



**East Suffolk House, Riduna Park, Station
Road, Melton, Woodbridge, IP12 1RT**

Strategic Planning Committee

Members:

Councillor Paul Ashdown (Chairman)
Councillor Debbie McCallum (Vice-Chairman)
Councillor Melissa Allen
Councillor Stuart Bird
Councillor Chris Blundell
Councillor Jocelyn Bond
Councillor Norman Brooks
Councillor Jenny Ceresa
Councillor Tony Cooper
Councillor Linda Coulam
Councillor Mike Deacon
Councillor Graham Elliott
Councillor Tony Fryatt
Councillor Andree Gee
Councillor Colin Hedgley
Councillor Malcolm Pitchers
Councillor David Ritchie
Councillor Craig Rivett
Councillor Kay Yule

Members are invited to a **Meeting of the Strategic Planning Committee**
to be held on **Thursday, 4 June 2020 at 10.30am**

This meeting will be conducted remotely, pursuant to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The meeting will be facilitated using the Zoom video conferencing system and broadcast via the East Suffolk Council YouTube channel at <https://youtu.be/wYyv496qPI0>

An Agenda is set out below.

Part One – Open to the Public

	Pages
1 Apologies for Absence and Substitutions	
2 Declarations of Interest Members and Officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the Meeting if it becomes apparent that this may be required when a particular item or issue is considered.	
3 Minutes To confirm as a correct record the Minutes of the Meeting held on 9 March 2020.	1 - 8
4 How the Planning Service has Adapted during the Covid 19 Emergency ES/0386 Report of the Cabinet Member with responsibility for Planning and Coastal Management	9 - 14
5 Review of the Planning Application Referral Process to determine which Applications are considered by the relevant Planning Committee ES/0387 Report of the Cabinet Member with responsibility for Planning and Coastal Management	15 - 28
6 Enforcement Performance Report - January to March 2020 ES/0388 Report of the Head of Planning and Coastal Management	29 - 31
7 Development Management Performance Report ES/0389 Report of the Cabinet Member with responsibility for Planning and Coastal Management	32 - 34
8 Planning Appeals ES/0390 Report of the Cabinet Members with responsibility for Planning and Coastal Management	35 - 51

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9 A Review of Compliments, Comments and Complaints received in The Planning Service between April 2019 to March 2020 ES/0391	52 - 60
Report of the Cabinet Member with responsibility for Planning and Coastal Management	
10 Planning Policy and Delivery Update ES/0392	61 - 64
Report of the Cabinet Member with responsibility for Planning and Coastal Management	
11 Strategic Planning Committee's Forward Work Programme	
To consider the Committee's Forward Work Programme	

Part Two – Exempt/Confidential

Pages

There are no Exempt or Confidential items for this Agenda.

Close



Stephen Baker, Chief Executive

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Minutes of a Meeting of the **Strategic Planning Committee** held in the Conference Room, Riverside, Lowestoft on **Monday, 9 March 2020 at 10.30am**

Members of the Committee present:

Councillor Melissa Allen, Councillor Paul Ashdown, Councillor Stuart Bird, Councillor Chris Blundell, Councillor Norman Brooks, Councillor Jenny Ceresa, Councillor Tony Cooper, Councillor Linda Coulam, Councillor Mike Deacon, Councillor Graham Elliott, Councillor Tony Fryatt, Councillor Andree Gee, Councillor Colin Hedgley, Councillor Debbie McCallum, Councillor Malcolm Pitchers, Councillor Craig Rivett, Councillor Kay Yule

Officers present:

Liz Beighton (Planning Development Manager), Sarah Carter (Democratic Services Officer), Andrea McMillan (Principal Planner), Desi Reed (Planning Policy and Delivery Manager), Philip Ridley (Head of Planning and Coastal Management), Ben Woolnough (Major Sites and Infrastructure Manager)

1 Apologies for Absence and Substitutions

Apologies for absence were received from Councillors J Bond and D Ritchie.

2 Declarations of Interest

There were no declarations of interest.

3 Minutes

RESOLVED

That the Minutes of the meeting held on 9 December 2019 be confirmed as a correct record and signed by the Chairman.

4 Planning Policy and Delivery Update

The Assistant Cabinet Member for Planning and Coastal Management explained that report ES/0209 provided an update on the emerging Suffolk Coastal Local Plan and the recently published results of the Housing Delivery Test.

With regard to the Suffolk Coastal Local Plan, the Planning Policy and Delivery Manager reminded Members that the Local Plan for the former Suffolk Coastal area was well progressed and the hearings had taken place in August and September 2019. During the hearings, the Inspector had requested re-wording of policies and text and also took away issues for further consideration. Since then, the Inspector's post hearing letter

had been received on 10 February 2020 which set out his thoughts on those issues. The Inspector had emphasised that the examination was not yet concluded and his comments were without prejudice. Of particular note was that he considered the Plan likely to be capable of being found legally compliant and sound. The letter requested a response from the Council, in particular to the areas that might require further evidence to be prepared, and therefore more time, so he could decide how to take the examination forward. An initial response had been sent stating that the Council anticipated that no further time would be required. Members attention was drawn to paragraph 6 in the report which set out the matters the Inspector had considered further. One significant change related to the proposed removal of the Innocence Farm employment allocation, further details of which were contained in paragraph 7.

The Planning Policy and Delivery Manager explained that the timetable was still subject to the Inspector's views but it was expected that public consultation on the Inspector's Main Modifications would commence at the end of March for at least six weeks and once the Inspector had received and considered responses, he would then publish his Report. Based on current timings, it was anticipated that the Plan would be presented to Full Council in July 2020.

With regard to the Housing Delivery Test, the Planning Policy and Delivery Manager explained that this had been introduced in the National Planning Policy Framework (NPPF) 2018 and was the Government's measure of housing delivery against housing requirements at the local authority level. The second round of results for 2019, based on the former Districts, had been published on 13 February 2020 and showed the Suffolk Coastal area at 127% which was 1% down on 2018 and the Waveney area at 89% which was 17% up on 2018. The Waveney results had triggered two measures, a 20% increase had been added to the housing requirement in the calculation of the 5 year housing land supply and a Housing Action Plan needed to be produced. However, the results just published were as expected and acceptable with regard to meeting housing requirements. The extra buffer on housing land supply was therefore reduced to 5%. However, there was still an obligation to publish a Housing Action Plan within six months of the results, that was by August 2020. Moving forward, from November 2020 onwards, published results would give one figure for the East Suffolk Council area.

The Planning Policy and Delivery Manager drew specific attention to the information in paragraph 3.6 of the report which gave details of the unimplemented planning permissions as at 1 April 2019. The number of dwellings not yet implemented was nearly 10,000, which was the equivalent of 10-11 years supply not yet delivered.

Members raised specific questions with regard to:

- The Inspector's proposal to remove Areas to be Protected from Development from the Local Plan, with particular reference to Martlesham Neighbourhood Plan.
- Housing delivery between now and 2036 and whether the unimplemented dwellings as of 1 April 2019 were included in the figures.

The Planning Policy and Delivery Manager confirmed that Areas to be Protected from Development included a range of sites that had been added to over time since 2001 but did not provide a comprehensive picture and to provide it would be hugely resource intensive. Even if further work was undertaken, the Inspector might still decide to remove the policy. There are other relevant policies in the Local Plan that could be used to assess development proposals in relation to these sites, whether open spaces or for retaining separation between settlements, such as biodiversity, character, landscape, open space and countryside policies. The areas protected through the Martlesham Neighbourhood Plan would continue to be protected and the ideal way forward was for Neighbourhood Plans to include similar Local Green Space policies and that would have equal weight in decision making as the Local Plan policies.

It was confirmed that that the unimplemented planning permissions would contribute to the housing requirement for the period to 2036 and were not over and above.

In terms of lapsed planning permissions, the Planning Policy and Delivery Manager advised that a rate for lapsed planning permissions was not built into the housing delivery figures. The potential for lapsing or delay was to some extent dealt with by over allocating land for housing in the Local Plan. Other measures included monitoring and managing housing supply, such as through close engagement with developers to understand delivery and related issues, which in turn informed the preparation of the annual 5 year housing land supply position. In response to a Member's reference to the fact that there were areas where builders did not want to build, the Planning Policy and Delivery Manager advised that more detailed figures on lapsed planning permissions would be obtained and circulated to Members for information. There being no further discussion, it was

RESOLVED

That the content of the report on the emerging Suffolk Coastal Local Plan and the Housing Delivery Test be noted and endorsed.

5 Enforcement Performance Report - October to December 2019

The Committee received report ES/0322 which provided information on the performance of the Enforcement Section. This quarterly report covered the period October to December 2019 during which time three enforcement notices had been served.

The Planning Development Manager drew attention to paragraph 2.1 in the report which gave a detailed analysis of the enforcement cases and information on the three enforcement notices that had been served during the three month period.

A Member commented on the notice that had been served against Harmony Hall and expressed disappointment that he had found out about the case after the event. Some people did not have the ability or funds to go to a planning adviser and it was important to involve Members at an early stage as they might be able to assist and provide support before an enforcement notice was actually issued. The Head of Planning and Coastal Management explained that care had to be taken with regard to confidentiality and Members were involved at the appropriate time. The Harmony Hall case involved a number of partners including housing, fire authority and building

control as it was considered that the property was unsafe. Should there be any incident or accident, it was considered that the Council should not be authorising a dwelling that was considered to be uninhabitable. The Head of Planning and Coastal Management explained that once he became aware of the circumstances, it was his decision to withdraw the Committee report in December. This particular case was not considered to be heavy handed enforcement; apart from the building, there were also concerns over the resident. The local Member confirmed that he was raising this due to his concerns over the mental and physical health of the resident. The Head of Planning and Coastal Management confirmed he would undertake discussions with the two Planning Chairmen with regard to reviewing early notification of enforcement matters.

RESOLVED

That the report concerning Enforcement Team statistics be received and noted.

6 Planning Appeals Report

The Assistant Cabinet Member for Planning and Coastal Management introduced report ES/0324 which provided an update on all appeal decisions received from the Planning Inspectorate between 22 November 2019 and 21 February 2020.

The Planning Development Manager drew attention to paragraph 2.1 in the report which showed that 25 decisions had been received, with half being allowed and half being dismissed. She was of the opinion that numbers had been skewed because three of the decisions related to one site. Costs had been allowed on the Orford appeal but, overall, there was nothing particularly alarming with regard to the application of the Council's policies.

A Member commented on the Orford case and was of the opinion that the Committee had made the right decision even if costs had been awarded.

Members raised questions relating to:

- Improvements in the number of appeals dismissed
- Delegated authority decisions
- Planning Referral Panel

The Head of Planning and Coastal Management advised there was no cause for concern as, overall, more appeals were dismissed than allowed. The adopted Local Plan supported the decision making process. Councils were measured on a two year programme and there would be an update on appeals at the Committee's next meeting. The Government was expecting a 90% delegation rate on decisions. He reminded the Committee that the Planning Referral Panel did not make decisions and was therefore not included in the report.

The Chairman of the Committee advised that, as a Member and Ward Councillor, members were welcome to attend any referral panel to see how it worked. Only recently, the Leader and the Assistant Cabinet Member for Planning and Coastal Management had attended to observe the procedure and in view of recent comments from one Town Council, the Chairmen and Vice-Chairmen of PCN/S were willing to

attend a town or parish meeting to explain the process. In terms of quantity, the Panel did not consider a large number of applications. There was an element of public perception and the Vice-Chairman of the Committee explained that the Panel was not taking power away from the Committee; it looked at the applications presented on planning merit. It was difficult to understand some of the reasoning when parishes just objected to an application without giving a reason. Ward Members should come forward to advise accordingly if there were problems with a particular application so that relevant evidence was available for consideration.

The Planning Development Manager advised that the sessions for Town and Parish Councils being held the following week would be providing assistance and give guidance on understanding the process.

The Head of Planning and Coastal Management confirmed that a review of the process was being undertaken and would be reported back to Committee after the first year of operation.

There being no further discussion, it was

RESOLVED

That the content of the report relating to Planning Appeals be received and noted.

7 Development Management Performance Report

The Assistant Cabinet Member for Planning and Coastal Management introduced report ES/2323 which provided an update on the planning performance of the Development Management Team in terms of timescales for determining planning applications.

The Planning Development Manager drew particular attention to paragraph 2 in the report which set out performance statistics for the first three quarters in 2019, that was April through to end of December 2019. The statistics gave an indication of the huge volume of work during that period with 1277 applications having been determined. The Council was maintaining a high approval rate and proactively looked to support development where policy permitted as well as working with applicants and agents to secure appropriate schemes. She referred to the separate Appeals Report on the Agenda which demonstrated confidence that applications were being refused correctly and, for the most part, upheld at appeal.

Members commented on, and welcomed, the information being provided on public access and the list of people being notified including the parish council consultation letters being available on the website. In response to a question regarding paper notifications to parish councils, the Planning Development Manager confirmed the proposal to cease this would commence in April.

