to 2016. It will enable key choices to be made (such as the broad distribution of new housing across the District) which will then provide the context for more detailed work.
- The Development Control Policies Development Plan Document will be prepared in parallel with the Core Strategy and will update, where necessary, the existing set of control policies which apply across the District.
- The Housing Land, Employment Land and Green Wedge, Areas of Separation and Limits to Development Development Plan Documents will apply the general strategy developed in the Core Strategy to specific areas across the District.
- The Proposals Map will be updated as each Development Plan Document is adopted.

### **Key stages for Development Plan Documents**

6.11 The key stages for community involvement in Development Plan Documents

are as follows:

<p>Evidence gathering and issues identification</p>	<p>Evidence will be gathered with a view to identifying issues, and options for the future. This will involve consulting various bodies on technical and other matters.</p> <p>Consideration will also be given to national, regional and other relevant policies. Evidence will be made available for public scrutiny where possible.</p> <p>Informal consultations will be undertaken with interested parties in order to establish the key issues and options for change.</p> <p>Consultations will be held on issues and options for each Development Plan Document. This will involve all identified stakeholders and a full range of events.</p> <p>These consultations will involve direct contact with stakeholders, media releases, exhibitions and workshops.</p> <p>Continuous community engagement will be sought throughout the preparation stage.</p>
<p>Preferred options (Regulations 25 and 26)</p>	<p>This is a statutory 6 weeks period during which anyone may make representations on the Council's preferred options.</p> <p>Preferred options will be published at an early stage as the basis for public engagement.</p> <p>This stage will may also require wider participation through public exhibitions and other events, 'planning for real' exercises, group meetings etc.</p> <p>The resulting feedback will enable the Development Plan Document to be completed.</p>
<p>Submission (Regulations 27 and 28)</p>	<p>This stage involves the final document that is to be submitted to the Secretary of State.</p> <p>Each Development Plan Document will be published for a statutory 6 weeks period, during which written representations may be submitted to the Council.</p> <p>Submission will be widely advertised, with documents being circulated to statutory consultees. Persons and bodies registered on the Local Development Framework database will also be informed.</p> <p>In the case of the Allocations Development Plan Document there will be a further 6-weeks consultation period if new development proposals are put forward by developers and others during the submission consultation period.</p> <p>The Council will advertise these alternative proposals and make the details available for inspection at the Council Offices and on the Council website.</p> <p>The Council will also encourage those putting forward alternative proposals to present them for public discussion in the areas affected.</p> <p>At the same time the document will be submitted to the Secretary of State for independent examination, together with all background material and the Sustainability Appraisal and Strategic Environmental Assessment.</p> <p>All representations will be summarised and submitted to the independent Examination.</p>
<p>Examination</p>	<p>This will be conducted by a Planning Inspector.</p> <p>Six weeks notice of the Examination will be given.</p> <p>The Inspector's recommendations will be binding on the Council.</p> <p>The Council will no longer have the discretion to reject any of the Inspector's recommendations.</p>
<p>Adoption</p>	<p>The Council will be responsible for the adoption of a Development Plan Document as soon as practicable after receiving the Inspector's binding recommendations.</p>

### Key stages for Supplementary Planning Documents

6.12 The key stages for community involvement in the preparation of Supplementary Planning Documents are as follows:

Evidence gathering and issues identification	Evidence will be gathered with a view to identifying issues and options for the future. Consideration will also be given to national, regional and other relevant policies.  This will involve consulting various bodies on technical and other matters. Evidence will be made available for public scrutiny where possible.
Consultation	The draft proposals will be the subject of community involvement in a similar way to that of Development Plan Documents. Topic-based documents will be the subject of wider consultation, whilst site-specific documents will be more local in scope. Documents will be subject to <b>4-6</b> -weeks consultation after which responses will be considered.
Adoption	Supplementary Planning Documents will be adopted by the District Council. A statement of the representations received and the responses to those representations will be published.

## **7. COMMUNITIES AND STAKEHOLDER GROUPS**

- 7.1 The Council will maintain a comprehensive database of community and stakeholder groups, which will be kept up to date throughout the Local Development Framework process. The Council will keep this database under review, but stakeholders are asked to provide details of any changes of address etc to enable the database to be kept up to date.
- 7.2 The database of stakeholder groups may be inspected at the Council Offices and viewed at [www.nwleics.gov.uk](http://www.nwleics.gov.uk).
- 7.3 The types of groups which will be involved include:
- Those representing the wider community, including the local strategic partnership, parish councils, area forums, and other community groups;
  - Those representing the business community, including chambers of trade and Network Gold;
  - Special interest groups, such as conservation societies and nature conservation bodies;
  - Hard to reach groups (see Appendix 2);
  - Developers and those with property and/or development interests; and
  - Statutory bodies, including adjoining authorities, and regional and national agencies (set out in Appendix 3).
- 7.4 The above list is not exhaustive and also relates to successor bodies where re-organisations occur.
- 7.5 The Council will also endeavour to make individuals aware of its proposals, through events, media releases and its Vision newspaper.
- 7.6 In the case of “hard to reach” groups the Council approach to consultation is set out in Appendix 2.
- 7.7 This and other Local Development Framework documents are or will be made available in large copy print, audio cassette, Braille or languages other than English. If you require the document in one of these formats please contact the Planning Policy and Regeneration Section on 01530 454771 or e-mail: [planning.policy@nwleicestershire.gov.uk](mailto:planning.policy@nwleicestershire.gov.uk)
- 7.8 The Council is particularly keen to encourage the parish councils of the District to play their full part in the new plan-making system. To this end it will endeavour to make officers available to explain proposals and to help facilitate a well-informed debate on the issues under consideration.
- 7.9 Parish Plan Groups will also have an important part to play in the process. Parish Plan documents will be used as a resource to gather more information on community needs. Parish Plan and Village Design Statement groups will be consulted and advised of their role in relation to the LDF process and other planning matters.
- 7.10 The Partnership for Improving North West Leicestershire is the local strategic partnership for the District. The Partnership has representatives from across the District including:

- Charnwood & North West Leicestershire Primary Care Trust;
- Faith Communities;
- Job Centre Plus;
- King Edward VII College;
- Leicestershire Chamber of Trade & Industry;
- Leicestershire Constabulary;
- Leicestershire County Council;
- North West Leicestershire Association of Parish Councils;
- North West Leicestershire Council for Voluntary Services;
- North West Leicestershire Health Forum;
- North West Leicestershire Partnership in Safer Communities;
- Stephenson College.

**7.11** The Council is currently reviewing its approach to area working across the District.

**7.12** The District Council has signed a Compact with the voluntary and community sector within North West Leicestershire.

## **8. METHODS OF COMMUNITY ENGAGEMENT**

8.1 A variety of methods of community involvement will be employed in relation to the following stages of such involvement:

- Information;
- Consultation;
- Participation; and
- Feedback.

8.2 The District Council currently uses a number of methods to encourage and facilitate community engagement. Documents will be available for inspection at the Council Offices and other appropriate places in accordance with Regulation 26 and Regulation 28. Wherever possible community involvement on the Local Development Framework will be dovetailed with other consultation activities. The main vehicles for involvement are:

### **Local Strategic Partnership**

8.3 The Partnership for Improving North West Leicestershire represents a wide range of interests across the District. It provides a means for conveying information and views on various issues to the District Council. It can also play an important role in passing on information on the progress of the Local Development Framework and the issues that are being raised and considered.

8.4 It is anticipated that the Local Strategic Partnership will have a significant part to play in relation to the Core Strategy and also with the strategic aspects of other Development Plan Documents.

### **Leicestershire Countywide Forum for Liaison with Builders and Developers**

8.5 The District Council is represented on this Forum which brings together planning officers and representatives of the house-builders across Leicestershire. The Council will make use of this Forum to report progress on the Local Development Framework and to encourage involvement in the process and in community engagement by developers.

