

EAST DEVON DISTRICT COUNCIL

Notes of a Meeting of the Local Development Framework Panel held at the Knowle, Sidmouth on Thursday 10 February 2011

Present: Councillors:
David Key (Chairman)

Bob Buxton
Ray Franklin
Mike Green
Tony Reed

Also Present: Councillors:
Vivienne Ash
David Atkins
Peter Bowden
Graham Brown
Jill Elson
Helen Parr
Philip Skinner

Officers:
Matt Dickins, Planning Policy Manager
Nigel Harrison, Economic Development Manager
Karime Hassan, Corporate Director (part of the meeting)
Peter Jeffs, Corporate Director
Kate Little, Head of Planning Services
Andrew Seddon, Senior Solicitor (part of the meeting)
Fliss Morey, Projects Director, Exeter and East Devon Growth Point
Hannah Whitfield, Assistant Democratic Services Officer
Nick Stephens, Communications Officer (part of the meeting)
Andy Wood, Head of Infrastructure and Partnerships, Exeter and East Devon Growth Point

Apologies: Councillor Derek Button

The meeting started at 10.07 am and finished at 1.00 pm.

28 **Notes of the meeting held on 18 November 2010**

The notes of the of the Local Development Framework (LDF) Panel meeting held on 25 October 2010 were agreed as a true record.

29 **Freedom of Information Request**

The Head of Planning Services advised the Panel of a Freedom of Information (FOI) request received regarding the confidential notes of the Local Development Framework Panel. The Senior Solicitor explained that the Panel, which had been established at the Council's Annual Meeting in 2008, was not a Committee, therefore not open to the public. The Panel made recommendations as it had no decision making powers. After careful consideration by the Deputy Chief Executive and Monitoring Officer in consultation with the Senior Solicitor, in the interest of openness and transparency and to bring EDDC in line with other local authorities, past notes of the LDF Panel would be published on the EDDC website: publication would be preceded by a redacting exercise to remove any commercially sensitive information. The

29 **Freedom of Information Request continued...**

Council's Constitution would be updated to state that recommendations of the LDF Panel would be presented to the Development Management Committee for consideration.

Members heard that prior to these notes being published, all commercially sensitive information would be redacted.

(Communications Officer joined the meeting)

Observations made during a lengthy discussion regarding the FOI request and work of the Panel included:

- Panel deliberations had resulted in the published Preferred Approach Consultation Document;
- Ward Members had been invited to attend and contribute to LDF Panel meetings;
- Outside/third parties who had attended past Panel meetings would be informed that LDF Panel notes were to be published;
- The Panel's next role was to consider consultation responses received – importance of keeping the public informed recognised;

- RECOMMENDED:**
1. that the decision of the Deputy Chief Executive and Monitoring Officer, in consultation with the Senior Solicitor, to publish past notes of the Local Development Framework Panel (subject to any commercially sensitive information first being redacted) and for future notes of the Panel to be referred to Development Management Committee be noted;
 2. that EDDC release a press statement on the latest position and next steps regarding Local Development Framework production.

(Communications Officer, Corporate Director – Karime Hassan and Senior Solicitor left the meeting)

30 **Feedback Report on LDF Consultation Undertaken in 2010**

The Planning Policy Manager presented the first draft of the Summary Report of Feedback and Responses Report to the LDF Panel. The final report would be submitted to a special meeting of the Development Management Committee on 15 March 2011.

He advised that the report provided a summary of consultation undertaken during 2010 and the key messages received; it did not seek to analyse, critically assess, or comment on, the responses received. Nearly 2000 responses were received during the consultation. It was proposed that anyone who had submitted comments as a part of the consultation on the Preferred Approach document (unless made anonymously) would be contacted at the end of February/early March and advised of the availability of the report and details of the special meeting of Development Management Committee. Members noted that copies of the comments received from strategic bodies, Devon County Council and Natural England would be attached to the end of the report.

(Councillor Tony Reed joined the meeting)

Comments and recommendations resulting from consideration by the Panel of the draft report included:

- Disappointment expressed at the lack of detail in Devon County Council's response;
- Section on Honiton required expanding;
- Clarify point 10.2 - reference to 'some Exmouth residents';
- Highlighted that some residents had sought a policy on sport and recreation;

30 **Feedback Report on LDF Consultation Undertaken in 2010 continued...**

- Noted that an updated Housing Market Assessment (HMA) was required to form part of the evidence base;
- Creating balanced communities key to achieving sustainable communities;
- Valuable feedback received from young people through the consultation sessions undertaken in the secondary schools/colleges in the area;
- Useful information contained in parish plans – important that this was not overlooked;
- Need to convey message that the plan period was to cover 20 years;
- Idea of ‘hub villages’ needs to be reviewed;
- Pg 19, 2.25 – remove ‘low numbers’ as the Business Forum was well attended;
- Through the Community Infrastructure Levy (CIL) every house granted planning permission would be required to contribute towards infrastructure – Infrastructure Model to be used to work out charging schedule. Need to look at integrating CIL into policy;
- Disappointment that no comments received from health providers;
- Important that feedback given to those who had submitted responses to the consultation;
- Need to be mindful of the emerging Localism agenda and Neighbourhood Plans – link into the Core Strategy;
- Noted that it could be relevant for policy to state that new houses have sufficient amenity space;
- Weight to be given to those comments that have evidence behind them.

