

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 virtual meeting held on 30 June 2020

Members of the Committee:

- * B.J.F. Cheyne (Chairman)
- * Mrs. S.R. Kapadia (Vice-Chairman)

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A.P. Burley	Mrs. D.M. Mitchell
C.R. Green	Mrs. K. Randolph
P.M. Harman	

* Denotes attendance

Also present as a virtual attendee:

Mrs. C. Elmer, C. James, A. Kelly, Mrs. V. Macleod, Mrs. M.C. Sheldon and
Mrs. T. Shipley

1/20 Declarations of Interest

There were no declarations of interest.

2/20 Minutes of the Local Plan Working Group meeting held on 24 March 2020

The Minutes of the meeting of the Working Group held on 24 March 2020 were agreed as a correct record.

Matters of Report

3/20 Draft Development Management Advice Note 5- Supporting the local economy and supporting our high streets

The Local Plan Working Group considered a report in respect of the Draft Development Management Advice Note 5 – ‘Supporting the Local Economy and our High Streets’. The report provided an overview of the measures and initiatives the Council was seeking to undertake to support local businesses and communities as they recovered from the effects of the Covid-19 pandemic insofar as the application of existing planning policies.

The Local Plan Manager advised the Working Group that the advice note formed part of a series produced in 2018/19 to assist applicants and their agents when considering proposals during the preparation of the new Elmbridge Local Plan. To support the planning decision-making process, it was noted that Members would continue to have an input into this process.

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The Chairman requested that an amendment be made under sub-heading 'Understanding market trends and demand'. Officers agreed to reword and simplify the following terminology:

- National trend indicators; and
- Last-mile logistics

Furthermore, under the sub-heading 'the evolving high street' officers agreed to provide a link to the on-line Policies Map to clarify and define 'primary and secondary retail frontages'.

In addition, under the sub-heading 'Positive decision and plan making' officers agreed to provide more context to and reword 'supporting the transition...' to make reference to 'evolution'.

Lastly officers agreed to review the information under the sub-heading 'supporting our high streets' and providing this under the sub-heading 'Background and local context'.

Officers confirmed that the advice note was for guidance purposes only and did not introduce new policy; reminding Members that any changes to the style of language would need to be carefully considered within this context and strike a balance, ensuring it was clear and understandable.

Officers acknowledged Members' comments received prior to the meeting in respect of amendments/typos within the advice note and welcomed further comments ahead of presenting the report to the Portfolio Holder for Planning. Members requested that officers circulate a revised version prior to submission for the ICMDM agenda.

Upon consideration of the report, the Local Plan Working Group

Resolved that the content of the Draft Development Management Advice Note 5 – 'Supporting the Local Economy and our High Streets' and its intended consideration by Portfolio Holder for Planning in July 2020 be noted.

4/20 Draft Housing Delivery Test Action Plan

The Local Plan Working Group was asked to consider a report on the draft Housing Delivery Test Action Plan 2020.

The Local Plan Manager informed the Working Group that the Housing Delivery Test (HDT) had been introduced by the National Planning Policy Framework (NPPF) published in 2018. Its purpose was to hold planning authorities to account in respect of their housing delivery.

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Members were advised that the review of the HDT key findings indicated that housing delivery had decreased over the past year. It was noted that the primary cause for this decrease was the result of the higher housing need figure of 623 per annum. In addition, the wider reasons for under delivery included the issue that the borough had very limited housing land within the existing urban areas and was further constrained by Green Belt restrictions.

Members highlighted inconsistencies between Table 2 (Additional Homes Completed) and Table 5 (Comparison of delivery by housing units over the two previous financial years) and asked officers to further review the figures.

Officers noted Members' request to include more information on the NPPF and density section, to provide more context and reference to special character areas. Officers further noted Members' request to provide more clarity to Paragraph 5.2, (page 25) with regard to the new pre-application service and timescale.

One Member raised concern with the style of language used throughout the HDT and asked officers to review this further, advising that it needed to be more user friendly and understandable for both developers and residents.

Officers noted Member concerns regarding the lack of social housing in Elmbridge and advised that this document was not the most suitable vehicle to address this issue, however these concerns would be noted for future consideration.

The Working Group was informed that the HDT Action Plan 2020 would be considered by the Portfolio Holder for Planning in July 2020 and subject to approval would be published on the Council's website thereafter.

Upon consideration of the report, the Local Plan Working Group

Resolved that:

- (a) The Council's 2019 Housing Delivery Test result as published by the Government in February 2020 and the implications of the result; and

The draft Housing Delivery test Action Plan 2020 intended for consideration by the Portfolio Holder for Planning in July 2020 be noted.

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The virtual meeting commenced at 2.00 pm and concluded at 2.44 pm

B.J.F. Cheyne
Chairman