8.6 It is anticipated that the Forum will be involved with the Core Strategy and the strategic aspects of other Development Plan Documents.

### **North West Leicestershire Agents Forum**

8.7 This Forum was established in order to improve liaison with those responsible for submitting planning applications and providing development advice. The Council will make use of this Forum to report progress and to encourage involvement at a more local level.

8.8 It is anticipated that the Forum will be involved particularly in the Development Control Policies Development Plan Document.

### **Internet**

8.9 The Council will make extensive use of the internet ([www.nwleics.gov.uk](http://www.nwleics.gov.uk)) to

make information available on the progress of its Local Development Framework.

- 8.10 The Local Development Framework web pages will be kept up to date and will be interactive, allowing representations to be submitted electronically where appropriate.
- 8.11 It is, however, recognised that not all stakeholders will have ready access to the internet so that paper copies will continue to be made available.
- 8.12 The Council will also establish an e-mail alert system whereby stakeholders identified on the Council's database can be provided with the latest information. In order to make this system effective stakeholders should provide the Council with appropriate e-mail addresses and ensure that any changes are notified.

### **Vision Magazine**

- 8.13 The Council's magazine *Vision* is to be produced and distributed across the District ten times a year and is intended to:
- Give residents better and more frequent information about Council and partner services and activities;
  - Contribute to the Council's Comprehensive Improvement Assessment Improvement Plan; and
  - Offer opportunities for additional partnership working.
- 8.14 *Vision* will be used as a means of conveying information on the progress of the Local Development Framework and also for particular consultation exercises.

### **Local Media**

- 8.15 Notices will be published in local newspapers circulating in the area and press releases will be made available to the local media at all key stages in the preparation of the Local Development Framework.

### **Exhibitions and Workshops**

- 8.16 Exhibitions and workshops will be employed throughout the process, although the format may vary depending on the issues to be discussed. They will be of particular importance in relation to the issues and options and preferred options stages of the process. The objectives and expected outcomes of each workshop will be clearly set out beforehand. Careful consideration will be given to venues, timing and participants to ensure that events are as effective as possible.
- 8.17 Workshops will be facilitated using a variety of techniques aimed at promoting discussion and leading to positive outcomes.
- 8.18 A report of proceedings at each event will be produced and made available at the Council offices and on the Council web site.

### **Reporting back**



- 8.19 The Council will acknowledge all representations received and will prepare summaries of such representations. Persons and bodies registered on the Local Development Framework database will be informed of the availability of these summaries, which will also be posted on the Council's web site.
- 8.20 Registered persons and bodies will also be informed of Council decisions and will be notified of key dates in the timetable.
- 8.21 Press releases will be prepared at key stages.
- 8.22 Reports will be prepared summarising and assessing all representations received during the various consultation activities. These will be taken via the LDF Working Party to the Council's Executive Board, as necessary. The results of each consultation exercise will then provide an input into the next stage of the process, and will be weighed against the requirement to conform with the Regional Spatial Strategy and to have regard to PPGs/PPSs and the Community Strategy in that process.

### **Examination**

- 8.23 At the Examination a Planning Inspector will consider whether the Development Plan Document before him is 'sound'.
- 8.24 The presumption will be that the Development Plan Document is sound unless it is shown to be otherwise as a result of evidence considered at the Examination. The tests of soundness are:
- it has been prepared in accordance with the Local Development Scheme;
  - it has been prepared in compliance with the Council's Statement of Community involvement (or with the minimum requirements set out in the Regulations where there is no Statement of Community Involvement );
  - the plan and its policies have been subjected to Sustainability Appraisal;
  - it is a spatial plan which is consistent with national planning policy and in general conformity with the Regional Spatial Strategy for the region and it has properly had regard to any other relevant plans, policies and strategies relating to the area or to adjoining areas;
  - it has had regard to the authority's community strategy;
  - the strategies/policies/allocations in the plan are coherent and consistent within and between development plan documents prepared by the authority and by neighbouring authorities, where cross boundary issues are relevant;
  - the strategies/policies/allocations represent the most appropriate in all the circumstances, having considered the relevant alternatives, and they are founded on a robust and credible evidence base;
  - there are clear mechanisms for implementation and monitoring; and
  - the plan is reasonably flexible to enable it to deal with changing circumstances.
- 8.25 The Inspector's report will be binding on the District Council.

### **Resources**

- 8.26 Community involvement will be led by the Council's Planning Policy and

Regeneration Section but will require a corporate effort across the Council, involving the Communications Unit and other areas of expertise.

- 8.27 The resources to be devoted to the preparation of the Local Development Framework are set out in the Council's Local Development Scheme. This scheme has been agreed with the Government Office and the Planning Inspectorate.
- 8.28 An external facilitator has been engaged to take the debate on issues and options of the Core Strategy through to Preferred Options Stage. A consultant is also to be engaged to take forward the Development Control Policies DPD, also to Preferred Options stage. The Council will keep the need for such inputs under review throughout its future LDF work.

## **9. PLANNING APPLICATIONS**

- 9.1 The Council receives in the region of 1,300 planning applications a year, the majority of which are determined under delegated powers. Major and/or contentious planning applications are normally considered by the Planning and Environment Group which meets every 4 weeks.
- 9.2 The Council encourages applicants and developers to seek pre-application advice prior to the submission of a formal planning application. Normally this would involve the submission of sketch drawings and other relevant details. An informal written response from a planning officer will normally be sent within 3-4 weeks. In some circumstances it may be necessary to hold a meeting between Council officers, statutory consultees and developers and their agents. In these circumstances the Council would normally expect the submission of plans and drawings prior to the date of the meeting. The Council also operates a duty officer system to deal with simple inquiries at its reception.
- 9.3 The Council will also encourage applicants to undertake pre-submission consultations where appropriate. Where appropriate applicants are advised to make early contact with such bodies as the Environment Agency. The District Council is currently working towards the implementation of a 'development team' approach.

### **Consultation Procedures**

- 9.4 The Town and Country Planning (General Development Procedure) Order 1995, requires that for all major applications the application must be publicised either by:
- A site notice displayed in at least one place on or near the development site for at least 21 days, or,
  - Serving notice on adjoining owners or occupiers, and,
  - Advertisement in a local newspaper.
- 9.5 For all planning applications letters are sent to all owners/occupiers of properties that immediately adjoin the boundary of the application site. In addition the Council will notify more widely where an application is likely to have a wider impact than upon immediate neighbours, especially in conservation areas. The Council also posts site notices where an application is likely to have a wider impact or is in an area (eg in the countryside) where there are no immediate neighbours, but there may be public interest in the proposal.
- 9.6 More complex and contentious applications may require additional consultation arrangements depending on the nature of the particular proposal.
- 9.7 The Council's public access system for planning applications is available on the Council's web site and can be interrogated to obtain details of current planning applications. This is available by individual property or by weekly list.
- 9.8 Plans are available to view at the Council offices in Coalville, between the hours of 8.45am and 5.00pm Monday to Friday. Plans are sent to Parish Councils as part of the consultation exercise and those neighbours notified of

applications are advised that they can, by prior arrangement with the Parish Clerk, view the plans at the Parish Council offices. Consideration is being given to arrangements for application plans to be viewed on-line.

### **Amended Plans**

- 9.9 Following submission of a planning application, negotiations often take place between planning officers and developers and their agents to seek amendments to a submitted scheme. In most cases, upon receipt of amended plans, the Council will re-notify neighbours, Parish Councils and statutory consultees to seek their views on the amendments. In view of the tight time scales to determine planning applications the re-notification time is set at 14 days. Very minor alterations to plans will not normally be the subject of re-notification.

