

These Minutes should be referred to in conjunction with the Minutes of the subsequent meeting of the Council, where they are presented; and for completeness to the next relevant meeting when the Minutes are adopted.

Elmbridge Borough Council

Local Plan Working Group

Report of a meeting held on Tuesday, 15 January 2019

Members of the Committee:

* B.J.F. Cheyne (Chairman)
Mrs. K. Randolph (Vice-Chairman)

*	Mrs. D.M. Mitchell
*	Mrs. M.C. Sheldon
A. Davis	
C.R. Green	
P.M. Harman	

Also present:

B. Fairbank

19/18 Declarations of Interest

There were no declarations of interest.

20/18 Minutes of the Local Plan Working Group held on 15 November 2018

The Minutes of the meeting of the Local Plan Working Group held on 15 November 2018 were agreed as a correct record.

Matters of Report to the Planning Committee on 12 February 2019

21/18 Draft Development Management Advice Notes

The Working Group considered a report in respect of the draft Development Management Advice Notes.

The Local Plan Manager informed Members that in response to the emerging Local Plan evidence base and to assist applicants and their agents when submitting applications during the preparation of the Local Plan, the Planning Policy Team had produced a series of advice notes.

Members were reminded that the Working Group considered the first two advice notes in September 2018 and advice notes 3 and 4 had been produced to further support local housing and development needs.

The Local Plan Manager summarised the draft Development Management Advice Notes:

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- Advice Note 3: Understanding Housing Need – this note explained the Council's current understanding of the local housing needs for specialist accommodation (primarily older people) and how it is approached this matter when assessing planning applications. It also sought to respond to the large number of Use Class C2 units with planning permission and under construction as well as those being proposed. Given the Borough's housing land supply position, it is vital that there was not an overprovision of specialist accommodation that fails to meet local housing needs. Members were informed that development proposals were sometimes described as Use Class C2 (residential institutions, care to people in need of care and nursing homes) instead of Use Class C3 (dwelling house) which would negate the requirement for affordable housing contributions. Therefore, the Council would carefully scrutinise the development proposal to ensure language used to describe the proposed accommodation was not disguising its intended use
- Advice Note 4: Optimising Development Land – this note reinforced the Council's commitment to robustly scrutinise and test viability assessments submitted with planning applications. The Council's priority was to boost the delivery of affordable housing provision in the Borough and that local and national policy states that viability assessments should be the exception and not the norm.

Officers were aware there was a misconception that the Council has been accepting no or reduced contributions towards affordable housing on viability grounds without challenge or scrutiny.

Officers explained that should a Viability Assessment be submitted it would be independently reviewed. If the development is found viable there would be a reason for refusal.

If the Council was satisfied that there would be genuine exceptional economic constraints, then it would robustly negotiate. The Working Group noted that to secure much needed contributions towards affordable housing, the Council would fully explore all available options to achieve economic viability, including the use of late review mechanisms or clawback clauses in the S106 agreements for developments.

Agreed that approval be sought from the Portfolio Holder for the publication of the draft Development Management Advice Notes 3 and 4 on the Council's website.

22/18 Draft Infrastructure Delivery Plan

The Working Group considered a report in respect of the draft Infrastructure Delivery Plan (IDP).

The Interim Planning Policy and Strategy Manager explained to Members that the IDP provided background evidence as to the key elements of physical and

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social infrastructure likely to be needed in the Borough up to 2036 to support delivery of the emerging Elmbridge Local Plan.

Members were informed that infrastructure providers had been consulted and had been asked to consider the impact of future housing of 612 dwellings per annum being delivered every year during the plan period across the existing urban area.

The Chairman queried whether the draft IDP would be regularly updated, and officers clarified that it would be refreshed annually and would be based on factual data and professional opinion provided by the relevant infrastructure providers.

Arising from the discussion, officers agreed to provide further clarification in the report in respect of transport infrastructure and for the Emergency Services (Fire, Police and Ambulance).

Members were informed that the IDP was a technical evidence base document and did not require public consultation, although it would form part of the future Local Plan Examination in public.

Agreed that approval be sought from the Portfolio Holder for publication of the draft Infrastructure Delivery Plan on the Council's website.

The meeting commenced at 4.00 pm and concluded at 4.18 pm

B.J.F. Cheyne
Chairman

Democratic Services Officer

M. Clarke
Miss. S Ullah

Committee and Member Services Officer
Committee and Member Services Officer

Other Officers in attendance

T. Ridley
Mrs. K. Tagliarini
Mrs. R. Thorold
Ms. Pourier-Benham

- Interim Planning Policy and Strategy Manager
- Head of Planning Services
- Local Plan Manager
- Infrastructure Delivery Co-ordinator