The Head of Planning and Coastal Management expressed his thanks to the officers for the excellent performance and advised that, although application numbers had dropped, he was not unduly concerned as the level of income from fees was acceptable.

RESOLVED

That the content of the Development Management Performance report be received and noted.

8 Agents, Town and Parish, and Forum Update

The Assistant Cabinet Member for Planning and Coastal Management advised the Committee that the Head of Planning and Coastal Management would provide a report on the outcomes and next steps resulting from engagement with Applicants and Agents, Town and Parish Councils and the Conservation Forum.

The Head of Planning and Coastal Management advised that the Agents' Forum, held on 31 January 2020, had been attended by 44 agents. That meeting was followed by a Design and Conservation Forum with key members of the team providing updates on their working practices, key projects, the Heritage Action Zone, Listed Buildings and Conservation Area reviews. The Town and Parish Forums had taken place on 24 January at East Suffolk House and 27 January at Riverside, with a combined attendance of around 140 representatives. The main issues covered were:

Agents' Forum

CIL

- Review of charges
- Sensitivity testing area
- Consulting with agent/developer
- Who sets the rates
- Review rates annually
- Big concerns on CIL charges (£195.50 sqm = £14,000 CIL charge)
- Sites not happening because of CIL
- Review to look at instalment policy_

Pre-Application

- Cost is prohibitive
- Length of time of providing advice
- Inconsistencies between advice and decision
- View of Suffolk County Council to be included in response
- PPAs can create 2-tier system

Application Determination

- Referral process unhelpful
- 8-13 week determination set by Government but might change to reflect complex nature of applications
- Seek extension of time
- Concern over lack of dialogue
- Agents not being advised of consultation responses
- Delays with site notices

- Delays can prevent sites coming forward

Town and Parish:

CIL

- Access CIL for local spend
- How to solve funding for additional infrastructure
- Infrastructure gap

Electronic Consultations

- Welcomed by many
- Some need paper copies due to IT and community requests

Development Management

- Referral Panel and delegated decisions
- Material and non-material considerations
- Involvement and notification of pre-application process
- 21 day consultation difficult as too short a period of time
- Positive view that calls were answered promptly and professionally

Actions:

- Next Town and Parish Forum in July 2020
- CIL sessions
- Hold 2 Town and Parish sessions on planning applications
- Meet Agents re development management
- Pre-application focus group to meet
- Changes in legislation
- Website changes to include 'final response' date
- Letter to MCHLG re determination timescales
- Referral Process to be reviewed

Ongoing:

- Team Leaders to review extensions of time
- Development Team approach to enable cross-planning/Council views on applications

The Head of Planning and Coastal Management expressed his thanks to the Teams for holding and participating in these very successful sessions.

Comment was made that, under the referral process, the Ward Member(s) was not fully on board and the electronic system for parishes needed to be linked to the Ward Member too. There being no further discussion, it was

RESOLVED

That the content of the report and the oral presentation be noted.

9 Strategic Planning Committee's Forward Work Programme

The Head of Planning and Coastal Management advised that the Committee would need to set out future items for its consideration in the new municipal year. He was proposing that Complaints and Ombudsman Cases be looked at and there be a Review of the Referral Panel. There would be a review of the whole Planning Function of the Committees to see how things had worked after the first year of the new East Suffolk Council. In addition, the Work Programme would include a standing item for any new significant planning applications required to be determined by the Strategic Planning Committee.

In response to a request for an update on Melton Hill, the Head of Planning and Coastal Management confirmed this would be picked up later.

If Members had any further items they wished to discuss for consideration, they could contact the Head of Planning and Coastal Management direct.

RESOLVED

That the report be noted and the Work Programme be updated accordingly.

The meeting concluded at 11.47am.

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Chairman



STRATEGIC PLANNING COMMITTEE

Thursday, 4 June 2020

HOW THE PLANNING SERVICE HAS ADAPTED DURING THE COVID 19 EMERGENCY

EXECUTIVE SUMMARY

1. This report provides details, for information, of the measures enacted to ensure the functions of the Planning Service have been delivered during this period, to ensure the safety and wellbeing of staff and customers, whilst maintaining as best as possible, business continuity.

Is the report Open or Exempt?	Open
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Wards Affected:	All
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Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
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Supporting Officer:	Philip Ridley Head of Planning and Coastal Management 01394 444432 Philip.ridley@eastsoffolk.gov.uk
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1 INTRODUCTION

- 1.1 The Prime Minister announced on the 23rd March that due to the serious and significant risks of the Covid 19 virus people had to stay at home. East Suffolk Council had to quickly adapt to these necessary changes and this report sets out some of the immediate impacts this has had on the delivery of the Planning Service and identifies some of the changes put in place to ensure as best as possible we could maintain business as usual. This lockdown obviously led to the cancellation of all council meetings including those of the Planning Committees.
- 1.2 All staff in the service (as well as in the rest of the Council) have responded brilliantly and all are working from home with good IT connectivity. IT connectivity was one concern that many had at the start of the lockdown but it has been on most occasions excellent including good access to the Planning and Building Control Software, Uniform. This has enabled staff, as well as customers, to be able to access planning application details. All staff have embraced Skype, Zoom and other communication options both for contacting customers but also each other in their teams to discuss work but as importantly to ensure their continued wellbeing.
- 1.3 Understandably staff stopped undertaking site visits, except in an emergency, but as we are currently moving in to the next stage of this emergency, and some relaxations are being put in place, visits are now taking place with the necessary Risk Assessment protocols in place. This is especially the case for the Building Control Team who need to work with the construction industry to ensure safe developments are being built. It should also be noted that the government have made some legislative changes to planning processes to enable application, and other work, to proceed.
- 1.4 The government issued some further changes to procedures for Site Notices and other matters on the 13th May. As a result, the council will not be required to put up a Site Notice on any site. To ensure that there is the maximum publicity for an application the teams are ensuring wider neighbour consultation takes place. It does not appear to date that there has been a drop in the number of responses to applications and it is also good to see that many parishes are embracing technology to be able to respond.
- 1.5 The direction for the Planning Service has been led by the Leader of the Council and Chief Executive with the clear steer that the council needs to manage the current crisis but also to be ready for the recovery stage. It is at this stage that the work of the Planning Service will come to the fore in supporting our communities and our economy recover. Most staff have continued in their main job but some staff in Building Control volunteered to support the allocation of business grants as well as support work on the Lowestoft Flood Risk Management Project.
- 1.6 Following the agreement of the Local Plan Inspector, the Council commenced the consultation of the proposed Main Modifications of the Suffolk Coastal Local Plan, with the aim to potentially have the Local Plan adopted by Full Council in September 2020. This is seen as important in supporting the economy and communities in that when adopted the district has full, up to date, local plan coverage.

- 1.7 The service has also been proactive in looking at ways of delivering the service, or making changes, to support outcomes in this emergency. This has, for example, included looking at deferring CIL payments to support local businesses. This, along with some other work has attracted the attention of the MHCLG. As a result, the Head of Planning and Coastal Management and colleagues have been in direct discussions with their officials looking at ways of improving the planning functions during this time to deliver lawful outcomes. They have also been involved in various webinars promoting best practice and the work we have done on CIL is cited in the recently published Royal Town Planning Institute Research Paper “The Planning Professions Response to the Covid 19.”
- 1.8 In addition to all the changes and adaptations coming forward the service has sent out two detailed newsletters to Members, Town and Parish Councils and our agents/developers, keeping them informed of how we are operating and that we are still open for business and delivering the service. From the feedback received these have been welcomed.
- 1.9 As set out above the teams have done a brilliant job at maintaining the service we provide and are primed to move forward. Workload levels (and therefore fee income too) are being carefully monitored and whilst it is too early to make any detailed assumptions regarding the next few months, nor the remainder of 2020/21, it is expected that application numbers will decline for the foreseeable future. Recent submission numbers in both planning and building control are down but there have been many and on going pre-application discussions and using this opportunity to be ready for the coming months.
- 1.10 This introduction has provided a brief overview of what has occurred in the service in recent weeks but, in particular, this report will highlight to the Strategic Planning Committee how the council amended its procedures for determining planning applications that would ordinarily be determined by the relevant Planning Committee.

2 THE PLANNING ADVISORY PANEL

- 2.1 As set out above, following the announcement on the 23rd March by the Prime Minister all Planning Committee meetings were subsequently cancelled by the Council. It was unclear, for obvious reasons, as to how long this would be for, and therefore there was legitimate concern that the decision-making functions for determining the planning applications that were needed to be determined by the relevant Planning Committee could be undertaken.
- 2.2 Following the announcement on the 23rd March the governments Chief Planner issued his March 2020 newsletter which contained the following advice:-

COVID-19 Advice Decision Making

We understand that some councils are concerned about the implications of COVID19 for their capacity to process planning applications within statutory timescales. It is important that authorities continue to provide the best service possible in these stretching times and prioritise decision-making to ensure the planning system continues to function, especially where this will support the local economy.

We ask you to take an innovative approach, using all options available to you to continue your service. We recognise that face-to-face events and meetings may have to be cancelled but we encourage you to explore every opportunity to use technology to ensure that discussions and consultations can go ahead. We also encourage you to consider delegating committee decisions where appropriate. The Government has confirmed that it will introduce legislation to allow council committee meetings to be held virtually for a temporary period, which we expect will allow planning committees to continue.

We encourage you to be pragmatic and continue, as much as possible, to work proactively with applicants and others, where necessary agreeing extended periods for making decisions.

- 2.3 Having assessed the issues, and possible ways forward, the Head of Planning and Coastal Management discussed options with the Head of Legal and Democratic Services in consultation with the Council Leader, Planning Committee Chairs and the Cabinet Member for Planning and Coastal Management as to how we could introduce a mechanism for determining those applications which would be ordinarily determined by a planning committee before any new legislative provisions be introduced to allow remote/virtual meetings.
- 2.4 On the 26th March, the Head of Legal and Democratic Services, as Monitoring Officer, mindful of the current emergency, the Chief Planning Officer's advice, and the need for us to be able to respond and determine planning applications without gathering Councillors together for a meeting, in person, made a change to the Council's Constitution. The amendment made was a temporary one, lasting for the period of the current restrictions until such time as the legislative changes were in place to allow for virtual meetings.
- 2.5 This temporary change to the Constitution was made to Section E, Appendix 1, Register of Specific Officer Functions, entitled "Head of Planning and Coastal Management", on page 45 of the Constitution (Scheme of Delegation to Officers). It specifically deleted all of the wording on that page, under the heading "Head of Planning and Coastal Management, and replaced it with the following:

"Due to the emergency restrictions announced by the Prime Minister on Monday 23 March 2020, because of the CoronaVirus/Covid19, and inability to have meetings of the Planning Committees at the present time, all planning application decisions including those which require an Environmental Impact Assessment (EIA) or an Habitat Impact Assessments (HRA) are temporarily delegated to the Head of Planning and Coastal Management (HPCM) to make.

During the period of emergency restrictions, the HPCM will make these decisions in consultation with an Advisory Panel (AP) of Members. There will be two APs, one for planning applications that would have gone to the Planning Committee North (PCN) (the Advisory Panel North (APN)) and one for the planning applications that would have gone to the Planning Committee South (PCS) (the Advisory Panel South (APS)).

The APN will consist of up to five Members, being the Chairmen and Vice-Chairmen of the PCN and PCS, and Cllr Elliott.

The APS will consist of up to five Members, being the Chairmen and Vice-Chairmen of the PCN and PCS, and Cllr Deacon.

The HPCM will consult with the APN or the APS via SKYPE or telephone conference call, on scheduled dates to be arranged by him. The dates of these consultative meetings will be published, as will the relevant reports prepared by the Planning Officers, at least five working days before the consultation takes place, via the Council's CMIS system.

Ward Members will be alerted to any applications which relate to their ward, that are due to be determined by the HPCM, in consultation with the relevant AP, so that they can make their comments.

If there are not a minimum of three councillors available for each AP, the consultation will not take place.

All consultations with the APs will be recorded.

If the HPCM is not available for any reason, or he has a personal, private interest in any application, he will delegate this authority in writing to another senior planning officer, who will likewise act in accordance with these consultative arrangements, in exercising this delegation.

As and when the emergency restrictions are lifted, or regulations are made by Government to allow for meetings of the PCN or the PCS to be held remotely, this emergency delegation to the HPCM will be reviewed and withdrawn".