### **Applications to be Considered by the Planning and Environment Group**

- 9.10 Some 90% of planning applications are determined under delegated powers by authorised officers of the Council. Most major and/or controversial applications are reported to the Planning and Environment Group for decision by Members of the Council. If an application is to be determined in this way the Council will inform the applicant/agent and anyone who has submitted comments on a particular application (including the Parish Council) of the date of the meeting and their right to speak at the meeting. There is a right for one objector or supporter, the applicant or agent and a Parish Council representative to speak at the Planning and Environment Group. Each speaker has no more than three minutes. A guidance note is sent to all interested parties advising of the procedure and issues which are planning related and those which are not. The guidance notes are available from the Planning reception or can be downloaded from the Council's web site.
- 9.11 Planning and Environment Group reports are available in hard copy and on the Council's web site on the Wednesday preceding the meeting of the Planning and Environment Group, ie seven days prior to the meeting.

### **Notification of Decisions**

- 9.12 Anyone who submitted comments in respect of a particular planning application is notified of the decision. Parish Councils are sent a copy of the decision notice. When the Council's web site is fully developed, decision notices will be available there. At present whilst decision notices cannot be viewed, the decision is available on the Council's web site.
- 9.13 In addition to the statutory site notices and press notices, details of major applications will be published on the Council's website following the introduction of a document management system which will allow plans to be viewed on-line. In addition the Council will strongly encourage applicants to arrange a public meeting or exhibition before an application is submitted to allow the local community to be more fully informed prior to submission. Applicants will also be encouraged to submit a brief statement outlining how the results of the pre-application consultation have been taken into account in the final application. The results of any such consultation will be reported and taken into account in decisions made by, or on behalf of, the Council.
- 9.14 Bodies such as Natural England will be allowed a longer period of time to

comment on applications where this is prescribed by legislation.

## **10. MONITORING**

- 10.1 The Statement of Community Involvement will be kept under review and its effectiveness and relevance will be monitored as part of the Council's Annual Monitoring Review.
- 10.2 Any revision of the Statement of Community Involvement will follow the same procedures as are laid down for this first document.
- 10.3 Regard will also be had to changes in circumstances (eg population), legislation, and policy (in particular national planning policy) and to emerging best practice in relation to nature and scope of consultation arrangements with a view to the need to review the SCI.

## APPENDIX 1

### GLOSSARY

<b>Annual Monitoring Report (AMR):</b>	Part of the <i>Local Development Framework</i> , the Annual Monitoring Report will assess the implementation of the <i>Local Development Scheme</i> and the extent to which policies in <i>Local Development Documents</i> are being successfully implemented.
<b>Community Strategy:</b>	Local authorities are required under the Local Government Act 2000 to prepare these, with aim of improving the social, environmental and economic well being of their areas. Through the Community Strategy, authorities are expected to co-ordinate the actions of local public, private, voluntary and community sectors. Responsibility for producing Community Strategies may be passed to Local Strategic Partnerships, which include local authority representatives.
<b>Core Strategy:</b>	Sets out the long-term spatial vision for the local planning authority's area, the spatial objectives and strategic policies to deliver that vision. The Core Strategy will have the status of a <i>Development Plan Document</i> .
<b>Development control policies:</b>	These will be a suite of criteria-based policies which are required to ensure that all development within the areas meets the spatial vision and spatial objectives set out in the <i>Core Strategy</i> . They may be included in any <i>Development Plan Document</i> or may form a standalone document.
<b>Development Plan:</b>	As set out in Section 38(6) of the Act, an authority's Development Plan consists of the relevant <i>Regional Spatial Strategy</i> and the <i>Development Plan Documents</i> contained within its <i>Local Development Framework</i> .
<b>Development Plan Document (DPD):</b>	Spatial planning documents that are subject to independent examination, and together with the relevant <i>Regional Spatial Strategy</i> , will form the <i>Development Plan</i> for a local authority area. They can include a <i>Core Strategy</i> , <i>Site Specific Allocations</i> of land, and other Development Plan Documents, such as generic <i>development control policies</i> . They will all be shown geographically on an adopted <i>Proposals Map</i> . Individual Development Plan Documents or parts of a document can be reviewed independently from other Development Plan Documents. Each authority must set out the programme for preparing its <i>Development Plan Documents</i> in the <i>Local Development Scheme</i> .
<b>Examination</b>	The purpose of the Examination is to consider if the development plan is sound. The majority of representations made at Examination will usually be 'written representations'. However, in some instances a <i>Planning Inspector</i> may allow representations to be examined by way of oral hearings, for example round table discussions, informal hearing sessions and formal hearing sessions.
<b>Local Development Document (LDD):</b>	The collective term covering <i>Development Plan Documents</i> , <i>Supplementary Planning Documents</i> and the <i>Statement of Community Involvement</i> .
<b>Local Development Framework (LDF):</b>	The name for the portfolio of <i>Local Development Documents</i> . It consists of <i>Development Plan Documents</i> , <i>Supplementary Planning Documents</i> , a <i>Statement of Community Involvement</i> , the <i>Local</i>

*Development Scheme and Annual Monitoring Reports*. Together these documents will provide the framework for delivering the spatial planning strategy for a local authority area and may also include Local Development Orders and Simplified Planning Zones.

<b>Local Development Scheme (LDS):</b>	Sets out the Council's programme for preparing <i>Local Development Documents</i> . All authorities must submit a Scheme to the Secretary of State for approval within six months of commencement of the Planning & Compulsory Purchase Act 2004.
<b>Planning Inspector</b>	A Planning Inspector is a person appointed on behalf the Planning Inspectorate (itself an executive agency of Government) to conduct the <i>Examination</i> , oversee and to carry out site visits, and consider both written and oral evidence in order to reach a reasoned decision on the soundness of proposed <i>Development Plan Documents</i> .
<b>Proposals Map:</b>	The adopted Proposals Map illustrates on a base map (reproduced from, or based upon a map base to a registered scale) all the policies contained in <i>Development Plan Documents</i> , together with any saved policies. It must be revised as each new <i>Development Plan Document</i> is adopted, and it should always reflect the up-to-date planning strategy for the area. Proposals for changes to the adopted Proposals Map accompany submitted <i>Development Plan Documents</i> in the form of a submission Proposals Map.
<b>Regional Planning Guidance (RPG):</b>	Existing regional guidance that sets out regional planning policies that may be used as a material consideration in the preparation of <i>Development Plan Documents</i> .
<b>Regional Spatial Strategy (RSS):</b>	Sets out the region's policies in relation to the development and use of land and forms part of the <i>Development Plan</i> for local planning authorities. The <i>Core Strategy Development Plan Document</i> must conform with the Regional Spatial Strategy.
<b>Site specific allocations:</b>	Allocations of areas of land for specific purposes (eg housing or employment land) or for mixed uses or development to be contained in <i>Development Plan Documents</i> . Policies will identify any specific requirements for individual proposals.
<b>Statement of Community Involvement (SCI):</b>	Sets out the standards which authorities will achieve with regard to involving local communities in the preparation of <i>Local Development Documents</i> and development control decisions. The Statement of Community Involvement is not a <i>Development Plan Document</i> but is subject to independent examination.
<b>Supplementary Planning Document (SPD):</b>	Provides supplementary information in respect of the policies in <i>Development Plan Documents</i> . They do not form part of the <i>Development Plan</i> and are not subject to an independent examination.
<b>Supplementary Planning Guidance (SPG):</b>	Supplementary Planning Guidance did not form part of the Development plan, but could be a material consideration in deciding planning applications. To carry weight it had to be the subject of proper consultation and a Council resolution. It will be superseded by <i>Supplementary Planning Documents</i> under the new system.
<b>Strategic Environmental Assessment (SEA):</b>	A generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.



**Sustainability Appraisal (SA):** A tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors) and required in the Act to be undertaken for all local development documents. Sustainability Appraisal will be undertaken alongside *Strategic Environmental Assessment*.

