

SUMMONS TO ATTEND A MEETING OF THE
NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

Time/Date 6.30 pm on TUESDAY, 13 NOVEMBER 2018

Location Council Chamber, Council Offices, Coalville

Officer to contact Democratic Services (01530 454512)



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Chief Executive

AGENDA

Item	Pages
PRAYERS	
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
Members are reminded that any declaration of interest should be made having regard to the code of conduct. In particular, members must make clear the nature of the interest and whether it is 'pecuniary' or 'non pecuniary'.	
3. CHAIRMAN'S ANNOUNCEMENTS	
4. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS	
Members are reminded that under paragraph 11.1 of part 4 of the Constitution, questions can be asked of the Leader and Cabinet Members without notice about any matter contained in any address. Questions shall be limited to five minutes in total for each announcement.	
5. QUESTION AND ANSWER SESSION	
To receive questions from members of the public under procedure rule no.10. The procedure rule provides that members of the public may ask members of the Cabinet any question on any matter in relation to which the Council has powers or duties which affect the District, provided that three clear days' notice in writing has been given to the Head of Legal and Support Services.	

6. QUESTIONS FROM COUNCILLORS

To receive members' questions under procedure rule no.11. The procedure rule provides that any member may ask the chairman of a board or group any question on any matter in relation to which the Council has powers or duties which affect the District, provided that three clear days' notice in writing has been given to the Head of Legal and Support Services.

7. MOTIONS

To consider the following motion submitted by Councillor S Sheahan:

"Domestic abuse is one of the biggest issues in society today. The true scale of the problem is difficult to determine because a large proportion of domestic abuse goes unreported, but studies suggest around one in four women and one in five men are affected by domestic abuse in the UK every year. Tragically, two women are killed every week by their partner or ex-partner.

Many councils, including South Derbyshire DC and Hinckley & Bosworth BC, along with numerous housing providers, have signed up to the Make a Stand pledge. The pledge has been developed by the Chartered Institute of Housing in partnership with Women's Aid and the Domestic Abuse Housing Alliance.

By signing up to the Make a Stand pledge this Council would be committing to do the following by September 2019:

1. Put in place and embed a policy to support residents who are affected by domestic abuse
2. Make information about national and local domestic abuse support services available on our website and in other appropriate places so that they are easily accessible for residents and staff
3. Put in place a HR policy, or amend an existing policy, to support members of staff who may be experiencing domestic abuse
4. Appoint a champion at a senior level to own the activity we are doing to support people experiencing domestic abuse

It is proposed that this Council signs up to the Make a Stand pledge".

8. PETITIONS

To receive petitions in accordance with the Council's Petition Scheme.

9. MINUTES

To confirm the minutes of the meeting of the Council held on 11 September 2018.

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10. LEICESTER AND LEICESTERSHIRE AUTHORITIES' JOINT STRATEGIC GROWTH PLAN

Report of the Strategic Director of Place
Presented by the Regeneration and Planning Portfolio Holder

15 - 60

Item	Pages
11. PEER CHALLENGE REVIEW - PROGRESS UPDATE	
Report of the Strategic Director of Place Presented by the Regeneration and Planning Portfolio Holder	61 - 78
12. REVIEW OF THE GAMBLING ACT 2005 STATEMENT OF LICENSING POLICY	
Report of the Strategic Director of Place Presented by the Community Services Portfolio Holder	79 - 104
13. ANNUAL SCRUTINY REPORT	
Report of the Strategic Director of Housing and Customer Services Presented by the Chairman of Policy Development Group	105 - 112
14. NOTIFICATION OF AN URGENT DECISION - BUSINESS RATES RETENTION PILOT BID	
Report of the Strategic Director of Housing and Customer Services Presented by the Leader	113 - 114

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MINUTES of a meeting of the COUNCIL held in the Council Chamber, Council Offices, Coalville on TUESDAY, 11 SEPTEMBER 2018

Present: Councillor J Clarke (Chairman)

Councillors R Adams, G A Allman, R Ashman, R D Bayliss, R Blunt, R Boam, J Bridges, R Canny, N Clarke, J Cotterill, J G Coxon, D Everitt, T Eynon, F Fenning, J Geary, S Gillard, T Gillard, L Goacher, D Harrison, G Houlst, J Houlst, G Jones, J Legrys, S McKendrick, K Merrie MBE, T J Pendleton, P Purver, V Richichi, N J Rushton, A C Saffell, S Sheahan, N Smith, A V Smith MBE, M Specht, D J Stevenson and M B Wyatt

Officers: Mr J Arnold, Mrs T Bingham, Mr G Jones, Mrs M Long, Mrs M Meredith, Mrs B Smith and Miss E Warhurst

19. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R Johnson.

20. DECLARATION OF INTERESTS

In accordance with the Code of Conduct, members declared the following interests:

Item 7 – Motions

Non-pecuniary interest as members of Leicestershire County Council – Councillors R Blunt, J G Coxon, T Eynon, T Gillard, D Harrison, T J Pendleton, N J Rushton, S Sheahan and M B Wyatt

Item 11 – Review of Pensions Discretions

Non-pecuniary interest as members of the Leicestershire County Council Pension Scheme - Councillors R Adams, J G Coxon, D Everitt, J Geary, J Legrys, T J Pendleton, N J Rushton and N Smith

Non-pecuniary interest as members of GMB union - Councillors J Geary and J Legrys

Non-pecuniary interest as members of Unison - Councillors R Adams, D Everitt, and S Sheahan

Item 12 – Update on County Council's Intention to Consider Unitary Proposals and a Strategic Alliance for the East Midlands

Non-pecuniary interest as members of Leicestershire County Council – Councillors R Blunt, J G Coxon, T Eynon, T Gillard, D Harrison, T J Pendleton, N J Rushton, S Sheahan and M B Wyatt

Non-pecuniary interest due to working with other councils in Leicestershire – Councillor R Ashman

Being pre-disposed, but not pre-determined – Councillors J G Coxon, D Harrison, T J Pendleton, N J Rushton

21. CHAIRMAN'S ANNOUNCEMENTS

The Chairman referred to the numerous events he had attended recently, including Music in the Park, Picnic in the Park and Coalville by the Sea. He congratulated the staff involved in the organisation of these events.

The Chairman reminded members of the forthcoming Remembrance Day Service and events taking place on Sunday, 11 November, marking 100 years since the end of WW1.

The Chairman made reference to his recent experiences in France regarding the absence of litter and unused food from supermarkets being given to the needy.

22. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS

Councillor R Blunt announced that the council was hosting the Good Design for North West Leicestershire awards at the Radisson Blu hotel on 21 September. He added that this was a fitting venue to celebrate good design, as it was the greenest hotel in the UK. Awards would be presented to 22 schemes across Leicestershire. He urged members to attend.

Councillor R Blunt advised that the council was working closely with market traders to develop plans for the new indoor and outdoor market. He stated that he considered the current market traders to be committed entrepreneurs and he considered it the council's responsibility to find good outcomes. He highlighted the support being provided by officers for traders who wished to move into retail premises such as Mmm Bread which had recently opened on Hotel Street having had a successful market stall for a number of years. He thanked the members who had been supportive of the proposals.

Councillor R Blunt provided an update on progress with the former bus depot at Ashby Road. He advised that work was continuing and was on track to be completed by the end of the year. He looked forward to this key site being brought back into use as a classic car business.

Councillor A V Smith announced that the RSPCA had awarded the council a gold footprint award for the high quality manner in which it dealt with stray dogs. As the council had held this award for five years continuously, and in recognition of the tenth anniversary of the awards, the council had now received a platinum footprint award. This was the highest achievable accolade and recognised the initiatives that were in place to deal with stray dogs and to improve the service.

Councillor A V Smith announced that Ashby de la Zouch had been successful in its renewal accreditation for the Purple Flag in recognition of the excellent, vibrant and safe nightlife in Ashby. She stated that the award was testament to the joint partnership work on the accreditation process. A weekend of celebration would be taking place on 20 October 2018.

23. QUESTION AND ANSWER SESSION

There were no questions received.

24. QUESTIONS FROM COUNCILLORS

Councillor S Sheahan put the following question to Councillor R Blunt:

"Can the Leader set out what contingency plans the Council is preparing in the event of a no-deal Brexit?"

Councillor R Blunt gave the following response:

"I can confirm that as negotiations on the UK's future relationship with the EU progress, the Government will clarify the approach to Border Inspection Posts, and we will consider any implications for East Midlands Airport.

The Chief Executive sits on the Border Control Local Authority Steering group and is working in partnership with East Midlands airport and key stakeholders to ensure all border related changes are identified and planned for in the event of a no deal scenario.

In addition we are supporting our businesses through our business focus team to ensure that we share widely the government's recently published technical notices to business, to enable them to consider and prepare for a no deal Brexit. We are also working with the Chamber of Commerce who have developed a business Brexit checklist to help businesses consider the changes that Brexit may bring to their business.

The Corporate Risk Register will be updated over the coming weeks and will be presented to the next Audit and Governance Committee".

Councillor R Adams put the following question to Councillor R D Bayliss:

"The Portfolio holder will be aware regarding Planning Applications that in exceptional circumstances (such as site specific constraints or demonstrable viability issues) the Local Authority may accept a sum of money (referred to as a commuted sum) to make provision for affordable housing on another site(s).

Could the Portfolio holder tell me how much this Council holds in Affordable Housing Commuted Sums up to the end of August 2018 and what is the total outstanding in unpaid Affordable Housing Contributions up to the end of August 2018?"

Councillor R D Bayliss gave the following response:

"At the end of August 2018 the Council held £2,443,362.79 for affordable housing. Commuted sums have recently been used to support the Council's new build programme at Smedley Close and Staley Avenue, Ashby. We will also be looking to use commuted sums to support future phases.

Commitments have also been made to spend commuted sums on supporting the development (by east midlands homes) of 14 affordable rented homes at Scotlands Road, Coalville and 65 apartments at the district's first ever extra care scheme at Burton Road, Ashby.

In addition, there is about £1,532,000 which is attached to development which have either not started or yet to reach the necessary trigger for payment. This figure may increase as a number of agreements on sites where development has yet to start allow for the possibility of either on-site provision or an off-site commuted sum".

As a supplementary question, Councillor R Adams asked how recently the commuted sums referred to in the first paragraph of the reply had been used to support the new build programme, and how much had been spent. He also sought clarification on the trigger for payment referred to in the last paragraph.

Councillor R D Bayliss agreed to provide a response after the meeting.

Councillor A C Saffell put the following question to Councillor T J Pendleton:

"NWLDC are responsible for making sure that the East Midlands Gateway Planning Permission is carried out satisfactorily in conjunction with the Highway Authority. There is quite obviously something disastrously wrong with the way this is being implemented. Please see the attached shot taken from Google Maps Traffic at 16.50 on a typical weekday, you will see that most of the roads are coloured red meaning that either the traffic is stationary or moving very slowly i.e. walking pace. This situation applies most of the daylight hours and is even worse at peak times. This is having a serious impact on

local businesses for a number of reasons including staff unable to get to work, deliveries not arriving and sales stock unable to be delivered. This all massively increases costs for local businesses to the point of strangulation. We are therefore generating jobs for the region at the expense of local jobs.

The area is being strangled by all the traffic chaos. There have also been many "accidents" caused by frustrated drivers taking risks. Not to mention all the pollution caused by so much congestion. Our AQMA (Bondgate) must by now be way over the European safety limits and is where many of our school children have to walk daily on their way to and from school.

Someone must take responsibility for this disaster.

I ask the portfolio holder, is the development order being implemented correctly, and if not, are there problems with the development order?"

Councillor T J Pendleton gave the following response:

"Officers have discussed the traffic problems raised with Leicestershire County Council (responsible for the highway network) and updates from the County are included within my response.

In summary, the significant infrastructure projects near to Castle Donington and ongoing Smart motorways project being delivered by Highways England have both contributed to increased pressure on local roads. The County has been engaging with Highways England although has limited ability to influence their works and the resulting traffic through Castle Donington, which is seeking to avoid incidents and delays on the trunk road network.

I fully appreciate the impact of development on the residents for Castle Donington and both the District and County Council will continue to use their influence to mitigate as best as possible the overwhelming impacts for the last year and the road network, which at times has not coped. A summary of the key issues raised and the current situation which is improving is set out below.

Bondgate Traffic Signals and Castle Donington Village

Changes have been made to Bondgate traffic signals following consultation with Castle Donington Parish Council and other local representatives. One of the main issues raised by all parties was the blocking back through the junction and the safety of the pedestrians especially the school children. It was made clear by the Highway Authority that the proposals would have a slightly detrimental effect on the side road. This was a compromise to ensure the safety of the pedestrians. The County Council can adjust the times on the main road to the detriment of the side roads and vice versa or revert back to the previous staging but as previously advised there is too much traffic trying to traverse through this junction and at this point.

I can also confirm from discussions with the County Council that whilst there have been four personal injury accidents recorded on Bond Gate within the past five years, none of these accidents have been attributable to HGV's, which is a good indication that drivers are aware of the prevailing conditions and are driving accordingly.

The traffic management arrangements in place have also caused some difficulties with satellite navigation systems erroneously guiding drivers through Castle Donington. The Police are aware of this matter and where resources permit have tasked officers to pay additional attention to drivers violating the existing weight restrictions. The contractors delivering the highway schemes have also agreed to provide additional signage advising

of the satellite navigation error and re-enforcing the message regarding 'No HGV access through Castle Donington'.

M1 Smart Motorway

The M1 smart motorway works are due to finish at the end of 2018, so there are approximately 4 months left to go. Delays have reduced considerably north bound since the opening of the A453/A50 J24 dedicated slip road and the new M1 southbound slip road opened at the end of July ending the long delays that traffic has experienced on the A50 and diverting through Castle Donington. However, if a vehicle breaks down or there is an accident delays still occur, but on the whole the situation is much better now.

Castle Donington Relief Road

Work on the new relief road has now started and the Developer has confirmed that this will be completed within 12 months. A draft project plan has been prepared and the Contractor has confirmed a willingness to keep the Parish Council and Ward Members updated on the work.

Air Quality

The exceedance of the Nitrogen Dioxide level (primarily from vehicle emissions) means that this area has already been declared an Air Quality Management Area (AQMA Bondgate). As a result of the declaration a management plan is in place to ensure a reduction in these levels is achieved.

Therefore as this is a declared AQMA, ongoing monitoring continues by the District Council to ascertain the annual levels. The European legislation is also clear that changes as a result of temporary road works have to be discounted even when the construction works are of a substantive nature. It also provides definitions for the annual mean Air Quality Order which sets out that short term exposure whilst walking to work or school cannot be considered.

The Castle Donington relief road described above is a key initiative for Castle Donington, which in turn should encourage non village traffic onto the relief road to improve the air quality. The District Council will continue to monitor the air quality levels and review the need for the AQMA based on the data recorded.

Development Order

The responsibility of ensuring that the off-site highway works approved as part of the East Midlands Gateway Strategic Rail Freight Interchange lies with both Highways England for the M1, A50 and A453 and Leicestershire County Council for the A6 and Kegworth by pass. Officers have contacted both organisations to seek clarification that they are satisfied that the works approved as part of this National Strategic Infrastructure Project are being carried out in accordance with the approved details so that the impacts on the local highway network will be acceptable once the development is completed. A further update will be provided to you once this is received".

Councillor A C Saffell felt that a lot of issues had been glossed over, the whole area had suffered from the chaos caused and the design was not fit for purpose. As a supplementary question, he asked who would be made responsible for this.

Councillor T J Pendleton referred to the significant infrastructure project planning meeting which he and Councillor A C Saffell had attended and the discussions which had taken place with consideration being given to accelerating work on the Kegworth bypass and Castle Donington bypass. He explained that both infrastructure projects were led by commercial entities and as such the timetables were not within the council's control. He added that work on the Castle Donington bypass had now started and would be completed in 12 months and work on the Kegworth bypass and motorway improvements was nearing completion.

Councillor J Legrys put the following question to Councillor A V Smith:

“At its meeting on the 12th September 2017 I asked to the Portfolio Holder about enforcing a tidy up around the Mantle Lane Rail Bridge Coalville.

A copy of the Portfolio Holders response can be found at: <https://minutes-1.nwleics.gov.uk/documents/g1576/Printed%20minutes%2012th-Sep-2017%2018.30%20Council.pdf?T=1>

My question: “Clearly no work has been undertaken since the Portfolio Holders reply in 2017 and I would be grateful if she can update me on any action NWLDC has taken ‘behind the scenes’ to improve the outlook of Mantle Lane surrounding the Rail Overbridge?”

Councillor A V Smith gave the following response:

“There are a number of work streams that are currently business as usual regarding Mantle Lane Bridge.

Firstly the Street Cleansing Team have an ongoing regime for this area as follows:-

1. Barrow man litter picks – 3 days a week. He now has a new barrow with a suction hose to also pick up small litter and detritus.
2. Mini sweeper covers footways once a day Monday to Friday.
3. Channel sweep 2 x weekly, and when required (gully alongside the kerb of the road).
4. Street Scene Team Leader monitors this area very closely to ensure this area is kept to a high standard as possible.

Secondly the Environmental Protection Team have been endeavouring to encourage Network Rail to resolve the impact and problem of pigeons and will continue to do so.

Street Environment Officers continue to include the bridge and the area around it in the annual Big Tidy Up.

However, it is acknowledged that to improve the appearance of the bridge itself that a project is required and this will be scoped out in the next two months. We have previously advised that there is Litter Innovation Funds that are available to groups who may be interested in accessing this money to tackle areas such as this.

There is also potential, subject to agreement with Network Rail, for the appearance to be improved utilising artwork.

This will be investigated as part of wider work on developing a vision and masterplan in Coalville and presents a significant opportunity to enhance this important entrance to the town”.

As a supplementary question, Councillor J Legrys sought clarification why an untidy land notice had not been issued by the Environmental Protection team.

Councillor A V Smith responded that she felt the area was not untidy enough for such a notice to be issued as it was being cleaned on a regular basis. She added that the council would continue to persevere and work with Network Rail.

25. MOTIONS

Councillor S Sheahan moved the following motion:

“This council notes that:

1. Last year, 90 young people in Leicestershire (aged 16 or over) left the care of the County Council and began the difficult transition out of care and into adulthood. A proportion of these young people came to live in North West Leicestershire.
2. A 2016 report by The Children's Society found that when care leavers move into independent accommodation they begin to manage their own budget fully for the first time. The report showed that care leavers can find this extremely challenging and with no family to support them and insufficient financial education, are falling into debt and financial difficulty.
3. Research from The Centre for Social Justice found that over half (57%) of young people leaving care have difficulty managing their money and avoiding debt when leaving care.
4. Whilst the County Council has statutory corporate parenting responsibilities towards young people who have left care up until the age of 25, the Children and Social Work Act 2017 placed corporate parenting responsibilities on district councils for the first time, requiring them to have regard to children in care and care leavers when carrying out their functions.

This council believes that:

1. To ensure that the transition from care to adult life is as smooth as possible, and to mitigate the chances of care leavers falling into debt as they begin to manage their own finances, they should be exempt from paying council tax until they are 25.
2. Care leavers are a particularly vulnerable group for council tax debt.

This council, therefore, resolves:

1. To recommend to Cabinet that the Council Tax Support Scheme be amended so that care leavers in North West Leicestershire be exempted from council tax.
2. To work with Leicestershire County Council and all council tax collecting authorities within the county area to exempt all care leavers in the county from council tax up to the age of 25.

Councillor Sheahan spoke to the motion and stated that care leavers were one of the most vulnerable groups in society and were more likely to have abrupt transitions into adulthood than their peers. He added that when they turned 18, care leavers became liable for paying Council Tax, most of which went to the council which was responsible for their care. He highlighted research undertaken by the Children's Society which showed that many care leavers experienced difficulties with managing a budget. He also referred to the government's care leavers strategy which encouraged councils to consider the role of the corporate parent and encouraged local authorities to consider exempting care leavers from paying Council Tax. He added that the latest data showed that 83 top tier authorities had introduced exemptions from Council Tax for care leavers and if passed, this motion would support the process. He stated that he could not emphasise enough how much this would help a vulnerable group.

Councillor R Blunt seconded the motion and confirmed that as part of a county-wide initiative, the council wished to support reducing the liability of care leavers to zero. He advised that Policy Development Group would receive a report on this matter at its meeting on 19 September, prior to consideration by Cabinet.

In response to a question from Councillor R D Bayliss, the Section 151 Officer confirmed that it was not currently the council's policy to provide exemptions from Council Tax for care leavers, however changes to this were currently being discussed across Leicestershire.

Members expressed support for the motion.

The motion was then put to the vote and declared CARRIED.

26. PETITIONS

No petitions were received.

27. MINUTES

Consideration was given to the minutes of the meeting held on 15 May 2018.

Councillor S Sheahan requested that the minutes be amended to reflect the shadow portfolios as follows:

Business – Councillor S Sheahan
Coalville Project – Councillor J Geary

It was moved by Councillor J Clarke, seconded by Councillor M Specht and

RESOLVED THAT:

Subject to the above amendment, the minutes of the meeting held on 15 May 2018 be approved and signed by the Chairman as a correct record.

28. LEISURE VAT IMPLICATIONS

Councillor N J Rushton presented the report to members, highlighting the comments from Policy Development Group and the savings that could be made if the exemption was applied for, including backdating over up to four years.

Councillor S Sheahan stated that the Labour Group were instrumental in bringing this to the attention of the council and he was pleased to see the potential £1 million windfall. He felt that these funds should remain allocated to leisure services if possible and he would like to see some of the other leisure centre in the district benefit from the savings.

Councillor N J Rushton assured members that the funds would be utilised in the leisure sector across the district.

It was moved by Councillor N J Rushton, seconded by Councillor A V Smith and

RESOLVED THAT:

- a) The contents of the report and the comments of Policy Development Group and Cabinet be noted;
- b) The recommendation to proceed with an application to HMRC for VAT exemption in respect of sporting services provided by the Council be approved.

29. REVIEW OF PENSIONS DISCRETIONS

Councillor R Blunt presented the report to members.

It was moved by Councillor R Blunt, seconded by Councillor N J Rushton and

RESOLVED THAT:

The proposed revisions to the pensions discretions as detailed in Appendix 1 be adopted with effect from 19 September 2018.

30. UPDATE ON COUNTY COUNCIL'S INTENTION TO CONSIDER UNITARY PROPOSALS AND A STRATEGIC ALLIANCE FOR THE EAST MIDLANDS

The Chief Executive presented the report to members, highlighting the information received from Leicestershire County Council and the current response from North West Leicestershire. She explained that the details of the proposals had not yet been shared however it had been clarified that there would be a period of engagement following publication of the proposals, dependent upon the decision at the County Council meeting in December.

Councillor R Blunt emphasised the importance of open and fair discussions relating to the proposals. He intended to have a free vote at Council when a recommendation was made and believed that Cabinet should support the decision taken by Council.

It was moved by Councillor R Blunt, seconded by Councillor A V Smith and

RESOLVED THAT:

The County Council's intention to develop proposals for unitary government and an East Midlands Strategic Alliance be noted.

31. INTERIM REVIEW OF POLLING DISTRICTS AND POLLING PLACES

Councillor N J Rushton presented the report to members, explaining the reasons for the interim review and the consultation process which had taken place. He advised that all consultation responses had been considered by the Electoral Review Working Party and schools had not been utilised for polling stations where possible.

Councillor S Sheahan stated that he was happy to support the recommendations and welcomed the outcomes particularly in respect of disabled access.