- 2.6 These emergency measures were reported by e-mail to all Members of the Council, Towns and Parishes and our agents/developers on our database. The Planning Advisory Panels met through April and early May until the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came in to force to make provision for remote attendance at, and remote access to, Council meetings held on or before 7 May 2021.
- 2.7 The Advisory Panels met on Tuesday mornings in accordance with the principles set out in the Constitution with all the information available to participants, and the public, on the CMIS system hosted on the Council's website. For all the meetings there was a full complement of Members. Additionally, Cllr Cooper as Deputy Cabinet Member observed some of the meetings. Meetings were undertaken using Skype and were recorded and then a Decision Record for each meeting was placed on CMIS. The Advisory Panel was presented with a written report, a PowerPoint Presentation and an update sheet of additional information received following advising the relevant Ward Member and Parish Council that an item was to be presented.
- 2.8 The Advisory Panels considered 37 cases and of these the Head of Planning and Coastal Management determined 33 cases in accordance with the recommendation in the report, having first considered the views of the Members on the Advisory Panel, 1 case contrary to the recommendation (the application was refused in accordance with the Advisory Panels view) , 1 application was Withdrawn before the Panel met, and 2 were deferred, by the HoPCM, to be considered at a subsequent meeting of the North Planning Committee.

3.0 CONCLUSIONS

- 3.1 As the Cabinet Member for Planning and Coastal Management I considered it was necessary to provide this update for the Strategic Planning Committee to outline the measures the officers have put in place and delivered, on our behalf, during this Covid 19 emergency. These measures have been proportionate, to enable the continuation of the work of the teams. It is not known what , if any, other changes may need to be considered but we can be assured of the professional support of the officer team to ensure we can provide the outcomes the council wants to deliver to support our communities and economy especially at this time.

4 REASON FOR RECOMMENDATION

- 4.1 This report is for information only.

RECOMMENDATION

That the contents of the report are noted.



STRATEGIC PLANNING COMMITTEE

Thursday, 4 June 2020

REVIEW OF THE PLANNING APPLICATION REFERRAL PROCESS TO DETERMINE WHICH APPLICATIONS ARE CONSIDERED BY THE RELEVANT PLANNING COMMITTEE

EXECUTIVE SUMMARY

1. This report provides a review of the Planning Application Referral Process operating at East Suffolk Council from 1 April 2019 until the end of March 2020 which determines which applications are considered by the relevant Planning Committee of the Council
2. It concludes the process is working well and that as a result no amendments are proposed to the process.

Is the report Open or Exempt?	Open
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Wards Affected:	All
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Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
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Supporting Officer:	Liz Beighton Planning Manager (Development Management) 01394 444778 Liz.beighton@eastsoffolk.gov.uk
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1 INTRODUCTION

- 1.1 This report provides Members of the Strategic Planning Committee with a review and analysis of the planning application Referral Panel decisions in the year from April 2019 to March 2020. Attached as an appendix to this report is the data of the cases considered by the Referral Panel.
- 1.2 Local Planning Authorities are subject to performance assessment by government to seek to ensure an efficient system is in operation for the determination of planning applications. Failure to meet the required performance levels can result in sanctions. To monitor performance of planning application reports are presented quarterly to both Cabinet and this committee for review and comment. Additionally, this committee receives wider performance data on appeal decisions. To help deliver the required performance government advocates a delegation rate (those decisions made by authorised officers of a council) be in excess of 90%. This then enables those applications of significance, or controversy, to be considered by the relevant Planning Committee.
- 1.3 The establishment of the new Council, and its Constitution, had due regard to the government requirements on planning performance.

2 THE SCHEME OF DELEGATION IN RELATION TO DETERMINING PLANNING APPLICATIONS

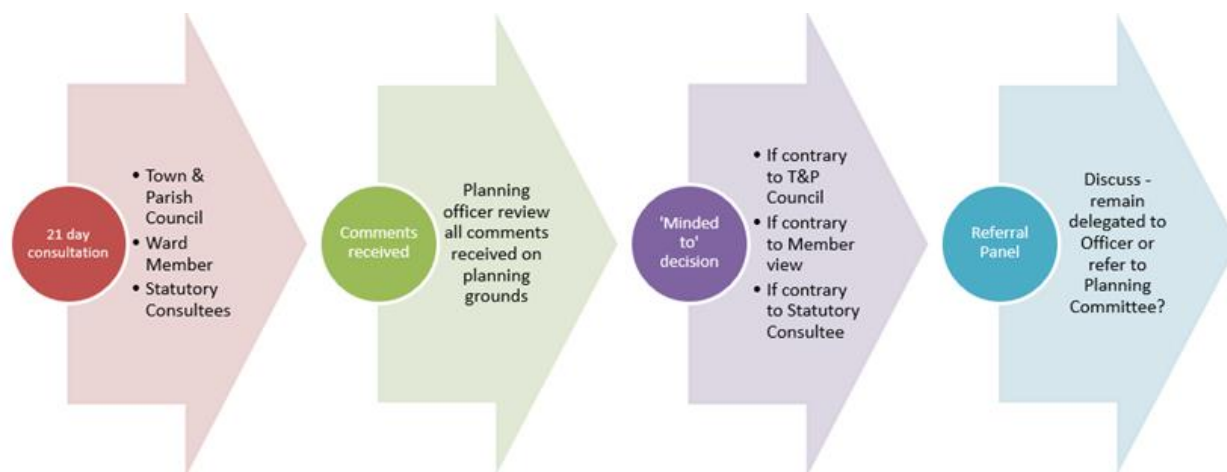
- 2.1 In April 2019, East Suffolk Council brought into force a new scheme of delegation aligning the former authorities of Suffolk Coastal District Council and Waveney District Council. This scheme sets out the means by which applications will be determined and seeks to clarify which applications will be determined by the Head of Planning and Coastal Management, under delegated powers, and which will be referred to the Planning Committee for consideration.
- 2.2 The scheme of delegation was established following extensive dialogue with Planning Committee members and the Portfolio holders for planning and seeks to secure an appropriate balance between efficiency of the service and securing public scrutiny in the planning service. This dialogue included research on how councils of a similar size managed the process to ensure there was a transparent and fair system for all, including applicants and communities.
- 2.3 The scheme of delegation is laid out in the Council's constitution and reads as follows:

All planning application decisions including decisions concerning Environmental Impact Assessment (EIA) decisions or considerations requiring Habitat Regulation Impact Assessments (HRA) are delegated to Head of Planning and Coastal Management UNLESS:

- 1. The Planning Application is, in the opinion of the Head of Planning and Coastal Management and/or the Chair and Vice Chair of the Planning Committee, of significant public interest; would have a significant impact on the environment; or should otherwise be referred to Members due to its significance in some other respect; or***
- 2. The applicant or landowner is East Suffolk Council;***
- 3. The applicant, or agent, is an East Suffolk Councillor or an East Suffolk Council employee, or the applicant, or agent, is a close relative of an East Suffolk Councillor or East Suffolk Council employee; or***
- 4. The referral process is triggered***

In which case, if item 4 is invoked, the Planning Application will be referred to the Referral Panel – the panel will discuss with the Head of Planning and Coastal Management (based on planning grounds) to either refer the application to Planning Committee for decision or remain delegated to the Head of Planning and Coastal Management.

- 2.4 The table below shows, in diagrammatic form, how the referral process is operated. In essence, any application where the view of either planning officer is contrary to that of either the Town or Parish Council, statutory party or Ward Member, where they relate to material planning considerations.
- 2.5 For the process to be instigated those comments need to be received during the prescribed consultation period, unless a formal extension of time has been granted in writing.



- 2.6 The Council undertook significant publicity for the new arrangements acknowledging that the determination of planning applications is a high-profile process. The Planning Service wrote to and undertook training sessions both for Ward Members and representatives from Town and Parish Councils at the instigation of the new council to help the understanding of the process and how to form consultation responses in the best way to aid the Referral Panel in determining the pertinent issues surrounding the application and whether those instigate sufficient weight to justify a round table discussion at Planning Committee. This is in addition to communicating such information by written notes. The meeting dates for Parish Council sessions were the 6 June 2019, 7 June 2019, 24 January 2020 and 27 January 2020. Training sessions were held with Ward Members on 3 June 2019, 5 June 2019 and 3 October 2019. In addition, during this year, three Agents forums have been held on the 20 May 2019, 28 May 2019 and 30 January 2020, where all registered agents were appraised in detail on the scheme of delegation. The powerpoint slides from all these meetings remain available on the Council's website for public inspection and to benefit anyone who was unable to attend in person
- 2.7 The Planning Service is committed to continuing working with our Ward Members and Town and Parish Councils and as soon as public meetings are able to take place, additional sessions will be set up to deal specifically with how to best frame consultation responses and to build and retain confidence in the planning service.

THE REFERRAL PANEL

- 2.8 The referral panels meet every Tuesday and are made up of both the Chairs and Vice Chairs of the North and South Planning Committees. To aid a decision on the route of determination to be made by the Panel, Members are furnished with both a written report and a visual presentation of the application by officers. This information is also made available to interested parties on the Councils website alongside the relevant application details. The outcome of the referral panel is communicated to the relevant parties as soon as possible after the meeting by the relevant case officer
- 2.9 Officers have provided an undertaking to Members that following a year of the Referral Panel being in operation, a report will be produced detailing the breakdown of how the applications were determined and whether there were any changes needed to it to improve its efficiency and effectiveness. Members attention is drawn to the appendix to this report which provides further details of all applications presented to the Referral Panel.
- 2.10 From the 1 April 2019 to 31 March 2020, East Suffolk Council has determined a total of 2291 planning applications. The detail surrounding the performance of such is laid out in the planning performance report tabled at the Strategic Planning Committee (report reference ES/0389).
- 2.11 From the 1 April 2019 until the 20 March 2020 a total of 295 planning applications have been presented to the Referral Panel. This means that in most instances the views received from the Town or Parish Council, Ward Member or statutory consultee accorded with the recommendation of the planning officer.
- 2.12 It is of note that from the 20 March 2020 until the 12 May 2020 no Referral Panels operated due to the Coronavirus pandemic which saw a cease on meetings taking place at East Suffolk. All Referral Panel reports and Committee reports were duly presented to the Advisory Panel in accordance with the emergency powers instigated by the Council (see Report ES/0387 presented to this Committee).
- 2.13 Of the 295 reports presented, the Referral Panel determined that 259 could be delegated to the Head of Planning and Coastal Management for determination and 36 applications were referred to the Planning Committee.
- 2.14 Within the same period a total of 39 planning applications have been reported straight to the Planning Committees without first recourse to the Referral Panel in accordance with the Scheme of Delegation (points 1-3). Therefore, out of the 75 items taken to the Planning Committee 48% of those were as a result of the decision by the Referral Panel. Of those 75 applications at Planning Committee, 43 were presented to the North Committee and 32 to the South Committee. The delegation rate therefore to the Head of Planning and Coastal Management sits at 96.5%.
- 2.15 Of the 36 that were presented to the Planning Committee following determination by the Referral Panel, five of these remain pending determination and one has been withdrawn in advance of receiving a decision. 24 of the decisions by Committee were made in accordance with the officer recommendation, one was overturned from an officer recommendation of refusal to approval and three were overturned from an officer recommendation of approval to refusal. Of those three which were refused contrary to officer recommendation, one has been appealed and subsequently allowed.

- 2.16 Therefore 32 of those which were presented to committee were determined as per officer recommendation (89%). It is also worth noting that three of these items were dealt with by the Advisory Panel during the coronavirus lockdown, but the decision by the Head of Planning and Coastal Management aligned with the member view set out by the Advisory Panel. Two of these were in accordance with the officer recommendation and one was an overturn of officer recommendation of approval to a refused decision.
- 2.17 Only 12 of the referral panel applications had comments from Ward Members, a percentage of 0.04%.

3 CONCLUSION

- 3.1 Between 1 April 2019 and 30 March 2020, the Council operates at a delegation rate of 96%, with a total of 75 planning applications being reported to the North or South Planning Committees. This enables the Planning Committee's to look at those applications that warrant wider debate in the public arena, hear the views of interested parties and allow public scrutiny of those important and significant applications. It is important that Planning Committees are not overburdened with a volume of applications, and that appropriate time is allowed for full and proper debate on those applications what warrant such.
- 3.2 Nearly half of all items presented to the Planning Committees have been as a direct result of the decision of the Referral Panel. Of those, all bar four were determined in accordance with the officer recommendation. Looking at the referral panel items alone, the delegation rate sits significantly lower than the overall rate of delegation at 85%. Therefore, the referral panel is seeking to refer a significant number of items to Planning Committee. It also seeks to demonstrate that there is confidence between Members and Officers.
- 3.3 It is also important to note, sitting alongside this process, the associated reports on appeals performance and speed of determination remain extremely high and above the national requirements, providing significant confidence in the quality of decisions being made by East Suffolk Council.
- 3.4 Officers are committed to working closely with our Town and Parish Council's and maintain appropriate training on how to frame consultation responses.
- 3.5 It is also important to note that there is limited communication from Ward Members on applications, which sits at just 12 applications of a total of 295 that were presented to the Referral Panel. Contrary views of Ward Members is one of the key triggers of the Referral Process and Officers would welcome enhanced dialogue with Ward Members on planning applications.
- 3.6 Having reviewed the work of the Referral Panel alongside the work of the council as a whole in determining planning applications there is a thorough, robust and transparent process which enables the planning committees to consider those applications of significance. It is considered that there is no need to make any changes to this process other than to promote the needs of ward Members to become more directly involved in this process as part of the regular training provided to Councillors.