## APPENDIX 2

### HARD TO REACH GROUPS

North West Leicestershire District Council has identified a number of Hard To Reach groups. These are set out below:

<b>Hard to Reach Groups</b>	<b>Approach for Proactive Engagement</b>
Ethnic Minority Groups	BME Groups are often under represented in the planning process. It is important that the SCI meets the requirements of these groups by being in accordance with the Race Relations (amendments) Act 2000. All documents produced from the Council will be made available in alternative languages where these are requested. Information on the availability of alternative formats can be obtained from the District Council.
Faith Groups	Faith groups are also underrepresented in the planning process. In particular groups that are unable to use electronic media may be particularly hard to reach. The Council will make all consultation documents available in 'hard copy' in order to ensure that such groups are not excluded from the consultation process.
Young People	The District Council will seek to engage young people through local schools and the Youth Council. Existing Youth Groups such as the Scouts Council and Guide Association will also be contacted.
Elderly People	Elderly people are often perceived as hard to reach because of difficulties in gaining access to information. Elderly individuals can feel isolated and excluded from the community around them. Organisations which represent older people such as Help the Aged and Age Concern will be informed by direct mail at all stages of consultation of the LDF.
Transient Populations eg new residents, students, commuters, Gypsies/travellers.	There are several Gypsy and Traveller sites within the District and it is important that those resident on the sites and those who seek to transit accommodation in the District are involved both in the LDF process and production of the SCI Gypsies and Travellers can be a very difficult to reach group. In order to involve this group as much as possible existing contacts (including Leicestershire County Council's Gypsy Liaison officer) and representative organisation (Such as the Gypsy Council) will be contacted, as well as direct contact where this is possible.
People with Disabilities	Again it is recognised that people with disabilities are underrepresented in the planning process. It is important that this SCI meets the requirements of these groups and is in accordance with the Disability Discrimination Act (DDA) 1995, as amended. All LDF consultation documents will be made available in Braille. In addition consultation documents will be made available in electronic formats that can be read aloud by most home computers. Representatives from the North West Leicestershire Panel of Opportunities for people with disabilities Group have been added to the Council's Consultee Database. There is a learning disability locality planning group with a housing sub-group with representation from NWLDC housing service. The locality planning group may need to be consulted in the case of people with learning disabilities.

## **APPENDIX 3**

### **STATUTORY CONSULTEES**

The following bodies are specific consultation bodies and must be consulted in accordance with the Town and Country Planning (Local Development) (England) Regulations, 2004:

- (a) The Regional Assembly for the East Midlands Region;
- (b) Adjoining local or other relevant authorities and Leicestershire County Council;
- (c) The Countryside Agency;
- (d) The Environment Agency;
- (e) Highways Agency;
- (f) The Historic Buildings and Monuments Commission for England (English Heritage);
- (g) English Nature;
- (h) East Midlands Regional Development Agency (EMDA);
- (i) Advantage West Midlands;
- (j) Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3)(a) of the Communications Act 2003;
- (k) Any person who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority; and
- (l) Any of the bodies from the following list who are exercising functions in any part of the area of the local planning authority:
  - i. Strategic Health Authority;
  - ii. Person to whom a licence has been granted under Section 7(2) of the Gas Act 1986;
  - iii. Sewage undertaker; and
  - iv. Water undertaker.

This list relates to successor bodies where re-organisations occur.

## NON STATUTORY CONSULTTEES

- Age Concern
- Ancient Monuments Society
- Ashby Chamber of Trade
- Ashby Woulds Forum
- British Waterways
- Campaign for the Protection of Rural England and other environmental groups
- Church Commissioners for England
- Civic societies and local residents associations
- Civil Aviation Authority
- Coal Authority
- Commission for Architecture and the Built Environment
- Commission for Racial Equality
- Community Appraisal Groups
- Confederation of British Industry
- Council for British Archaeology
- Country Land and Business Association
- Crown Estate
- Disability Rights Commission
- East Midlands Airport
- East Midlands Tourist Board
- Equal Opportunities Commission
- Federation of Small Businesses
- Freight Transport Association
- Garden History Society
- Gypsy Council
- Health and Safety Executive
- Housing Corporation
- Historic period societies (eg Georgian Society)
- Home Builders Federation
- Learning and Skills Council
- Leicestershire Chamber of Commerce
- Leicestershire Constabulary
- Leicestershire Fire and Rescue Services
- Leicestershire Wildlife Trust
- National Farmers Union
- National Forest Company
- National Playing Fields Association
- National Trust
- Network Gold
- Network Rail
- North West Leicestershire Partnership for Safer Communities
- Parish Councils and Meetings in North West Leicestershire
- Parish Plan groups
- Primary Care Trusts
- Relevant bus companies
- Relevant train operating companies
- Royal Society for the Protection of Birds
- Rural Community Council
- Sport England (East Midlands Region)
- SUSTRANS

- Volunteer bureaux
- Woodland Trust

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**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**LOCAL PLAN ADVISORY COMMITTEE – 29 APRIL 2014**

Title of report	<b>STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT</b>
Contacts	<p>Councillor Trevor Pendleton 01509 569746 <a href="mailto:trevor.pendleton@nwleicestershire.gov.uk">trevor.pendleton@nwleicestershire.gov.uk</a></p> <p>Director of Services 01530 454555 <a href="mailto:steve.bambrick@nwleicestershire.gov.uk">steve.bambrick@nwleicestershire.gov.uk</a></p> <p>Head of Regeneration and Planning 01530 454782 <a href="mailto:david.hughes@nwleicestershire.gov.uk">david.hughes@nwleicestershire.gov.uk</a></p> <p>Planning Policy and Business Focus Team Manager 01530 454677 <a href="mailto:ian.nelson@nwleicestershire.gov.uk">ian.nelson@nwleicestershire.gov.uk</a></p>
Purpose of report	To outline for members the key findings from the latest Strategic Housing Land Availability Assessment
Council Priorities	<p>Value for Money Business and Jobs Homes and Communities Green Footprints Challenge</p>
Implications:	
Financial/Staff	The cost of producing the SHLAA is officer time which is met within existing budgets.
Link to relevant CAT	None
Risk Management	The SHLAA is a vital component of the evidence base to support the new Local Plan and a failure to produce it would increase the risk that the Local Plan would be found unsound. A joint methodology has been agreed with the other Leicestershire authorities to try and ensure that a consistent approach is taken across the Housing Market Area.
Equalities Impact Assessment	None
Human Rights	None

Transformational Government	Not applicable
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	On the advice of external solicitors, the report is satisfactory.
Consultees	Various estate agents, planning consultants, commercial property agents, landowners, developers and other stakeholders including Parish and Town Councils were consulted in respect of the identification of potential sites. Leicestershire County Council consulted to provide specialist highways and ecological input in respect of assessment of potential sites.
Background papers	<p>National Planning Policy Framework which can be found at <a href="http://www.gov.uk/government/publications?topics%5B%5D=planning-and-building">www.gov.uk/government/publications?topics%5B%5D=planning-and-building</a></p> <p>National Planning Practice Guidance which can be found at <a href="http://planningguidance.planningportal.gov.uk/blog/guidance/local-plans/">http://planningguidance.planningportal.gov.uk/blog/guidance/local-plans/</a></p> <p>Previous versions of the SHLAA which can be viewed at <a href="http://www.nwleics.gov.uk/pages/strategic_housing_land_availability_assessment">http://www.nwleics.gov.uk/pages/strategic_housing_land_availability_assessment</a></p>
Recommendations	<b>THAT THE STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT BE APPROVED FOR PUBLICATION.</b>

## 1. WHAT IS THE SHLAA?

- 1.1 In accordance with the National Planning Policy Framework (NPPF), Local Planning Authorities are required to carry out a Strategic Housing Land Availability Assessment (SHLAA), in order to identify potential future sources of land for housing.
- 1.2 The SHLAA gathers together information on potential sites for housing development and assess their suitability. The sites assessed as part of the SHLAA range from those with planning permission to those which have been proposed on a speculative basis by land owners, developers or the public for future consideration. The SHLAA also includes Council owned land and potential land which has been identified by officers during the survey work.