It was moved by Councillor N J Rushton, seconded by Councillor T Gillard and

RESOLVED THAT:

- a) The consultation responses made in respect of the review of polling districts and polling places for North West Leicestershire be noted;
- b) The final proposals in respect of the review be approved, as set out in Appendix A to the report;
- c) Authority be delegated to the Returning Officer to make, where necessary, alterations to the designation of any polling place prior to the next full review in consultation with ward members and group leaders.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.19 pm

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 13 NOVEMBER 2018

Title of report	LEICESTER AND LEICESTERSHIRE AUTHORITIES' JOINT STRATEGIC GROWTH PLAN
Key Decision	a) Financial No b) Community Yes
Contacts	<p>Councillor Trevor Pendleton 01509 569746 trevor.pendleton@nwleicestershire.gov.uk</p> <p>Strategic Director of Place 01530 454555 james.arnold@nwleicestershire.gov.uk</p> <p>Planning Policy Team Manager 01530 454677 ian.nelson@nwleicestershire.gov.uk</p>
Purpose of report	For Council to approve the revised Strategic Growth Plan
Council Priorities	<p>Participation in the development of the Strategic Growth Plan will support the following priorities:</p> <ul style="list-style-type: none"> - Building Confidence in Coalville - Homes and Communities - Businesses and Jobs
Implications:	
Financial/Staff	<p>Already budgeted for, with an earmarked reserve to cover the cover the cost of evidence base, administration associated with the consultations and a contribution to the Joint Strategic Planning Manager role.</p> <p>Staffing implications are considered as part of normal workloads and establishment.</p>
Link to relevant CAT	None
Risk Management	Risks have been managed by the Joint Strategic Planning Manager
Equalities Impact Screening	An Equalities and Human Rights Impact Assessment has been undertaken and forms part of the evidence base for the plan
Human Rights	An Equalities and Human Rights Impact Assessment has been undertaken and forms part of the evidence base for the plan

Transformational Government	The draft Joint Strategic Growth Plan has been prepared in collaboration between the City and County Councils of Leicester & Leicestershire, as well as each of the District and Borough Councils, and the LLEP.
Comments of Head of Paid Service	The Report is Satisfactory
Comments of Section 151 Officer	The Report is Satisfactory
Comments of Monitoring Officer	The Report is Satisfactory
Consultees	Cabinet Local Plan Committee
Background papers	<p>Strategic Growth Plan Consultation Draft – which can be viewed at http://www.llestrategicgrowthplan.org.uk/the-plan/stage-two/draftplan/</p> <p>Equalities and Human Rights Impact Assessment https://www.nwleics.gov.uk/pages/strategic_growth_plan</p> <p>Sustainability Appraisal https://www.nwleics.gov.uk/pages/strategic_growth_plan</p> <p>Report to Cabinet, 9 October 2018</p> <p>Report to Local Plan Committee, 7 November 2018</p>
Recommendation	<p>IT IS RECOMMENDED THAT:</p> <p>(I) THE REVISED STRATEGIC GROWTH PLAN (SGP) “LEICESTER AND LEICESTERSHIRE 2050: OUR VISION FOR GROWTH” BE APPROVED; AND</p> <p>(II) THE CHIEF EXECUTIVE (OR EQUIVALENT) OF EACH SGP PARTNER AUTHORITY, FOLLOWING CONSULTATION WITH THE LEADER OF THAT AUTHORITY AND THE JOINT STRATEGIC PLANNING MANAGER FOR THE SGP, BE AUTHORISED TO AGREE, PRIOR TO PUBLICATION, ANY FINAL MINOR AMENDMENTS TO THE SGP WHICH DO NOT SIGNIFICANTLY CHANGE THE OVERALL CONTENT OR PURPOSE OF THE DOCUMENT.</p>

1.0 BACKGROUND

- 1.1 This Council, working with Leicester City Council, the County Council, and the LLEP has been working on the preparation a Strategic Growth Plan (SGP) for Leicester and Leicestershire.
- 1.2 The abolition of Regional Spatial Strategies by the government in 2010, coupled with the need for local planning authorities to consider strategic planning within the context of the 'duty to co-operate' required by the Localism Act 2011 created the need for a new approach to strategic planning across Leicester & Leicestershire.
- 1.3 In Leicester & Leicestershire, it was decided by the local planning authorities that long term strategic planning would be more effective if undertaken across the City and County and to include the local enterprise partnership, the LLEP, as a partner.
- 1.4 The SGP has therefore been prepared jointly by the eight local planning authorities (the borough and district councils), the County Council as the highway authority, the City Council as a unitary authority with combined planning and highways responsibilities. Each of these is represented on a Members' Advisory Group (MAG) which, supported by senior officers, has overseen the preparation of the Plan. The LLEP attends MAG in the capacity of an observer; Homes England (formerly the Homes & Communities Agency) attends the senior officer group in the capacity of an observer.

2.0 THE PROCESS TO DATE

- 2.1 To date the preparation of the SGP has involved agreeing a Strategic Growth Statement which set out the rationale and proposed process for the preparation of the SGP, identified the defining characteristics of the local area and challenges faced by the partners, outlined the evidence base that would be assembled and the spatial options to be considered in formulating a SGP, and set out initial objectives and ambitions for the future. It was considered by Council on 28 June 2016.
- 2.2 A Consultation Draft SGP was considered and endorsed by the Members' Advisory Group in November 2017. It was subsequently approved for the purpose of public consultation by Cabinet on 14 November 2017 (other authorities also gave approval for the purposes of public consultation). More details of this are set out in section 3 of this report.
- 2.3 A further report which established the Council's formal response to the SGP was considered by Cabinet on 1 May 2018.
- 2.4 The meeting of MAG on 24 September 2018 considered and agreed a revised SGP. A copy is attached at Appendix A of this report.
- 2.5 Each of the local authorities across Leicester & Leicestershire are being recommended to approve the revised SGP during autumn/winter 2018.

3.0 PUBLIC CONSULTATION

- 3.1 A 17-week consultation period took place from 11 January -10 May 2018 and summary documents are available. Activities included:
 - press releases, periodic media coverage

- emails/letters to statutory consultees
- emails/letters to organisations and groups identified by partners
- public exhibitions
- copies of the Draft SGP and summary leaflets
- paper copies of questionnaires and all evidence at main offices
- SGP website
- links to the SGP website from partner websites
- social media messages

- 3.2 A total of 588 responses were received, 79% of which were from members of the public. These comments have been analysed and considered during the preparation of the revised SGP. A summary of key changes is attached as Appendix B.
- 3.3 In line with the Statement of Community Involvement, those respondents who provided contact details have been informed that a revised plan has been prepared. The opportunity for further comment will take place during governance and/or the preparation of Local Plans.

4.0 THE REVISED STRATEGIC GROWTH PLAN

- 4.1 The SGP will:
- Support partners to plan effectively for the future, giving Local plans a consistent framework and helping to make decisions on infrastructure and secure Government funding;
 - Give some control over accommodating and supporting future growth and help to protect and enhance environmental assets;
 - Provide confidence to the market, the Government, local businesses and residents that the local councils and the LLEP are working together to improve the area.
- 4.2 There are risks in not having a SGP and these are summarised in Appendix C.
- 4.3 As the SGP has been developed, a number of events have been held for Members to keep them advised of progress. This has included all-Member briefings on the SGP at various stages in its preparation.

Key elements of the SGP

- 4.4 The SGP sets out a strategy for the growth and development of Leicester & Leicestershire in the period to 2050, enabling partners to consider the longer term needs of the area and opportunities which extend beyond the conventional timeframe of a Local Plan. MAG considered the distribution of housing and employment land over the period 2011-31 and 2011-36 in the context of the Housing and Economic Development Needs Assessment (January 2017) in order to give a more detailed framework for shorter term Local Plans.
- 4.5 There have been on-going discussions with organisations such as Network Rail and Midlands Connect to ensure that their emerging policies and proposals are incorporated in emerging plans, strategies and funding programmes where necessary.

- 4.6 The SGP proposes that more development will take place in major strategic locations with less development happening in existing towns, villages and rural area, in so doing to focus development along transport corridors and close to employment centres.
- 4.7 Five building blocks have been used to prepare the Plan:
- the existing settlement pattern
 - national policies, particularly in relation to planning, housing and infrastructure provision
 - the local economy and how it is supported by the Midlands Engine Strategy (March 2017)
 - road and rail networks and the proposals and priorities of the Midlands Connect Strategy (March 2017)
 - the area's environmental, historic and other assets.
- 4.8 Four priorities are identified:
- Creating conditions for investment and growth
 - Achieving a step change in the way that growth is delivered
 - Securing essential infrastructure
 - Delivering high quality development.
- 4.9 Analysis has indicated that through existing and emerging Local Plans and planning permissions provision can be made for the amount of new housing needed in the area to 2031. This will be achieved through a mixture of major strategic sites already identified in Local Plans (approximately 40%) and smaller scale growth on non-strategic sites (approximately 60%). The proposed new spatial distribution of strategic development, therefore, does not need to focus on this time period but it remains an important part of the plan e.g. we wish to accelerate the delivery of consented and allocated sites and we need to secure the infrastructure which is essential to their success.
- 4.10 Beyond 2031, the SGP proposes that more growth should be directed to strategic locations. This requires new strategic infrastructure to open up land for development and the Midlands Connect Strategy (setting out key transport priorities for the East and West Midlands) lays the foundations for this.

Proposed Growth Areas

- 4.11 The proposed growth areas are:
- Leicester City
 - The A46 Growth Corridor
 - The Leicestershire International Gateway
 - The A5 Improvement Corridor
 - The Melton Mowbray Key Centre for Regeneration and Growth
- 4.12 Coalville, Hinckley, Loughborough, Lutterworth and Market Harborough are identified as areas where growth would be managed in Local Plans.

- 4.13 In the villages and rural areas, the SGP proposes that there will be limited growth consistent with providing for local needs.

5.0 EQUALITY AND HUMAN RIGHTS IMPLICATIONS

- 5.1 By seeking to ensure that economic growth is secured, and appropriate provision for market and affordable homes is made, the implementation of the SGP can contribute to meeting the needs of disadvantaged groups across Leicester & Leicestershire.
- 5.2 An Equalities & Human Rights Impact Assessment (EqHRIA) has been undertaken. The outcomes of the assessment are available to view in a report which supports the SGP. The assessment considers a number of options for the spatial distribution of growth within Leicester & Leicestershire, including that of the SGP. It is clear that different options have the potential to impact, in different ways, on matters such as age, disability, race, religion or belief (some positive, some negative and some neutral). Other matters are not likely to be affected.
- 5.3 As this is a high-level strategic plan, however, the responsibility for mitigating any adverse impacts upon individuals or community groups will fall to subsequent statutory plans, primarily Local Plans prepared by individual authorities. In most cases, it will be important to ensure that specific infrastructure and services are planned effectively to deal with the specific needs of these groups. The EqHRIA ensures that the partner organisations are aware of the various impacts of the SGP and enables them to put in place any necessary mitigating measures and/or enhancements.

6.0 ENVIRONMENTAL IMPLICATIONS

- 6.1 A Sustainability Appraisal (SA) (incorporating Strategic Environmental Assessment) (SEA) has been undertaken together with a Habitats Regulations Assessment (HRA). These can be viewed at www.nwleics.gov.uk/pages/strategic_growth_plan
- 6.2 The SA concludes that the SGP has the potential to deliver significant positive effects in relation to health and well-being; housing; and economy and employment. Minor positive effects are reported in relation to climate change and cultural heritage (although, in the case of the latter, minor negative effects are also reported as well). Minor negative effects are reported in relation to water; and moderate negative effects in relation to landscape and land. Mixed effects are reported in relation to transport and travel i.e. significant positive effects in relation to the focusing of development in strategic locations and minor negative effects in relation to potential congestion on nearby routes. Uncertain negative effects are recorded in relation to biodiversity and minerals. Where significant effects are identified, measures to mitigate these have been suggested, if possible. Further measures to enhance the positive effects have also been suggested, where possible.
- 6.3 The SA reports that the findings broadly support the preferred strategy as it would generate the most benefits in terms of employment and housing growth. It reports that the focus of growth at key areas of economic growth and infrastructure capacity is also likely to reduce the length of car trips, and encourage sustainable modes of travel (particularly where there are strong rail and bus links into the City of Leicester). It also states that, in terms of environmental effects, the preferred approach does not generate any major negative effects and performs better or the same as the alternatives in this respect.

- 6.4 The SA acknowledges the role of the SGP in establishing broad preferred locations for longer term growth to provide a framework for statutory Local Plans. It states that the broad locations would evidently be able to accommodate a range of different growth levels so, if subsequent work based on updated evidence confirms that a higher level of growth ought to be pursued in certain locations, then this can be considered at that stage. A higher level of growth (than the notional projected housing requirement) will have largely negative impacts. This is supported by the SA findings which suggest that the negative effects for every option would be likely to increase and this could lead to major negative effects on the built and natural environment, water and transport infrastructure.

7.0 WHAT ARE THE IMPLICATIONS FOR NORTH WEST LEICESTERSHIRE OF THE CHANGES?

- 7.1 In terms of North West Leicestershire the following changes are highlighted:
- The Northern Gateway which covered the northern part of the district and Charnwood has been redefined as “The Leicestershire International Gateway”;
 - For the period 2031 to 2050 the number of dwellings to be provided has been increased by 1,200 to 9,720;
 - There is explicit support for the re-opening of the Leicester-Burton railway to passenger traffic; and
 - Explicit support for the regeneration of Coalville
- 7.2 An additional 1,200 dwellings for the period 2031-50 would increase the total figure from 8,520 to 9,720 which equates to 68 extra dwellings every year. The annual requirement would increase from 448 dwellings to 511 dwellings. This is marginally more than the annual requirement in the adopted Local Plan (481 dwellings) up to 2031. This should be seen in the context that the scale of growth envisaged in NWL by the SGP so far is no higher than the requirement identified by the HEDNA, whereas most other authorities have significantly more growth than identified in the HEDNA. For example, Blaby is expected to take an additional 155%, Harborough 63% (allowing for a reduction of 2,000 dwellings) and Hinckley 17%. The comparable figure for NWL would be 14%.
- 7.3 Furthermore, such an increase is not considered to represent a challenge as our current Strategic Housing Land Availability Assessment identifies the potential for just 22,000 dwellings over the next 20 years.
- 7.4 It is considered, therefore, having regard to the above that an additional 1,200 dwellings for the period 2031-50 is not unreasonable.
- 7.5 The support for both the re-opening of the Leicester-Burton railway and the regeneration of Coalville are to be particularly welcomed. The inclusion of the former is the first time that such support has been given in strategic plans.

8.0 WHAT ARE THE NEXT STEPS?

- 8.1 As noted the intention now is that each of the authorities should consider and sign off the revised SGP. The revised SGP was considered by Cabinet at its meeting of 9th October 2018 when it agreed to recommended approval of the SGP to Council. It was also due to be considered by the Local Plan Committee at its meeting of 7th November 2018. In view of the fact that this report had to be published prior to the meeting of the Local plan Committee, its comments will be reported via an update.

- 8.2 Subject to the SGP being approved by each of the Leicester and Leicestershire authorities as outlined at paragraph 2.5 of this report, the SGP will be used to guide the preparation of local plans.
- 8.3 Through the work of the Strategic Planning Group discussions have started in terms of additional work to help ensure the delivery of the plan, not only the housing and employment development, but also the key infrastructure that is required. These discussion will need to involve a range of partners including government agencies and the private sector.
- 8.4 A programme for this work will need to be developed when a new Joint Strategic Planning Manager is in post.



LEICESTER & LEICESTERSHIRE 2050: OUR VISION FOR GROWTH

FOREWORD

The Strategic Growth Plan has been prepared by the ten partner organisations in Leicester & Leicestershire to provide a long term vision that will address the challenges we face and the opportunities presented to us. It is a non-statutory plan but it sets out our agreed strategy for the period to 2050. We will deliver the strategy through our Local Plans.

We have listened to the comments submitted in response to our consultation and this document is the final version of the Plan. It explains the approach that we have taken in preparing the Plan, identifies broad locations where we think that development should take place and the infrastructure needed to deliver it. We will now work with local people, businesses, developers, landowners, government and statutory organisations to deliver the strategy and secure the infrastructure which is so critical to its success.

Cllr Trevor Pendleton

Chair, Members' Advisory Group for the Strategic Growth Plan

Our Partners:



This document has been prepared on behalf of: Blaby District Council, Charnwood Borough Council, Harborough District Council, Hinckley & Bosworth Borough Council, Leicester City Council, Leicestershire County Council, Leicester & Leicestershire Enterprise Partnership, Melton Borough Council, North West Leicestershire District Council and Oadby & Wigston Borough Council.

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LEICESTER & LEICESTERSHIRE TODAY

OUR STRENGTHS:

Great location and connectivity

- at the heart of the UK, with nationally significant road, rail and air services, and businesses that have the potential to export more goods and services

Growing and diverse economy

- with employment opportunities ranging from traditional manufacturing, logistics and distribution to cutting edge, research and enterprise, innovation and technology sectors

Distinctive environmental, historic and other assets

- beautiful countryside, valuable flora and fauna, thriving market towns and popular villages, country parks, waterways and canals

A diverse and multi-cultural city

- with a young population, unique history, global tourism appeal, and attractive city centre with great shops, leisure, arts and entertainment

Three outstanding universities

- globally significant in space, engineering and sports science, and high quality FE colleges.

IN SHORT, A COMBINATION THAT OFFERS EXCEPTIONAL QUALITY OF LIFE AND BUSINESS OPPORTUNITY

OUR WEAKNESSES:

Congestion on our roads and railways

- we are tackling this but further investment is needed to continue improvements and support our long term growth

Gaps in the road and rail network

- travelling north-south is relatively easy (albeit congested) but east-west links are slow and unreliable

Poor economic productivity per head of population

- lower than the national and regional averages

Low pay structure - many highly skilled employees and graduates move away, travel costs are high for those on a low wage making it difficult to access jobs

High levels of commuting - some of the most important employment areas are remote from places where people live

Outside the City, an **ageing population**, not economically active but relatively wealthy. A strong influence on the number and type of dwellings

Pressures on existing communities from new development, lack of infrastructure and services such as education and health

RECOGNISING THE CHALLENGE

Leicester & Leicestershire has huge potential for growth. Located at the very heart of the UK, with a population of over 1 million, a thriving and vibrant city, distinctive and characterful market towns, three universities and an international airport, our economy contributes some £23bn to the UK economy. We have much to offer in terms of quality of life.

We want to play our part in developing the UK economy, improve productivity and create the conditions for growth. We want to increase the speed of housing delivery, remove the barriers that have slowed progress to date, and ensure that there is a good supply of new housing for people who need it. We also want to protect the places and features that make Leicester & Leicestershire special.

If we are to be successful, we need to plan for the future at a 'larger than local' level and for the longer term. This allows us to consider a wider range of possibilities.

The Strategic Growth Plan has been prepared by the ten partner organisations - the City Council, the County Council, the seven boroughs and districts, and the Leicester & Leicestershire Enterprise Partnership - to provide a plan which will shape the future of Leicester and Leicestershire in the period to 2050. It is a 'non-statutory' plan but it provides an agreed framework which we will use when preparing our individual Local Plans and other strategies.

The Strategic Growth Plan focuses on four key matters:

- delivering new housing
- supporting the economy
- identifying essential infrastructure, and
- protecting our environment and built heritage.

We have not started with a blank sheet. Government, local and regional agencies are also making plans. Where these already have a measure of support, we have used them as a basis for our work. We have also commissioned evidence to inform our work and this is available on our website.*

GREAT LOCATION AND CONNECTIVITY - AT THE HEART OF THE UK

**FIGURE 1:
LEICESTER & LEICESTERSHIRE:
A CENTRAL LOCATION**



PLANNING FOR OUR GROWTH AND INFRASTRUCTURE

CALCULATING OUR HOUSING AND EMPLOYMENT NEEDS

2011-31 (AND 2036)

The Strategic Growth Plan covers the whole of the period from 2011-50. It is not possible to produce accurate estimates of the scale of growth that is likely to be required for the whole of the period up to 2050 but we can divide it into stages.

Up to 2036, we can use government statistics and economic forecasts to plan with some confidence. The results are set out in our study of housing and economic development needs which calculates the need for both new homes and jobs.¹ Because our Local Plans are being prepared to end dates of either 2031 or 2036, the study sets out our need for new homes and jobs to the same end dates.

The detail is set out in Appendix A but, in summary, across Leicester & Leicestershire we need some 96,580 homes and 367-423ha of land for employment use in the period 2011-31 (See Table A).

2031-50

For the period 2031-50, we can use government statistics and economic forecasts only for the period 2031-36. Beyond that, there are no reliable estimates of population growth or household change, nor economic forecasts, but we need to have some understanding of how much growth we might be expected to accommodate. Having this information allows us to consider a wider range of options than if we were to focus only on shorter term needs.

For the purposes of the Strategic Growth Plan, we have chosen to work with an estimate of our housing needs for whole of the period 2031-50.

These are referred to as our 'notional' needs and have been produced by projecting forward the annual figures given in our study of housing and economic development needs. This indicates that, across Leicester & Leicestershire, we will need an additional 90,500 dwellings in this period.

The results will need to be monitored and reviewed as Government statistics become available but they are considered to be a reasonable basis on which to proceed. If we do not look to this longer timescale we will not be able to plan for, and secure funding for, the essential infrastructure that we need.

TABLE A: TOTAL HOUSING AND EMPLOYMENT LAND NEEDS 2011-50

Housing	Employment Land (B1/B2/B8) ³	
2011-31	96,580 ¹	367-423ha. ¹
2031-50	90,516 ²	Not quantified at this stage
Total (2011-50)	187,096	

Notes:

1. As shown in Housing and Economic Development Needs Assessment (January 2017)

2. 'Notional' needs calculated by projecting forward estimates set out in the Housing and Development Needs Assessment (January 2017)

3. Small scale B8 only (i.e. less than 9,000 sqm); the amount of land needed for strategic distribution facilities has not been quantified because it is so heavily dependent upon property market considerations.

WHETHER DEVELOPMENT TAKES PLACE BEFORE OR AFTER 2031, IT IS CLEAR THAT MORE HOMES AND JOBS WILL BE NEEDED. WE NEED TO PLAN FOR THIS NOW.

In terms of economic growth, it is very difficult to predict needs with any accuracy beyond 2036. We have decided, therefore, not to quantify the need for additional employment land for this period, at this stage. Again, in accordance with normal practice, we will monitor and review needs as necessary.

Our total requirements for the period 2011-50 are shown in Table A on page 5.

ACCOMMODATING OUR HOUSING AND EMPLOYMENT NEEDS

We have analysed the amount of development that has already been built, has planning permission or is allocated in adopted or emerging local plans that have been published. This demonstrates that much of our housing and employment land is already provided for in the period 2011-31.*

Only Leicester City Council has declared that it will be unable to meet its housing needs. We are confident, however, that any shortfall in the period 2011-31 can be met through Local Plan allocations in other areas.

Beyond, 2031, we have assumed that neither Leicester City Council nor Oadby & Wigston Borough Council will be able to accommodate their needs. An important aspect of the Strategic Growth Plan, therefore, has been to consider how any unmet needs might be shared between the other local authorities in Leicester & Leicestershire.

We have decided that these additional needs will be satisfied, in part, by development in strategic locations in accordance with the strategy set out in this Plan.

The agreed distribution will be set out in an agreed statement. In line with the needs of our Local Plans, this will cover the time periods to 2031 and 2036. The statement will be used with the Strategic Growth Plan as the basis for preparing or reviewing Local Plans.

ALIGNING GROWTH, INFRASTRUCTURE AND SERVICES

We are very clear that significant new development cannot be accommodated within Leicester & Leicestershire without significant investment in infrastructure and services. We welcome government's recognition of this problem at a national and regional level, and the investment that is already being committed to projects in our area.

We will continue to work with government, landowners, developers and other stakeholders to accelerate development and to align this with essential infrastructure.

WITHOUT ADDITIONAL INFRASTRUCTURE WE WILL BE UNABLE TO DELIVER LONG TERM GROWTH ON THIS SCALE, OR IN THE TIMESCALE PROPOSED.

To accelerate the speed of development, we will address the lack of essential infrastructure (highway capacity, schools, healthcare facilities, etc.) We will also consider financial viability which can be a problem on some sites. In others, the costs of the necessary infrastructure might need to be shared across several development sites.

We are working with developers, landowners and statutory agencies to remove the barriers to development and will focus on this more intensively as we move forwards. Our highway authorities have already identified key road and rail projects and are progressing these through formal approval and funding regimes. Outside the City, the County Council has summarised the key projects in its '*Prospectus for Growth*'.*

Together the City and the County Councils, as highway authorities, are collaborating on a Strategic Transport Plan which will identify additional projects and set out short and long term aspirations for sustainable transport initiatives including public transport improvements, ways of reducing the use of the private car and green transport initiatives.