4 REASON FOR RECOMMENDATION

4.1 This report is for information only.

RECOMMENDATION

1. That Members note the contents of the report and the Referral Panel process be maintained in its current form.
2. That officers provide the Strategic Planning Committee with a yearly report on the referral panel.

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
02-Apr-19	19/0521	Delegated	Granted	No comments received	Object	Melton
	19/0521	Committee	Granted	Comments received	Object	Melton
	19/0419	Delegated	Granted	No comments received	Object	Blythburgh
	19/0592	Delegated	Granted	Comments received	Object	Aldeburgh
	19/0479	Delegated	Granted	No comments received	Object	Lowestoft
	19/0829	Delegated	Granted	No comments received	Object	Lowestoft
09-Apr-19	19/0591	Delegated	Refused	No comments received	Support	Sibton
	19/0462	Delegated	Refused	No comments received	Support	Heveningham
	19/0739	Delegated	Granted	Comments received	Support	Melton
16-Apr-19	19/0299	Delegated	Refused	No comments received	Support	Rushmere St Andrew
	18/4940	Delegated	Granted	No comments received	Support	Halesworth
	19/0785	Delegated	Granted	No comments received	Object	Martlesham
	17/1449	Delegated	Granted	No comments received	Object	Framlingham
	19/0061	Committee	Refused	Comments received	Support	Spexhall
	19/0936	Delegated	Refused	No comments received	Support	Lowestoft
	19/0866	Delegated	Granted	No comments received	Object	Framlingham
	18/2647	Delegated	Live	No comments received	Support	Lowestoft
	19/0692	Delegated	Granted	No comments received	Object	Oulton
	19/0797	Delegated	Granted	No comments received	Object	Beccles
23-Apr-19	19/0076	Delegated	Refused	No comments received	Support	Melton
	18/3481	Delegated	Granted	No comments received	Object	Lowestoft
	19/0955	Delegated	Granted	No comments received	Object	Southwold
30-Apr-19	19/0692	Delegated	Granted	No comments received	Object	Oulton
	19/0564	Delegated	Granted	No comments received	Support	Heveningham
	19/0954	Delegated	Granted	No comments received	Object	Orford
	19/0904	Delegated	Granted	No comments received	Object	Walberswick
	19/0787	Delegated	Granted	No comments received	Object	Aldeburgh
07-May-19	19/0150	Delegated	Granted	No comments received	Object	Martlesham
	19/0917	Delegated	Granted	No comments received	Object	Kesgrave
	19/0640	Delegated	Granted	No comments received	Object	Aldringham Cum Thorpe
	19/1015	Delegated	Granted	No comments received	Support	Lowestoft
	19/0793	Delegated	Granted	No comments received	Object	Lowestoft
	19/0492	Delegated	Granted	No comments received	Object	Bungay
	18/3236	Delegated	Refused	No comments received	Support	Kelsale cum Carlton
	19/0941	Delegated	Granted	No comments received	Object	Lowestoft
	19/0584	Delegated	Granted	No comments received	Object	Woodbridge
	19/1203	Delegated	Granted	No comments received	Object	Sternfield
	19/1408	Delegated	Granted	No comments received	Object	Southwold
	19/0846	Delegated	Withdrawn	No comments received	Support	Bungay

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
14-May-19	19/1116	Delegated	Withdrawn	No comments received	Support	Aldringham Cum Thorpe
	19/0438	Committee	Refused	No comments received	Support	Kesgrave
	19/0922	Delegated	Granted	No comments received	Support	Lowestoft
21-May-19	19/1539	Committee	Refused	No comments received	Object	Orford
	19/1415	Delegated	Granted	No comments received	Object	Kesgrave
	19/1422	Delegated	Split	No comments received	Support	Easton
	19/0874	Delegated	Refused	No comments received	Support	Woodbridge
	19/1368	Delegated	Refused	No comments received	Support	Lowestoft
28-May-19	19/1278	Delegated	Granted	No comments received	Object	Lowestoft
	19/1296	Delegated	Granted	No comments received	Object	Bungay
	19/1596	Delegated	Refused	No comments received	Support	Yoxford
	19/1598	Delegated	Refused	No comments received	Support	Saxtead
04-Jun-19	19/1749	Delegated	Granted	No comments received	Object	Southwold
	19/1501	Delegated	Refused	No comments received	Support	Woodbridge
	19/1638	Delegated	Granted	No comments received	Object	Sutton Heath
	19/1296	Delegated	Granted	No comments received	Object	Bungay
	19/0302	Delegated	Granted	No comments received	Object	Corton
	19/1403	Delegated	Granted	No comments received	Object	Southwold
	19/1327	Committee	Granted	No comments received	Object	Woodbridge
	19/1636	Delegated	Granted	No comments received	Object	Martlesham
	19/1661	Delegated	Granted	No comments received	Support	Trimley St Mary
	19/1285	Delegated	Granted	No comments received	Object	Corton
	19/0984	Delegated	Refused	No comments received	Support	Felixstowe
	19/1443	Delegated	Granted	No comments received	Object	Woodbridge
11-Jun-19	18/4785	Delegated	Granted	No comments received	Support	Dennington
	19/1278	Delegated	Granted	No comments received	Object	Lowestoft
	19/1596	Delegated	Refused	No comments received	Support	Yoxford
	18/4774	Delegated	Granted	No comments received	Object	Lowestoft
	19/1329	Delegated	Withdrawn	No comments received	Object	Felixstowe
18-Jun-19	19/1678	Delegated	Granted	No comments received	Object	Halesworth
	19/1802	Delegated	Granted	No comments received	Object	Melton
	19/1438	Delegated	Refused	No comments received	Support	Theberton
	19/0836	Delegated	Refused	No comments received	Support	Lowestoft
	18/0161	Delegated	Refused	No comments received	Support	Oulton Broad
	19/1554	Delegated	Granted	No comments received	Object	Felixstowe
	19/1572	Delegated	Granted	No comments received	Object	Kesgrave
	19/1781	Delegated	Granted	No comments received	Object	Beccles
	19/2007	Committee	Granted	No comments received	Support	Lowestoft
	19/1666	Delegated	Granted	No comments received	Support	Saxtead

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
25-Jun-19	18/5075	Delegated	Granted	No comments received	Object	Aldeburgh
	19/1162	Delegated	Granted	No comments received	Object	Aldeburgh
	19/1022	Committee	Granted	No comments received	Object	Bawdsey
	19/1974	Delegated	Granted	No comments received	Object	Halesworth
	19/1373	Committee	Granted	No comments received	Support	Bungay
	19/1374	Committee	Granted	No comments received	Support	Bungay
	19/1367	Committee	Granted	No comments received	Support	Bungay
	19/1366	Committee	Granted	No comments received	Support	Bungay
	19/1781	Delegated	Granted	No comments received	Object	Felixstowe
	19/1665	Delegated	Granted	No comments received	Object	Blundeston
02-Jul-19	19/2164	Delegated	Granted	No comments received	Support	Southwold
	19/1540	Delegated	Granted	No comments received	Support	Felixstowe
	19/1579	Delegated	Granted	No comments received	Object	Kesgrave
	19/1231	Delegated	Granted	No comments received	Object	Brightwell
	19/2194	Committee	Granted	No comments received	Support	Bungay
09-Jul-19	19/1382	Delegated	Granted	No comments received	Object	Newbourne
	19/1820	Delegated	Refused	No comments received	Object	Felixstowe
	19/1682	Delegated	Refused	No comments received	Support	Rushmere
	19/1899	Delegated	Granted	No comments received	Support	Halesworth
	19/1665	Delegated	Granted	No comments received	Object	Blundeston
	19/2004	Delegated	Granted	No comments received	Object	Southwold
	19/2005	Delegated	Granted	No comments received	Object	Southwold
	19/0892	Delegated	Live	No comments received	Object	Woodbridge
16-Jul-19	19/2004	Delegated	Granted	No comments received	Object	Southwold
	19/2005	Delegated	Granted	No comments received	Object	Southwold
	19/1960	Delegated	Granted	No comments received	Object	Falkenham
	19/1978	Committee	Granted	No comments received	Object	Somerleyton, Ashby & Herringfleet
	19/2239	Delegated	Granted	No comments received	Object	Beccles
	19/2177	Delegated	Refused	No comments received	Support	Yoxford
	19/1933	Delegated	Refused	No comments received	Support	Oulton Broad
	19/2104	Delegated	Refused	No comments received	Support	Middleton
	19/0188	Delegated	Refused	No comments received	Support	Kessingland
	19/2077	Delegated	Refused	No comments received	Support	Lowestoft
	19/2078	Delegated	Refused	No comments received	Support	Lowestoft
23-Jul-19	19/2044	Delegated	Withdrawn	No comments received	Object	Otley
	19/2274	Delegated	Refused	No comments received	Support	Uggheshall
30-Jul-19	19/2144	Delegated	Granted	No comments received	Object	Southwold
	19/2330	Delegated	Refused	No comments received	Object	Oulton Broad
	19/2335	Delegated	Withdrawn	Comments received	Support	Lowestoft

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
	19/2324	Delegated	Granted	No comments received	Object	Kelsale cum Carlton
	19/2339	Delegated	Granted	No comments received	Object	Lowestoft
06-Aug-19	19/1989	Delegated	Granted	No comments received	Object	Felixstowe
	19/2547	Delegated	Granted	No comments received	Object	Hollesley
	19/1521	Delegated	Granted	No comments received	Object	Beccles
	19/1967	Delegated	Granted	No comments received	Object	Trimley St Martin
	19/2588	Delegated	Granted	No comments received	Object	Felixstowe
	19/1863	Committee	Granted	No comments received	Object	Felixstowe
	19/2392	Delegated	Granted	No comments received	Object	Kesgrave
	19/2378	Delegated	Granted	No comments received	Object	Martlesham
	19/2584	Delegated	Granted	No comments received	Object	Felixstowe
13-Aug-19	19/0051	Delegated	Granted	No comments received	Object	Beccles
	19/2068	Delegated	Granted	No comments received	Object	Reydon
	19/2001	Delegated	Granted	No comments received	Support	Wenhaston
	19/2456	Delegated	Granted	No comments received	Object	Kesgrave
	19/2562	Delegated	Granted	No comments received	Object	Martlesham
	19/2629	Delegated	Granted	No comments received	Support	Easton
	19/2481	Delegated	Refused	No comments received	Support	Cookley
	19/2482	Delegated	Refused	No comments received	Support	Cookley
	19/2465	Delegated	Refused	No comments received	Support	Brandeston
	19/1807	Delegated	Granted	No comments received	Object	Southwold
	19/2065	Committee	Withdrawn	No comments received	Object	Waldringfield
	19/2685	Committee	Granted	No comments received	Object	Saxmundham
20-Aug	19/2615	Delegated	Granted	No comments received	Object	Bucklesham
	19/2352	Delegated	Granted	No comments received	Object	Wickham Market
	19/2829	Delegated	Granted	No comments received	Support	Felixstowe
	19/2001	Delegated	Granted	No comments received	Support	Wenhaston
	19/2986	Delegated	Granted	No comments received	Object	Kesgrave
27-Aug-19	19/2713	Delegated	Refused	No comments received	Support	Woodbridge
	19/1431	Delegated	Granted	No comments received	Object	Bungay
	19/2290	Delegated	Granted	No comments received	Object	Woodbridge
	19/2746	Delegated	Granted	No comments received	Object	Southwold
	19/2473	Delegated	Refused	No comments received	Support	Eyke
	19/2695	Delegated	Granted	No comments received	Object	Waldringfield
	19/2821	Delegated	Granted	No comments received	Object	Framlingham
	19/2490	Delegated	Granted	No comments received	Support	Lowestoft
	19/1884	Delegated	Granted	No comments received	Object	Blaxhall
03-Sep-19	19/2895	Delegated	Granted	No comments received	Object	Kirton
	19/2842	Delegated	Withdrawn	No comments received	Object	Aldeburgh