- 1.3 The SHLAA informs the Council as to whether there is an adequate supply of land across the District for new homes and provides a pool of sites from which new allocations can be made as part of the new Local Plan.
- 1.4 **It is important to note that the SHLAA is not a policy document it is a technical document concerning potential capacity; it does not make decisions or recommendations on which sites should be allocated for development or granted planning permission.** It is however a key piece of the evidence base which will inform the strategic and site specific elements of the Local Plan.

## **2. PREVIOUS SHLAAs**

- 2.1 The first SHLAA was published in 2009 this was updated and subsequent SHLAAs were published in 2010 and 2011. Each time the SHLAA is updated the Council invites landowners, developers and local people to submit sites for consideration as part of a 'Call for Sites exercise'.
- 2.2 A review of the 2011 SHLAA has now been completed. This review both updates all the site assessments in the 2011 SHLAA as well as assessing approximately 40 new sites. These new sites have come from a variety of sources including:
- Sites submitted by landowners since the cut off date for inclusion in the 2011 SHLAA
  - Sites suggested by the general public;
  - New sites which have gained planning permission;
  - Sites added as a result of removing the site size threshold (previous SHLAA's had only considered sites capable of accommodating 10 or more dwellings)

## **3. SHLAA AND THE PLANNING PROCESS**

- 3.1 The allocation of housing land must be based upon a strong evidence base. The SHLAA will provide this evidence.
- 3.2 The inclusion of a site in the SHLAA does not provide any indication of the Council's view of its acceptability for future development. Sites considered in the study have been assessed against current local policy constraints some of which would currently prevent their development for new homes but which in the longer term may not represent a constraint. For example, land currently identified as countryside or subject to another restrictive designation may or may not be carried forward in to the new Local Plan. Therefore, such policy constraints are not viewed as a constraint to the inclusion of a site in the SHLAA at this stage.
- 3.3 The decisions on whether a site will be allocated for future residential development will be taken through the Local Plan process which will be subject to several stages of production and public consultation.

#### **4. THE SHLAA METHODOLOGY**

- 4.1 The SHLAA has been produced in line with a joint methodology prepared in partnership with the other Local Planning Authorities in the Leicester and Leicestershire Housing Market Area (HMA).
- 4.2 The joint methodology was initially produced in consultation with stakeholders and partners in 2007, these partners are identified in the methodology and include the House Builders Federation, national, regional and local house builders and developers, regional and local land owners and agents and registered social landlords.
- 4.3 The joint methodology was revised to take into account updated Government guidance and is consistent with the recently published National Planning Practice Guidance (NPPG, 2014).

#### **5. SITE ASSESSMENTS**

- 5.1 Each site submitted to the Council is assessed and based on this assessment sites are either included or excluded from the SHLAA. There are a number of instances where potential sites may be excluded from the SHLAA these include where sites relate poorly to a settlement and/or services, sites that are no longer being promoted and/or sites that are now being or have been developed. There may also be technical reasons for sites to be excluded, for example if a site was within Flood Zones 2 and 3 (areas at risk from flooding) (unless there was already an existing building on the site and re-development would not increase or make worse any flooding potential), a proposed site was an active mineral extraction site or was a designated Site of Special Scientific Interest (SSSIs (The country's very best wildlife and geological sites)).
- 5.2 All of the sites in the SHLAA have undergone a desktop review and have been visited on site by a Planning Officer. All potential SHLAA sites have been assessed against the following;
- Existing Planning Policy (Saved Local Plan Policies)
  - Accessibility
  - Ecology
  - Suitability
  - Availability
  - Achievability
- 5.3 In terms of accessibility and ecology all of the SHLAA sites assessed have been subject to consultation with Leicestershire County Council Highways Department and the Historic and Natural Environment Department.
- 5.4 It should be noted that the Highways comments were based upon a desktop exercise and are designed to assist with the assessment of SHLAA sites and are not meant to be binding/definitive.
- 5.5 The NPPG advises that *“An assessment of land availability identifies a future supply of land which is suitable, available and achievable for housing [and economic development*

*uses] over the plan period". It is important therefore that the assessment of sites considers the suitability, availability and achievability on a consistent basis.*

- 5.6 Suitability considers whether the site is located within an area which is consistent with the saved local plan policies on sustainable locations of development and the physical constraints which would prevent housing development being provided.
- 5.7 In regards to availability a site is considered available if it is controlled or owned by a housing developer/s, who has expressed an intention to develop, or a land owner/s that has expressed an intention to sell; and there are no ownership issues which could prevent housing development being delivered at some point.
- 5.8 In terms of achieveability a site is considered achievable where there is a reasonable prospect that the particular type of development will be developed on the site at a particular point in time. Achievability is essentially a judgement about the economic viability of a site, and the capacity of the developer to complete and let or sell the development over a certain period.

## **6. THE SHLAA FINDINGS**

- 6.1 A total of 233 sites have been assessed, with 166 of these sites included in the SHLAA. It is estimated that the 166 included sites could potentially provide 23,940 dwellings. However, this includes sites which currently either have planning permission or a resolution to approve. These equate to about 3,200 dwellings meaning that the capacity on new sites is about 20,700. Such a level of potential development is likely to be well in excess of the requirements that the Local Plan will need to provide for. This means when the Council is allocating sites it will have a wide choice of potential sites to choose from.
- 6.2 The included sites have been considered in terms of their likely timeframe for development. This refers to the most likely timeframe in which a site will be completed for residential development and is dependent on whether the site has planning permission and if there are any ownership or physical constraints.
- 6.3 Each site has been classified based on their ability to come forward;
- Within 1-5 years
  - Within 6-10 years
  - Within 11-15 years
  - 16+ years
- 6.4 Sites with planning permission will be considered deliverable and will be placed within the 0-5 year timeframe for development until the permission expires, unless there is clear evidence that schemes will not be implemented within the first five years. The remainder of the sites are placed in the most likely timeframe based on their suitability, achievability and availability.
- 6.5 Appendix A of this report includes a breakdown of these figures by settlement and their potential possible timeframe for development. Appendix B sets out a schedule of individual sites by settlement and an indication as to the potential timeframe for development.

- 6.6 In terms of the sites included in the SHLAA the largest number of potential dwellings are located in the Coalville Urban Area with the second highest number in Ashby after which Measham has the third highest and then Ibstock, Castle Donington and Kegworth respectively. This distribution reflects in general terms what would be expected having regard to the role that these settlements play in the hierarchy of settlements.
- 6.7 Of the smaller settlements Ravenstone, Heather, Appleby Magna and Albert Village have relatively high numbers of potential dwellings identified in the SHLAA.
- 6.8 It should be noted that there are about 7,500 dwellings that are located within the area of the river Mease SAC. In reality it is unlikely that this amount of development (all other considerations aside) would be appropriate due to the likely adverse impacts upon the SAC. However, the exact capacity over the next twenty years is not clear at this time. In these circumstances it would not be possible to determine whether one site should be included at the expense of another. Therefore, for the purpose of the SHLAA all sites have been included (unless there is any known site specific issue which warrant a site's exclusion).
- 6.9 There are also some highway capacity issues affecting junction 13 of the A42 which could potentially affect the deliverability of some development in not only Ashby de la Zouch but also other settlements which feed in to this junction, including the Coalville Urban Area. . As with the river Mease SAC it would not be appropriate to include one site at the expense of another and so all sites are included.
- 6.10 As a result of these two issues in reality the total capacity on new sites will be less than the 20,700 referred to previously.
- 6.11 As previously noted some sites have been excluded. In total some 67 sites (equating to 4,000 dwellings) have been excluded from the SHLAA.