Other statutory undertakers will be able to use the Strategic Growth Plan and Local Plans as a clear statement of the proposed growth in Leicester & Leicestershire. This will allow them to identify their own investment priorities. We will support them in their requests for funding, lobbying government and supporting applications for funding through the normal processes.

MAXIMISING THE RETURNS ON INVESTMENT

Where infrastructure has already been committed, we now have the opportunity to maximise the returns on this investment and use it to the advantage of our local communities. We have taken as one of the building blocks for our Plan, proposals for infrastructure investment that already have a degree of support from government, executive agencies and other organisations. All of the strategic infrastructure in our Plan is acknowledged as being required to resolve national and regional problems.

Through the Strategic Growth Plan we can maximise the benefits of this investment by focusing growth in areas close to new infrastructure proposals. This does not mean to say that these are the only road and rail projects that are needed to support the growth that we will have. Existing schemes are already in the pipeline (e.g. improvements to the A5, the A511 and Melton Mowbray Relief Road) and we are working to deliver these. Additional schemes will be needed to provide better connections to the strategic network. We will also look for ways to improve public transport, cycling and walking.

In undertaking this work, we recognise that, on our own, we cannot deliver growth on this scale. Government, statutory agencies, landowners, developers and local authorities all have an important role to play in this process. The partnership approach that we have achieved to date provides a secure foundation on which to move forward with other organisations. Without additional infrastructure we will be unable to deliver long term growth on this scale, or in the timescale proposed.

THE BUILDING BLOCKS FOR OUR PLAN

Other agencies are preparing plans and strategies which will influence what we do. In many cases, we have contributed to these documents so their contents are already aligned with our own aspirations. At the same time, the Strategic Growth Plan must be firmly rooted in the character of Leicester & Leicestershire and must protect our environmental, historic and other assets. This chapter summarises the principal building blocks that we have used to prepare our Plan.

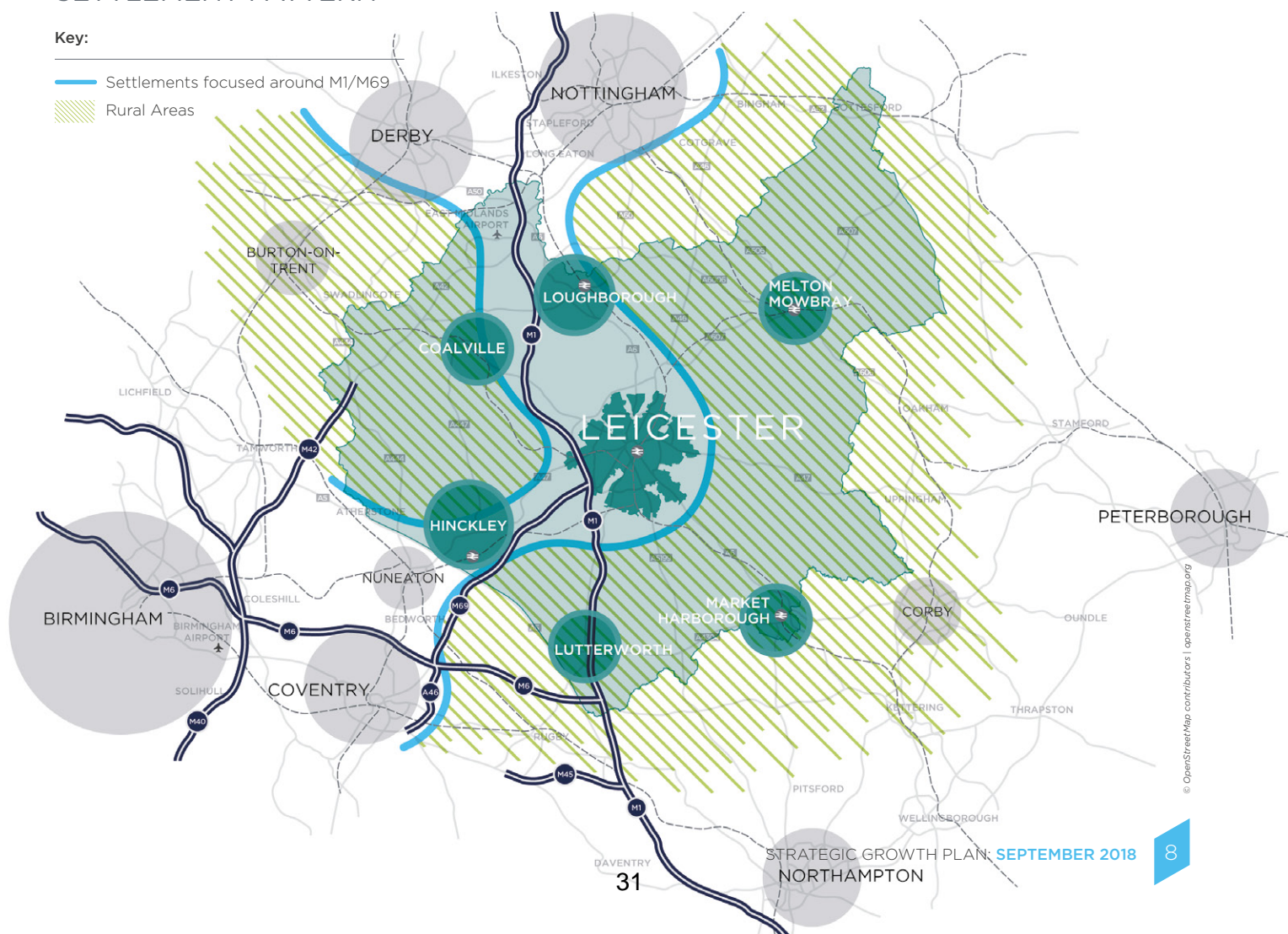
THE EXISTING SETTLEMENT PATTERN

The first building block for our Plan is the settlement pattern that we already have. Looking beyond the county boundaries, the settlement pattern can be described as a series of separate towns and cities, extending from Derby and Nottingham in the north to Coventry and Birmingham in the south-west, mostly focused around the M1 and the M69 with intervening rural areas. On either side, extensive rural areas separate Leicester & Leicestershire from the West Midlands and Cambridgeshire.

Within Leicester & Leicestershire the settlement pattern is quite distinctive:

- A strong 'central' city (**Leicester**), located at the heart of the County, with suburbs extending into adjoining boroughs and districts. With strong office, shopping, arts, culture, heritage and visitor profiles, the City is a focus for the market towns, rural areas and major employment areas that are linked to it.

FIGURE 2:
SETTLEMENT PATTERN



- **A ring of strong, independent and characterful market towns**

each connected to Leicester by radial routes and with strong physical, functional, social and economic ties to the City. The market towns contribute much to the character of Leicestershire, are economically buoyant in their own right and are an important focus for local communities.

- **Extensive rural areas**

encircling the City and the market towns, villages and hamlets. The landscape is beautiful and varied, and has an economy of its own, from nationally significant agriculture and food production to a growing professional services sector.

Together, this mix of urban and rural areas underpins our quality of life. The long-standing relationship between Leicester, the market towns and the rural areas is a feature that we wish to enhance. It is not lost on us that our settlement pattern resembles that of the 'social city', a phrase coined by the garden cities movement of the early 20th Century to describe a cluster of new garden cities in the countryside. The garden cities movement sought to deliver the perfect partnership between town and country.

NATIONAL POLICIES

The second building block of our Plan is an understanding of national policies. These influence what we can do, particularly in relation to our priority areas: housing, the economy, infrastructure and the environment. They also set the government's agenda for funding so it is important that we reflect these priorities. We want to be ready to take advantage of opportunities that will bring benefits to our area, yet able to control excessive development pressures.

THE INDUSTRIAL STRATEGY

The Government's Industrial Strategy sets out a long term plan to boost the productivity and earning power of people throughout the UK. It provides a framework for our own Local Industrial Strategy* and investment by the LLEP. The Strategic Growth Plan considers how existing employment areas can be supported and where new growth should be directed.

THE HOUSING STRATEGY

Government has also published its strategy for tackling problems in the housing market. This recognises that if more new housing is to be built, at a faster rate, it will have to be accompanied by investment in new infrastructure. The housing strategy also recognises the importance of strategic planning for long term growth.

Government has already committed to new investment in housing, industry and infrastructure in Leicester & Leicestershire through various funding programmes, and more is promised. We want to maximise the benefits of this investment, nationally, regionally and locally.

WE CONSIDER THAT OUR STRATEGIC GROWTH PLAN RESPONDS VERY POSITIVELY TO THE GOVERNMENT'S PRIORITIES FOR INVESTMENT AND NEW PLANNING POLICY

THE NATIONAL PLANNING POLICY FRAMEWORK

The National Planning Policy Framework has recently been revised. The emphasis of the new document is very much on strategic priorities, housing delivery and joint working. It includes a number of significant changes:

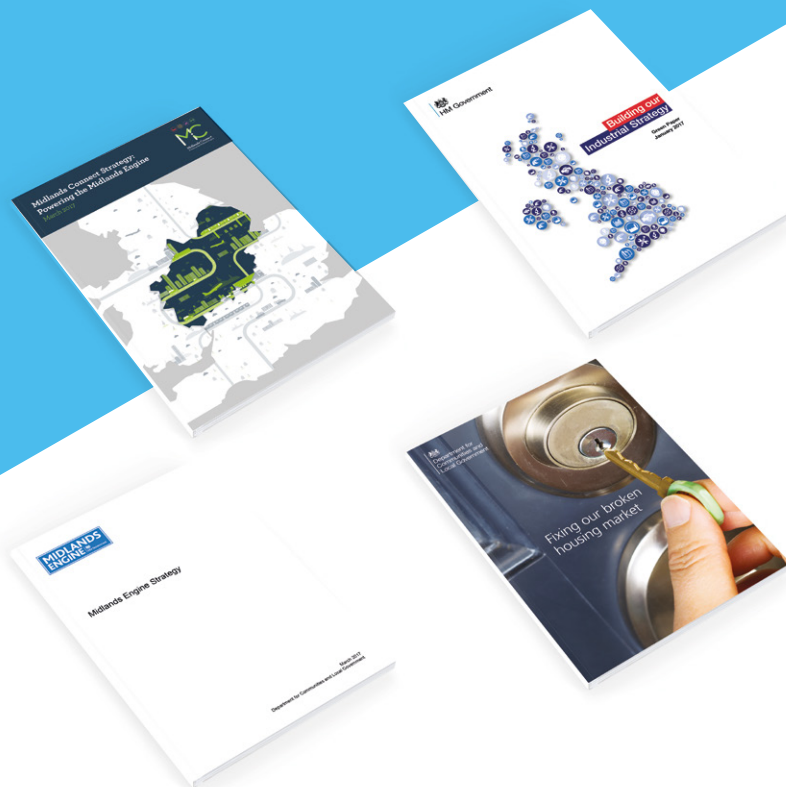
- the re-introduction of strategic planning
- the use of a 'standard methodology' for calculating housing need, and
- the requirement to prepare a 'Statement of Common Ground'.

In terms of strategic planning, authorities must now, as a minimum, ensure that there is a plan which addresses the priorities for an appropriate geographical area. It is acknowledged that in many cases, this will highlight the need for collaborative working on a joint plan.

We have used the standard methodology to calculate housing needs so that we can compare the results with our own study. We have found that, across Leicester & Leicestershire as a whole, the scale of need is very similar, although there are variations at the local level.

In terms of a Statement of Common Ground, our Strategic Growth Plan already fulfils much of what is required: it is a clear statement of acknowledged issues, it identifies our priorities and it sets out an agreed strategy for our Local Plans. It provides a good foundation for future work on our Statement of Common Ground.

Although the National Planning Policy Framework states the government's preference for statutory plans, this has come at a late stage in the preparation of our Plan. We consider that the current Plan fulfils many of the government's requirements. We also have a need for an agreed strategy to set a framework for our Local Plans and investment priorities. For these reasons, we have decided to complete our work on the Plan but we will, of course, consider the need for a statutory plan in line with the requirements of national planning policy as we move forwards.



OUR ECONOMY AND THE MIDLANDS ENGINE STRATEGY

The third building block of our Plan is an understanding of the local economy and how it is supported by the Midlands Engine Strategy. The economy in Leicester & Leicestershire is recovering strongly from the last recession but there is still much to be done. Productivity and wages remain below the national average but we have many important growth sectors and key employment locations.

The Midlands Engine Strategy has been prepared by Government and sets out a collective ambition for economic growth and prosperity. It aligns with the national industrial strategy and highlights how the region can build upon existing business sectors and areas of opportunity. It highlights many of our key industries, universities and employment areas as places of national, and even global, significance.

The Midlands Engine Strategy also recognises the growth potential of major employment areas such as East Midlands Airport, East Midlands Gateway, the two enterprise zones – MIRA Technology Park near Hinckley and the Loughborough & Leicester Enterprise Zone – the logistics and distribution industry and the potential of Leicester City Centre. Since the strategy was published government funding has been put in place for key projects.

THE MIDLANDS ENGINE STRATEGY HAS BEEN PREPARED BY GOVERNMENT AND SETS OUT A COLLECTIVE AMBITION FOR ECONOMIC GROWTH AND PROSPERITY





Key:

- | | | | |
|-----|--|-----|--|
| 1. | Toton Station (High Speed 2) | 13. | Leicester University |
| 2. | East Midlands Gateway (Strategic Rail Freight Interchange) | 14. | De Montfort University |
| 3. | East Midlands Airport | 15. | Global Space Technologies Hub |
| 4. | Engineering Skills Training Centre at MIRA | 16. | Space Research Centre & Earth Observation Centre |
| 5. | MIRA Enterprise Zone | 17. | IBM Client Innovation Centre |
| 6. | Centre for Connected Autonomous Vehicles | 18. | Agri-Food and Drink Processing |
| 7. | Birmingham International Airport | 19. | Loughborough & Leicester Enterprise Zone |
| 8. | Arden Cross Station (High Speed 2) | 20. | Loughborough University |
| 9. | Magna Park Distribution Centre | 21. | Life Sciences Opportunity Zone |
| 10. | Agri-Food and Drink Processing | | |
| 11. | Fosse Park Retail Centre | | |
| 12. | City Centre and Strategic Regeneration Area in Leicester | | |

INFRASTRUCTURE AND THE MIDLANDS CONNECT STRATEGY

The fourth building block of our Plan is an understanding of the local road and rail networks and how they are supported by proposals in the Midlands Connect Strategy. A particular feature of the road and rail network in Leicester & Leicestershire is its emphasis on north-south movement and the difficulty of east-west movement. All routes, however, are heavily congested and few have the capacity to support growth beyond 2031.

The Midlands Connect Strategy has been prepared jointly by the Midlands Connect Partnership and government agencies. It supports the Midlands Engine Strategy and sets out a series of long term transport investment priorities to help unlock jobs and growth. It proposes a rolling 25-year programme of strategic road and rail improvements around a series of economic hubs and intensive growth corridors.

The Strategy endorses a number of key rail projects in Leicester & Leicestershire including improved rail services between Leicester, Coventry and Birmingham. Key road projects include improving the A5, M42/A42 and A46 to expressway standard, including a new road to the south and east of Leicester linking into strategic highways to the west.

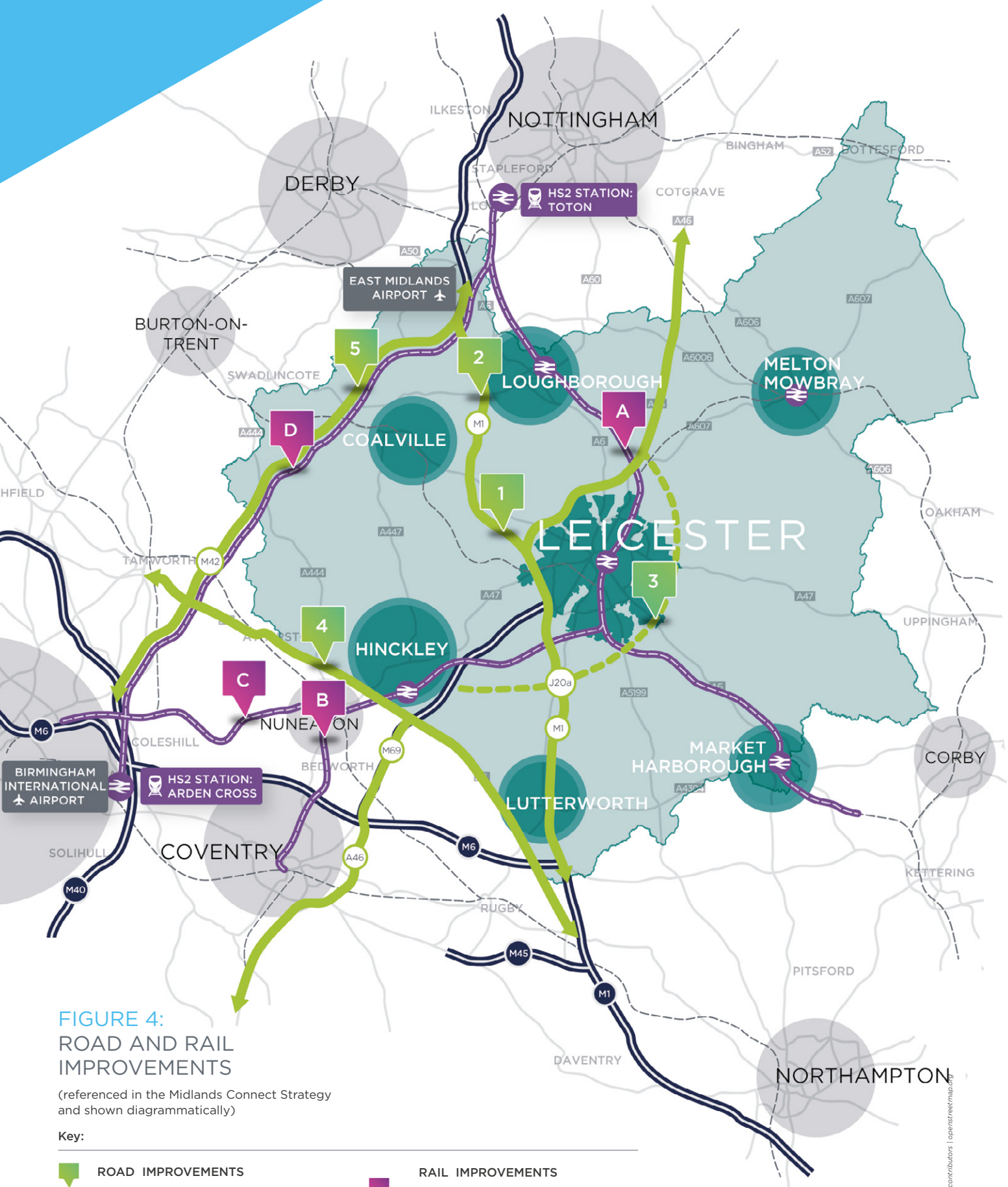
Whilst the electrification of the Midland Main Line north of Kettering will not now proceed as originally planned, we will continue to press for improvements to the track, stations and services to support our local economy and housing growth.

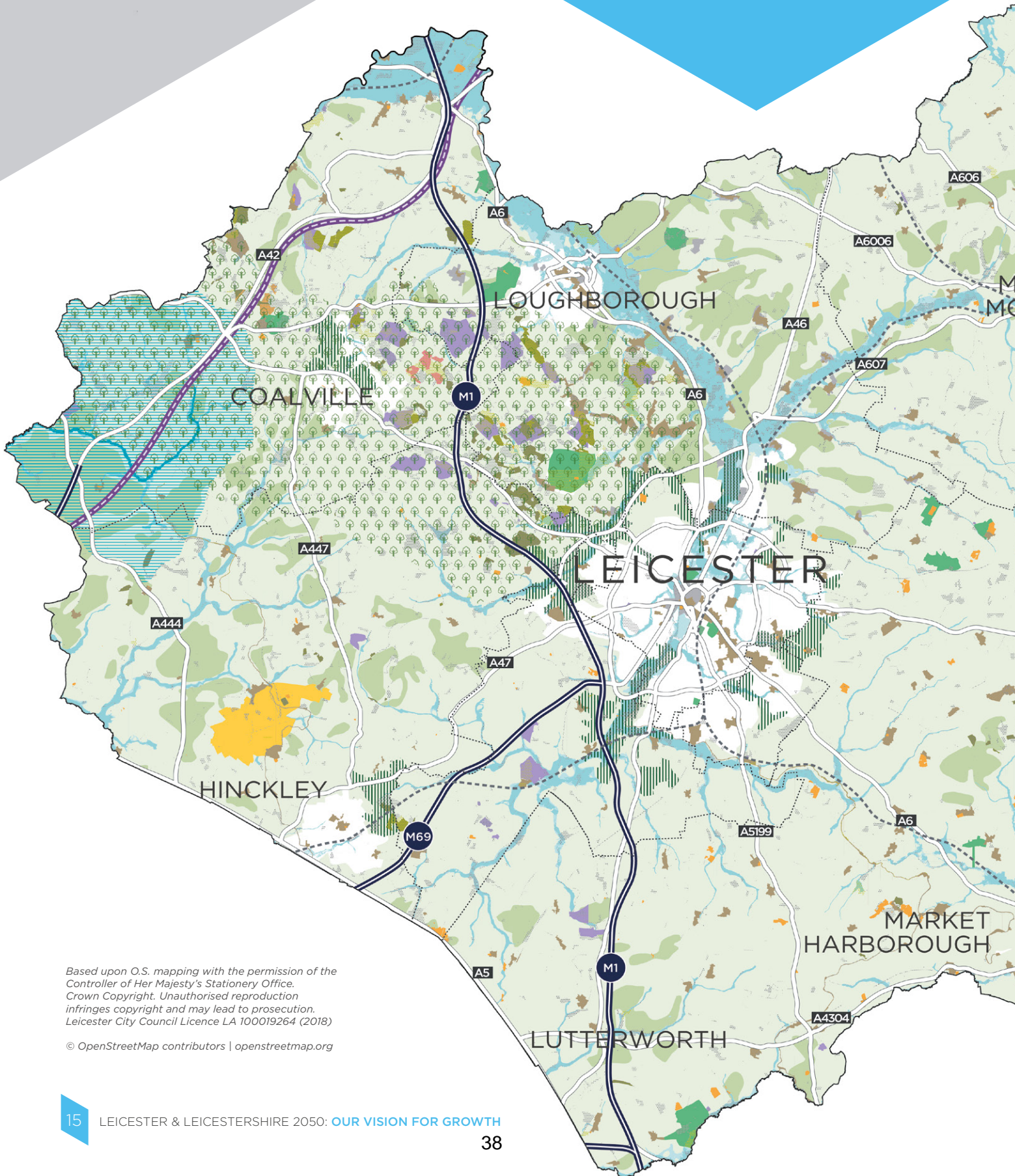
The improvement of the Leicester-Burton Railway Line does not form part of the Midlands Connect Strategy. Currently, the cost of improving the track for passenger use, re-instating stations and operating services on this line far exceeds available funding and the likely income. If viable funding solutions were to emerge, however, supported by new development in the vicinity of the line such that it could be re-opened for passenger use, the matter could be reviewed in future.

Similarly, the railway lines from Leicester to Melton Mowbray and from Melton Mowbray to Nottingham/Newark do not feature in the Midlands Connect Strategy. Improvement of these lines would also improve connectivity and provide additional public transport options to support growth. At present, however, the cost of improved lines and services requires further investigation to establish the economic case and availability of funding solutions.