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
10-Sep-19	19/2775	Delegated	Granted	No comments received	Object	Walberswick
	19/2422	Delegated	Granted	No comments received	Object	Oulton
	19/2707	Delegated	Granted	No comments received	Object	Benhall
	19/2708	Delegated	Granted	No comments received	Object	Benhall
	19/2412	Delegated	Granted	No comments received	Object	Hollesley
	19/2700	Committee	Granted	Comments received	Object	Great Bealings
16-Sep-19	19/3098	Committee	Granted	No comments received	Object	Hacheston
	19/2811	Delegated	Granted	No comments received	Object	Melton
	19/2883	Delegated	Granted	No comments received	Object	Kesgrave
	19/2239	Delegated	Granted	No comments received	Object	Beccles
	19/1939	Delegated	Granted	No comments received	Object	Saxmundham
24-Sep-19	19/3344	Delegated	Granted	Comments received	Object	Playford
	19/3020	Delegated	Granted	No comments received	Object	Capel St Andrew
01-Oct-19	19/2470	Delegated	Granted	No comments received	Object	Woodbridge
	18/4854	Delegated	Granted	No comments received	Object	Woodbridge
	19/3372	Delegated	Granted	No comments received	Object	Kesgrave
08-Oct-19	19/2333	Committee	Granted	No comments received	Object	Leiston cum Sizewell
	19/2784	Delegated	Granted	No comments received	Support	Ilketshall St Andrew
	19/3233	Delegated	Refused	No comments received	Support	Chediston
15-Oct-19	19/0051	Delegated	Granted	Comments received	No comments	Beccles
	19/3187	Delegated	Granted	No comments received	Object	Bungay
	19/3188	Delegated	Granted	No comments received	Object	Bungay
	19/3456	Delegated	Refused	No comments received	Support	Charsfield
	19/3466	Delegated	Granted	No comments received	Object	Lowestoft
	19/3360	Delegated	Granted	No comments received	Object	Peasenhall
22-Oct-19	19/3563	Delegated	Granted	No comments received	Object	Rushmere St Andrew
	18/4312	Committee	Granted	Comments received	No comments	Beccles
	19/2689	Delegated	Granted	No comments received	Object	Southwold
29-Oct-19	19/3686	Delegated	Granted	No comments received	Object	Ufford
	19/3031	Delegated	Granted	No comments received	Object	Waldringfield
	18/0789	Committee	Granted	No comments received	Object	Lowestoft
	19/3639	Delegated	Granted	No comments received	Object	Rushmere St Andrew
	19/3560	Delegated	Granted	No comments received	Object	Earl Soham
	19/3395	Delegated	Granted	No comments received	Object	Southwold
	19/3194	Delegated	Refused	No comments received	Support	Lowestoft
	19/3259	Delegated	Granted	No comments received	Object	Lowestoft
	19/3612	Delegated	Granted	No comments received	Object	Blythburgh
	19/3505	Delegated	Granted	No comments received	No Objection	Grundisburgh
	19/3105	Delegated	Granted	No comments received	Object	Ilketshall St Andrew

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
05-Nov-19	19/3642	Delegated	Granted	No comments received	Object	Oulton Broad
	19/3644	Delegated	Granted	No comments received	Object	Oulton Broad
	19/3270	Delegated	Granted	No comments received	Object	North Cove
	19/3317	Committee	Refused	No comments received	Object	Kessingland
	19/3576	Delegated	Granted	No comments received	No Objection	Saxmundham
	19/3577	Delegated	Granted	No comments received	No Objection	Saxmundham
	19/3765	Delegated	Granted	No comments received	Object	Woodbridge
	19/3496	Delegated	Refused	No comments received	Support	Trimley St Mary
12-Nov-19	19/3820	Delegated	Granted	No comments received	Object	Dennington
	19/3521	Delegated	Withdrawn	No comments received	Support	Ilketshall St Andrew
	19/352	Delegated	Withdrawn	No comments received	Support	Ilketshall St Andrew
19-Nov-19	19/3917	Delegated	Granted	Comments received	Object	Southwold
	18/4312	Committee	Granted	Comments received	No Comments	Beccles
	19/3225	Delegated	Refused	No comments received	Support	Lowestoft
	19/4001	Delegated	Granted	No comments received	Object	Beccles
	19/3837	Delegated	Refused	No comments received	Support	Lowestoft
	19/3650	Committee	Granted	No comments received	Object	Framlingham
26-Nov-19	19/3342	Delegated	Granted	No comments received	Object	Felixstowe
	19/3460	Delegated	Granted	No comments received	Object	Beccles
	19/4033	Delegated	Granted	No comments received	Object	Kesgrave
	19/3741	Delegated	Granted	No comments received	Object	Lowestoft
04-Dec-19	19/3815	Delegated	Granted	No comments received	Object	Martlesham
	19/4023	Delegated	Granted	No comments received	No Comments	Leiston cum Sizewell
	19/3741	Delegated	Granted	No comments received	Object	Lowestoft
	19/3500	Delegated	Refused	No comments received	Support	Woodbridge
	19/4043	Deferred	deferred	No comments received	Object	Grundisburgh
	19/3870	Delegated	Granted	No comments received	No Objection	Rendlesham
09-Dec-19	19/4332	Delegated	Granted	No comments received	Object	Beccles
	19/2422	Delegated	Granted	No comments received	Object	Oulton
	19/4043	Delegated	Granted	No comments received	Object	Grundisburgh
	19/4157	Delegated	Granted	No comments received	Object	Letheringham
	19/4158	Delegated	Granted	No comments received	Object	Letheringham
	19/3887	Committee	Granted	No comments received	Object	Darsham
16-Dec-19	19/3201	Delegated	Granted	No comments received	Support	Lowestoft
	19/3559	Delegated	Granted	No comments received	Object	Oulton Broad
	19/3953	Delegated	Granted	No comments received	Object	Woodbridge
	19/3618	Delegated	Granted	No comments received	Object	Walberswick
	19/4195	Delegated	Refused	No comments received	Support	Bungay
	19/4354	Delegated	Withdrawn	No comments received	Support	Lowestoft

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
	19/3826	Delegated	Granted	No comments received	Object	Pettistree
	19/3430	Delegated	Granted	No comments received	Object	Kelsale cum Carlton
	19/2948	Delegated	Refused	No comments received	Support	Felixstowe
23-Dec-19	19/4401	Delegated	Granted	No comments received	Object	Brandeston
	19/4174	Delegated	Refused	No comments received	Support	Felixstowe
	19/3414	Delegated	Granted	No comments received	Object	Southwold
	19/4322	Committee	Granted	No comments received	Object	Kesgrave
	19/4243	Deferred	deferred	No comments received	Object	Walberswick
07-Jan-20	19/4186	Delegated	Granted	No comments received	Object	Lowestoft
	19/4243	Delegated	Granted	No comments received	Object	Walberswick
	19/4447	Delegated	Granted	No comments received	Object	Walberswick
	19/3679	Delegated	Granted	No comments received	Object	Stratford St Andrew
14-Jan-20	19/4553	Delegated	Granted	No comments received	Object	Rushmere St Andrew
	19/4429	Delegated	Refused	No comments received	Support	Rushmere St Andrew
	19/4490	Delegated	Granted	No comments received	Object	Walberswick
	19/4233	Delegated	Granted	No comments received	Support	Felixstowe
	18/4429	Committee	Live	No comments received	Object	Bungay
	18/5082	Committee	Live	No comments received	Object	Bungay
	19/4481	Delegated	Refused	No comments received	Support	Darsham
21-Jan-20	19/4714	Delegated	Granted	No comments received	Object	Woodbridge
	19/4685	Delegated	Granted	No comments received	Object	Southwold
	19/4696	Committee	Granted	No comments received	Object	Aldeburgh
28-Jan-20	19/4799	Delegated	Refused	No comments received	Support	Great Bealings
	19/4197	Committee	Refused	No comments received	Object	Purdis Farm
04-Feb-20	19/4775	Delegated	Granted	No comments received	Object	Barnby
	19/3916	Delegated	Live	No comments received	Support	Rushmere St Andrew
	19/4808	Delegated	Withdrawn	No comments received	Object	Waldringfield
	19/4689	Delegated	Granted	No comments received	Object	Kesgrave
	19/4585	Delegated	Granted	No comments received	Object	Southwold
	19/4550	Delegated	Granted	No comments received	Support	Peasenhall
	19/4795	Delegated	Refused	No comments received	Support	Halesworth
	19/5062	Delegated	Refused	No comments received	Support	Bromeswell
	19/4785	Delegated	Granted	No comments received	Object	Wickham Market
11-Feb-20	19/1766	Delegated	Granted	No comments received	Support	Easton
	19/4659	Delegated	Granted	No comments received	Object	Woodbridge
	19/3746	Committee	Live	No comments received	Support	Rushmere
	19/4826	Committee	Granted	No comments received	Object	Lowestoft
	19/4442	Committee	Granted	No comments received	Object	Felixstowe
	19/4780	Delegated	Granted	No comments received	Object	Felixstowe

Date	App ref	Committee / Delegated	Decision	Ward Member comments?	PC – support or object	Parish
18-Feb-20	19/4684	Committee	Granted	No comments received	Object	Beccles
	20/0005	Delegated	Granted	No comments received	Object	Playford
	20/0033	Delegated	Granted	No comments received	Object	Rushmere St Andrew
	19/4038	Delegated	Granted	No comments received	Object	Rushmere St Andrew
24-Feb-20	19/5011	Delegated	Withdrawn	No comments received	Support	Woodbridge
	20/0056	Delegated	Granted	No comments received	Object	Grundisburgh
	20/0226	Delegated	Granted	No comments received	Object	Lowestoft
	20/0103	Delegated	Granted	No comments received	Object	Henstead with Hulver Street
	19/5035	Delegated	Refused	No comments received	Support	Aldeburgh
	19/4746	Delegated	Granted	No comments received	Object	Darsham
	19/4187	Delegated	Granted	No comments received	Support	Felixstowe
	20/0230	Delegated	Granted	No comments received	Object	Rushmere St Andrew
	20/0040	Committee	Refused	No comments received	Support	Melton
03-Mar-20	20/0117	Delegated	Granted	No comments received	Object	Beccles
	20/0107	Delegated	Refused	No comments received	Support	Witnesham
	19/2834	Committee	Granted	No comments received	Object	Kessingland
	19/5063	Delegated	Granted	Comments received	Support	Lowestoft
	20/0196	Delegated	Granted	No comments received	Object	Holton
	20/0125	Delegated	Granted	No comments received	Object	Hacheston
	19/4578	Delegated	Granted	No comments received	Object	Sweffling
09-Mar-20	20/0221	Delegated	Granted	No comments received	Object	Bungay
17-Mar-20	20/0360	Delegated	Granted	No comments received	Object	Martlesham
	20/0440	Delegated	Granted	No comments received	Object	Carlton Colville
	18/4196	Delegated	Granted	No comments received	No Objection	Bawdsey
24-Mar-20	No meeting due to Covid-19 lockdown					



STRATEGIC PLANNING COMMITTEE

Title of Report:

ENFORCEMENT PERFORMANCE REPORT – JANUARY TO MARCH 2020

Meeting Date

4 June 2020

Report Author and Tel No

Cate Buck
01394 444290

Is the report Open or Exempt?

Open

REPORT

To provide information on the performance of the enforcement section

RECOMMENDATION

That the report concerning Enforcement Team statistics be received.

1. Background

1.1 Following the adoption of the new Local Enforcement Plan in March 2019 and the formation of the new East Suffolk Council section it was decided that a report be presented on a quarterly basis from August 2019.

1.2 Between January and March 2020, four Enforcement Notices were served.

Cases Received and Closed January to March 2020

<u>Month</u>	<u>Cases Received</u>	<u>Cases Closed</u>
January	41	30
February	31	39
March	34	24

*Please note all new complaints are logged, site visited and then triaged in accord with the appropriate risk assessment.

Reasons for Closure

<u>Reason</u>	<u>January</u>	<u>February</u>	<u>March</u>
No Breach	12	20	14
Compliance/use ceased	4	10	6
Planning Permission Granted	10	8	3
Permitted Development	2	0	0
Immune/Lawful	0	0	1
Duplicate file	0	1	0
Withdrawn	0	0	0
Not Expedient	0	0	0

Time taken to close cases

<u>Time taken to close cases</u>	<u>Cases Closed in January</u>	<u>Cases Closed in February</u>	<u>Cases Closed in March</u>
<u>1-10 days</u>	4	9	6
<u>11-20 days</u>	0	7	2
<u>21-30 days</u>	2	0	1
<u>31-40 days</u>	2	0	1
<u>41 + Days</u>	22	23	14
<u>Total</u>	30	39	24

Enforcement Notices Served January to March 2020

<u>Type of Notice</u>	<u>Address</u>	<u>Breach</u>	<u>Compliance period</u>
EN	98 Tangham Cottages, Tangham	Change of use of land	3 Months
EN	Land adjacent to Harmony Hall, London Road, Weston	Change of use of land	4 Months
EN	Land adjacent to Harmony Hall, London Road, Weston	Unauthorised development	4 Months
EN	Land opposite Harmony Hall, London Road, Weston	Change of use of land	4 Months



STRATEGIC PLANNING COMMITTEE

Thursday, 4 June 2020

DEVELOPMENT MANAGEMENT PERFORMANCE REPORT

EXECUTIVE SUMMARY

1. This report provides an update on the planning performance of the Development Management Team in terms of the timescales for determining planning applications.

Is the report Open or Exempt?	Open
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Wards Affected:	All
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Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
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Supporting Officer:	Liz Beighton Planning Development Manager 01394 444778 Liz.beighton@eastssuffolk.gov.uk
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1 INTRODUCTION

- 1.1 This report provides details on the determination timescales for all planning applications at East Suffolk Council when tested against the government set timescales as well as the East Suffolk Council stretched targets. This paper seeks to provide Members with a Quarterly breakdown and also provide a yearly total.
- 1.2 The Key Performance Indicators (KPIs) are reported on a quarterly basis and included within the East Suffolk Council performance report and tested against the Council's Business Plan.