## **7. NEXT STEPS**

- 7.1 The SHLAA is not a once only document but is an ongoing process. Over time new sites will come forward for consideration whilst others will be removed (i.e. if they are developed). Therefore, it will be necessary to ensure that the SHLAA is kept up to date as it will be a key evidence document in the preparation of the Local Plan and assisting with identifying potential housing allocations as the SHLAA provides a 'pool' of potential sites from which the Council can choose.
- 7.2 The NPPG expects that the SHLAA will be updated annually. Therefore, an update of the SHLAA will be undertaken in the autumn. This will then able the most up-to-date information to be used to inform the new Local Plan

## APPENDIX A

### Included Sites - Settlement Capacity

PLEASE NOTE THAT OF THE 23,940 DWELLINGS IDENTIFIED 3,240 DWELLINGS ALREADY HAVE PLANNING PERMISSION OR A RESOLUTION TO GRANT PLANNING PERMISSION (TOTAL NUMBER OF SHLAA SITES WITH NO PLANNING PERMISSIONS EQUATES TO 20,700 DWELLINGS).

SETTLEMENT	Settlement Capacity	Periods and Build Rates			
		1 to 5	6 to 10	11 to 15	16+
ALBERT VILLAGE	308	8	150	150	0
APPLEBY MAGNA					
ASHBY DE LA ZOUCH	4,576	87	2,304	1,335	850
BATTRAM	0				
BELTON	0				
BLACKFORDBY	124	0	124	0	0
BREEDON ON THE HILL	43	23	20	0	0
CASTLE DONINGTON	1,095	1	540	554	0
CHILCOTE	0				
COALVILLE	6,869	783	1,242	499	4,345
COLEORTON / GRIFFYDAM / NEWBOLD / PEGGS GREEN	272	7	67	198	0
DONINGTON LE HEATH	432	14	205	213	
DISEWORTH	24	0	10	14	0
DONISTHORPE	292	11	211	70	0
ELLISTOWN	0				
HEATHER	503	0	0	503	0
HEMINGTON	0				
IBSTOCK	1,530	221	278	572	459
KEGWORTH	780	110	483	187	0
LOCKINGTON	0				
LONG WHATTON	0				
LOUNT	0				
MEASHAM	2,042	0	402	692	948
MOIRA	200	99	66	35	0
NEW PACKINGTON	170	0	0	170	0
NEWTON BURGOLAND	0				
NORRIS HILL	0				
OAKTHORPE	0				
OSGATHORPE	1	0	1	0	0
PACKINGTON	5	0	5	0	0
RAVENSTONE	633	9	276	348	0
SINOPE	0				
SNARESTONE	0				
SPRING COTTAGE	0				
SWANNINGTON	181	0	153	18	10
SWEPSTONE	0				

THRINGSTONE	147		147		
TONGE	0				
WHITWICK	3,092		87	2,457	548
WILSON	0				
WOODVILLE	190	190	0	0	0
WORTHINGTON	24	12	12	0	0
<b>Totals</b>	<b>23,940</b>	<b>1,583</b>	<b>7,182</b>	<b>8,015</b>	<b>7,160</b>

\* The Coalville Urban Area includes Coalville Town, Donington le Heath, Greenhill, Hugglescote, Thringstone and Whitwick. The settlement Capacity for the Coalville Urban Area is 10,540 dwellings. With 797 dwellings in years 1-5, 1,681 in years 6-10, 3,169 in years 11-15 and 4,893 in years 16+.

**The inclusion of sites in the SHLAA does not mean they will be developed. The SHLAA is not a policy document it is a technical document concerning potential capacity; it does not make decisions or recommendations on which sites should be allocated for development or granted planning permission.**

APPENDIX B

**Schedule of Included Sites**

(P) - Denotes those sites with planning permission or a resolution to grant planning permission

INCLUDED SITES SCHEDULE							
Code	Address	Hectares	Site Capacity	Periods and Build Rates			
				1 to 5	6 to 10	11 to 15	16+
<b>ALBERT VILLAGE</b>							
AV1	Main Street / Occupation Road, Albert Village	14.84	300		150	150	
AV2	Occupation Road, Albert Village	0.22	8	8			
<b>APPLEBY MAGNA</b>							
Ap1	West of Measham Road, Appleby Magna	4.07	73		73		
Ap2	Measham Road, Appleby Magna (P)	0.37	8	8			
Ap3	Church Street, Appleby Magna	4.20	26		26		
Ap5	Off Top Street, Appleby Magna	1.07	32		32		
Ap6	Rear of Didcott Way, Appleby Magna	2.52	60		60		
Ap7	Land north of Jubilee Business Park, Appleby Magna	3.12	93		93		
Ap9	Land east of Black Horse Hill, Appleby Magna	3.17	113		113		
Ap11	Land at Bowleys Lane, Appleby Magna	0.037	1		1		
<b>ASHBY DE LA ZOUCH</b>							
A1	Leicester Road, Ashby (PART)	5.67	101	50	51		
A3	Holywell Spring Farm, Ashby (P)	20.56	400		240	160	
A5	Money Hill, Ashby	128.56	1,600		800	800	
A7	Packington Nook, Ashby	63.35	1,100		375	375	350
A10	Prior Park Road, Ashby	0.26	8		8		
A11	Soap Factory, Smisby Road, Ashby (P)	1.7	37	37			
A14	Sports Ground, Lower Packington Road, Ashby	2.09	62		62		
A16	Land off Prestop Drive/Ingle Drive, Ashby	5.26	150		150		
A17	Land off Dents Road, Ashby	5.60	196		196		

<b>A18</b>	Land at Junction 12 of the A42, Ashby	25.10	<b>500</b>				500
<b>A19</b>	North of Moira Road, Ashby	6.12	<b>184</b>		184		
<b>A20</b>	Land east of Mill Farm, Ashby	4.70	<b>70</b>		70		
<b>A21</b>	Land east of Western Close, Ashby	0.92	<b>14</b>		14		
<b>A22</b>	Arla Dairy, Smisby Road, Ashby	5.13	<b>154</b>		154		
<b>BLACKFORDBY</b>							
<b>By2</b>	Main Street, Blackfordby	0.80	<b>24</b>		24		
<b>By3</b>	Butt Lane/West of Fenton Avenue, Blackfordby	7.40	<b>100</b>		100		
<b>BREEDON ON THE HILL</b>							
<b>Br1</b>	Rear of 27 The Crescent, Breedon on the Hill (P)	0.49	<b>14</b>	14			
<b>Br2</b>	Limes Farm, Main Street, Breedon on the Hill (P)	0.61	<b>9</b>	9			
<b>Br4</b>	Land at Breedon Priory Nursery, Breedon on the Hill	0.70	<b>20</b>		20		
<b>CASTLE DONINGTON</b>							
<b>CD2</b>	Donington Mill, Station Road, Castle Donington	0.31	<b>9</b>			9	
<b>CD4</b>	Park Lane, Castle Donington (P)	75.81	<b>895</b>		500	395	
<b>CD5</b>	Land at Duflex, Castle Donington	5.00	<b>150</b>			150	
<b>CD6</b>	Adjacent 24 Hilltop Castle Donington	0.04	<b>1</b>	1			
<b>CD7</b>	Hilltop, Castle Donington	0.20	<b>6</b>		6		
<b>CD8</b>	Land at The Spittal and Campion Hill, Castle Donington	1.35	<b>34</b>		34		
<b>COALVILLE URBAN AREA</b>							
<b>C6</b>	Land at 192 - 222 Ashby Road, Coalville	0.28	<b>8</b>		8		
<b>C8</b>	Part of Snibston Discovery Park, Coalville	0.92	<b>27</b>	27			
<b>C9</b>	Council Depot, Highfield Street, Coalville	0.52	<b>20</b>		20		
<b>C10</b>	Adjoining Stephenson College, Coalville	22.05	<b>661</b>			661	
<b>C11</b>	Enterprise House, Ashby Road, Coalville	0.57	<b>17</b>			17	
<b>C12</b>	Stevenson House, Ashby Road, Coalville	0.28	<b>14</b>	14			
<b>C15</b>	Land at Cropston Drive, Coalville	0.34	<b>10</b>		10		
<b>C16</b>	<i>See Thringstone</i>						
<b>C17</b>	<i>Western Green Wedge [part], Coalville (See C47 and C48 under Whitwick)</i>						
<b>C18</b>	<i>See Whitwick</i>						
<b>C19</b>	<i>See Whitwick</i>						