BIRMINGHAM

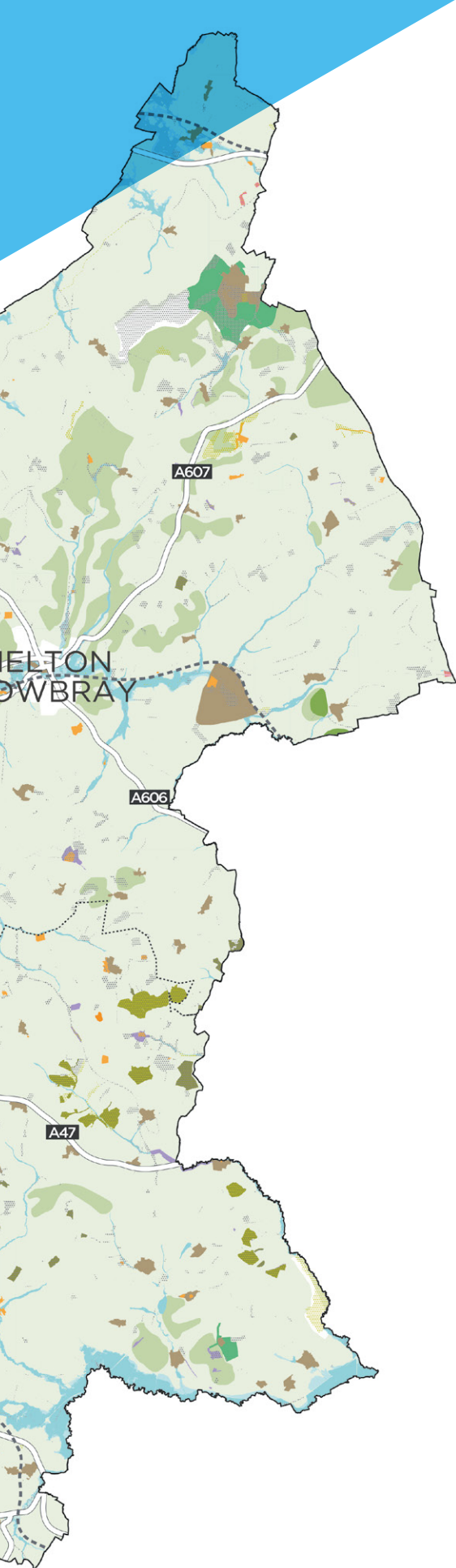
THE MIDLANDS CONNECT STRATEGY HAS BEEN PREPARED JOINTLY BY THE MIDLANDS CONNECT PARTNERSHIP AND GOVERNMENT AGENCIES





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PROTECTING OUR ENVIRONMENTAL, HISTORIC AND OTHER ASSETS

The fifth building block in the Plan is a recognition of the assets that are most important to us. We have identified key features and designations to help us make decisions about areas that need to be protected (See Fig 5). We have few national or international constraints but there are key features that are important to Leicester & Leicestershire, not least the National Forest, Charnwood Forest, Bosworth Battlefield, areas separating urban areas (our 'green wedges'), valuable landscape and townscape, local nature conservation designations, civic heritage, conservation areas, etc. Many other places are important locally and these too need to be protected.

In a strategic document such as this, it is impossible to convey the range of assets that we have. This information has been assembled, however, and is available on our website. Further detailed information is held by each of the local authorities and will be used to make decisions about potential development sites. Balancing the need for growth with protection of our assets has been a critical consideration.

Difficult decisions have had to be made but we know, from previous experience, that unplanned growth can bring even more unacceptable consequences. We will continue to gather evidence about our assets and how they can be protected as we continue our work on Local Plans.

FIGURE 5: ASSETS

Key:

AGRICULTURAL LAND GRADES:

	Grade 1
	Grade 2
	Grade 3

NATIONAL FLOOD ZONES:

	Level 3
	Level 2
	National / Charnwood Forest
	Battlefield
	Parks and Gardens
	Ancient Woodland
	Green Wedge

	Scheduled Monument
	River Mease Catchment Area
	River Mease SAC
	Conservation Areas
	National Nature Reserve
	Geology
	LNRs and Wildlife Sites
	Sites of Special Scientific Interest
	Archaeological Alert
	HS2

OUR OVERALL APPROACH

We acknowledge that Leicester & Leicestershire will grow. Our population is increasing and we need more homes. We have clusters of businesses, universities and research institutions that operate on a world stage. There is a national and regional imperative to provide more homes and jobs.

But we also know that too much growth in particular locations, and insensitive development, is having an adverse impact on our local communities and on our environment. The lack of essential infrastructure is also slowing the pace of delivery.

The Strategic Growth Plan is our proposal for balancing these competing interests. By providing a long term strategy and a framework for our Local Plans, the Strategic Growth Plan gives us the opportunity to identify strategic development locations and the infrastructure that is essential to their delivery.

THIS IS OUR OPPORTUNITY FOR CHANGE

OUR PRIORITIES

During the course of our work we have identified four priorities. They are:

- **creating conditions for investment and growth** - balancing the need for new housing and jobs with protection of our environment and built heritage.
- **achieving a step change in the way that growth is delivered** - focusing more development in strategic locations and less on non-strategic sites.
- **securing essential infrastructure that is needed to make this happen** - taking advantage of proposals to improve national and regional networks (as set out in the Midlands Connect Strategy) and maximising the benefits from them.
- maintaining the essential qualities of Leicester & Leicestershire and **delivering high quality development**.

This sets an agenda for growth which is based on achieving a better relationship between homes, jobs and infrastructure, increasing the speed of delivery and ensuring that development does not damage the special places that we cherish.

INVESTMENT AND GROWTH

Analysis of population and household statistics tells us that Leicester & Leicestershire will continue to grow whether we plan for this or not. New jobs continue to be created particularly in Leicester city centre, in the northern part of the county and around the market towns.

More new jobs are expected in the LLEP's priority sectors of life sciences (medical technologies); advanced manufacturing and engineering; advanced logistics; space and digital technologies; and textiles. These reflect the priorities of the Midlands Engine Strategy and the growth of the national economy.

More locally, individual authorities are focusing on tourism, leisure, health and wellbeing and supporting the rural economy. The Strategic Growth Plan provides a spatial framework within which this investment and growth can occur.

OUR VISION*

Our vision is that:

“By 2050, Leicester & Leicestershire will have established itself as a driver of the UK economy, exploiting opportunities for linkages across its diverse economic base, supporting its urban and rural centres, and taking advantage of its exceptional location. Growth will contribute to people’s health, happiness and well-being through the timely delivery of well-designed and high quality development, raising the bar in terms of environmental standards, quality of life and local distinctiveness.”

** Reference: Strategic Growth Statement (2016)*

SHIFTING THE FOCUS OF DEVELOPMENT

To date, the majority of new housing in Leicester & Leicestershire has been built on small and medium-sized sites in the City, market towns, villages and rural areas. Some of this development has been unplanned. Often these developments make little or no contribution to infrastructure or services and, instead, rely on existing facilities. This has created significant problems. Some communities feel overwhelmed by the speed and scale of change. Others are disadvantaged by pressures on local schools, health centres and recreation facilities. Congestion on local roads and public transport is a frequent cause of complaint.

Sometimes those who want to live in good quality homes close to their place of work find that there is little available within their price range. Several major employers and clusters of economic opportunities are located towards the edge of the County. Not all are close to housing so a great deal of commuting takes place. This is a problem not least for those who do not have a car – public transport is often limited.

Our strategy proposes to build more development in major strategic locations and to reduce the amount that takes place in existing towns, villages and rural areas. This will allow us to plan for new housing and employment together with new and improved roads, public transport, schools, health services, local shops and open space.

We are working with developers and Homes England to increase the speed at which development sites come forward and are built out. We will continue to seek funding for essential infrastructure to support development.

Our analysis has demonstrated that, through our existing and emerging Local Plans, and planning permissions, we can make provision for the amount of new homes and jobs we need in the period up to 2031. This will be achieved through a mixture of major strategic sites already identified in Local Plans (about 40%) and smaller scale growth on non-strategic sites (about 60%).

SECURING ESSENTIAL INFRASTRUCTURE

Delivering sustainable growth, before and after 2031, needs new infrastructure, not only road and rail improvements but also schools, healthcare facilities, venues for sports and leisure, open space, community halls, etc. Through our work on Local Plans we have already identified the road and rail improvements that are needed to support growth in housing and jobs up to 2031. Statutory agencies also have the information that they need to organise their investment priorities. The problem has been aligning this provision across a number of delivery agencies. Solving this problem will lie at the heart of delivering growth in the early stages of our plan.

Beyond 2031, the scale of infrastructure and service provision is such that significant investment by government will be needed. Our strategy makes provision for more of our growth to be provided in strategic locations. To do this, we need to:

- deliver the infrastructure and services that have already been identified in Local Plans and planning applications; and
- secure public sector funding for new strategic infrastructure which will open up sites for development.

In terms of road and rail improvements, the Midlands Connect Strategy lays the foundations for longer term, strategic investment. Analysis has shown that by investing in road and rail schemes in Leicester & Leicestershire, congestion can be reduced on other parts of the regional and national network. The strategy, therefore, proposes major improvements to road and rail facilities throughout the area.

We have considered how these road and rail improvements could support strategic development in Leicester & Leicestershire. We have concluded that there are major opportunities for strategic development in locations that relate well to areas of housing need and economic opportunity. It makes great practical and financial sense to maximise the benefits that are offered by these schemes.

We recognise that, if high quality sustainable development is to be achieved, these schemes will need to be supported by public sector investment in local road and rail improvements, and in public transport. The City and County Councils, as highway authorities, are already starting to identify what will be needed but decisions cannot be finalised until specific development sites have been identified in Local Plans. The Strategic Transport Plan will provide more information on what these improvements are and how they will be delivered.

In terms of private sector projects, we recognise that the lack of funding, or the ability to secure finance, and a range of other factors have caused delay. We need to resolve these problems if we are to create high quality developments with a sense of place and everything that they need to create real communities. Growth after 2031 is also very much dependent upon earlier infrastructure being put in place.

We will work collaboratively with the private sector and others to remove any barriers which exist. The Strategic Growth Plan, together with Local Plans, the Local Industrial Strategy and the Strategic Transport Plan will demonstrate that we are speaking with one voice and are committed to an agreed strategy.

DELIVERING
HIGH QUALITY
DEVELOPMENT

We have decided that our common agenda will be delivering 21st century garden towns, villages and suburbs within our strategic growth areas. This reflects the settlement pattern of the City and County, and establishes a framework for protecting the valuable assets that we have. It also allows us to develop a strong agenda around social, economic and environmental priorities.

The scale of opportunity in Leicester & Leicestershire assists these choices. Our strategy focuses development along transportation corridors and close to important employment centres. At a local level, we could expand existing settlements or create new ones. We could plan for some new development in existing urban areas. Indeed, given the scale of opportunity, several of these options could be delivered in combination. The decisions will be made in our Local Plans but the intention is that individual decisions will be made in line with this strategy.

We also propose to seek high quality environments, with a strong community focus and economic justification, and we consider that new strategic development should be delivered to a common agenda.

For this we have looked to our distinctive settlement pattern - Leicester as a thriving central city surrounded by strong, independent and characterful market towns, and extensive rural areas. We are keen to reflect our heritage of garden suburbs and government support for new garden towns, villages and suburbs.

The Garden City concept allows us to plan for new development which captures the very best of town and country. It would ensure that new development is planned with strong social, economic and environmental foundations, and that communities are placed at the heart of planning. This is the common agenda to which we will work as we bring forward, through our Local Plans, the major development opportunities in the Plan.

FIGURE 6:
THE SOCIAL CITY CONCEPT OF
THE GARDEN CITY MOVEMENT



OUR SPATIAL STRATEGY

Our spatial strategy acknowledges the scale of growth that is already in the pipeline as a result of Local Plans and planning permissions. It also builds upon known road and rail infrastructure opportunities or commitments. In delivering the strategy we will enhance the role of Leicester at the heart of the county and maintain the close relationships between the City, the market towns and rural areas. In doing so, we will prepare Local Plans in line with this spatial strategy to ensure that growth is delivered in a way which responds positively to our aspirations.

LEICESTER: OUR 'CENTRAL CITY'

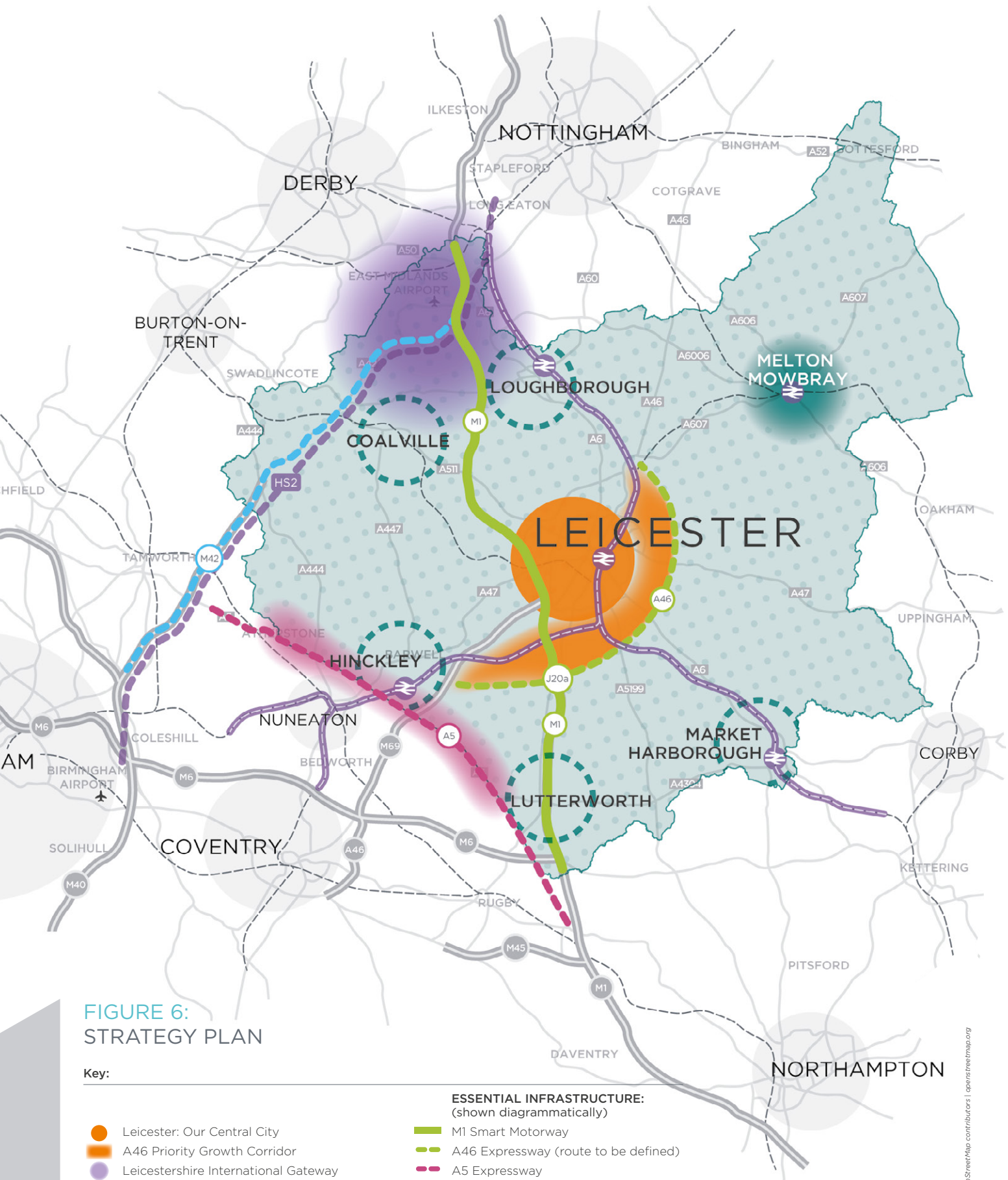
Leicester has a pivotal role to play in the strategy. We propose that it should develop its role as the 'central city' supporting the market towns and rural areas around it. More jobs, leisure, arts, culture and entertainment facilities would be provided within the City Centre. The strategic regeneration area along the Waterside will develop as a mixed use area, extending the economic opportunities available within the centre of the City, but balancing new jobs with the need for new homes.

The population of the urban area, in and around Leicester City, is about 650,000 and increasing rapidly. We are working collaboratively to accommodate all of the homes that the City needs in places that are well-connected to it.

Given the scale of housing need and the potential for new jobs, the City needs to grow. This needs to be done in such a way that we can make full use of existing services and infrastructure within the City. Also, by providing more homes close to jobs in the City Centre and other employment centres, we will be able to relieve development pressures in other parts of the surrounding **BIRMINGHAM** authorities.

Given the scale of development on the fringes of Leicester, any growth would need to be accompanied by measures to increase capacity on the radial roads and improve public transport, cycling and walking.

WE WILL ENHANCE THE
ROLE OF LEICESTER AND
MAINTAIN THE CLOSE
RELATIONSHIPS BETWEEN
THE CITY, THE MARKET
TOWNS AND RURAL AREAS



THE A46 PRIORITY GROWTH CORRIDOR

The 'expressway' proposal for the A46 is critical to our strategy. It not only provides an alternative route to the M1 but also creates the opportunity for significant development to the south and east of the City. The expressway proposal is included in the Midlands Connect Strategy and proposes a new road extending from a new or improved junction on the M69, and continuing to the south and east of Leicester, with a new junction on the M1 (J20a). The new road will re-join the existing A46 to the north-east of the City. The precise route of the new road will have significant implications for encouraging growth in Leicester and Leicestershire and will be the subject of consultation at various stages in its routing and design.

Improvements to the railway lines and services between Leicester, Coventry and Birmingham are also proposed.

The combination of new and improved roads and railways in this area creates the opportunity for major development along a corridor extending around the southern and eastern fringes of Leicester. The proposed new road is of national and regional significance but it also provides the opportunity for strategic development in Leicester & Leicestershire. We estimate that this corridor has the potential to accommodate about 38,000 new homes and additional new jobs.

The Midlands Connect Strategy proposes that the A46 and A5 expressways will be built by the early 2030s. Increased capacity on the railways is proposed within the same timeframe. As planning progresses on these road and rail projects, and Local Plans make provision for future development, the Plan proposes that we should start to shift the balance of new growth, away from small and medium-sized sites, towards major strategic locations within this corridor.

WE ESTIMATE THAT
THIS CORRIDOR HAS
THE POTENTIAL TO
ACCOMMODATE ABOUT
38,000 NEW HOMES AND
ADDITIONAL NEW JOBS

THE LEICESTERSHIRE INTERNATIONAL GATEWAY

The Leicestershire International Gateway is focused around the northern parts of the A42 and the M1, where there are major employment opportunities notably East Midlands Airport, East Midlands Gateway (strategic rail freight terminal) and HS2 station at Toton nearby. The authorities have already made provision for strategic new housing developments in Ashby, Coalville, and Loughborough and these need to be completed as a matter of priority to provide the opportunity for people to live close to their places of work. At the same time, some parts of the area (e.g. the centres of Coalville and Shepshed) are in need of regeneration and the physical fabric needs to be improved. In our Local Plans we intend to explore the theme of 'forest towns' suggested in the National Forest Strategy. This could be a way of enhancing the physical fabric of the towns and villages in this area and making the most of our environmental assets. It would also support investment in tourism and leisure facilities and health and wellbeing agenda.

Loughborough, with a world class university, has also made provision for a science and enterprise park and this needs to be delivered in conjunction with improved access from J23 on the M1, now funded.

Overall, we estimate that the area has the potential to accommodate about 11,000 new homes. Improvements to the A42, the M1, railway lines and services – all set out in the Midlands Connect Strategy – support this opportunity.

THE A5 IMPROVEMENT CORRIDOR

The A5 provides a long distance strategic route running from the south-east to the north-west. The route acts as an alternative to the M6 motorway between J12 and the M1 but suffers from increasing congestion and lack of capacity to serve as a relief route when there are problems on the M6. Also, it is expected to experience increased traffic growth in the future from advanced manufacturing and logistics developments such as the MIRA Enterprise Zone & Technology Park, phase three of DIRFT near Daventry and Magna Park in Lutterworth.

Improvement of the A5 corridor is essential to reduce congestion in the area, to deliver already planned housing growth and to support delivery of major industrial sites which already have Local Plan allocations and/or planning permission. Managing the delivery of consented/allocated sites in and around Hinckley will be achieved through Local Plans.

There are long-standing proposals, promoted by the A5 Partnership, to improve the A5 from Dodwells to Longshoot, widening to dual-carriageway a short section of the A5 near Hinckley, which carries the traffic of both the A5 and the A47. The A5 Partnership proposals also call for improvements to upgrade the A5 between the A38 and the M1 to 'expressway' standard. This is supported by the Midlands Connect Strategy and will provide much needed relief to local roads, and provide an efficient alternative route to the M6, between J12 and the M1.

MELTON MOWBRAY: KEY CENTRE FOR REGENERATION AND GROWTH

Melton Mowbray sits at the centre of a largely agricultural area in the north east of the county. Somewhat distant from other centres, strategic road and rail routes, the town functions as a rural hub for the surrounding villages and rural communities, the focus of social and economic activity, enhanced by a characterful and distinctive landscape. Recently economic growth has been constrained by lack of sites and poor connectivity but there is evidence that local firms are looking to expand and new businesses wish to move in.

The town centre is congested and in need of regeneration but has a great deal of potential. Investment in the public realm – the buildings, public spaces, streets – would do much to restore confidence in the town and support its potential as centre for tourism and leisure in one of the most attractive parts of the county.

The recent approval for the Melton Mowbray Relief Road provides the catalyst for change: it will remove congestion in the town centre and open up land for development to the north and east of the town. Similar investment in highways to the south of the town could increase this further. New growth will support town centre shops and services and provide the opportunity for people to live close to where they work. The new A46 expressway and improved connections to it, will also improve connectivity to Leicester, the M1 and the Leicestershire International Gateway.

AREAS OF MANAGED GROWTH IN LOCAL PLANS

Coalville, Hinckley, Loughborough, Lutterworth and Market Harborough vary in size, location and economic base but all contribute significantly to the local economy. All are already under intense pressure for development and have made substantial provision within and on the edges of the existing towns. Much of this has still to be built and is dependent upon new local infrastructure. Further sustainable development should be consistent with the need to support local growth. In particular, there are aspirations for continued town centre regeneration and better services.

TABLE B: NOTIONAL CAPACITY OF STRATEGIC GROWTH AREAS (DWELLINGS)

Growth area	Notional capacity (dwellings)
A46 Priority Growth Corridor	38,000
The Leicestershire International Gateway	11,200
Melton Mowbray: Key Centre for Regeneration and Growth	3,800
Total	53,000

OUR VILLAGES AND RURAL AREAS

In recent years, our villages and rural areas have been under intense pressure for growth. The strategy proposes that, in future, there will be limited growth in these areas, consistent with providing for local needs.

NOTIONAL CAPACITY (DWELLINGS)

We have estimated the notional capacity of our strategic growth areas to accommodate new homes and this is shown in Table B below. In Appendix B we indicate how this growth would be distributed across the eight local authorities in Leicester & Leicestershire.

NOTIONAL CAPACITY (EMPLOYMENT LAND)

Our study of housing and economic development needs* indicates the amounts of employment land that will be required in the periods 2011-31 and 2011-36 (see Appendix A). We are confident that, for these periods, provision will be made in existing and emerging Local Plans.

Longer term requirements are not quantified. The need for employment land is subject to considerably greater market variability than the need for new homes.

It is, therefore, unrealistic to anticipate what these might be so far ahead. In principle, however, it is considered that the spatial distribution of new employment will need to reflect the overall strategy of the Plan, enable homes and jobs to be located in close proximity, and take advantage of opportunities for commuting by public transport. The need for new employment land will be monitored and reviewed on a regular basis through the preparation and adoption of Local Plans.

OUR COMMITMENT TO DELIVERY

A PARTNERSHIP APPROACH

Our analysis demonstrates that Leicester & Leicestershire has the potential to deliver development which is of national and regional significance. The fact that the Strategic Growth Plan has been prepared by the ten partner organisations responsible for planning, transport and economic development demonstrates the extent of the collaborative work that is taking place. Three strategic documents are being prepared in parallel: the Strategic Growth Plan, the Strategic Transport Plan and the Local Industrial Strategy. Together with Local Plans, these key documents will demonstrate our commitment to future growth and infrastructure investment.

STATUTORY VS NON-STATUTORY PLANS

The changes to the National Planning Policy Framework state a preference for statutory plans, make recommendations on a standard methodology for calculating housing need, and set out the requirements for a '*Statement of Common Ground*'. The work on our three strategic documents, however, has reached an advanced stage. To pause and re-work the Strategic Growth Plan in a different format would cause significant delay at a time when there are significant issues to resolve and opportunities to grasp.

We propose, therefore, to proceed on the basis of a non-statutory plan and we will reinforce its provisions as necessary to give confidence that we are committed to delivery. We will implement the Strategic Growth Plan through our statutory Local Plans, supplemented by additional documents as necessary.