2 PERFORMANCE STATISTICS

- 2.1 The breakdown for Q1 (April through to end of June 2019) is reported as follows:

	Q1 Percentage	Q1 Total	Targets
Major Development	100%	13/13	60% national 65% stretched
Minor Development	67%	104/154	65% national 75% stretched
Other Development	85%	437/516	80% national 90% stretched

- 2.2 The breakdown for Q2 (June through to end of September 2019) is reported as follows:

	Q2 Percentage	Q2 Total	Targets
Major Development	78%	18/23	60% national 65% stretched
Minor Development	80%	127/159	65% national 75% stretched
Other Development	90%	350/387	80% national 90% stretched

- 2.3 The breakdown for Q3 (October through to end of December 2019) is reported as follows:

	Q3 Percentage	Q3 Total	Targets
Major Development	84%	16/19	60% national 65% stretched
Minor Development	74%	92/125	65% national 75% stretched
Other Development	91%	339/374	80% national 90% stretched

2.4 The breakdown for Q4: (January through to end of March 2020) is reported as follows:

	Q4 percentage	Q4 total	Targets
Major Development	100%	13/13	60% national 65% stretched
Minor Development	80%	107/133	65% national 75% stretched
Other Development	82%	309/375	80% national 90% stretched

2.5 The cumulative figures for the who year are reported as follows:

	Year percentage	Year total	Targets
Major Development	88.2%	60/68	60% national 65% stretched
Minor Development	75.3%	430/571	65% national 75% stretched
Other Development	86.8%	1435/1652	80% national 90% stretched

2.6 The figures reported show a consistently high speed of determination across all genres of applications. In all instances the national performance targets are achieved, and the locally set stretched targets are met in both 'major' and 'minor' applications, with performance in respect of 'other' applications slightly below the target of 90% of all applications being determined within eight weeks. This is partly to do with current vacant posts within the team (including one in enforcement) which has increased officer workload alongside a high volume of submissions. In addition, it is important to note that applications are becoming more complex and complicated and this has not been reflected in central government extending determination timescales in recognition of such.

2.7 The Council maintains a high approval rate across all types of applications and proactively look to support development where policy permits and work proactively with applicants and agents to secure appropriate schemes. Where applications are refused Officers seek to defend those refusals strongly. Members will note the separate appeals report on the SPC agenda which demonstrates confidence that applications are being refused correctly and those decisions are for the most part upheld at appeal.

2.8 Officers continue to work proactively with agents to promote the pre-application service to seek to ensure that where applications are submitted they have the right level of information accompanying them to enable swift decisions on applications to be made.

3 REASON FOR RECOMMENDATION

3.1 This report is for information only.

RECOMMENDATION

That the contents of the report are noted.



STRATEGIC PLANNING COMMITTEE

Thursday, 4 June 2020

PLANNING APPEALS REPORT

EXECUTIVE SUMMARY

1. This report provides an update on all appeal decisions received from the Planning Inspectorate between 22 February 2020 and 12 May 2020

Is the report Open or Exempt?	Open
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Wards Affected:	All
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Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
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Supporting Officer:	Liz Beighton Planning Manager (Development Management) 01394 444778 Liz.beighton@eastsuffolk.gov.uk
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1 INTRODUCTION

- 1.1 This report provides a summary on all appeal decisions received from the Planning Inspectorate between the 22 February 2020 to 12 May 2020.

2 APPEAL DECISIONS

- 2.1 A total of 18 planning and listed building appeals have been received from the Planning Inspectorate since the 22 February 2020 following a refusal of planning permission from either Suffolk Coastal District Council, Waveney District Council or the newly formed East Suffolk Council. A further costs decision against the Local Authority has been received, the claim being dismissed by the Planning Inspectorate
- 2.2 A summary of all the appeals received is appended to this report.
- 2.3 The Planning Inspectorate monitor appeal success rates at Local Authorities and therefore it is important to ensure that the Council is robust on appeals, rigorously defending reasons for refusal. Appeal decisions also provide a clear benchmark for how policy is to be interpreted and applications considered.
- 2.4 Of the 18 appeal decisions received all the decisions were delegated to the Head of Planning and Coastal Management. One appeal was lodged in respect of the non-determination of the planning application at The Old Boot, Marlesford, which was subsequently dismissed at appeal.
- 2.5 15 of the planning application and listed building decisions were dismissed (83%) and three allowed (17%). This demonstrates a high quality of decision making at East Suffolk Council with the Planning Inspectorate agreeing, for the most part, with the decision reached by the Council. There is confidence therefore that officers are looking diligently at applications and only seeking to refuse applications where there are demonstrable grounds to do such. It also demonstrates that the reasons for refusal cited are robust, sound and in accordance with planning policies.
- 2.6 There are no areas of concern raised in any of the appeals, though it is noted that some lessons could be learnt and these are included in the summaries.

3 REASON FOR RECOMMENDATION

- 3.1 This report is for information only.

RECOMMENDATION

That the content of the report is noted.

Appeal reporting

The following appeals have been received between 22 February 2020 to 12 May 2020. The full reports are available on the Council's website using the unique application reference.

Appeals relating to Planning, Listed Building and Advertisement Applications (s73 appeals)

Application Number	DC/19/2105/FUL
Appeal Number	APP/X3540/W/19/3239124
Site	Land adjacent to Hall Cottage, Church Road, Henstead, Suffolk NR34 7LD
Description of Development	Construction of a detached dwelling. This followed two previous refusals in 2016 and 2017 which were both dismissed on appeal.
Committee / Delegated	Delegated
Decision Date	25 February 2020
Appeal Decision	Allowed
Main Issues	<p>Effect of the application on:</p> <ul style="list-style-type: none"> • The setting of a designated heritage asset • Highway safety
Summary of Decision	<p>The inspector concluded that the construction of this dwelling within the curtilage of this Grade II listed building would have a neutral effect on the setting of the listed building.</p> <p>With regard to highway safety, although it was acknowledged by the inspector that the visibility fell short of the Highway Authority requirements and could not be improved due to the hedge not being owned by the appellant, it was considered that the increase in use from a single dwelling would not be excessive and would not result in an unacceptable impact on highway safety.</p>
Learning Point / Actions	<p>This case was complicated by the appeal history to the site and the change in approach in the Local Plan. The 2016 and 2017 applications were refused on the principle only as the site was contrary to the infill policy at the time. There was a long delay in determining the 2017 refusal at appeal by which time the approach in new local plan had changed in relation to infill development in the countryside. However, the appeal was still dismissed but this time on the suitability of the RAMS approach to provide mitigation through a contribution.</p> <p>When considering this subsequent application, the situation regarding the access had changed as the required visibility could no longer be provided as the hedge had remained in the ownership of the owner of the existing property. It was also considered that the statutory duty of the desirability of preserving the setting of the listed building had not been properly considered in the previous applications and appeals.</p> <p>The learning points are that refusing an application on new matters has a risk too it and an inspector is unlikely to go against the findings of a previous inspector. In this case, it was considered justified particularly as the situation had changed regarding the access. However, inspectors do not appear to be giving much weight to substandard access arrangements when the intensification is minimal, therefore a recommendation of refusal by the highways Authority may not provide strong grounds at appeal. The suitability of RAMS was accepted which did provide clarity. No cost claim was made or awarded.</p>

Application Number	DC/19/2403/FUL
Appeal Number	APP/X3540/W/19/3239266 (associated costs decision at end of this report)
Site	Concrete Barn, Beacon Hill Farm, Bealings Road, Martlesham, IP12 4RP
Description of Development	Conversion of agricultural storage barn to private residential use, comprising 2no. 3 bedroomed dwellings, including partial demolition, and insertion of first floor, together with associated works. Alternative scheme to that approved under DC_19_0785_PN3.
Committee / Delegated	Delegated
Decision Date	10 March 2020
Appeal Decision	Dismissed
Main Issues	The main issues are: 1) whether the appeal site is in an appropriate location for the development having regard to the development plan and other material considerations; and 2) the effect of the development on European Designated sites.
Summary of Decision	<p>The former class Q consent is not considered to be a fallback. The consent has not been implemented and cannot therefore be considered a replacement dwelling under DM3.</p> <p>The additional building works which were previously limited under class Q, would not comply with DM13, in that the works go beyond what would be considered a conversion by the definition of the policy (more than 50% of the roof to be replaced).</p> <p>The development would be in conflict with Policies SP1, SP1A, DM3 and DM13 of the Core Strategy and Policy MAR1 of the MNP and was therefore dismissed.</p> <p>The applicant paid the RAMS contribution through the appeal, as such the second reason for refusal was no longer valid, or considered by either party as part of the appeal.</p>
Learning Point / Actions	During this case it became apparent that the previously consented prior notification consent may not be valid as it did not appear to meet the 'permitted development rights' in terms of the extent of its curtilage. This therefore highlights the importance of checking the size of the curtilage when determining Class Q prior notification applications.

Application Number	DC/19/2051/FUL
Appeal Number	APP/X3540/W/19/3235216
Site	9 Glebe Close, Lowestoft, NR32 4NU
Description of Development	The development proposed is erection of detached residential bungalow and all associated works.
Committee / Delegated	Delegated
Decision Date	23 March 2020
Appeal Decision	Dismissed
Main Issues	The main issues are the effect of the proposed development on: <ul style="list-style-type: none"> • European designated habitats • The character and appearance of the area • The living conditions of neighbouring occupiers, with particular regard to noise and disturbance, and • The living conditions of future occupiers.
Summary of Decision	The Inspector found there was an absence of harm identified in respect of character, appearance and living conditions and that these were neutral factors which did not weigh in favour of the proposal. However, the overriding identified

	harm in respect of protected habitats and the absence of a signed Unilateral Undertaking to pay RAMS would outweigh the modest benefit. Therefore, the Inspector concluded that the appeal should be dismissed.
Learning Point / Actions	N/A

Application Number	DC/19/2414/FUL
Appeal Number	APP/X3540/W/19/3239063
Site	Old Nurseries, Hall Road, Burgh, IP13 6JN
Description of Development	The development proposed is change of use of land for the siting of 5 no. cabins for use as holiday lets.
Committee / Delegated	Delegated
Decision Date	1 April 2020
Appeal Decision	Dismissed
Main Issues	<p>The main issues are the effects of the proposed development on:</p> <ul style="list-style-type: none"> • the countryside, particularly whether the proposal would provide a suitable site for a holiday let having regard to character and appearance of the area and proximity of services; • road safety and highways; • biodiversity, particularly European protected sites.
Summary of Decision	The site is not an appropriate location for a holiday let in respect of the impact to the character and appearance of the area and proximity from services (heavily reliant on car), therefore not compliant with Core Strategy Policies SP1, DM18 and DM21. There would be no impact on highway safety as a result of the development. The Inspector did not carry out the appropriate assessment in respect of Suffolk RAMS as the application had no prospect of being granted.
Learning Point / Actions	N/A

Application Number	DC/19/1820/FUL
Appeal Number	APP/X3540/W/19/3240116
Site	53 Wentworth Drive, Felixstowe IP11 9LB
Description of Development	Proposed New Bungalow
Committee / Delegated	Delegated
Decision Date	23 March 2020
Appeal Decision	Dismissed
Main Issues	The effect of the proposed development on the character and appearance of the area
Summary of Decision	<p>The inspector concluded that even though the appeal site had been enclosed by a low fence (1m in height) and eroded its open plan appearance, it was still possible to see through and over the site and have therefore not extinguished the site's value to the streetscene and visual amenity of the area.</p> <p>The appeal site is part of a network of landscaped spaces that are a very important component of the estate's overall character and original design.</p> <p>The erection of a bungalow at the appeal site would erode its openness and require the existing trees to be felled. This would significantly harm the open character of the estate and the softening contribution the site currently makes to the street scene. The retention of a lawn in front of the proposed dwelling would not mitigate for this harmful impact because it would be much smaller.</p> <p>Moreover, the proposed bungalow would harm the pattern of development in the street, appearing incongruous and strident due to a contrived siting notably</p>

	forward of the properties in Ferndown Road and its very close back to side orientation with No 53. Moreover, the position and configuration of the private garden area adjacent to the front garden of No 53 would harmfully jar with the open character, grain and layout of the estate, particularly because it would need to be enclosed by tall boundary treatment to ensure the privacy of future occupants.
Learning Point / Actions	The appeal site is not designated or allocated in Policy SP15 of the Local Plan (or previously by Policy AP28 of the superseded plan) as a formal public open space that should be protected. However, it is impractical to identify all important undeveloped spaces. Therefore, Policy SP15 states that sites, gaps, gardens and spaces will be identified and protected where known. This provides flexibility to protect undeveloped spaces such as the appeal site which are found to be important in their undeveloped state. This decision provides the decision maker with comfort that land within private ownership or not formally allocated as an APD can receive the same level of protection from unacceptable development.