<b>C20</b>	Meadow Lane, Coalville	0.44	<b>13</b>			13	
<b>C21</b>	Bardon Road, Coalville (north)	1.04	<b>31</b>			31	
<b>C22</b>	Bardon Road, Coalville (south)	3.53	<b>90</b>	90			
<b>C23</b>	Bardon Grange, Coalville	224.00	<b>3,500</b>	205	350	350	2595
<b>C24</b>	<i>See Donington le Heath</i>						
<b>C25</b>	<i>See Donington le Heath</i>						
<b>C26</b>	<i>See Donington le Heath</i>						
<b>C27</b>	<i>See Donington le Heath</i>						
<b>C28</b>	Land at Wolsey Road, Coalville	2.06	<b>62</b>			62	
<b>C29</b>	Owen Street Allotments, Coalville (P)	5.98	<b>130</b>	130			
<b>C30</b>	North of Leicester Road, Ravenstone	22.58	<b>527</b>				527
<b>C32</b>	Land at 28 London Road, Coalville	0.31	<b>9</b>		9		
<b>C33</b>	Greenhill Farm, Coalville	7.22	<b>217</b>		217		
<b>C34</b>	York Place (Land at Agar Nook Lane), Coalville	6.13	<b>79</b>		79		
<b>C35</b>	Owen Street Industrial Estate, Coalville	4.06	<b>122</b>			122	
<b>C36</b>	Market Street / Baker Street, Coalville	3.54	<b>106</b>			106	
<b>C37</b>	Scotlands Industrial Estate, Coalville	2.00	<b>60</b>			60	
<b>C38</b>	<i>See Whitwick</i>						
<b>C39</b>	Cropston Drive, Coalville	2.81	<b>84</b>		84		
<b>C40</b>	Standard Hill, Coalville (P)	19.17	<b>400</b>	175	225		
<b>C42</b>	<i>See Thringstone</i>						
<b>C43</b>	<i>See Donington le Heath</i>						
<b>C44</b>	<i>See Whitwick</i>						
<b>C45</b>	<i>See Whitwick</i>						
<b>C46</b>	Broom Leys Farm, Coalville	14.15	<b>300</b>			300	
<b>C47</b>	<i>See Whitwick</i>						
<b>C48</b>	<i>See Whitwick</i>						
<b>C49</b>	St James Vicarage Church & Church Hall, Highfields St	0.37	<b>11</b>		11		
<b>C50</b>	North of Standard Hill, Coalville	3.60	<b>65</b>		65		
<b>C51</b>	Land rear of 138-142 Bardon Road (P)	6.18	<b>135</b>	135			
<b>C52</b>	Snibston Golf Range, Coalville	7.00	<b>130</b>		130		
<b>C53</b>	The Old Foundry Bridge Street/Scotland Road, Coalville	0.288	<b>9</b>		9		
<b>C54</b>	Land at North Avenue, Coalville	0.22	<b>7</b>	7			
<b>C55</b>	<i>See Thringstone</i>						
<b>C56</b>	Snibston Coach Park Chiswell Drive, Coalville	0.82	<b>25</b>		25		

<b>COLEORTON / GRIFFYDAM / NEWBOLD / PEGGS GREEN</b>							
<b>Cn2</b>	Land at 68 Loughborough Road, Peggs Green	0.22	<b>7</b>	7			
<b>Cn6</b>	Worthington Lane, Newbold	6.61	<b>198</b>			198	
<b>Cn13</b>	Land off Loughborough Road, Coleorton	2.23	<b>67</b>		67		
<b>DISEWORTH</b>							
<b>Dw1</b>	Former Bull & Swan PH, Grimes Gate, Diseworth	0.33	<b>10</b>		10		
<b>Dw2</b>	Old Hall Farm, Grimes Gate, Diseworth	0.47	<b>14</b>			14	
<b>DONINGTON LE HEATH</b>							
<b>C24</b>	The Farm, Manor Road, Donington le Heath (P)	0.73	<b>14</b>	14			
<b>C25</b>	Farm Lane / Towns End Lane, Donington le Heath	0.57	<b>17</b>		17		
<b>C26</b>	Berry Hill Lane, Donington le Heath (west)	5.58	<b>167</b>			167	
<b>C27</b>	Berry Hill Lane, Donington le Heath (east)	8.95	<b>188</b>		188		
<b>C43</b>	Old Hill Allotments, Donington le Heath	1.53	<b>46</b>			46	
<b>DONISTHORPE</b>							
<b>D1</b>	Moira Road, Donisthorpe	0.24	<b>18</b>		18		
<b>D2</b>	Chapel Street, Donisthorpe	10.59	<b>35</b>		35		
<b>D3</b>	Hill Street, Donisthorpe	0.23	<b>7</b>	7			
<b>D4</b>	Donisthorpe Lane, Moira	0.74	<b>22</b>		22		
<b>D5</b>	Acresford Road, Donisthorpe	4.53	<b>136</b>		136		
<b>D6</b>	Measham Road, Donisthorpe	1.08	<b>32</b>			32	
<b>D7</b>	Donisthorpe Church Hall, Donisthorpe	0.12	<b>4</b>	4			
<b>D8</b>	Land off Ramscliffe Avenue, Donisthorpe	1.28	<b>38</b>			38	
<b>HEATHER</b>							
<b>H1</b>	Newton Road, Heather	3.41	<b>60</b>			60	
<b>H2</b>	Sweepstone Road, Heather	5.18	<b>155</b>			155	
<b>H3</b>	Adjacent Sparkenhoe Estate, Heather	6.33	<b>190</b>			190	
<b>H4</b>	Coalfield West, Heather	1.87	<b>56</b>			56	
<b>H5</b>	Newton Road (rear of Mill Lane), Heather	1.41	<b>42</b>			42	
<b>IBSTOCK</b>							
<b>Ib1</b>	Land off High Street, Ibstock	0.99	<b>30</b>	30			
<b>Ib2</b>	Poplar Farm, High Street, Ibstock	0.26	<b>8</b>		8		