Should circumstances change in future, we can update housing need and supply through Statements of Common Ground and/or a review of the Strategic Growth Plan.

ALIGNING INFRASTRUCTURE AND GROWTH

It is clear, however, that we will need support from government if we are to achieve the step change in the amount and speed of housing and economic growth that we propose. We started our work with a shared commitment to deliver the homes and jobs that Leicestershire needs over the period 2011-50 and our strategy is set out in this Plan. We wish to take full advantage of the opportunities that are presented by the Midlands Engine and Midlands Connect strategies. Our proposals, therefore, maximise the benefits that are delivered by the infrastructure investment proposed in these documents. We value the government's stated commitment to the region.

DIGITAL CONNECTIVITY

Digital connectivity is a significant issue in parts of Leicester & Leicestershire, both rural and urban. High quality communications support remote working and provide access to on-line services. They are an essential part of the infrastructure planning process and need to be funded as such.

OUR OFFER TO GOVERNMENT

Our offer to government, in return for investment in infrastructure, is to maximise the benefits that can be achieved from commitments that are already made in the Midlands Engine and Midlands Connect strategies. We are confident that we can deliver genuinely high quality new homes and jobs, in successful communities at a faster pace than has been achieved to date. New infrastructure will enable this to happen.

Given that our growth in the period 2011-31 can be provided on existing sites or in Local Plans, we have time to align infrastructure and new growth. We propose to work with government and its executive agencies to put this into effect. We will also work with local communities and government departments to ensure that new development brings with it the local services that are needed. For our part, through our Local Plans, we will deliver the growth that is set out in this Plan, ensuring that new development is built to the highest possible standards.

APPENDIX A

HOUSING NEEDS 2011-31 AND 2011-36

We have undertaken a study of our housing and employment economic development needs for the periods 2011-31 and 2011-36 to align with the different time periods for which Local Plans are being prepared. The results of this analysis are set out in Tables 1 and 2 and further detail can be found in the study. Leicester City Council has formally declared that it will be unable to meet its 'objectively assessed needs' (OAN) for housing for the period 2011-31. Oadby & Wigston Borough Council has declared that, subject to further investigation of highway matters, it might be unable to meet its needs for the period 2031-36. Planning guidance requires the OAN to be satisfied across the 'housing market area' (HMA) as a whole.

We have undertaken an analysis of completions, planning permissions and allocations in adopted and emerging Local Plans. We have concluded that sufficient provision has been, or will be, made in adopted or emerging Local Plans to accommodate the OAN for housing, across the HMA as a whole, for the period 2011-31. The unmet need arising in the administrative areas of Leicester City Council will, therefore, be accommodated in the remaining borough and district councils and this will be reflected in Local Plans as they progress, supported by an agreed statement or Statement of Common Ground as appropriate.

Beyond 2031, provision will be made in Local Plans in accordance with the framework set out in this Plan.

TABLE 1: HOUSING NEED 2011-31

Authority	Housing Need ¹	
	Number of dwellings per annum	Total number of dwellings
Blaby DC	370	7,400
Charnwood BC	1,031	20,620
Harborough DC	532	10,640
Hinckley & Bosworth BC	471	9,420
Leicester City Council	1,692	33,840
Melton BC	186	3,720
North West Leicestershire DC	481	9,620
Oadby & Wigston BC	148	2,960
Total (Leicester & Leicestershire)	4,829²	96,580²

TABLE 2: HOUSING NEED 2011-36

Authority	Housing Need ¹	
	Number of dwellings per annum	Total number of dwellings
Blaby DC	361	9,025
Charnwood BC	994	24,850
Harborough DC	514	12,850
Hinckley & Bosworth BC	454	11,350
Leicester City Council	1,668	41,700
Melton BC	170	4,250
North West Leicestershire DC	448	11,200
Oadby & Wigston BC	155	3,875
Total (Leicester & Leicestershire)	4,716²	117,900²

Notes:

1. Source: *Housing and Economic Development Needs Assessment*, GL Hearn, January 2017

2. The totals do not match the sum of the parts due to the way in which additional provision to support economic growth in Melton BC and North West Leicestershire DC is taken into account.

EMPLOYMENT LAND NEEDS 2011-31 AND 2011-36

The study of housing and economic development needs also considered employment land needs for the periods 2011-31 and 2011-36. The results of this analysis are set out in Table 3 and further detail can be found in the study. In addition to the needs set out in Table 3, the authorities will seek to meet the need from strategic B8 uses identified in a separate study relating to logistics and distribution.

TABLE 3: EMPLOYMENT LAND NEEDS (HA) 2011-31 AND 2011-36

	2011-31			2011-36		
	B1a/b	B1c/B2	Small B8	B1a/b	B1c/B2	Small B8
Blaby DC	37-45	15	10	47-48	19	12
Charnwood BC	14-37	21	11	17-40	26	13
Harborough DC	14-21	22	8	17-24	28	9
Hinckley & Bosworth BC	11-32	14	16	13-34	17	20
Leicester City Council	2-6	36	15	3-7	45	19
Melton BC	10-18	21	14	10-23	26	17
North West Leicestershire DC	45-46	3	17	50-56	4	21
Oadby & Wigston BC	1	0	4	2	0	5
Totals	142-198	132	93	177-215	165	117

Notes:

The range for the Total B1a/b does not sum to the cumulative minimum and maximum range for each local authority. This is because the source of the minimum and maximum figures varies according to the outcome of the labour demands scenario and completions trends. The totals reflect the total for each scenario. Numbers may also not add up due to rounding.

Local plans will make provision for these needs in the period 2011-36.

Beyond 2031, provision made in Local Plans, for both housing and economic growth will be made in accordance with the framework established by the Strategic Growth Plan.

APPENDIX B

NOTIONAL HOUSING NEEDS AND SUPPLY 2031-50

For the purposes of the Strategic Growth Plan, we need to estimate the likely scale of growth for the period 2031-50. This needs to be identified across the housing market area as a whole. Currently, only the Melton Local Plan goes beyond 2031, and only to 2036.

The study of housing and economic development needs also gives us an indication of what needs might be for the period 2031-36.

We recognise that projecting forward beyond this date is highly problematical but we need some notional estimates of growth in order to take a longer term view. In the absence any more authoritative data, therefore, we have chosen to extrapolate these figures forwards. The results are set out in Table 4.

It is important to note that, although these numbers cannot be regarded as being authoritative, they will be consistently monitored and reviewed, and can be adjusted as necessary.

In Table 4, we have also estimated the likely sources of housing supply. The Strategic Growth Plan assumes that both Leicester City Council and Oadby &

Wigston Borough Council will be unlikely to be able to meet their objectively assessed needs during this period. Table 4, therefore, assumes that there will be a re-distribution of housing across the housing market area. In line with the strategy set out in the Plan, we propose that there should be a shift in the focus of development from small- and medium-sized sites to strategic locations.

The authorities in Leicester & Leicestershire agree that the distribution in Table 4 will be used as the basis for future Local Plans. This will be reinforced in an agreed statement or Statement of Common Ground and in Local Plans.

TABLE 4: NOTIONAL HOUSING NEED AND SUPPLY 2031-50

Authority	Notional Housing Needs 2031-50 ¹		Delivery on Non-Strategic Sites ⁴		Delivery on Strategic Sites	Total Delivery	
	dpa	Total	dpa	Total	Total	dpa	Total
Blaby DC	361	6,859	110	2,060 ³	15,500	924	17,560
Charnwood BC	994	18,886	470	8,890 ²	10,000	994	18,890
Harborough DC	514	9,766	150	2,930 ³	13,000	838	15,930
Hinckley & Bosworth BC	454	8,626	140	2,590 ³	7,500	531	10,090
Leicester City	1,668	31,692	550	10,450	0	550	10,450
Melton BC	170	3,230	80	1,520	3,800	280	5,320
North West Leicestershire DC	448	8,512	240	4,520 ²	5,200	512	9,720
Oadby & Wigston BC	155	2,945	60	1,140	1,500	139	2,640
Total (Leicester & Leicestershire) (%)	4,764	90,516	1,800	34,100 (38%)	56,500 (62%)	4,768	90,600

Notes:

1. Notional housing needs 2031-50 based on information contained in Housing and Economic Development Needs assessment (January 2017)

2. Charnwood and North West Leicestershire are assumed to meet notional OAN so delivery on non-strategic sites exceeds the Strategic Growth Plan's figure of 40% of notional OAN.

3. Due to the level of provision for development on strategic sites in Blaby DC, Harborough DC and Hinckley & Bosworth BC, development on non-strategic sites is limited to 30% of notional OAN.

4. Delivery on non-strategic sites rounded to the nearest '10'.



For further details on the Strategic Growth Plan please visit our web site:

 lstrategicgrowthplan.org.uk

or contact any of the partner organisations listed on the inside cover.

Key changes made following consultation on the Draft SGP

Matter	Explanation
Chapter 3: Accommodating our Growth	
Ch 3: Title changed from ' <i>Accommodating Our Growth</i> ' to ' <i>Planning for Our Growth and Infrastructure</i> '.	Emphasises relationship between growth and infrastructure.
Ch 3: Re-drafted to bring together two time periods 2011-31 and 2031-50 (housing numbers as before).	Provides clarity on scale of growth over long term; better support for funding bids.
Ch 3: New text on aligning growth, infrastructure and services; focus on delivery, removing barriers to development; increasing speed.	Emphasises need for infrastructure to support committed and new development; identifying other infrastructure needs and priorities.
Chapter 4: The Building Blocks for our Plan	
Ch 4: New text added on emerging National Planning Policy Framework.	Explains how we will address changing government policy.
Ch 4: New text and plan relating to environmental, historic and other assets.	Emphasises that such assets are an important consideration.
Chapter 5: Our Overall Approach	
Ch 5: New text on ' <i>Investment and Growth</i> '	Recognises that L & L will continue to grow so we have to plan for this; links to the LLEP's emerging Local Industrial Strategy; local aspirations.
Ch 5: New text on ' <i>Securing essential Infrastructure</i> '	States that wide range of infrastructure is needed; promised infrastructure needs to be provided; much of this from the public sector but also collaboration with private sector.
Ch 5: Text on garden cities agenda brought forward.	To emphasise the way in which this agenda will lie at the heart of our proposals to give social, economic and environmental focus.
Chapter 6: Our Spatial Strategy	
Ch 6: New text to emphasise that the SGP will be delivered via Local Plans	To emphasise that LPAs intend to be in control of the delivery process
Ch 6: A46: identified as the ' <i>The A46 Priority Growth Corridor</i> '	Reinforces the message that the A46 is a critical element of the strategy without which growth on the scale/speed proposed would not be possible.
Ch 6: ' <i>Northern Gateway</i> ': Re-defined and identified as ' <i>The Leicestershire international Gateway</i> '	Recognises the increasingly international importance of this area with East Midlands Airport, East Midlands Gateway, HS2 station, major employers, new roads, etc.

Matter	Explanation
Ch 6: 'Southern Gateway' deleted; replaced with 'A5 Improvement Corridor'	Emphasises the importance of the A5 improvements to the delivery of committed growth
Ch 6: Lutterworth deleted as 'Key Centre for Growth'; re-designated as an 'Area of Managed Growth in Local Plans'	Allows the local planning authority to focus on current proposals for growth and control future development in Local Plans
Ch 6: Melton Mowbray renamed 'Key Centre for Regeneration and Growth'	Better reflects the aspirations of the local authority for growth and regeneration supported by new infrastructure
Strategy Plan revised	Amended in line with changes.
Housing Numbers	
Housing numbers: <ul style="list-style-type: none"> Reduced by 2,000 dwellings in Harborough DC Increased by 800 dwellings in Melton BC Increased by 1,200 dwellings in North West Leicestershire DC 	Reflecting agreements by local planning authorities
General changes to the text in various places	
Explicit support for public transport enhancements; including radial routes and railways not in Midlands Connect Strategy e.g. Leicester-Burton Line and around Melton Mowbray.	Better reflects the aspirations of the partners in terms of public transport improvements and aspirations.
Recognition of the need for public transport to support growth.	Amended to emphasis aspirations for improved public transport as part of a sustainable transport strategy.
Importance of infrastructure to support committed development.	Emphasises that infrastructure is need to support both long term growth and sites which already have consent.
Emphasis on relationship/dependency between strategic and 'lower order' infrastructure	Recognises that improvements to the wider network will be needed to support the strategic road and rail improvements highlighted in the Plan.
Emphasis on delivery.	Emphasises that development in the period 2011-31 needs to be accelerated.
Align homes and jobs; recognising LLEP priorities.	Recognises the desire to reduce levels of commuting and the relationship between major employment centres and new homes.
Explicit support for regeneration e.g. Coalville Town Centre	Acknowledges that growth can take the form of regeneration and redevelopment of brownfield sites.

Risk Assessment

Risk	Specific issue	Response
Joint working	The revised NPPF makes it very clear that government wants LPAs to work together, specifically preparing joint statutory Local Plans.	<p>The SGP is clear evidence of joint working albeit on a non-statutory basis. The work has made steady progress over the last three years with no interruption, signs of hesitation or withdrawal of support. Failure to agree at this late stage would signal a major break-up in the partnership putting at risk all of the attendant benefits which could be delivered through continued joint working (notably access to funding and the ability to resist unwanted development pressures).</p> <p>Joint working has also raised the profile of the Leicester & Leicestershire partners with statutory agencies and has contributed to a positive outcome on a number of funding applications.</p>
The 'Duty to Co-operate'	The revised NPPF strengthens the requirements of the 'Duty to Co-operate', effectively turning it into a 'Duty to Agree'.	If approved by all partners, the SPG will be a clear statement of co-operation and agreement. It highlights the issues, identifies a strategy and, in its final form, will be a clear statement of agreement by the partners. This is a powerful statement and a good collaborative position for the partners which can be clearly demonstrated.
Statement of Common Ground	The revised NPPF establishes a mandatory requirement for a Statement of Common Ground and sets out a timetable for its preparation.	The SGP provides much of the information needed for a Statement of Common Ground. The Statement of Common Ground will set out the agreement on housing numbers including a recognition on behalf of the partners that they will need to accommodate any demonstrated unmet need arising from Leicester City (and Oadby & Wigston Borough if necessary).
Reputational damage if one or more partners does not approve the Plan	Clear demonstration of failure to work co-operatively, lack of strategy to address acknowledged development requirements and no framework for Local Plan. Consequential, ad hoc and piecemeal development pressures which would be difficult to resist.	<p>Withdrawal of support by a number of partners would signal clear failure in attempts at joint working. This would be likely to result in a position that would probably be worse than if the SGP process had not started.</p> <p>Intense pressure from development interests would be likely to arise across the Leicester & Leicestershire Housing Market Area (HMA), in all likelihood targeting the types of site that the SGP is attempting to protect (e.g. development in villages and rural areas).</p>

Risk	Specific issue	Response
Delay in the preparation of Local Plans	The SGP is intended as a framework for Local Plans. If this does not exist, then the Duty to Co-operate will need to be re-cast in a different form.	Possibility of delay rather than rapid progression towards Statement of Common Ground being agreed across the Leicester & Leicestershire HMA and in the preparation of Local Plans.
Failure to deliver new housing at the pace required.	Local Planning Authorities will have to return to relying on disaggregated and piecemeal ways of securing infrastructure.	Government is committed to the delivery of new housing and accelerating the speed of delivery. Work on the SGP has already supported applications for funding (which have been successful). Homes England have expressed a willingness to support the partners in accelerating growth, bringing other government departments into the process. This is a good collaborative position for the partners to be able to demonstrate as they go forward.
Delivering new infrastructure	<p>Different mechanisms to make the case for arguing for strategic infrastructure would have to be devised. Returning to disaggregated and piecemeal means of doing this might not deliver provision at the scale and pace required.</p> <p>Lack of infrastructure is currently delaying the delivery of some growth that already benefits from planning permission and, as a result, pressure continues to be exerted on other sites.</p>	Government's view is that infrastructure and growth are closely aligned. Those authorities which best demonstrate joint working and a commitment to growth will access the greatest Government funding. Leicester & Leicestershire has had some significant funding successes already e.g. the Melton Mowbray Relief Road; progress to Stage 2 of the Housing and Infrastructure Fund both the South-West Leicestershire package of improvements and the final section of the Melton Mowbray Relief Road.
Accelerating the pace of housing delivery	The SGP demonstrates to Government the effort that has already been made by the partners to accommodate development via existing Local Plan allocations and planning permissions. This provides a good platform to negotiate infrastructure funding and other work with Government in order to accelerate delivery.	Leicester City Council has secured Marginal Viability Funding to accelerate the pace of delivery at the important Ashton Green site. The Leicester & Leicestershire partnership is recognised by Homes England who have offered support in a variety of forms. Accelerating the delivery of consented schemes allows local people to see how growth can support the local housing market and to see the merits of growth.

Risk	Specific issue	Response
Loss of confidence in the ability of the partners to plan pro-actively.	Powers exist already for the government to transfer control to the County Council if the partners fail to co-operate and manage growth positively and proactively through a planned approach.	The SGP is an excellent example of collaborative working across organisations with responsibility for the whole range of local government functions. It could be an exemplar of how to balance competing interests and thereby maximise funding opportunities.
The scale of growth will not reduce	There is intense pressure for development in the logistics sector in the Leicestershire and Leicestershire area. Both the Housing and Economic Development Needs Assessment (January 2017) and the new standard methodology for calculating housing needs (set out in the revised NPPF) indicate a similar scale of housing need across the Leicester & Leicestershire housing market area.	The SGP does not promote growth above objectively assessed needs. That being the case, even if the SGP were to be abandoned, Local Plans would have to plan for the same scale of growth but with no over-arching strategy in place. The development industry could target particularly vulnerable authorities e.g. those whose five-year housing land supply is marginal.
Deletion of the A46 Expressway (Southern/Eastern Leicester Bypass)	Growth likely to gravitate towards existing infrastructure and major employment centres. Continued pressure also in villages and rural areas across the Leicester & Leicestershire area.	The SGP does no more than accommodate the objectively assessed needs of Leicester & Leicestershire. That being the case, if the new A46 Expressway were to be deleted from the plan, some 38,000 dwellings would have to be provided in other locations. Conventional sustainability criteria are likely to support the notion that new growth should gravitate towards places with infrastructure and economic generators.

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COUNCIL - TUESDAY, 13 NOVEMBER 2018**

Report Title	PEER CHALLENGE REVIEW - PROGRESS UPDATE
Contacts	<p>Councillor Trevor Pendleton 01509 569746 trevor.pendleton@nwleicestershire.gov.uk</p> <p>Strategic Director of Place 01530 454555 james.arnold@nwleicestershire.gov.uk</p> <p>Head of Legal and Commercial Services/Monitoring Officer 01530 454762 elizabeth.warhurst@nwleicestershire.gov.uk</p>
Purpose of report	To update Council on the progress of improving the planning function following the Planning Peer Challenge Report earlier this year.
Council priorities	Business and Jobs Homes and Communities
Implications:	
Financial/Staff	The action plan and constitutional changes will be delivered within existing resources.
Link to relevant CAT	None identified.
Risk Management	Failure to act on the recommendations of the Peer Challenge Team may adversely affect the reputation of the Council.
Equalities Impact Screening	No impact identified.
Human Rights	None identified.
Transformational Government	This relates to the new ways in which Councils are being asked to deliver their services
Comments of Head of Paid Service	The report is satisfactory.
Comments of Section 151 Officer	The report is satisfactory.
Comments of Monitoring Officer	The report is satisfactory.
Consultees	Planning Peer Challenge Cross-Party Working Group

Background papers	Report to Council on 20 March 2018 Report to Council on 15 May 2018
Recommendations	<p>THAT:</p> <ol style="list-style-type: none"> 1. THE PROGRESS OF REFORMS TO THE PLANNING FUNCTION RECOMMENDED BY THE PLANNING PEER CHALLENGE AND SET OUT IN THE ACTION PLAN BE NOTED; 2. THE COUNCIL AUTHORISES THE MONITORING OFFICER TO MAKE ANY CHANGES TO THE CONSTITUTION NEEDED TO IMPLEMENT THE WORKING GROUP'S RECOMMENDATIONS SET OUT IN PARAGRAPH 3 BELOW

1.0 INTRODUCTION

- 1.1 Following approval of the recommendations of the Planning Peer Challenge at Council on 20 March 2018 and subsequently the recommendations of the Cross Party Working Group to Council on 15 May 2015, further progress has been made in taking forward the action plan following meetings of the Cross Party Working Group on 11 May and 7 September 2018.

2.0 UPDATE ON COMMITTEE PROCEDURES

- 2.1 At the Cross Party Working Group on 11 May and 7 September, the following changes to the Planning Committee process were agreed:
- Planning Committee meetings to be held on Tuesdays, where possible, and will commence at 6.30pm
 - The Planning Committee briefing meeting will be referred to as the Planning Committee Technical Briefing meeting and will be held on the Wednesday in the week preceding the date of the Planning Committee at 5.30pm.
 - Invitees to the Technical Briefing to include Planning Committee members, substitutes and affected ward members.
 - At the Technical Briefing, Members of the Planning Committee and any substitutes will determine which applications require a site visit and agree the date, time and location to meet. They will all attend and make their way under their own steam, seeking assistance from colleagues where a lift is required.
 - No late changes will be accepted after the update sheet has been published at noon on the day of Planning Committee.
 - Alphabetical seating arrangements for Planning Committee to be introduced.
 - Planning Committee members will have the ability to question speakers but that this should only take place in exceptional circumstances and any questioning must be directly related to material planning considerations relevant to the case being considered.
 - Officer presentations will be kept to a minimum with an informal time limit of 5 minutes.
 - All comments from wherever they come, must be directed through the Chair.
 - An informal de-brief meeting will be convened the day after the Committee meeting between the relevant planning officers, the Chairman and the Deputy by electronic, skype or other means deemed suitable to all parties.

3.0 WORKING GROUP RECOMMENDED REFINEMENTS TO THE CONSTITUTION

- 3.1 The Cross Party Working Group has continued to monitor the implementation of the Peer Challenge Team's recommendations. It has observed and discussed several areas where

the agreed principles contained in the Peer Challenge Report could be applied more uniformly, resulting in a more open, transparent and democratic process. Following these discussions, the Working Group recommends that the following procedural improvements are incorporated into the Council's Constitution.

- 3.2 *Officers' and Members' planning applications should no longer automatically go to Planning Committee in all cases. They should only go to Planning Committee if (1) they are recommended for approval and (2) there are material planning objections and/or major impacts.*

The Working Group suggests the following reasons for this change:

- a) The Peer Challenge Team highlighted that the current process means that an application which would be rejected by planning officers (if it were made by a member of the public) gets to go to Planning Committee with the possibility of being approved, just because the applicant is a Member or officer.
- b) Previous discussions at the Working Group, and recommendations to Council, have focused on the question of Relatives' applications. The principle applied was that Relatives of officers and Members should not get a second opportunity to have their applications approved by Planning Committee that members of the public do not get. This "second bite of the cherry" has in the past contributed to the perception that there is bias in the planning process in favour of Members, officers and their relatives.
- c) Planning officers are subject to professional codes of practice and so must be trusted to make decisions in accordance with them, even where Member or Officer colleagues are the applicant. Failure to make decisions properly (e.g. influenced by personal issues with the officer/Member application) would lead to professional and disciplinary implications;
- d) If planning officers incorrectly (or inappropriately) reject an application, the applicant has a right of appeal to the Planning Inspectorate so the applicant has a method of remedy. However, if a rejection is turned into an approval by Planning Committee, there is no recourse for objectors;
- e) It will remove the accusation that, because they have connections with members on Planning Committee, officers/Members can get approvals that the public cannot;
- f) Only changing the process for Relatives (which took place on 15 May 2018) would give rise to accusations that members and officers were aware that they had an unfair procedural advantage (as pointed out by the Peer Challenge) but had not taken any steps to fix the process because they were benefitting from it.

- 3.3 *Every item at Planning Committee should have a recorded vote.*

The Working Group suggests the following reason for this change:

- a) This change will improve the democratic accountability of all decisions made by the Planning Committee and ensure that voting is open and transparent for members of the public present at Planning Committee.