Application Number	DC/19/0591/FUL
Appeal Number	APP/X3540/W/19/3234248
Site	Land Adjacent To, 14/15 Pouy Street, Sibton, Suffolk, IP17 2JH
Description of Development	Subdivision of garden and erection of 1 no. detached dwelling and use of shared access
Committee / Delegated	Delegated
Decision Date	2 April 2020
Appeal Decision	Dismissed
Main Issues	<ul style="list-style-type: none"> the effect of the proposed development on the character and appearance of the Conservation Area and the setting of a listed building; whether the development is in an appropriate location, with particular regard to the adopted development plan settlement hierarchy and access to shops, services and community facilities and transport choices other than the private car; whether the development is in an appropriate location, with particular regard to flood risk.
Summary of Decision	<p>Heritage Impacts:</p> <p>The inspector concluded that the proposal bring about a marked and harmful change to the character and appearance of the northern part of the Conservation Area through the loss of a prominent opening of undeveloped garden land between Nos 15 and 16 Pouy Street, despite not being designated as an area to be protected in the Conservation Area Appraisal</p> <p>In terms of the impact on the Listed buildings the Inspector stated that as the scheme would occupy a substantial part of the existing side gardens to Nos 14 and 15 Pouy Street, which have a long established historic, functional and visual association with these cottages, the development would completely sever this close functional association and harm their special character and setting.</p> <p>Suitability of location:</p> <p>The inspector agreed that the site did not meet any of the exceptions to development outside of settlement boundaries. Although the site was close to other dwellings and not physically isolated it was not sustainable in terms of access to everyday services and facilities and future occupants would be heavily dependent on other settlements further afield. Although Peasenhall is close to Pouy Street the lack of footway and streetlighting to enable safe walking. The</p>

	<p>inspector also noted that Peasenhall was limited in the range of services and facilities.</p> <p>Flooding: An FRA was not submitted with the application so it was not possible to ascertain whether the development would be at risk of flooding and enable a sequential test to be carried out.</p>
Learning Point / Actions	The great weight that is given to heritage matters was highlighted in this decision. Also, this decision highlighted the need for sites to be served by sustainable means of transport.

Application Number	DC/19/0496/FUL
Appeal Number	APP/X3540/W/19/3235169
Site	Land At Laundry Cottage, Pouy Street, Sibton, Suffolk, IP17 2JH
Description of Development	Subdivision of garden and erection of 1 no. detached dwelling and use of shared access
Committee / Delegated	Delegated
Decision Date	25 February 2020
Appeal Decision	Dismissed
Main Issues	<ul style="list-style-type: none"> the effect of the proposed development on the character and appearance of the conservation area; whether the development is in an appropriate location, with particular regard to the adopted development plan settlement hierarchy and access to shops, services and community facilities and transport choices other than the private car; the effect of the development on the living conditions of neighbouring occupiers.
Summary of Decision	<p>Impact on heritage: Similarly, to the other decision in Pouy Street this development was considered to bring about a marked and harmful change to the character and appearance of the northern part of the conservation area due to the loss of a large undeveloped garden area. Despite not being designated as an area to be protected in the Conservation Area Appraisal development within it would significantly erode the sense of spaciousness that contributes to its character.</p> <p>Suitability of location: The inspector agreed that the site did not meet any of the exceptions to development outside of settlement boundaries. Although the site was close to other dwellings and not physically isolated it was not sustainable in terms of access to everyday services and facilities and future occupants would be heavily dependent on other settlements further afield. Although Peasenhall is close to Pouy Street the lack of footway and streetlighting to enable safe walking. The inspector also noted that Peasenhall was limited in the range of services and facilities.</p> <p>Impact on amenity: The inspector conclude that the development would be harmful to the living conditions of neighbouring occupiers at Laundry Cottage. This was due to the overall height, close proximity and the proposed dwelling being set on higher land, which would clearly be visible to and be oppressive to the occupants of this neighbouring property.</p>

Learning Point / Actions	<p>The great weight that is given to heritage matters was highlighted in this decision. Within the appellant statement they were critical that a qualified heritage specialist was not consulted in the consideration of this application. It is not always necessary to consult Heritage colleagues where the matters are straight forward and it was accepted that an appropriately experienced and qualified planning officer should be able to carry out a reasonable assessment of such development having regard to the character of the area</p> <p>Also, this decision highlighted the need for sites to be served by sustainable means of transport.</p>
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Application Number	DC/19/2719/COU
Appeal Number	APP/X3540/W/19/3236871
Site	The Cartlodge, Framlingham Road, Dennington, IP13 8AD
Description of Development	The development proposed is change of use from holiday let to long term let.
Committee / Delegated	Delegated
Decision Date	29 April 2020
Appeal Decision	Dismissed
Main Issues	Whether the site is in a suitable location for new housing
Summary of Decision	The site was not considered to be in a suitable location for new housing development given its location outside of the physical limits boundary of Dennington and its poor access connections to the settlement. There would therefore be a reliance on use of the private car contrary to local and national aims of sustainable development.
Learning Point / Actions	The original building was granted consent relatively recently as a holiday let. It is unfortunate that the Inspector did not comment on this fact as it would have been a useful benchmark with how we may consider or deal with similar situations in the future. They did, however, note that no evidence of viability or a lack of demand had been submitted with the application.

Application Number	DC/19/0984/FUL
Appeal Number	APP/X3540/W/19/3235021
Site	The Bartlett, Undercliff Road East, Felixstowe, IP11 7LS
Description of Development	Proposed apartment and garaging
Committee / Delegated	Delegated
Decision Date	23 April 2020
Appeal Decision	Dismissed
Main Issues	<p>The main issues are:</p> <ul style="list-style-type: none"> • whether the proposal makes adequate provision for affordable housing; • whether there are sufficient public benefits that outweigh the scheme's less than substantial harm to the setting of the former Bartlett Hospital listed building.
Summary of Decision	<p>The proposal is a revised scheme to one consented on appeal in 2017 for the erection of three residential units and garaging, within a building of the same scale and footprint, and which included a Unilateral Undertaking to secure a contribution towards affordable housing.</p> <p>The previous appeal concluded the scheme would cause less than substantial harm to the setting of the listed building which would be outweighed by a number of</p>

	<p>benefits including the provision of three additional dwellings against the backdrop of the Council not having a five year land supply and provision of off-site affordable housing contribution set against a significant need for this type of accommodation that existed at the time.</p> <p>In respect of this appeal the Inspector concluded that without the above public benefits the positive attributes of the current scheme, which are set out in paragraph 15 of the decision (and include the benefits the previous Inspector identified of partly screening the floodlighting columns to the adjacent Tennis Club site), are not sufficient in themselves to outweigh the harm identified.</p> <p>Given the proposal would result in a development of the same size and scale as the 2017 appeal decision, and as there was no evidence before him that national or local policy supports maximising the provision of smaller units at the expense of larger ones, the Inspector was satisfied that the scheme would result in an efficient and effective use of land as required by the Framework, despite the provision of only one residential unit in lieu of three previously.</p> <p>The Inspector did not agree with the Council that the proposal was in conflict with policy DM2 – Affordable Housing on Residential Sites, of the Core Strategy because he did not regard the development as a later phase of the comprehensive re-development of the site. This was on the basis that a considerable period of time had elapsed since both the earlier comprehensive development took place and the 2017 appeal decision and that no building materials or equipment had been retained on site.</p>
Learning Point / Actions	<p>The decision shows that a five year supply of housing land and meeting an affordable housing need is significantly influential in weighing harm to heritage assets verses public benefits.</p> <p>The decision identifies that a line needs to be drawn at some point as to when a new development can no longer be considered to form a later phase of an earlier scheme when applying policy DM2, or the same policy requirement for affordable housing could continue to be applied to any development site in perpetuity.</p>

Application Number	DC/19/1256/FUL
Appeal Number	APP/X3540/W/19/3231584
Site	18 Pier Avenue, Southwold, Suffolk, IP18 6BX
Description of Development	Proposed bungalow with parking.
Committee / Delegated	Delegated
Decision Date	4 March 2020
Appeal Decision	Dismissed
Main Issues	<ul style="list-style-type: none"> • the character and appearance of the area; and • the living conditions of future occupiers of the bungalow and neighbouring occupiers at No 16 Pier Avenue.
Summary of Decision	<p>The Inspector concluded that the infill bungalow would be wholly out of character with the area. The mono-pitch roof was deemed to be at odds with the prevailing roofscape characterised by pitched roofs. It was also considered that the proposal would be poor design: a cramped and contrived appearance.</p> <p>The Inspector also found that the proposal would harm the living conditions of the neighbouring property, No.16.</p>
Learning Point / Actions	<p>Of note on amenity impact is that the Inspector found that, although no adverse impact on any neighbouring habitable rooms, the overbearing nature of the build would erode the neighbour's enjoyment of their outdoor amenity space. It is a good decision to reinforce that "living conditions" covers the entirety of a residential property, of which gardens are an integral part.</p>

Application Number	DC/19/1229/OUT
Appeal Number	APP/X3540/W/19/3233603
Site	Mill House, Yarmouth Road, Lound, Suffolk NR32 5LZ
Description of Development	The development proposed was the construction of one dwelling.
Committee / Delegated	Delegated
Decision Date	9 March 2020
Appeal Decision	Dismissed
Main Issues	The main issue was whether occupiers of the proposed development would have satisfactory access to services and facilities.
Summary of Decision	<p>The nearest settlement to the appeal site was the small village of Lound situated some 1.5km to the south. The Inspector found that, although there is a public house and a café, these provide limited services; future occupiers of the proposed dwelling would therefore have to travel further afield to meet their everyday needs. The surrounding road network are made up of unlit roads without the benefit of footpaths, the use of which was considered to be unattractive to pedestrians or cyclists and the site would not be served by reasonably accessible public transport.</p> <p>The site was not considered to be sustainably located and, in any case, as the site was not situated within a built up area of a settlement within the countryside, nor were there existing residential properties on two sides of the site, the proposal was found to be in direct conflict with Policy WLP8.7.</p>
Learning Point / Actions	The appeal decision reinforces that a site needs to be accessible by multiple modes of transportation in order to be sustainable, and that the benefits of a single dwelling scheme do not outweigh clear policy conflict.

Application Number	DC/19/3157/FUL
Appeal Number	APP/J3530/W/19/3239228
Site	The Old Bell, Main Road, Marlesford
Description of Development	Construction of single storey detached building to establish commercial premises and associated activity for Stowe Building Contractors Ltd
Committee / Delegated	Delegated – appeal against non-determination
Decision Date	11 February 2020
Appeal Decision	Dismissed
Main Issues	<ol style="list-style-type: none"> 1. The effect of the proposed development on the living conditions of the occupiers of No 8 Main Road and The Old Bell, with particular regard to noise and disturbance; 2. Whether the location of the proposed development would accord with the development plan strategy for the area; 3. The effect of the proposed development on the Special Landscape Area; 4. The effect of the proposed development on the setting of the listed building at The Old Bell; and, 5. The effect of the proposed development on flood risk.
Summary of Decision	<ol style="list-style-type: none"> 1. The close proximity of the proposed development to No 8 Main Road would cause noise and disturbance to the occupiers of the neighbouring property due to the industrial activities associated with the proposed use. Furthermore, the proposed development would share a vehicular access with the existing residential property at The Old Bell. The proposed industrial activities and the lack of segregation between the existing and proposed land uses, it would cause noise and disturbance to the occupiers of The Old Bell. The proposed development would therefore be harmful to the living conditions of the

	<p>occupiers of No 8 Main Road and The Old Bell with particular regard to noise and disturbance as contrary to Policy DM23 (Residential amenity);</p> <p>2. Policy SP7 sets out that opportunities to maximise the economic potential of rural areas, particularly where this will secure employment locally, will be generally supported. The appeal site is located outside the physical limits boundary of Marlesford but located in the countryside for planning purposes. The proposed development would provide jobs and services and would therefore support the growth of the rural economy. It would also have direct access to the A12, which is a main road and there is a bus stop nearby to the west of the appeal site, which provides a route between Ipswich and Aldeburgh and is accessed by a footpath. The site is therefore accessible by passenger transport facilities and it's location would accord with the development plan strategy for the area, including policies SP1, SP7, SP19, and SP29 of the LP, which, amongst other things, seek to reduce the overall need to travel, mitigate and adapt to the effects of climate change, and maximise the economic potential of rural areas;</p> <p>3. The northern boundary of the appeal site consists of hedging and views from Main Road towards the south consist of the open and predominantly grassed curtilage of The Old Bell, including a single storey outbuilding adjacent to the southern boundary. Mature trees are visible further beyond to the south, which follow the course of the River Ore. The River Ore is not discernible in views from Main Road across the appeal site. Wooden pylons are visible from Main Road and it is therefore found that the view across the appeal site does not constitute an important view in the SLA. The land level of the proposed building would also be set approximately 2 metres below the level of Main Road, which, taken together with the screening provided by the front boundary hedge, would limit its visual impact on views from the road towards the River Ore. Thus, the proposed development would not cause harm to the SLA;</p> <p>4. The proposed building would be set down at a lower height from the listed building (The Old Bell), which, together with the separation distance of around 14 metres, would provide a subservient relationship to the listed building. The proposed building would not infringe views of the listed building from the public realm due to its set back from the road and the level of separation that would be provided. It is thus concluded that the proposed development would not have a harmful effect on the setting of the listed building;</p> <p>5. The red line edge on the location map has been drawn around the entire curtilage of The Old Bell. Whilst the south-eastern corner of the appeal site would be within Flood Zone 2 or 3, the proposed development consisting of the construction of a single detached building and yard would be within Flood Zone 1 and would therefore be at low risk of flooding. It is therefore concluded that the proposed development would not have an adverse effect on flood risk.</p>
Learning Point / Actions	<p>1. Proposed industrial use and shared access with residential property deemed harmful due to lack of appropriate segregation between proposed commercial and existing residential uses;</p> <p>2. Development proposals can accord with the Council's strategy outlined in SP7 (Economic development in the rural areas) if there is a planning reason for</p>