<b>lb5</b>	Land at 2 - 4 Ravenstone Road, Ibstock	0.06	<b>2</b>		2		
<b>lb7</b>	Ravenstone Road / Melbourne Road, Ibstock	3.63	<b>109</b>		109		
<b>lb8</b>	Leicester Road, Ibstock	0.98	<b>29</b>			29	
<b>lb10</b>	Rear of Leicester Road, Ibstock	8.30	<b>230</b>			230	
<b>lb12</b>	High Street, Ibstock	0.16	<b>5</b>		5		
<b>lb14</b>	Hinckley Road, Ibstock (west)	2.08	<b>55</b>			55	
<b>lb15</b>	Station Road (Clare Farm), Ibstock	4.71	<b>142</b>		142		
<b>lb16</b>	South of Ashby Road, Ibstock (P)	8.46	<b>191</b>	191			
<b>lb18</b>	Land off Leicester Road, Ibstock	19.91	<b>597</b>			150	447
<b>lb19</b>	112 - 128 Melbourne Road, Ibstock	0.21	<b>12</b>		12		
<b>lb20</b>	Rear of 111a High Street, Ibstock	1.56	<b>47</b>			47	
<b>lb21</b>	Land at Redlands House, Leicester Road, Ibstock	2.04	<b>61</b>			61	
<b>lb22</b>	Land adjoining 8 Curzon Street, Ibstock	0.39	<b>12</b>				12
<b>KEGWORTH</b>							
<b>K1</b>	Land at 58 Station Road, Kegworth	0.21	<b>16</b>		16		
<b>K2</b>	Computer Centre, Derby Road, Kegworth	3.16	<b>95</b>		95		
<b>K5</b>	Station Road / Long Lane, Kegworth	6.22	<b>187</b>			187	
<b>K6</b>	Bridgefields, Kegworth	1.99	<b>25</b>		25		
<b>K7</b>	Ashby Road, Kegworth (P)	1.09	<b>110</b>	110			
<b>K9</b>	Brookes Machine Tools, Derby Road, Kegworth (P)	0.11	<b>16</b>		16		
<b>K10</b>	Slack and Parr, Long Lane, Kegworth	6.03	<b>181</b>		181		
<b>K11</b>	South of Derby Road, Kegworth	6.13	<b>150</b>		150		
<b>MEASHAM</b>							
<b>M1</b>	Youth Club / Land west of High Street, Measham	1.37	<b>18</b>		18		
<b>M2</b>	Land r/o 34 - 54 Chapel Street, Measham	0.77	<b>31</b>		31		
<b>M3</b>	Land off New Street, Measham	1.31	<b>19</b>		19		
<b>M4</b>	Land at Pot Kiln Farm, New Street, Measham	1.21	<b>34</b>		34		
<b>M5</b>	Ashby Road, Measham	0.40	<b>12</b>			12	
<b>M6</b>	Measham Brickworks, Atherstone Road, Measham	34.77	<b>1,043</b>			205	838
<b>M7</b>	Oaktree House, Atherstone Road, Measham	0.37	<b>11</b>		11		
<b>M9</b>	Adjacent A42 / Canal Basin, Measham (P)	18.85	<b>450</b>		225	225	
<b>M11</b>	Leicester Road / Grassy Land, Measham	12.01	<b>360</b>			250	110
<b>M12</b>	Land off Ashby Road, Measham	3.40	<b>64</b>		64		

<b>MOIRA</b>						
<b>Mo1</b>	Land at 14 Station Drive, Moira	0.38	<b>5</b>		5	
<b>Mo2</b>	Land at 6 Rawdon Road, Moira	0.65	<b>19</b>	19		
<b>Mo4</b>	Measham Road, Moira (P)	6.35	<b>80</b>	80		
<b>Mo5</b>	Pace Print Works, Measham Road, Moira	0.13	<b>4</b>		4	
<b>Mo6</b>	The Garage, Shortheath Road, Moira	0.67	<b>18</b>		18	
<b>Mo8</b>	Sweethill Lodge Farm, Ashby Road, Moira	2.30	<b>13</b>		13	
<b>Mo9</b>	Rear of 179-189 Ashby Road, moira	1.17	<b>35</b>			35
<b>Mo10</b>	Adj Fire Station Shortheath Road, Moira	0.57	<b>17</b>		17	
<b>Mo11</b>	Land to the rear of 59-63 Ashby Road, Moira	0.30	<b>9</b>		9	
<b>NEW PACKINGTON</b>						
<b>NP1</b>	Leicester Road, New Packington, Ashby	5.68	<b>170</b>			170
<b>OSGATHORPE</b>						
<b>Os2</b>	Land at 90 Main Street, Osgathorpe	0.03	<b>1</b>		1	
<b>PACKINGTON</b>						
<b>P1</b>	Land off Normanton Road, Packington	1.10	<b>5</b>		5	
<b>RAVENSTONE</b>						
<b>R1</b>	Church Lane / Wash Lane, Ravenstone	10.60	<b>318</b>			318
<b>R2</b>	Land at 32 Melbourne Road, Ravenstone	0.67	<b>20</b>		20	
<b>R3</b>	Melbourne Road, Ravenstone (P)	7.48	<b>65</b>		65	
<b>R4</b>	Heather Lane, Ravenstone (P)	2.41	<b>50</b>		20	30
<b>R5</b>	Land at 11 Fosbrooke Close, Ravenstone	1.02	<b>30</b>		30	
<b>R6</b>	Adjacent Hall Farm, Ravenstone (P)	1.13	<b>34</b>	9	25	
<b>R7</b>	Church Lane, Ravenstone	0.68	<b>20</b>		20	
<b>R8</b>	Church Lane / Main Street, Ravenstone	1.21	<b>36</b>		36	
<b>R9</b>	Land at Church Lane, Ravenstone	2.69	<b>60</b>		60	
<b>SWANNINGTON</b>						
<b>S1</b>	Swannington Recreation Ground, Swannington	0.38	<b>11</b>		11	
<b>S2</b>	Station Hill, Swannington	0.44	<b>10</b>		10	
<b>S3</b>	Land at St George's Hill, Swannington	0.48	<b>14</b>		14	
<b>S4</b>	Land at St George's Hill, Swannington	0.66	<b>20</b>		20	

<b>S5</b>	Station Hill, Swannington	1.00	<b>30</b>		30		
<b>S6</b>	Hough Hill, Swannington	0.60	<b>18</b>			18	
<b>S7</b>	Land off Clink Lane, Swannington	0.38	<b>11</b>		11		
<b>S8</b>	Site 1, South of Spring Lane, Swannington	0.86	<b>26</b>		26		
<b>S9</b>	Site 2, South of Spring Lane, Swannington	0.61	<b>18</b>		18		
<b>S10</b>	Site 3, South of Spring Lane, Swannington	0.43	<b>13</b>		13		
<b>S11</b>	Adjacent Swannington Primary School, Swannington	0.33	<b>10</b>				10
<b>THRINGSTONE</b>							
<b>C16</b>	Glebe Street, Thringstone	1.37	<b>41</b>		41		
<b>C42</b>	Fretsom's Field, Lily Bank, Thringstone	0.70	<b>21</b>		21		
<b>C55</b>	North of Thringstone	2.74	<b>85</b>		85		
<b>WHITWICK</b>							
<b>C18</b>	Land rear of Thornborough Road, Whitwick	18.60	<b>500</b>			250	250
<b>C19</b>	Stephenson Green, Whitwick	88.85	<b>1,420</b>			670	750
<b>C38</b>	Church Lane Industrial Estate, Whitwick	0.79	<b>24</b>			24	
<b>C44</b>	Church Lane, Whitwick	2.88	<b>87</b>		87		
<b>C45</b>	Thornborough Road Allotments, Whitwick	2.20	<b>66</b>			66	
<b>C47</b>	Land at Redhill Farm, New Swannington	18.26	<b>548</b>				548
<b>C48</b>	South of Church Lane, New Swannington	14.90	<b>447</b>			224	223
<b>WOODVILLE WOODLANDS</b>							
<b>Wd1</b>	Mount Pleasant Wks, Woodville Woodlands (Phase 5) (P)	5.75	<b>190</b>	190			
<b>WORTHINGTON</b>							
<b>W2</b>	Land off Manor Drive, Worthington (P)	0.46	<b>12</b>	12			
<b>W4</b>	East of Manor Drive, Worthington	0.40	<b>12</b>		12		
<b>TOTAL</b>		<b>1,176.47</b>	<b>23,940</b>	<b>1,561</b>	<b>7,204</b>	<b>8,015</b>	<b>7,160</b>
<b>TOTAL</b>				<b>23,940</b>			

**The inclusion of sites in the SHLAA does not mean they will be developed. The SHLAA is not a policy document it is a technical document concerning potential capacity; it does not make decisions or recommendations on which sites should be allocated for development or granted planning permission**