- 3.4 *If a Ward Member has a pecuniary interest in an application, they should not be permitted to speak to that application at Committee. Instead they should nominate an alternate Member of the Council to step in and speak on behalf of their constituents as a stand-in Ward Member.*

The Working Group suggests the following reasons for this change:

- a) It would not be appropriate, nor would it appear right and proper to watching members of the public, that a Member should be able to make use of the right that Ward Members have to address the Planning Committee when that Member has a pecuniary interest in the application.
- b) However, this would result in there being no elected member available to speak to Planning Committee which reduces democratic input into the process. Nominating an alternate Member to speak to Committee will resolve this democratic deficit.

3.5 *In the order of speeches made to Planning Committee by objectors, applicants, Ward Members, etc. the Ward Member should go last.*

The Working Group suggests the following reason for this change:

- a) The Working Group believes that having the voice of the democratically elected Member speaking immediately before the Committee commences its debate will improve the democratic input into the Council's Planning function.

3.6 *If a Ward Member has a pecuniary interest in an application, that application should automatically be referred to the Chair to consider whether there are material planning reasons for calling it in.*

The Working Group suggests the following reason for this change:

- a) The call-in process rightly limits the ability of members to call-in an application to Planning Committee where they have a pecuniary interest in the application. However, under the new call-in process this gives rise to the possibility of no ward member being available to raise material planning issues with the Chair in order to request that the application is called-in. This removes an avenue of democratic representation in the planning process for members of the public. The proposed change will remedy this democratic deficit.

4.0 OTHER MATTERS

4.1 Protocol/guidance notes are currently in the process of being drafted by officers and the Planning Advisory Service for discussion at the meeting of the Cross party Working Group on 9 November 2018 relating to the following:

- A protocol on the pre-application process and member engagement.
- A guidance note for members on pre-determination and for those members who also sit on Parish/Town Councils.

5.0 NEXT STEPS

5.1 The Working Group will continue to meet monthly to monitor and guide the delivery of the action plan. Timescales for the different recommendations and priorities have been agreed by the Working Group and are included in the updated Action Plan which is attached as Appendix 1. An update on progress and implementation of the recommendations of the Peer Challenge will be reported back to Council in six months.

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
1. Customer Experience 65	1.1	Agree a Service Level Agreement with the County Council to improve the consultation process.	To be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. This is to be considered at a future meeting of the Development Management Forum and will seek to address issues which currently exist with regard to responses from Highways. Update after WG 13.04.2018 – Officers to scope areas where SLA would be beneficial and technologically possible. Cross-county interest to be gauged as well. WG to be kept informed. Update after WG 11.05.2018 – Noted -- future agenda item Update after WG 07.09.18 – Future agenda item	CE/JA	No	C
	1.2	Utilise customer services to deal with standard enquiries to free up professional officer time.	To be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. The key objective is ensuring the most efficient use of staff resources to best serve the customer either through a planning support team or corporate customer services. This will be linked to the work on the review of the Customer contact centre. Broader implications of this recommendation need to be considered in line with resourcing of customer services team when the Head of Customer Services post has been filled. Update after WG 13.04.2018 – to be progressed with new Head of Customer Services once in post. WG to be kept informed. Update after WG 11.05.2018 – Noted -- future agenda item Update after WG 07.09.18 – Future agenda item	CE/JA/BS	No	C
	1.3	Evaluate the potential for a more comprehensive approach to pre-application advice	To be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. Planning officers to review the current approach to pre-application advice and charging. A report to cabinet will be prepared setting out recommendation in 2018/19. Update after WG 13.04.2018 – PAS to circulate best practice document on pre-	CE/JA	Yes	C

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
			<p>application advice to WG. In addition, WG to consider how and when to notify ward members of pre-application inquiries.</p> <p>Update after WG 11.05.2018 – John Cummins has been working on a pre-application charging scheme and will forward this upon completion - future agenda item</p> <p>Update after WG 07.09.18 – Comments back to John Cummins re guidance note – John to report back at next meeting.</p>			
66	1.4	Consider whether a charge for all pre-application advice would improve effectiveness.	<p>Refer to above. This will be reviewed and scoped in accordance with best practice.</p> <p>Update after WG 13.04.2018 – research to be carried out on what neighbouring authorities charge for and cost/benefit analysis to be carried out.</p> <p>Update after WG 11.05.2018 – John Cummins has been working on a pre-application charging scheme and will forward this upon completion - future agenda item</p> <p>Update after WG 07.09.18 – As above at 1.3</p>	CE/JA	No	C

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
67	2.1	Make the Local Plan Advisory Committee a formal decision making body	<p>On 20 March 2018, Council agreed to an increased Committee with more delegated powers. An assessment has been made of the appropriate functions to be delegated to the reformed Committee and this will form the basis of the terms of reference to be considered at the first meeting of the Working Group with a recommendation to Council in May. The Monitoring Officer will make constitutional changes in relation to the Local Plan Advisory Committee with a view to implementation from the new civic year in May 2018. These will form part of the report to Council. An Independent Remuneration Panel meeting is being held on 6 April to determine whether or not an allowance should be paid to the Chairman of the Local Plan Committee. The findings of this meeting will form a recommendation to Council in May.</p> <p>Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 3 of Council Report). Operation of LPC to be kept under review and reported back to Council after 12 months.</p> <p>Updated after Council 15.05.18 – Recommendations agreed.</p>	LS/MP/IN	Yes	COMPLETED
	2.2	Make clearer references to the Local Plan policies in all Planning Committee reports	<p>Planning officers to make clearer references to the Local Plan policies in all Planning Committee reports with immediate effect. Review of existing reports in conjunction with Planning Advisory Service/LGA external support and consider national best practice.</p> <p>Update after WG 13.04.2018 – work being progressed as part of improvements to planning reports (row 6.2 below)</p> <p>Update after WG 11.05.2018 – work being progressed and an update will be provided at the next meeting.</p> <p>Update after WG 07.09.18 – Will form part of the review of planning reports</p>	CE	No	B

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
	2.3	Ensure the content and significance of the Local Plan is addressed in future training for Planning Committee members.	Training programme to be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. Update after WG 13.04.2018 – work being progressed as part of training matters (row 5.14) Update after WG 11.05.2018 – training identified and session agreed.	CE/IN	No	COMPLETED
3. Section 106s, Neighbourhood Plans and CIL	3.1	Consider how a proactive stance on NDPs may help with community engagement and delivering council priorities	Planning officers to consider and evaluate approach to NDPs. To be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. Update after WG 13.04.2018 – officers to progress with PAS. WG to be kept up to date Update after WG 11.05.2018 – Guidance is being provided by John Cummins. Update after WG 07.09.18 – Ian to discuss further with John	IN	No	B/C
	3.2	Understand the need for resources if more NDPs are undertaken	Tbc on completion of above Update after WG 13.04.2018 – officers to progress with PAS. WG to be kept up to date Update after WG 11.05.2018 – Noted Update after WG 07.09.18 – Ian to discuss further with John	IN	No	B/C
	3.3	Publish comprehensive details on website for greater transparency	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 13.04.2018 – officers to progress with PAS. WG to be kept up to date Update after WG 11.05.2018 – Noted	IN	No	B/C

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
69			Update after WG 07.09.18 – Report re S106s going to Audit and Governance on 10 October – update to follow that meeting.			
	3.4	Explore options for further work on S106 processes.	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 13.04.2018 – officers to progress with PAS. WG to be kept updated Update after WG 11.05.2018 – Work is ongoing. Update after WG 07.09.18 – Report re S106s going to Audit and Governance on 10 October – update to follow that meeting.	JA/IN	No	B/C
	3.5	Revisit decisions on CIL to assess whether it is desirable and effective.	Planning Officers to revisit decisions on CIL to assess whether it is desirable and effective and incorporate and consider at part of the Local Plan Review. Update after WG 13.04.2018 – officers to progress with PAS. WG to be kept up to date Update after WG 11.05.2018 – Noted	JA/IN	No	C
4. Roles, Responsibilities and Relationships	4.1	Ensure that all Members receive immediate training on member and officer/member protocols	Training programme to be developed in conjunction with Planning Advisory Service/LGA external support and consider national best practice. This will be considered at a future meeting of the Cross Party Working Group. Update after WG 13.04.2018 – PAS to liaise with Group leaders on a Member development programme Update after WG 11.05.2018 – training identified and sessions held. We need to address how to deal with the non-attendees. Jack Hopkins is sending a list of further topics for training. Agenda item for next meeting. Update after WG 07.09.18 – All members have now received their immediate	LS	No	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
70			training (bar one substitute member).			
	4.2	Enable more structured engagement with group spokespersons	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. This will be considered at a future meeting of the Cross Party Working Group. Update after WG 13.04.2018 – James A and PAS to meet with group spokespeople. Update after WG 11.05.2018 – Noted Update after WG 07.09.18 – Noted.	JA	No	A
	4.3	Senior Members to create a culture of calling out poor behaviour	Group leaders to address member behaviour within their groups with immediate effect. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 07.09.18 – It was considered that all that can be done at this stage has been done but it will take time for trust to be built back into the planning system.	GL	No	COMPLETED
	4.4	Improve the Committee procedures and operation to support the Chairman in running the Committee well.	Democratic Services, Legal Services and Planning Services to meet and agree a consistent approach in the operation and procedures relating to Planning Committee. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. A suggestion has been made of introducing a Chairman's briefing note. Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 5 of Council Report) Updated after Council 15.05.18 – Recommendations agreed.	ML/CE	Yes	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
5. Planning Committee 71	5.1	Change the timing and nature of the Planning Committee briefing (not necessarily on the same day)	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 13.04.2018 – Informal briefing to take place one week before the Planning Committee meeting. The format and processes of the Planning Committee day will continue to be refined by the WG. (paragraph 2 of Council Report) Update after WG 11.05.2018 – Technical briefing arrangements agreed – Wednesday at 5.30pm in week preceding Planning Committee	CE/JA	No	COMPLETED
	5.2	Consider whether site visits are necessary for every application	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Improved equipment at committee to enable better presentation on sites and proposals to be put in place Eg. Google map photographs. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 13.04.2018 – WG to develop a criteria based protocol for determining when site visits are necessary Update after WG 11.05.2018 – Agreed to determine this at technical briefings – no bus.	CE/JA	No	COMPLETED
	5.3	Encourage group leaders to ensure seating is not on group lines	Group leaders to speak with their members on Planning Committee and Democratic Services to relocate name plates with implementation from the new civic year in May 2018 – Alphabetical seating arrangement will be introduced. Update after WG 13.04.2018 – WG agreed that seating should be done in alphabetical order	GL/ML	No	COMPLETED
	5.4	Change seating layout of meeting	Democratic Services to review the layout of the Planning Committee meeting and liaise with IT about the purchase and positioning of additional screens.	ML	No	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
72			<p>Update after WG 13.04.2018 – options and costs are being explored by Democratic Services/Asset Management</p> <p>Update after WG 11.05.2018 – Temporary arrangements will be put in place until the Chamber can be refurbished properly. Screens have been ordered and the seating plan agreed.</p>			
	5.5	Review officer roles at committee	<p>Advice to be sought from Planning Advisory Service/LGA and consider national best practice. Changes have already been adopted with case officers taking on a wider role.</p> <p>Update after WG 13.04.2018 – management to work with officers to generate proposals for WG to review</p> <p>Update after WG 11.05.2018 - Agreed to limit presentations to specifics and an informal 5 minute duration</p>	JA	No	COMPLETED
	5.6	Officers to be given more opportunity to respond to public and members' comments	<p>Planning Officers to agree to introduce an opportunity in the meeting for responding to public and members' comments for implementation from the new civic year in May 2018. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice.</p> <p>Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 5 of Council Report)</p> <p>Updated after Council 15.05.18 – Recommendations agreed.</p>	CE/JA	No	COMPLETED
	5.7	Increase size and quality of presentations	<p>Planning Officers increase size and quality of presentations with use of technology such as google maps with immediate effect.</p> <p>Update after WG 13.04.2018 – as per row (5.4)</p>	CE	No	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
73	5.8	Ensure consistent application of the public speaking rules	Democratic Services, Legal Services and Planning Services to ensure that the public speaking rules are treated with consistency. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Consider the removal of the Chairman's discretion. Update after WG 13.04.2018 – WG noted the role of the Chair in this aspect. PAS to provide examples of best practice for WG to consider. Update after WG 11.05.2018 - New Chair appointed and the importance of consistency understood.	LS/ML/CE	No	COMPLETED
	5.9	Review the requirement for motions at the start of the debate	It is suggested that the Monitoring Officer will make constitutional changes in relation to motions at Planning Committee with a view to implementation from the new civic year in May 2018. Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 5 of Council Report) Updated after Council 15.05.18 – Recommendations agreed.	LS	Yes	COMPLETED
	5.10	Refresh the membership of the Committee	Consideration of leaders and whips ahead of appointments to be made at Council in May. The relevant papers seeking nominations have been sent out to the whips and individuals, as appropriate. Update after WG 13.04.2018 – appointments to be made at Council on 15 May 2018 Updated after Council 15.05.18 – Recommendations agreed.	GL	No	COMPLETED
	5.11	Reduce size of the committee and allow a pool of	On 20 March 2018, Council agreed to the reduction in the size of the Committee from 17 to 11. The Monitoring Officer will review the Substitution Scheme to allow for a pool of substitute members on the Planning Committee with a view to	LS	Yes	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
74		substitutes	implementation from the start of the new civic year in May 2018. Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 5 of Council Report) Updated after Council 15.05.18 – Recommendations agreed.			
	5.12	Consider not allowing a ward member to sit on Planning Committee when an application in their ward is being considered.	Planning Services and Legal Services to liaise to enable the Monitoring Officer to make constitutional changes in relation to ward members not sitting on the Planning Committee during consideration of an item in their ward, with a view to implementation from the new civic year in May 2018 Update after WG 13.04.2018 - Working Group's proposals and constitutional changes to be submitted to Council for implementation on 15 May 2018 (paragraph 5 of Council Report) Updated after Council 15.05.18 – Recommendations agreed.	JA/CE/LS	Yes	COMPLETED
	5.13	Think about how you could be more transparent e.g. webcasting	The Democratic Services Team Manager visited a webcasting and audio event in Birmingham on 8th March after which she passed her contacts on to the Head of Housing and Asset Management for consideration on the future refurbishment of the Chamber. Currently looking at options and costs. Update after WG 13.04.2018 – work ongoing Update after WG 11.05.2018 – This will be picked up as part of the overall works to the refurbishment of the Council Chamber. Property Services will ensure it is addressed in the specification. Officers are visiting a council Chamber in Oxford to see what can be done. Update after WG 07.09.18 – Visit made and specifications agreed in principle. Property Services now working on design and implementation.	JA	No	PARTIALLY COMPLETED A/B

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
75	5.14	Ensure all members of Planning Committee receive compulsory up to date training	<p>Planning Officers to ensure that all members of the Planning Committee have received up to date training with the first compulsory training session being held no later than the date of the first Planning Committee (5 June 2018) and following annual council in May 2018. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Training programme to be prepared. To be formally recognized in Council's constitution with compulsory attendance required and members who fail to attend training not permitted to sit on the Committee and having to be replaced by a substitute.</p> <p>Update after WG 13.04.2018 - Working Group's proposals reported to Council on 15 May 2018 (paragraph 5 of Council Report). WG to develop detail of compulsory requirement and propose constitutional changes to Council</p> <p>Update after WG 11.05.2018 – Training session being held 22 May and 5 June</p> <p>Updated after Council 15.05.18 – Recommendations agreed.</p>	JA/CE/IN	Yes	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
6. Reports, Minutes and Updates 76	6.1	Officers to be more confident in decisions and justifications	Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice. Update after WG 13.04.2018 – need for officer training to be assessed. Update after WG 11.05.2018 – To be reviewed after first couple of meetings of Planning Committee	CE	No	COMPLETED
	6.2	Carry out best practice review of structure and layout of reports and include plans	Planning Officers to look at how other LAs set out planning reports and adopt best practice with implementation. Advice/external support to be sought from Planning Advisory Service/LGA and consider national best practice and Plain English guidance. Update after WG 13.04.2018 – officers to carry out review of best practice with PAS support and make proposals to WG Update after WG 11.05.2018 – Noted Update after WG 07.09.2018 – Noted	CE	No	B
	6.3	Consider reducing the level of detail in the minutes	Democratic Services to reduce the detail contained in the minutes to capture to decisions and reasons only and to audio record the meetings to capture the detail; with immediate effect. Update after WG 13.04.2018 – WG agreed and Democratic Services to put this into effect.	ML	No	COMPLETED
7. Call-In	7.1	Introduce a single stage process – 28 days following the issue of consultation notices.	Legal Services and Planning Services look at a review of the call in processes for planning applications with a view to any changes, constitutional or otherwise, being implemented from the new civic year in May 2018. Update after WG 13.04.2018 - Working Group's proposals and constitutional changes (for rows 7.1-7.4) to be submitted to Council for implementation on 15 May 2018 (paragraph 4 of Council Report). WG to keep operation of new call-in process under review and propose constitutional amendments to Council if needed. Update after Council 15.05.18 – Recommendations agreed.	JA/CE	Yes	COMPLETED

Recommendations and Action Plan arising from Peer Challenge 13-15 February 2018

Area	Ref	Recommendations	Actions	By Working Group supported by	Change to Constitution	Timescale (from 20 March 2018) A - 1-3 months B - 3-6 months C - 6-12+ months
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77	7.2	Members to give strong planning reasons for any call-in	As above. Guidance to be developed with support from Planning Advisory Service/LGA. Update after Council 15.05.18 – Recommendations agreed	JA/CE	Yes	COMPLETED
	7.3	Relatives' applications only go to Committee if officers are minded to approve	As above Update after Council 15.05.18 – Recommendations agreed. Update after WG 07.09.2018 – Further recommendations to Council agreed.	JA/CE	Yes	COMPLETED
	7.4	Consider constitutional trigger for serving members and officers	As above Update after Council 15.05.18 – Recommendations agreed. Update after WG 07.09.2018 – Further recommendations to Council agreed	JA/CE	Yes	COMPLETED

Abbreviations	
CE	Chris Elston, Planning and Development Team Manager
IN	Ian Nelson, Planning Policy and Business Focus Manager
JA	James Arnold, Strategic Director of Place
ML	Melanie Long, Democratic Services Team Manager
GL	Group Leaders
LS	Louis Sebastian, Legal Services Team Manager

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 13 NOVEMBER 2018

Title of report	REVIEW OF THE GAMBLING ACT 2005 STATEMENT OF LICENSING POLICY
Contacts	<p>Councillor Alison Smith MBE 01530 835668 alison.smith@nwleicestershire.gov.uk</p> <p>Strategic Director of Place 01530 454555 james.arnold@nwleicestershire.gov.uk</p> <p>Head of Community Services 01530 454832 paul.sanders@nwleicestershire.gov.uk</p>
Purpose of report	To present the draft Statement of Licensing Policy for adoption by Members
Strategic aims	Homes and communities
Implications:	
Financial/Staff	All staffing costs associated with the preparation, consultation and adoption of the Statement of Licensing Policy are covered by the existing level of approved budget.
Link to relevant CAT	Not applicable
Risk Management	Legislation requires the policy to be reviewed every 3 years.
Equalities Impact Assessment	An Equality Impact Assessment has been undertaken and issues identified have been actioned.
Human Rights	Assessed in the passing of the legislation.
Transformational Government	This relates to the new ways in which councils are being asked to deliver their services
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory

Comments of Monitoring Officer	The report is satisfactory
Consultees	Leicestershire Police, Gambling Commission, Association of British Bookmakers, British Amusement Catering Trade Association, British Casino Association, Bingo Association, British Horse Racing Board, Working Men's Club and Institute Union, British Beer & Pub Association, Gamcare, Salvation Army, Leicestershire Partnership Trust CAMHS, Leicestershire and Rutland Safeguarding Children Board, Andy Peters Racing, Betfred, Gala Leisure, Ladbrokes, Moto Donington, Quicksilver, Gamble Aware, Leicestershire Fire Service, 2 Fat Ladies Leisure Limited, Town and Parish Councils, South Derbyshire District Council, Charnwood Borough Council, Local secondary schools/college
Background papers	Gambling Commission – Guidance to licensing authorities 5 th edition. www.gamblingcommission.gov.uk NWLDC – Gambling Act 2005 Statement of Licensing Policy Issue 4.
Recommendations	THE GAMBLING ACT 2005 STATEMENT OF LICENSING POLICY BE APPROVED

1.0 BACKGROUND

- 1.1 The Gambling Act 2005 ('the Act') came into force on 1 September 2007 and introduced a new regime to control all gambling.
- 1.2 Under section 349 of the Act, licensing authorities are required to prepare and publish a statement of principles which they intend to apply when exercising their functions under the Act. This statement of principles is referred to as the Statement of Licensing Policy ('Policy').
- 1.3 Following consultation with a wide range of bodies and agencies, the last review of this Licensing Authorities' Policy was approved by Full Council on 17 November 2015 and came into effect on 31 January 2016.
- 1.4 Section 349 also requires licensing authorities to review their policy every three years. The reviewed policy must come into force on 31 January 2019.

2.0 REVIEW OF STATEMENT OF LICENSING POLICY

- 2.1 The current policy has been reviewed in accordance with national guidance issued to licensing authorities by the Gambling Commission. A draft statement of licensing policy is attached as **Appendix 1**.

- 2.2 Although the guidance broadly remains unchanged, more detail has been provided in relation to the importance of local risk assessments and local area profiles.
- 2.3 The competent body designated to advise the council about the protection of children from harm has been changed from Leicestershire Police to Leicestershire and Rutland Safeguarding Children Board.
- 2.4 A profile of North West Leicestershire has been reviewed and further developed at Part A, section 11 of the draft policy. Applicants will use this profile to inform their risk assessment.

3.0 CONSULTATION

- 3.1 The Gambling Act 2005 requires that all local authorities have to widely consult when reviewing their Statement of Licensing Policy.
- 3.2 The reviewed policy was sent out for consultation for 10 weeks commencing on 6 June. A consultation pack was devised consisting of structured questions and was sent to all consultees listed at the front of this report by email. The consultation closed on 10 August 2018.
- 3.3 Responses were received from Gamble Aware, Gamcare, Kegworth Parish Council, Measham Parish Council and the council's Equalities Officer.
 - 3.3.1 Gamble Aware work in partnership with the Gambling Commission and the Responsible Gambling Strategy Board. Although resource constraints meant that they were unable to offer specific feedback on the draft policy they fully support all local authorities conducting an analysis to identify areas with increased levels of risk.
 - 3.3.2 Whilst Gamcare were unable to make comment on the specific draft policy they did provide generic advice and directed officers to a number of publications. The generic advice has been read and considered in devising the final draft policy.
 - 3.3.3 The council's Equalities Officer provided educational attainment data which has been incorporated into the local area profile.
 - 3.3.4 Kegworth Parish Council and Measham Parish Council considered the draft policy and concluded that they had no comments to make regarding its content.
- 3.4 The Licensing Committee at a meeting on 3 October 2018 agreed to recommend the adoption of the policy to council. An extract of the minutes is attached as **Appendix 2**.

4.0 APPROVAL PROCESS

- 4.1 Once the reviewed policy has been approved by Full Council, it must be published 4 weeks prior to it coming in effect on 31st January 2019.

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FOREWORD

~~The Gambling Act 2005 has now been in force for 10 years and this is North West Leicestershire District Council's fourth Statement of Licensing Principles.~~

Under the Gambling Act 2005, a Licensing Authority is required to prepare and publish a Statement of Licensing Policy. This document is the 5th statement of licensing policy issued by North West Leicestershire District Council. Since the introduction of the Act, the Policy has assisted in promoting the three licensing objectives detailed under the Act:

- ☐ preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime,
- ☐ ensuring that gambling is conducted in a fair and open way, and
- ☐ protecting children and other vulnerable persons from being harmed or exploited by gambling.