- RECOMMENDED:**
1. that the comments and recommendations raised in respect of the draft Summary Report of Feedback and Responses to the Local Development Framework Panel Consultation be noted and appropriate actions be taken;
 2. that the Local Development Framework Panel’s acknowledgement of the quality of the feedback and responses to the Preferred Approach Consultation Document be noted;
 3. that the Local Development Framework Panel endorse the Summary Report of Feedback and Responses, subject to amendments, to be submitted to a special meeting of the Development Management Committee for consideration on 15 March 2011.
 4. that the Planning Policy Manager contact those people who had submitted a response to the consultation on the Preferred Approach document (unless made anonymously) and advise of the availability of the report and details of the special meeting of Development Management Committee;

31 **Draft Revised Core Strategy Timetable**

Consideration was given to a draft indicative timetable for East Devon LDF Core Strategy production. The timetable showed two scenarios for plan production depending on whether significant changes were made to the Core Strategy when submitted to the Development Management Committee in late summer 2011; if significant changes were made further consultation would be required. It was envisaged that if no further consultation was required the Core Strategy could be adopted in early 2013.

Members expressed concern that should the Core Strategy not be adopted until 2013, production of more detailed policy documents, covering areas such as redundant farm buildings and tourism, which had been highlighted earlier in the LDF process, would be delayed until after this date. The Head of Planning Services advised that in light of Neighbourhood Plans it was possible that area based guidance documents could be devolved to communities; however themes that concerned the whole district would be #

31 **Draft Revised Core Strategy Timetable continued...**

covered by EDDC. It was commented that officers with the relevant knowledge/expertise in that particular field should be called upon to assist in producing the planning guidance documents.

RECOMMENDED: that the availability of resources to produce planning guidance documents parallel to Core Strategy production be explored.

(Councillor Key left the meeting to attend another appointment and Councillor Green was appointed to act as Chairman for the remainder of the meeting)

32 **Draft Brief for Consultants – Review of Employment and Housing Requirements**

Consideration was given to a draft brief for the appointment of consultants to undertake a review of employment and housing requirements in East Devon. Members heard that this study would help to inform the next draft of the LDF Core Strategy to be submitted to Development Management Committee in the late summer. The brief required refinement and greater clarity in respect of the required outputs from the study. The Panel was asked to consider whether the study should seek a comprehensive range of outputs on demographic, employment and housing matters, as drafted, or should place greater focus on key employment issues, particularly at the West End and market demand considerations.

Observations made during discussion regarding a review of employment and housing requirements in East Devon, included:

- Need to look at employment trends, not just land allocations, such as home working, support required for new businesses, percentage of people who commute out of East Devon for work – what barriers existed to new businesses;
- Important that cross-boundary work undertaken;
- Explore relationship between housing and the economy to create balanced communities and thriving economies;
- Strategic land assessment to identify potential employment land available;
- Attention to be paid to how small businesses, such as those in the rural communities contributed towards the East Devon economy;
- Economy Market Assessment required to identify nature of employment in the area;
- Greater focus to be placed on the hi-tech corridor (A3052);
- One job creation for every house built – is this sufficient? Consideration to be given to two jobs required for every house built;
- Explore how the strategic development in the West End will affect employment provision in the East Devon villages and towns and vice versa;
- Infrastructure requirements for larger businesses different to those businesses based in smaller geographical areas;
- Focus should be placed on delivering the strategic employment sites in the West End;
- Use the expertise of the, Andy Wood - Head of Infrastructure and Partnerships, knowledge of local Councillors and involve the Business Member Champion in the review;
- Consult with East Devon Business Forum and Chambers of Trade.

RECOMMENDED: that Members' observations made in respect of outputs required from a review of employment and housing requirements in East Devon be noted and used to refine the consultants brief.

(Councillor Franklin left the meeting to attend another appointment)

33 LDF Annual Monitoring Report and Strategic Housing Land Availability Assessment Reports 2010

Consideration was given to the draft LDF Annual Monitoring Report and Strategic Housing Land Availability Assessment Reports for 2010 to be submitted to Executive Board on 2 March 2011. The report set out summary details of the East Devon LDF Annual Monitoring Report (AMR) for the 1 April 2009 to 31 March 2010 period and details of the Strategic Housing Land Availability Assessment (SHLAA) 2010 study. Members heard that both the AMR and SHLAA report addressed similar areas, including housing land availability and five year land supply. In response to a question, the five year land supply and reasons for disaggregating the housing supply in the West End from the housing supply in the rest of East Devon was explained to Members.

RECOMMENDED: that the Local Development Framework Panel endorse the LDF Annual Monitoring Report and Strategic Housing Land Assessment Reports for 2010 to Executive Board on 2 March.

34 Next meeting

The next meeting of the Local Development Framework Panel was to be held on Thursday 10 March 2011, 10am in the Council Chamber.