~~The Licensing Authority has considered and evaluated the effectiveness of the previous policy and with partners has decided which elements of the Policy should be retained. A new addition to this policy is a Local Area Profile which provides an analysis of the number and location of gambling facilities within the District and provides a prediction of where future issues may arise.~~

~~The policy was adopted by full Council following consultation with key stakeholders. The policy commenced on 31st January 2016 and unless reviewed in the intervening period, the Statement of Licensing Policy will remain in force until 31st January 2019.~~

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PART A

1. 3-The Licensing Objectives

In exercising most of its functions under the Act, Licensing Authorities must have regard to the licensing objectives as set out in the Act. The licensing objectives are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way;
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

24. North West Leicestershire Introduction

North West Leicestershire District Council is the Licensing Authority under the Gambling Act 2005 (the Act). North West Leicestershire is a mixed urban and rural district covering approximately 279 square kilometres. The main towns are Coalville, a former mining town and Ashby de la Zouch, a traditional market town. Other settlements include Castle Donington, Ibstock, Kegworth and Measham. The area also encompasses East Midlands Airport and the site of Donington Park a motor circuit and site for music festivals. These areas are shown in the map below at Appendix A.

The population is 98,436 (ONS 2016). The proportion of young people (0-14 years) is 17.8 per cent and is close to regional and national averages. The District has 19.7 per cent of the population above pension age. The black and minority ethnic population is 2.4 per cent; this compares with 10.7 percent for East Midlands and 14.6 per cent for England.

3. Policy Development

Licensing Authorities are required by the Act to publish a statement of the principles which they propose to apply when exercising their functions. This statement must be published at least every three years. The statement must also be reviewed from “time to time” and any amended parts re-consulted upon. The statement must then be republished.

This Licensing Authority consulted widely upon this statement before finalising and publishing it. The Act requires that the following parties are consulted by Licensing Authorities:

- The Chief Officer of Police;
- One or more persons who appear to the Licensing Authority to represent the interests of persons carrying on gambling businesses in the Licensing Authority’s area;
- One or more persons who appear to the Licensing Authority to represent the interests of persons who are likely to be affected by the exercise of the Licensing Authority’s functions under the Act.

A list of those persons consulted is provided below at Appendix B.

It should be noted that this policy statement will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Act.

The policy was adopted by full Council following consultation with key stakeholders. The policy commenced on 31st January 2019⁶ and unless reviewed in the intervening period, the Statement of Licensing Policy will remain in force until 31st January 2022¹⁹.

4. Declaration

In producing the final statement, this Licensing Authority declares that it has had regard to the licensing objectives of the Act, the guidance issued by the Gambling Commission, and any responses from those consulted on the statement.

~~3. The Licensing Objectives~~

~~In exercising most of its functions under the Act, Licensing Authorities must have regard to the licensing objectives as set out in the Act. The licensing objectives are:~~

~~Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
Ensuring that gambling is conducted in a fair and open way;
Protecting children and other vulnerable persons from being harmed or exploited by gambling.~~

5. Responsible Authorities

The Licensing Authority is required to state the principles it will apply in exercising its powers to designate a body which is competent to advise the Licensing Authority about the protection of children from harm. The principles are:

- The need for the body to be responsible for an area covering the whole of the Licensing Authority's area; and
- The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

This Licensing Authority designates the Leicestershire and Rutland Safeguarding Children Board Constabulary for this purpose.

6. Interested Parties

Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Act as follows:

"For the purposes of this Part a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the Licensing Authority which issues the licence or to which the application is made, the person

- a) lives sufficiently close to the premises to be likely to be affected by the authorised activities,
- b) has business interests that might be affected by the authorised activities, or
- c) represents persons who satisfy paragraph (a) or (b)"

The Licensing Authority is required to state the principles it will apply in exercising its powers under the Act to determine whether a person is an interested party. The overriding principle is that each case will be decided upon its merits. The factors that this Licensing Authority may take into account when determining what 'sufficiently close to the premises' means (in each case) might include:

- The size of the premises;
- The nature of the premises;
- The distance of the premises from the location of the person making the representation;
- The potential impact of the premises; and

- The circumstances of the complainant.

In determining whether a person with business interests might be affected by the premises, the factors likely to be relevant include:

- The size of the premises;
- The catchment area of the premises; and
- Whether the person making the representation has business interests in that catchment area that might be affected.

This Licensing Authority views trade associations, trade unions, residents' and tenants' associations as interested parties.

Interested parties can be persons who are democratically elected such as Councillors and Members of Parliament. No specific evidence of being asked to represent an interested person will be required as long as the Councillor or Members of Parliament represents the ward likely to be affected. Other than these however, this Licensing Authority will generally require written evidence that a person or body 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons requesting the representation is sufficient.

7. Exchange of Information

This Licensing Authority adopts the principle of better regulation and will conduct itself in accordance with the provisions of the Act in its exchange of information which includes the provision that the Data Protection ~~Act~~ 1998 and other relevant legislation will not be contravened. The Licensing Authority will also have regard to the Guidance issued by the Gambling Commission to Local Authorities on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Act.

Should any protocols be established pursuant to section 350 of the Act concerning information exchange with other bodies as listed in schedule 6(1) of the Act then these will be made available.

8. Enforcement

The main enforcement and compliance role for this Licensing Authority in terms of the Act will be to ensure compliance with licences and permits issued by this Licensing Authority and any conditions attached to them, including compliance with relevant codes of practice, dealing with temporary permissions and registration of small lotteries.

This Licensing Authority will act in accordance with the following principles for regulators:

- **Proportionate:** regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
- **Accountable:** regulators must be able to justify decisions, and be subject to public scrutiny;
- **Consistent:** rules and standards must be joined up and implemented fairly;
- **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
- **Targeted:** regulation should be focused on the problem, and minimise side effects.

This Licensing Authority will endeavour to avoid duplication with other statutory or regulatory regimes so far as possible.

This Licensing Authority will have regard to the Regulators' Code and will adopt a risk-based, proportionate and targeted approach to regulatory inspection and enforcement. This will include targeting high-risk premises which require greater attention, whilst operating a lighter touch in respect of low-risk premises, so that resources are more effectively concentrated on problem premises. The local area profile will inform the approach to identifying high risk premises.

This Licensing Authority shall comply with the codes of practices developed by the Crown Prosecution Service in the management of criminal cases.

This Licensing Authority will have regard to the North West Leicestershire District Council General Enforcement Policy.

9. Licensing Authority Functions

This Licensing Authority will:

- Be responsible for the licensing of premises where gambling activities are to take place by issuing Premises Licences;
- Issue Provisional Statements;
- Regulate members' clubs and miners' welfare institutes who wish to undertake certain gaming activities by means of issuing Club Gaming Permits and/or Club Machine Permits;
- Issue Club Machine Permits to Commercial Clubs;
- Grant permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres;
- Receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines;
- Issue Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines;
- Register small society lotteries below prescribed thresholds;
- Issue Prize Gaming Permits;
- Receive and endorse Temporary Use Notices;
- Receive Occasional Use Notices;
- Provide information to the Gambling Commission;
- Maintain registers of licences and permits that are issued and small society lottery registrations.

It should be noted that this Licensing Authority will not be involved in licensing remote gambling. This is the responsibility of the Gambling Commission by means of operating licences.

10. Local Risk Assessments

The Gambling Commission's Licence Conditions and Codes of Practice (LCCP) (issued in February 2015) requires operators to consider local risks in their applications.

As part of the application process licensees are required to submit a local risk assessment when applying for a new premises licence. An updated risk assessment must also be submitted:

- when applying for a variation of a premises licence
- to take account of significant changes in local circumstances, including those identified in a licensing authority's policy statement
- when there are significant changes at a licensee's premises that may affect their mitigation of local risks.

A local risk assessment should (a) assess specific risks to the licensing objectives in the local area, and (b) assess whether control measures going beyond standard control measures are needed.

This Licensing Authority may require a licensee to share their risk assessment with the authority. The risk assessment will set out the measures the licensee has in place to address specific issues where concerns exist over new or existing risks. By adopting this proactive approach Licensing Authorities and licensees should be able to reduce the occasions on which a premises review is required.

11. Local Area Profile

Licensees should share their risk assessment with licensing authorities when applying for a premises licence or applying for a variation to existing licensed premises, or otherwise on request. Such risk assessments can make reference to the council's area profile which may be compiled with respect to reported gambling-related problems in an area.

At the time of preparing this statement of licensing policy there has been no evidence presented to North West Leicestershire District Council to support the assertion that any part of the area is experiencing problems from gambling activities. This position will be kept under review and, in the event that it changes the area profile will be revised.

The following area profile has been included to facilitate operators being able to better understand the environment within North West Leicestershire and therefore proactively mitigate risks to the licensing objectives. The information detailed below was correct at the time of printing (October 2018⁵). Applicants are advised to contact the licensing team to seek the current local area profile.

Population

North West Leicestershire has a population of 98,436. This has risen by nearly 5,000 or 5.3 per cent since the 2011 Census. The proportion of young people (0-14 years) is 17.8 per cent and is close to regional and national averages. The District has 19.7% of the population above pension age, slightly higher than for the East Midlands or England. The proportion of black and minority ethnic population (2011 Census) is 2.4 per cent; this compares with 10.7 per cent for the East Midlands and 14.6 per cent for England respectively.

Economy and skills

As at December 2017 86.7% of North West Leicestershire's 16-64 year olds were economically active compared to 78.4% in Great Britain as a whole (ONS Annual population survey.)

Claimants as a proportion of residents aged 16-64 years in North West Leicestershire – 1.2% The highest claimant rates in North West Leicestershire are Coalville West and Snibstone South with rates of 2.6% and 2% respectively. (Nomis August 2018)

0.3% (179) of the resident population aged 16-64 in North West Leicestershire claim jobseekers allowance (Nomis August 2018)

In 2016, 76.2% of North West Leicestershire employees worked in services, 12.5% worked in manufacturing and 6.2% worked in construction (ONS Business Register & Employment Survey).

Educational attainment

In 2017, the proportion of pupils achieving 5+ GCSEs in English and Maths was 44.4% in Leicestershire compared to an England average of 39.1% (Department for Education 2017)

In 2017, the proportion of pupils achieving all components of the EBacc at level 5+ in Leicestershire was 17.4%, compared to an England average of 19.5%

	<u>Ashby School</u>	<u>King Edward VII (Coalville)</u>	<u>Stephenson Studio (Coalville)</u>	<u>England average</u>
<u>GCSE Grade 5 or above in English and Maths</u>	<u>52%</u>	<u>34%</u>	<u>13%</u>	<u>39.1%</u>
<u>English Baccalaureate Grade 5 or above</u>	<u>26%</u>	<u>10%</u>	<u>Data not available</u>	<u>19.5%</u>

In 2017, the percentage of residents aged over 16 with at least NVQ Level 1 or equivalent qualifications in North West Leicestershire was 91.5% compared to an England average of 85.4% (ONS Annual Population Survey)

Housing

The average household size in North West Leicestershire is 2.4 people, the England average is 2.7 people (Census, 2011)

Between 2001 and 2011, the number of households in North West Leicestershire increased by 10.5%, compared to an England and Wales average of 7.9% (Census 2011)

In 2017/18 the rate of homelessness in North West Leicestershire was 0.78 per 1,000, compared to an England average of 2.41 per 1,000 (MHCLG)

Schools

Ashby School, Nottingham Road, Ashby de la Zouch LE65 1DT – Age range 14-18 – 528 pupils

Manor House School, South Street Ashby de la Zouch LE65 1BR – Age range 3-16 – 61 pupils

King Edward VII Science & Sports College, Warren Hills Road, Coalville LE67 4UW – Age range 14-18 – 720 pupils

Stephenson Studio School, Thornborough Road Coalville, LE67 3TN – Age range 14-19 – 60 pupils

Forest Way School, Warren Hills Road Coalville LE67 4UU – Age range 3-19 – 207 pupils

Castle Donington College, Mount Pleasant, Castle Donington DE74 2LN – Age range 11-16 – 441 pupils

Breakdown of gambling premises by type and location is given below

<u>Premises Type</u>	
<u>Betting</u>	<u>10</u>
<u>Adult Gaming Centres (AGCs)</u>	<u>56</u>
<u>Betting</u>	<u>1</u>
<u>Location</u>	

Coalville town centre	56 (3 betting, 1 bingo and 12 AGCs)
Coalville suburbs (Greenhill)	1 betting
Ashby de la Zouch	2 betting
Castle Donington	1 betting
East Midlands Airport	2 AGCs
Motorway service	2 AGCs
Ibstock	1 betting
Measham	1 betting
Whitwick	1 betting

In addition to the 2 main town centres, betting premises can also be found in some of the smaller communities of Ibstock, Measham and Castle Donington.

The 2 Adult Gaming Centres at East Midlands Airport are both situated airside (beyond passport control). Due to the complexities of gaining access to this restricted area of the airport their customer base is taken from transient travellers leaving the country on holiday or business. These premises are considered to be low risk and consequently receive light touch intervention from the licensing authority.

The motorway service area at Donington Park generally serves individuals using the M1 and A42 routes. The premises are situated away from the motorway and can be accessed by anyone using the nearby minor roads. The service area is open 24 hours. Underage gambling is low risk as there are no housing estates within walking distance. Underage persons would more than likely be under the supervision of a parent or guardian whilst visiting the motorway service area.

The only bingo premises in the district are situated in Coalville, housed in a previously used 1930's design cinema.

North West Leicestershire is earmarked for a large house building programme over the next 15 years. However there is no intelligence to suggest that the extra population will alter the demographic of those people that live and spend time in the district.

Recent enquiries with local betting premises in relation to use of B2 or fixed odds betting terminals (FOBT) indicates that there is no excessive use of the machines and that proper control and monitoring of these machines by the licence holders is in place. Inspections by licensing enforcement officers have highlighted a high level of compliance by the industry and this is backed up by the historically low number of complaints received about individual premises. This Authority will continue to monitor to ensure high compliance levels are maintained.

12. Registers

The Licensing Authority keeps registers of the premises licences it has issued. They can be viewed online on the Council's web site or at the Council's offices during normal office hours. Copies of the register can be requested but a charge will be made.

13. Fees

The Council shall aim to ensure that the income it receives in fees matches the costs of providing the service to which the fees relate. The Council sets its own fees within a framework set by central government.

PART B **Premises Licences**

1. General Principles

Premises licences will be subject to the requirements set out in the Act and regulations, as well as specific mandatory and default conditions detailed in regulations issued by the Secretary of State. This Licensing Authority may exclude default conditions and also attach others, where it is believed to be appropriate.

This Licensing Authority is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it is:

- In accordance with any relevant code of practice issued by the Gambling Commission;
- In accordance with any relevant guidance issued by the Gambling Commission;
- Reasonably consistent with the licensing objectives; and
- In accordance with this Licensing Authority's Statement of Licensing Policy.

In determining applications, this Licensing Authority will only take into consideration all relevant matters and not take into consideration any irrelevant matters. Planning permission, building control approval and public nuisance are not considered to be relevant.

This Licensing Authority accepts the principle that moral objections to gambling are not a valid reason to reject applications for premises licences and also that unmet demand is not a criterion for a Licensing Authority.

This Licensing Authority will give particular consideration to applications:

- for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes; and
- applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed).

In respect of premises which still have to be constructed or altered, an operator can apply for a premises licence rather than a provisional statement. In these circumstances, this Licensing Authority will first decide whether, as a matter of substance after applying the principles in section 153 of the Act, the premises ought to be permitted to be used for gambling and secondly, in deciding whether or not to grant the application, this Licensing Authority will need to consider if appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility;

- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

Decisions upon individual conditions will be made on a case by case basis.

Gaming machines are defined in the Act which essentially covers all machines on which people can gamble. Section 172 of the Act prescribes the number and category of gaming machines that are permitted in each type of gambling premises licensed by the Licensing Authority. Regulations define 4 categories of gaming machines: categories A, B, C and D with category B divided into further sub-categories. The categories and subcategories have been defined according to the maximum amount that can be paid for playing the machines and the maximum prize it can deliver. A breakdown of gaming machine categories and entitlements is available on the Gambling Commission website www.gamblingcommission.gov.uk

2. Licensing Objectives

Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime

Where an area has known high levels of organised crime this Licensing Authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be appropriate such as the provision of door supervisors.

Appropriate matters for consideration may include:

- disorder;
- the sale and distribution of controlled drugs;
- the laundering of the proceeds of drugs to support gambling.

Ensuring that gambling is conducted in a fair and open way

This Licensing Authority does not expect to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences which will be dealt with by the Gambling Commission.

Protecting children and other vulnerable persons from being harmed or exploited by gambling

This Licensing Authority will consider whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include:

- supervision of entrances / machines;
- location of machines including cash terminals;
- segregation of areas;
- signage / leaflets.

As regards the term “vulnerable persons” it is noted that the Gambling Commission is not seeking to offer a definition but states that “it will for regulatory purposes assume that this group includes people who gamble more than they want to; people who gamble beyond their means; and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs.” This Licensing Authority will consider this licensing objective on a case by case basis.

3. Adult Gaming Centres

This Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the Licensing Authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

Factors which this Licensing Authority may consider include:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entrance
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive, and is merely indicative of factors that may be taken into consideration.

4. (Licensed) Family Entertainment Centres

This Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the Licensing Authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

Factors which this Licensing Authority may consider include:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entrance
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- Measures / training for staff on how to deal with suspected truant school children on the premises

This list is not mandatory, nor exhaustive, and is merely indicative of factors that may be taken into consideration.

5. Casinos

This Licensing Authority has not passed a 'no casino' resolution under the Act, but is aware that it has the power to do so. Should this Licensing Authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision will be made by the Full Council.

6. Bingo Premises

Gaming machines may be made available for use in licensed bingo premises only on those days when sufficient facilities for playing bingo are also available for use.

Where category C or above machines are available in premises to which children are admitted this Licensing Authority will wish to ensure that:

- all such machines are located in an area of the premises separate from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where the machines are located;
- access to the area where the machines are located is supervised;
- the area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder; and
- at the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

7. Betting Premises

It is not permissible to offer gaming machines on a premises which is licensed for betting but not to offer sufficient facilities for betting.

In deciding whether to restrict the number of betting machines, this Licensing Authority will take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of betting machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people.

8. Tracks

Tracks are defined in the Act as 'a horse racecourse, greyhound track or other premises on any part of which a race or other sporting event takes place or is intended to take place.' Examples of a track are football, cricket and rugby grounds, a motor racing event and venues hosting darts, bowls, or snooker tournaments. This list is by no means exhaustive as betting could take place at any venue where a sporting or competitive event is occurring.

This Licensing Authority will expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons are allowed to attend premises such as greyhound tracks or racecourses on event days, and children are permitted into areas where betting facilities are provided, such as the betting ring, where betting takes place. However, they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

Factors which this Licensing Authority may consider include:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entrance
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare

This list is not mandatory, nor exhaustive, and is merely indicative of factors that may be taken into consideration.

Applications for track premises licences will need to demonstrate that, where the applicant holds a pool betting operating licence and is going to use his entitlement to four gaming machines, unless they are Category D machines, these machines are located in areas from which children are excluded.

This Licensing Authority will require detailed plans of the racetrack itself and the area that will be used for temporary “on-course” betting facilities (often known as the “betting ring”). In the case of dog tracks and horse racecourses fixed and mobile pool betting facilities operated by the Tote or track operator, as well as any other proposed gambling facilities must be clearly indicated on the plans. The plans should also make clear what is being sought for authorisation under the track betting premises licence and what, if any, other areas are to be subject to a separate application for a different type of premises licence.

9. Travelling Fairs

Where category D machines and / or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair must be met.

This Licensing Authority will consider whether the applicant falls within the statutory definition of a travelling fair.

A site may not be used for fairs on more than 27 days per calendar year. The 27-day maximum applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. This Licensing Authority will monitor the use of land and maintain a record of the dates on which land is used.

10. Provisional Statements

Applicants for premises licences must fulfil certain criteria. They must hold or have applied for an operating licence from the Gambling Commission (except in the case of a track), and they must have a right to occupy the premises in respect of which their premises licence application is made. These restrictions do not apply in relation to an application for a provisional statement.

The application for a provisional statement must be accompanied by plans and the fee. Responsible authorities and interested parties may make representations.

Once the premises are constructed, altered, or acquired the holder of a provisional statement can return to this Licensing Authority and submit an application for the necessary premises licence.

11. Reviews

Requests for a review of a premises licence can be made by interested parties or responsible authorities however, it is for this Licensing Authority to decide whether the review is to be allowed. An application for review may be rejected if the grounds of the review:

- are not relevant to the principles that must be applied by this Licensing Authority in accordance with the Act;
- are frivolous;
- are vexatious;

- 'will certainly not' cause this Licensing Authority to revoke or suspend a licence or to remove, amend or attach conditions to the premises licence;
- are substantially the same as grounds stated in a previous application relating to the same premises;
- are substantially the same as representations made at the time the application for a premises licence was considered.

The Act provides that Licensing Authorities may initiate a review in relation to a particular class of premises licence or in relation to particular premises.

In relation to a class of premises, this Licensing Authority may review the use made of premises and, in particular, the arrangements that premises licence holders have made to comply with licence conditions.

In relation to particular premises, this Licensing Authority may review any matter connected with the use made of the premises if it has reason to suspect that premises licence conditions are not being observed, or for any other reason (such as a complaint from a third party) which gives it cause to believe that a review may be appropriate. A formal review will normally be at the end of a process ensuring compliance by the operator. If the operator does not meet requirements then after a formal review this Licensing Authority may impose additional conditions or revoke the premises licence.

PART C

Permits, Temporary Use Notice & Occasional Use Notice

1. Unlicensed Family Entertainment Centre Gaming Machine Permits

The application will be in the form and manner specified by this Licensing Authority. The application form must be accompanied by a plan of the premises indicating the location of the gaming machines and the fee.

This Licensing Authority considers that the applicant should have policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The policies and procedures may include:

- appropriate measures / training for staff as regards suspected truant school children on the premises;
- a proof of age policy;
- measures / training covering how staff would deal with unsupervised very young children being on the premises; or
- children causing perceived problems on / around the premises.

2. (Alcohol) Licensed Premises Gaming Machine Permits

The application will be in the form and manner specified by this Licensing Authority. Applications will be required to state the premises to which it relates and the number and category of gaming machines sought. The application form must be accompanied by a plan of the premises and the fee.

This Licensing Authority will consider each application on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the Licensing Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines. The permit holder must be capable of demonstrating compliance with the conditions detailed in the Code of Practice issued by the Gambling Commission and this Licensing Authority would expect the permit holder to implement the best practice set out in the Code of Practice.

3. Prize Gaming Permits

The application will be in the form and manner specified by this Licensing Authority. The application form must specify the premises and be accompanied by a plan of the premises and the fee.

This Licensing Authority will require the applicant to set out the types of gaming that he/she is intending to offer and the applicant should be able to demonstrate:

- that they understand the limits on stakes and prizes that are set out in regulations; and
- that the gaming offered is within the law.

In making its decision on an application for this permit the Licensing Authority does not need to have regard to the licensing objectives but must have regard to any Gambling Commission guidance.

4. Club Gaming and Club Machines Permits

Members Clubs and Miners' welfare institutes (but not Commercial Clubs) may apply for a Club Gaming Permit. The Club Gaming Permit will enable the premises to provide gaming machines (3 machines of categories B3A (no more than one), B4, C or D), equal chance gaming and games of chance.

Members Clubs, Miners' welfare institutes and Commercial Clubs may apply for a Club Machine Permit. A Club Machine permit will only enable the premises to provide gaming machines (3 machines of categories B3A (no more than one), B4, C or D). Commercial clubs are not allowed to provide category B3A gaming machines.

This Licensing Authority may only refuse an application for either type of permit if:

- (a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
- (b) the applicant's premises are used wholly or mainly by children and/or young person's;
- (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- (d) a permit held by the applicant has been cancelled in the previous ten years; or
- (e) an objection has been lodged by the Commission or the police.

There is also a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Licensing Act 2003. Under the fast-track procedure there is no opportunity for objections to be made by the Commission or the police and the grounds on which an application may be refused are:

- (a) that the club is established primarily for gaming, other than gaming prescribed under schedule 12;
- (b) that in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
- (c) that a club gaming permit or club machine permit issued to the applicant in the last ten years has been cancelled.

The permit holder must demonstrate compliance with the conditions detailed in the Code of Practice issued by the Gambling Commission and this Licensing Authority would expect the permit holder to implement the best practice set out in the Code of Practice.

5. Temporary Use Notices

Temporary Use Notices (TUN) can only be used to permit the provision of facilities for equal chance gaming where the gaming is intended to produce a single overall winner.

The holder of a relevant operating licence must give notice to this Licensing Authority on the prescribed form with the relevant fee.

This Licensing Authority will have regard to the licensing objectives when considering whether to object to any notice received.

6. Occasional Use Notices

A notice must be served by a person who is responsible for the administration of events on the track or by an occupier of the track. The notice must be served on this Licensing Authority and copied to the Chief Officer of Police for the area in which the track is located. The notice must specify the day on which it has effect. Notices may be given in relation to consecutive days, so long as the overall limit of eight days is not exceeded in the calendar year.

PART D **Lotteries**

This Licensing Authority is responsible for the registration of small society lotteries. These are non-commercial societies as defined in the Act as being established and conducted:

- for charitable purposes;
- for the purpose of enabling participation in, or of supporting, sport, athletics or a cultural activity; or
- for any other non-commercial purpose other than that of private gain.

This Licensing Authority will exercise its functions under this Act in relation to lotteries in accordance with the principles contained in the guidance issued by the Gambling Commission. Any small society lottery promoter wishing to sell tickets on the highway shall do so in a way that is compliant with the Gambling Commission guidance.

FURTHER INFORMATION

Anybody wishing to contact the Licensing Authority with regard to this Statement of Licensing Policy, the Gambling Act 2005 or the application process can do so as follows:

In writing to	Licensing Team Community Legal and Support Services North West Leicestershire District Council Council Offices Whitwick Road Coalville Leicestershire LE67 3FJ
By email to	licensing@nwleicestershire.gov.uk
By fax to	01530 454574
By telephone on	01530 454545

Appendix A

Map of North West Leicestershire District



Appendix B

List of bodies consulted.

Leicestershire Police
Leicestershire Fire Service
Gambling Commission
Association of British Bookmakers
British Amusement Catering Trades Association
British Casino Association
Bingo Association
British Horse Racing Board
Working Men's Club and Institute Union
British Beer & Pub Association
Gamcare
Salvation Army
Leicestershire Partnership Trust CAMHS
Leicestershire and Rutland Safeguarding Children Board
Andy Peters Racing
Betfred
Gala Leisure
Ladbrokes
Moto Donington
Quicksilver
GambleAware
2 Fat Ladies Leisure Limited
Town and Parish Councils
South Derbyshire District Council
Charnwood Borough Council
Local secondary schools / colleges
Other teams within North West Leicestershire District Council (Community Safety, Community Focus, Strategic Housing)

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EXTRACT of the MINUTES of a meeting of the LICENSING COMMITTEE held in the Council Chamber, Council Offices, Coalville on WEDNESDAY, 3 OCTOBER 2018

Present: Councillor R Ashman (Chairman)

Councillors J Clarke, J G Coxon, D Everitt, T Eynon, L Goacher, R Johnson (Substitute for Councillor N Clarke), A C Saffell, S Sheahan, N Smith, A V Smith MBE and M Specht

Portfolio Holder: Councillor A V Smith MBE

Officers: Mrs L Arnold, Mr A Cooper, Mr L Mansfield and Mrs R Wallace

4. REVIEW OF GAMBLING ACT STATEMENT OF LICENSING POLICY

The Environmental Health Team Manager presented the report to Members, highlighting the consultation undertaken and the proposed changes regarding the Local Area Profile at section 11 of the draft policy. He also apologised that the draft policy document at appendix 1 did not include the usual track changes, this was due to a technical error.

In response to a question of clarity from Councillor J Clarke, the Environmental Health Team Manager explained that the number of gambling premises in Coalville town centre should be five rather than six as printed in the report, this was due to the recent closure of an adult gaming centre in the area. This would be corrected in the final report to Council.

Councillor S Sheahan raised concerns regarding online gambling and the fact that there was no reference to it within the report. The Environmental Health Team Manager explained that this was not a function of the District Council and was regulated by the Gambling Commission.

Councillor T Eynon understood that there was an absence of evidence to suggest that there were any problems with gambling activity in North West Leicestershire but in her opinion there were two very important organisations that had not been consulted. These were Nottingham Health Care Trust and Turning Point. She believed that they would be able to provide more accurate information on the issue. The Environmental Health Team Manager explained that the team had consulted all those advised to, but took the comments on board and agreed to add the organisations to the list of consultees in future.

Councillor D Everitt also suggested the addition of the Citizens Advice Bureau to the list of consultees. He felt that the picture given by the current consultees was a superficial one as he believed many of the problems with gambling had gone underground with the availability of online gambling.

The Environmental Health Team Manager reported that GambleAware had commissioned a piece of work, due to be completed in 2019, regarding Local Area Profiles. If the study revealed a problem with gambling for North West Leicestershire, the local profile would be updated accordingly.

Councillor N Smith asked if any of the consulted organisations ever reported individuals with gambling problems. The Licensing Team Leader reported that very few complaints were received regarding gambling establishments and this year there had been none at all. Councillor N Smith commented that the lack of reports from the premises themselves on any problems due to gambling activity, could possibly be due to the amount of money being made from customers affected. The Licensing Team Leader assured Members that licence holders had a duty of care to assist people with obvious problems.

Councillor M Specht referred to a recently reported national problem regarding the usage of fixed odds betting terminals. He commented that he had visited a number of premises and he did not see any customers constantly sat at the machines. He was pleased that

the report supported this view as there did not seem to be a problem of this nature in North West Leicestershire.

It was moved by Councillor J G Coxon, seconded by Councillor J Clarke and

RECOMMENDED THAT:

Council approve the Statement of Licensing Policy at its meeting on 13 November 2018.

RESOLVED THAT:

The authority to update the Local Area Profile be delegated to the Head of Community Services in consultation with the Portfolio Holder.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.23 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**COUNCIL - TUESDAY, 13 NOVEMBER 2018**

Report Title	ANNUAL SCRUTINY REPORT
Contacts	<p>Councillor Michael Specht 01530 817544 michael.specht@nwleicestershire.gov.uk</p> <p>Strategic Director of Housing and Customer Services 01530 454819 glyn.jones@nwleicestershire.gov.uk</p>
Purpose of report	To present on an annual basis the items and reports considered by Policy Development Group (PDG) and to gauge its impact on Council business, and its effectiveness.
Council priorities	All
Implications:	
Financial/Staff	There are no financial implications associated with this report. Part of the remit of PDG is to highlight any financial implications relating to any of the reports it considers that have not been addressed.
Link to relevant CAT	None
Risk Management	Corporate risks are mitigated through effective scrutiny of future strategies, policies and other proposals by PDG.
Equalities Impact Screening	Part of the remit of PDG is to highlight any equalities implications relating to any of the reports it considers that have not been addressed.
Human Rights	None
Transformational Government	After effective scrutiny and feedback has been provided by PDG, better policies and strategies can be put forward for future adoption by NWLDC.
Comments of Head of Paid Service	Report is satisfactory
Comments of Section 151 Officer	Report is satisfactory
Comments of Monitoring Officer	Report is satisfactory
Consultees	None

Background papers	Report to Policy Development Group, 19 September 2018
Recommendations	THAT THE ANNUAL REPORT BE RECEIVED AND ENDORSED

1.0 BACKGROUND

1.1 As part of the process of improving the effectiveness of scrutiny at the Council, a report has been prepared setting out the issues and reports that PDG has considered in 2017/18. This can also be used to gauge PDG's impact on Council business, and its effectiveness.

1.2 This report was considered by PDG on 19 September 2018.

2.0 ISSUES AND REPORTS CONSIDERED

28 JUNE 2017

Director of Health Public Health Annual Report 2016

2.1 Mike Sandys, Director of Public Health for Leicestershire County Council gave a presentation to the Committee detailing the key findings within the annual report and proposals to improve the health and wellbeing in Leicestershire in the future.

2.2 Members raised questions around air quality, prevalence of diabetes and rates of breast feeding, and the report was duly noted.

Update Report on s106 Contributions to Health

2.3 The Head of Planning and Regeneration presented the report to Members, which outlined that £1,122,000 of s106 was currently available to spend on health initiatives, and introduced Mr I. Potter, Deputy Chief Operator for the West Leicestershire Clinical Commissioning Group (CCG). Mr Potter gave a presentation to the Committee detailing the work undertaken to secure Section 106 contributions, how they were spent within the District and current proposals. Mr Potter explained that there were strict guidelines on how Section 106 money could be spent so it could not be put into other general funds. The Head of Planning and Regeneration added that Section 106 Contributions were used to address specific issues caused by a development, therefore the money could only be used for the specific purpose as agreed by all parties.

2.4 Members indicated their concerns about the delays in committing expenditure and ensuring the monies were spent effectively on projects which would benefit local people. The Head of Planning and Regeneration explained that the authority tried to be as flexible as possible and could agree to release money in stages rather than wait until completion, helping to move projects forward. Mr I Potter stated that it was important to have a good working relationship with the Council and to have regular discussions on how improvements could be made with officers and GPs.

2.5 It was recognised that whilst some progress appeared to be taking place in committing expenditure, there was room for further improvement. The report was duly noted.

Review of Planning Committee Scheme of Delegation

- 2.6 The Head of Planning and Regeneration presented the report to Members, highlighting the proposed changes to the Planning Committee scheme of delegations to improve the openness of decision making. The proposals are summarised below:
- To make it clear that Prior Notification, Prior Approval, extended Permitted Development, Conservation Area Trees, Non Material Amendment, and limited other mechanisms are delegated to the Director of Services;
 - To amend the DEL1 trigger to 10 objections to an application that is recommended to be granted planning permission; and
 - To amend the trigger for automatic call-in of applications submitted by officers and members within the last 5 years to make it clear that this applies only to the applicant and not agents or others, and to amend the subject to be current and not previous officers and members.
- 2.7 After a full debate, the Head of Planning and Regeneration stated that he was happy to look into everything that had been put forward by Members. As the general feeling from the discussion was that Members did not support the current recommendations, the Chairman asked the Head of Planning and Regeneration to reconsider the proposals and discuss them with Members of the Planning Committee before bringing the report back to the Policy Development Group in September 2017. This way forward was agreed by the meeting.

The Balance of the Economy in North West Leicestershire

- 2.8 The Head of Economic Development presented a report outlining how the Business Focus team are creating the first of an annual Economic Profile of North West Leicestershire that will bring together the key economic statistical information into a single document.
- 2.9 The creation of an Economic Profile of North West Leicestershire was identified as a key task by the Business Focus team and has been included within the 2017/18 Business Focus Team Plan. Furthermore, the Economic Profile will also respond to the request made by PDG in January 2017 to research the structure of the North West Leicestershire economy to ensure that it was well-balanced.

The Economic Profile will be published in three different formats:

- A stand-alone, basic fact, one page summary
 - A glossy promotional summary
 - A detailed economic profile including chapters on employment, business, demographics and town centres.
- 2.10 Members welcomed the report as it was good to understand what was happening with the economy locally – questions were raised around working with local colleges on skill shortages, the gap in earnings, and underemployment. The report was duly noted.

Future Work Programme

- 2.11 Some Members felt that it was unfortunate that due to the scheduling of the meetings, the Policy Development Group seemed to be unable to scrutinise big cabinet decisions such as the leisure services review, and the Council Delivery Plan. Officers were asked to look into the meeting schedule to ensure significant decisions were considered by the Policy Development Group prior to Cabinet. The Interim Director of Resources took the comments on board and agreed to look into the matter further.

3.0 23 AUGUST 2017

Update on the Leisure Project

- 3.1 The Chief Executive gave a presentation to update PDG on the Leisure project and the plans moving forward. This was in advance of future consideration by Cabinet on whether to proceed with building a new leisure centre and sourcing a new provider to run the leisure service.
- 3.2 A full debate took place on the merits of the leisure project and the Chief Executive responded to a full range of questions and queries relating to site location, effect on Coalville, transport implications, impact on staff, the financial model, tax benefits, corporate savings and future use of the Hermitage site. Please see the minutes for further information.
- 3.3 It was agreed that all comments made by PDG be noted and passed to Cabinet for their consideration.

Call-In of Cabinet Decision of 25 July 2017 entitled: Asset Management - London Road Car Park (Restricted Item)

- 3.4 The Interim Director of Resources presented the report to Members, highlighting the decision taken by Cabinet on 25 July 2017 and addressing each of the reasons put forward for the call-in as attached. He reminded Members that a call-in was not about the merits of the decisions themselves, but whether the decisions had been made properly in accordance with the Council's Constitution.
- 3.5 Members discussed the report before them and expressed concerns over the decisions that had been made. It was resolved that
- a) Cabinet be asked to reconsider its decision in the light of comments from the Policy Development Group.
 - b) Delegation be given to the Chairman to provide the written comments for consideration by Cabinet on behalf of the Policy Development Group.

Future Work Programme

- 3.6 The Chief Executive stated that Quarterly Performance reports would be brought to future meetings.

4.0 20 SEPTEMBER 2017

Community Focus Grants

- 4.1 The Head of Economic Development presented the report to Members, highlighting the processes and a summary of the grants awarded. She informed Members that as suggested, groups that were currently applying for grants had been informed of the possibility of being invited to attend a Policy and Development Group meeting to talk about their activities and how the monies awarded had been spent. The Community Services Portfolio Holder addressed the meeting and explained that she undertook visits to the community groups and there were photographs taken which were used in the press and social media.
- 4.2 Members expressed their support for how the grants scheme supported community groups and the report was duly noted.

Annual Report

- 4.3 The Interim Director of Resources presented the report to Members highlighting the work of PDG over the previous year and the proposed changes to the meeting schedule. In response to a question, the Deputy Monitoring Officer explained that there was a provision within the Council's Constitution to co-opt individuals to the Policy Development Group with non-decision making powers. It was required for assistance in making decisions or if the committee needed particular expertise. This was not a new addition to the scrutiny procedure rules but as it was rarely used Members may not have been aware of it.
- 4.4 Members believed there had been an improvement in the level of scrutiny since the process had previously been questioned and thanked officers for the report. The Work Programme will continue to be updated to include more items making up the Council's Policy and Budget Framework including: the Council Delivery Plan, the End of Year Report, the Medium Term Financial Strategy and quarterly performance reports. It was agreed to increase the scheduled number of PDG meetings from four to six. In line with the current Constitution, additional meetings can still be arranged if required
- 4.5 It was agreed the annual report for presentation to council on 21 November 2017 be noted.

Update to the Council's Constitution

- 4.6 The Deputy Monitoring Officer presented the report, drawing Members attention to the proposed changes regarding the increase in the number of Policy Development Group meetings (see above), key decisions and contracts. It was explained that a contracts register was available for public viewing. Some Members commented on the length and complexity of the Constitution although it was explained this was sometimes unavoidable due to the need to respond to new legislation.
- 4.7 The proposed amendments to the Council's Constitution, as detailed within the report, were approved to be considered by Council on 21 November 2017.

5.0 10 JANUARY 2018

Developing the Medium Term Financial Strategy

- 5.1 The Financial Planning Team Manager presented the report and referred Members to appendix one which outlined the current financial issues facing the Council to be addressed through the development of the Medium Term Financial Strategy. Members requested further figures and information to be presented at the next meeting of PDG.

Draft Revenue Budget Proposals General Fund and Housing Revenue Account

- 5.2 PDG was invited to scrutinise the General Fund and Housing Revenue Account Budget Proposals and provide any comments for Cabinet to take into account when it agreed final recommendations.

Draft Capital Programmes 2018/19 – 2022/23

- 5.3 PDG was invited to scrutinise the Capital Programme proposals and provide any comments for Cabinet to take into account when it agreed final recommendations.
- 5.4 The various financial reports were noted and agreed that the several comments made be fed back to Cabinet when considering the report on 6 February 2018.

Draft Council Delivery Plan

- 5.5 The Head of Legal and Support Services presented the report to Members, including a draft copy of the 2018/19 Council Delivery Plan, drawing Members attention to the new format to enhance the key points and for clarity of reading, and inviting comments. Questions and issues were raised around the Local Plan, support for local businesses, accessibility of services, anti-social behaviour, local housing company and the design of properties.
- 5.6 It was agreed the report be noted and the comments made be fed back to Cabinet when considering the report on 6 February 2018.

Contract for the Provision of Community Engagement Activities - Building Confidence in Coalville Project

- 5.7 The Head of Economic Development presented the report, drawing Members attention to the key achievements throughout the contract. She welcomed the 'Coalville Heroes', Deana Wildgoose and Julia Burkin to the meeting and thanked them for all the hard work and energy that had gone into the project.
- 5.8 Several Members also put on record their appreciation of the good work carried out in the local community. It was agreed that the outputs and outcomes achieved via the contract for the provision of community engagement activities for the Building Confidence in Coalville Project be noted.

Joint Strategic Growth Plan Consultation

- 5.9 The Head of Planning and Regeneration presented the report to Members, highlighting the key features of the draft growth plan. He reported that the consultation would run for 12 weeks and would include two consultation events within the district, the first being in Ashby. It was noted that Members did not have a physical copy of the draft plan due to the timing of the consultation and unfortunately the online document had still not been

released. It was agreed that an all Member briefing be arranged to look into the draft growth plan in more detail at a later date when the consultation has commenced.

- 5.10 Members raised questions around the old Coalville to Burton railway line, affordable housing targets, and highways improvements before noting the report. A pointed discussion took place between a number of Members, in response to a comment from the Chairman, regarding Planning Committee decisions and affordable homes, which due to its political nature was not relevant to the item being considered

Review of Housing Policies

- 5.11 The Head of Housing presented the report to Members, detailing the revisions to the Allocations Policy and the Former Tenants Arrears Policy and explaining that policies were periodically reviewed and updated to provide officers with the best framework for delivering services. Members raised questions on the former policy around the operation of the choice based lettings system, the use of technology and ensuring access for all to the bidding system.
- 5.12 It was agreed that the comments made be fed into Cabinet when considering the report on 6 February 2018.

6.0 12 FEBRUARY 2018

Medium Term Financial Strategy

- 6.1 The Chief Executive addressed the meeting and thanked Members for attending the rescheduled meeting to fully consider the Medium Term Financial Strategy which detailed a new way of setting the budget by covering a five year period. It also promoted financial self-sufficiency and a clear direction for the Council. The Head of Finance informed Members of a change of wording to the recommendation within the report as follows:

‘It is recommended that Policy Development Group comment on the Medium Term Financial Strategy before it is presented to Council on 27 February for endorsement.’

- 6.2 The Head of Finance reported that the new Medium Term Financial Strategy encouraged Members to adopt a long term approach in considering actions to address future deficit years and self-sufficiency targets in respect of the General Fund, and consider financing or alternative actions to address the long range forecasts for the Housing Revenue Account, as well as the medium range five year forecasts for the Capital Programme. She referred Members to further information regarding funding versus budgeted expenditure, General Fund in-year position forecast, Self-Sufficiency Reserve illustration, Self-Sufficiency target forecasts and illustration of savings to be achieved to 2023.
- 6.3 A full debate took place and Members raised questions around how the Self-Sufficiency Fund would operate, the long term position of the HRA, housing stock numbers, policies on council fees, taxes and charges, recycling income, housing maintenance expenditure and the new homes bonus. Please see the minutes for a full summary. Some Members commented they would have appreciated the attendance of the Portfolio Holder to deal with the more political questions. The report was noted.

Housing STAR Survey Report

- 6.4 The Strategic Director of Housing and Customer Services presented the report to Members and highlighted the headline results of the tenants’ survey which is conducted every 2 years. Satisfaction levels had improved in the majority of areas since the survey

was last conducted in 2015, although improvements were still required regarding communication and keeping tenants informed as well as completing repairs first time. There would also be focus on managing complaints in a better manner and continuing the existing programme of car parking improvements, as the latter remained an important issue for tenants.

- 6.5 Members raised questions around responding to tenants' views, anti-social behaviour, dealing with complaints and the repairs service. The Strategic Director of Housing and Customer Services explained that the Tenant Scrutiny Panel had been investigating the complaints process and a report would be considered by Cabinet in March containing all of their findings and recommendations which would be put into practice. He reported that the main issue was with repairs and maintenance, and improvements had already been put in place to complete more jobs first time. He also added that there was a dedicated repairs officer to oversee complaints and further monitoring to ensure any follow up work took place.
- 6.6 The report was duly noted.

7.0 SUMMARY AND FUTURE DEVELOPMENTS

- 7.1 PDG has discussed and scrutinised a higher number of issues compared to 2016/17 which is a reflection of the increased frequency of meetings required to manage the workload. All of the issues considered are of critical importance to the Council. As a matter of course, PDG's comments are considered by officers, Cabinet and full Council as appropriate.
- 7.2 As well as meeting more frequently, PDG are now considering Quarterly Performance Reports and the Council Delivery Plan in a structured manner prior to them being considered by Cabinet.
- 7.3 The effectiveness and influence of PDG was demonstrated by the calling in of one Cabinet decision which was then subsequently reversed.
- 7.4 The Work Programme will continue to be updated to include core items such as the Council's Policy and Budget Framework including: the Council Delivery Plan, the End of Year Report, the Medium Term Financial Strategy and quarterly performance reports.
- 7.5 Although the Council will continue to try and improve the scrutiny process, it is apparent from the above report that PDG is operating effectively, has provided full challenge to the proposals coming before it, and has demonstrated real influence over important issues.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL - TUESDAY, 13 NOVEMBER 2018

Report Title	NOTIFICATION OF AN URGENT DECISION - BUSINESS RATES RETENTION PILOT BID
Contacts	<p>Councillor Richard Blunt 01530 454510 richard.blunt@nwleicestershire.gov.uk</p> <p>Strategic Director of Housing and Customer Services 01530 454819 glyn.jones@nwleicestershire.gov.uk</p> <p>Head of Finance 01530 454707 tracy.bingham@nwleicestershire.gov.uk</p>
Purpose of report	In accordance with the Council's Constitution, to formally report that the Cabinet has taken a decision which was considered to be urgent and, if delayed, the Council's interests would be seriously prejudiced.
Council priorities	Business and Jobs, Value for Money
Implications:	
Financial/Staff	Financial implications were taken into account by Cabinet in reaching its decision.
Link to relevant CAT	None
Risk Management	To comply with Rule 13 (call-in urgency) of Part 4.6 of the Council's Constitution, that urgent decisions made by Cabinet are to be reported to Council.
Equalities Impact Screening	Not applicable
Human Rights	Not applicable
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	The report is satisfactory.

Consultees	The Chairman of the Council The Chairman of the Policy Development Group
Background papers	Report to Cabinet on 18 September 2018
Recommendations	THAT COUNCIL NOTES THE REPORT.

1.0 BACKGROUND

- 1.1 As set out in Rule 13 (call-in urgency) of Part 4.6 of the Council's Constitution, the call-in procedure does not apply where a decision being taken by the Cabinet is urgent. A decision is considered urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.
- 1.2 In all circumstances, the Chairman of the Council must agree that the decision is reasonable and must agree to the decision being treated as a matter of urgency.
- 1.3 Decisions taken as a matter of urgency must be recorded in the minutes and be reported to the next available meeting of the Council, together with the reasons for urgency.

2.0 SUMMARY OF THE DECISION MADE BY CABINET

- 2.1 An urgent executive decision was taken by Cabinet at its meeting on 18 September 2018. A summary of the decisions is detailed below:-

Business Rates Retention Pilot Bid

- 2.2 In December 2017 the Government announced a new commitment to increase the level of business rates retained by local government to 75% (instead of 100%) in April 2020. In order to test the proposed 75% business rates retention system and to aid understanding of the transition to this new system, the Government invited local authorities to submit a bid to pilot 75% Business Rates Retention in 2019/20.
- 2.3 The report sought Cabinet's approval to submit a bid to become a business rates pilot for 2019-20 as part of a Leicestershire-wide bid. The report also sought delegated authority for the Head of Finance, in consultation with the Corporate Portfolio Holder, to agree the detail of the bid in conjunction with other Leicestershire local authorities and to enter into a pilot scheme if the bid was successful.
- 2.4 As the deadline for bids was Tuesday, 25 September 2018, the approval of the Deputy Chairman of the Council was sought for an exemption to the Council's Scrutiny Procedure Rules in relation to call-in. Any call-in would have prevented the ability to submit the bid by deadline of 25 September, and given that the application was on a combined Leicestershire basis, would have removed the opportunity for all Leicestershire Authorities to participate.