	<p>locating such development outside the physical limits boundaries of market towns and other settlements of the settlement hierarchy;</p> <p>3. Existing features within views across Special Landscape Areas can increase capacity for new development.</p>
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Application Number	DC/19/0831/OUT
Appeal Number	APP/X3540/W/19/3239454
Site	Russett Cottage, Main Road, Bucklesham, IP10 0DN
Description of Development	"Erection of two detached dwellings with Garaging"
Committee / Delegated	Delegated
Decision Date	24 March 2020
Appeal Decision	Dismissed
Main Issues	<p>The proposal was for two dwellings to the rear of a Listed Building (The Forge), with one located outside the defined physical limits of Bucklesham.</p> <p>The Inspector identified the main issues as:</p> <ul style="list-style-type: none"> • Whether the proposals would be in a suitable location with reference to relevant development plan policies concerned with housing in rural areas; • The effect of the development proposed on the character and appearance of the area; • The effect of the proposed developments on the setting of The Forge, a Grade II listed building; and • The effect of the proposals on highway safety, with reference to visibility.
Summary of Decision	<p>The appeal inspector concluded that due to the space within the application site, one of the dwellings would have to be outside the defined physical limits, which would be at odds with local planning policies SFFP2, SP1, SP27, SP29 and DM3, and para 79 of the NPPF.</p> <p>The Inspector also concluded the location of the dwellings to the rear of 'The Forge' would create a tandem form of development, of dwellings on relatively small plots, resulting a cramped appearance at odds with the appearance of the area.</p> <p>The Inspector also agreed with the LPA's assessment that the Listed Building is views from Main Road with an open backdrop that provides a visual connectivity between the building and the arable field beyond, which historic mapping shows has remained largely undeveloped, providing a sense of space around it. The development would seriously erode the space around the Listed Building and interrupt views of The Forge. The dwellings would be prominent in the backdrop of the Listed Building, in large part due to their indicative size. The proposals would harm the setting of the Listed Building, and thus are contrary to SP1.</p> <p>The inspector agreed that both schemes would intensify the use of the access by private motorised transport, but questioned why increasing the use of the access from serving two dwellings to serve three or four would result in such a significant impact. The inspector also concluded that the visibility splays sought would result in the frontage appearing car dominated. The inspector was not satisfied that a visibility splay guided by the Design Manual for Roads and Bridges is appropriate, particularly as traffic would be slowing to negotiate the bend to the west and there are no records of any accidents nearby. The Inspector also stated that the LPA has not demonstrated the appeal schemes would be served</p>

	by an access that is, or would be, unsafe and unsuitable. Therefore this element of the refusal was not upheld.
Learning Point / Actions	Seek further clarification from the Local Highway Authority on how they have assessed impacts arising from the increased use of an access before refusing a scheme, and also to seek confirmation that they would be willing to defend an appeal.

Application Number	DC/19/2568/OUT
Appeal Number	APP/X3540/W/19/3239666
Site	Russett Cottage, Main Road, Bucklesham, IP10 0DN
Description of Development	"Erection of single storey dwelling and Garage"
Committee / Delegated	Delegated
Decision Date	24 March 2020
Appeal Decision	Dismissed
Main Issues	<p>The proposal was for a dwelling to the rear of a Listed Building (The Forge), outside the physical limits boundary. It was a revised scheme to DC/19/0831/OUT.</p> <p>The Inspector identified the main issues as:</p> <ul style="list-style-type: none"> • Whether the proposals would be in a suitable location with reference to relevant development plan policies concerned with housing in rural areas; • The effect of the proposed developments on the setting of The Forge, a Grade II listed building; and • The effect of the proposals on highway safety, with reference to visibility.
Summary of Decision	<p>The appeal inspector concluded that due to the space within the application site, one of the dwellings would have to be outside the defined physical limits, which would be at odds with local planning policies SFFP2, SP1, SP27, SP29 and DM3, and para 79 of the NPPF.</p> <p>The Inspector also concluded the location of the dwellings to the rear of 'The Forge' would create a tandem form of development, of dwellings on relatively small plots, resulting a cramped appearance at odds with the appearance of the area.</p> <p>The Inspector also agreed with the LPA's assessment that the Listed Building is views from Main Road with an open backdrop that provides a visual connectivity between the building and the arable field beyond, which historic mapping shows has remained largely undeveloped, providing a sense of space around it. The development would seriously erode the space around the Listed Building and interrupt views of The Forge. The dwellings would be prominent in the backdrop of the Listed Building, in large part due to their indicative size. The proposals would harm the setting of the Listed Building, and thus are contrary to SP1.</p> <p>The inspector agreed that both schemes would intensify the use of the access by private motorised transport, but questioned why increasing the use of the access from serving two dwellings to serve three or four would result in such a significant impact. The inspector also concluded that the visibility splays sought would result in the frontage appearing car dominated. The inspector was not satisfied that a visibility splay guided by the Design Manual for Roads and Bridges is appropriate, particularly as traffic would be slowing to negotiate the bend to the west and there are 47 records of any accidents nearby. The Inspector also</p>

	stated that the LPA has not demonstrated the appeal schemes would be served by an access that is, or would be, unsafe and unsuitable. Therefore this element of the refusal was not upheld.
Learning Point / Actions	Seek further clarification from the Local Highway Authority on how they have assessed impacts arising from the increased use of an access before refusing a scheme, and also to seek confirmation that they would be willing to defend an appeal.

Application Number	DC/19/1823/FUL
Appeal Number	APP/X3540/W/19/3238701
Site	Site South of Redmay, Lodge Road, Walberswick IP18 6UP
Description of Development	Conversion of stables/outbuildings to single bedroom accessible dwelling.
Committee / Delegated	Delegated 20 June 2019
Decision Date	26 March 2020
Appeal Decision	Allowed
Main Issues	<p>The inspector identified the main issues as the effect of development on:</p> <ul style="list-style-type: none"> • the character and appearance of the area, including the Suffolk Coast and Heaths Area of Outstanding Natural Beauty (AONB). • the Minsmere-Walberswick Special Protection Area (SPA), Special Area of Conservation (SAC) and Ramsar Site. <p>The building is located outside of the physical limits within the countryside. It is within a landscaped plot located off Lodge Road. Contrary to other appeal decisions which have been received the Inspector did not agree that DM13 only permits conversion of buildings to residential where they constitute heritage assets, and therefore permitted the conversion of these relatively modern buildings.</p> <p>The site already had the appearance of a residential curtilage with an ornamental pond, and given its location at the end of an existing row of residential properties, and the single-storey nature of the buildings, the Inspector concluded that the proposal would not have a harmful effect on the character and appearance of the area including the AONB.</p> <p>The applicants made the necessary financial contribution to the RAMS scheme and therefore it was concluded the proposals would not adversely affect the integrity of the SAC and SPA sites.</p>
Summary of Decision	Allowed subject to conditions relating to standard 3 year time limit, plans/drawings and contaminated land.
Learning Point / Actions	<p>The Inspector acknowledged that Natural England fully endorse the Suffolk (Coast) Recreational Avoidance Mitigation Strategy (RAMS), and this is a helpful decision to highlight that RAMS is an effective and streamlined form of mitigation.</p> <p>The Inspector's conclusions on DM13 are not necessarily accepted by officers, and this decision is not wholly consistent with previous appeal decisions and the Council's approach to applying this policy test. The appeal decision should be noted but officers do not consider it to be a correct interpretation of policy DM13.</p>

Application Number	DC/19/0833/FUL
Appeal Number	APP/X3540/W/19/3234886
Site	Beechnut Cottage, Church Road, Dallinghoo, IP13 0LA

Description of Development	"Retrospective application for change of use of ground floor staff room to self contained 1 bedroom flat (first floor has extant permission for self contained flat under ref C96/0979) with associated parking. (Resubmission of application DC/18/1996/FUL with additional information)".
Committee/Delegated	Delegated
Appeal Decision	Dismissed
Decision Date	3 April 2020
Main Issues	<p>The Inspector identified the main issues as:</p> <ul style="list-style-type: none"> • whether the development is in an appropriate location, with particular regard to the adopted development plan settlement hierarchy and access to shops, services and community facilities and transport choices other than the private car; • whether the accommodation is no longer appropriate for an employment purpose.
Summary of Decision	<p>Dallingoo is a small settlement surrounded by open countryside. The appeal site is adjacent to an established scrap/recycling centre. It consists of a 2-storey building with residential flat on the first floor. The ground floor is the subject of this appeal.</p> <p>The inspector concluded this scheme for a dwelling in the countryside was contrary to policies SSP2, SP19, SP29, DM3 and DM4. They also confirmed that although described as 'affordable' by the appellants, the dwelling would not meet any of the definitions of affordable dwellings as defined in planning policy.</p> <p>The Inspector found the overall level of day-to-day access to shops, services and community facilities by walking, cycling and public transport to be of such a poor standard, and consequential reliance on the private motor car to be so high, that I consider the appeal site's location to be inappropriate for additional residential development.</p> <p>The inspector also found the scheme to conflict with paragraphs 9 and 103 of the NPPF as it would result in (a) a planning decision not playing an active role in guiding development towards sustainable solutions; and (b) the planning system failing to actively managing patterns of growth in support of the transport objectives outlined in Paragraph 102; - namely, that it would be heavily car dependant and not promote walking, cycling and public transport.</p> <p>The inspector also concluded that the scheme conflict with policy DM10, as the scheme would result in the loss of an employment unit (an office) and there was no evidence that the appellant had had difficulty in using, letting or selling the property for employment purposes.</p> <p>The inspector stated that as they were dismissing the appeal for other reasons, they would not consider the RAMS scheme.</p>
Learning Point / Actions	This confirms our approach to the application of the protection of employment sites policy DM10 and those policies relating to housing in the countryside set out above.

Application Number	DC/19/3562/FUL
Appeal Number	APP/X3540/D/19/3242456
Site	1 Holly Lane, Little Bealings
Description of Development	Proposed alterations and side extension.

Committee / Delegated	Delegated
Decision Date	6 April 2020
Appeal Decision	Allowed
Main Issues	The main issue is the effect of the proposed development on the character and appearance of the area.
Summary of Decision	The vast majority of the proposed development would be set back from the host dwelling, the ridge would be set down from the host ridge and the development would be set in from the southern boundary. This, combined with the considerable setback from Holly Lane and general retainment of the characteristic spacious garden, would amount to a development that would not appear dominant on its plot or, overall, insubordinate to the host dwelling when viewed in the street scene. The asymmetry resulting from the proposed development would not harmfully impact the relationship with neighbouring dwelling. Indeed, the proposed development would replace the existing disparate extensions with a development that would restore a greater degree of coherence to the building as a whole and would therefore enhance the street scene. Further, given the varied nature of dwellings close to the appeal site on Holly Lane, the proposal would not appear incongruous within this prominent countryside location. Based on the reasoning above, the proposed development would not have an adverse effect on the character and appearance of the area.
Learning Point / Actions	Proposed extension found to appear subordinate and coherent, despite having the same ridge height and being flush with the front of the host dwelling – as contrary to the Suffolk Coastal Local Plan, House Alterations and Extensions Supplementary Planning Guidance 16.

Application Number	DC/19/2914/FUL
Appeal Number	APP/X3540/W/19/3241044
Site	99 Bucklesham Road, Purdis Farm IP3 8TT
Description of Development	Replacement dwelling
Committee / Delegated	Delegated
Decision Date	24 April 2020
Appeal Decision	Allowed
Main Issues	<p>The main issues of the appeal were identified as:</p> <ul style="list-style-type: none"> • “The effect of the proposed development on the character and appearance of the area; and • The effect of the proposed development on the living conditions of the occupiers of 101 Bucklesham Road with particular regard to perceived privacy.”
Summary of Decision	<p>The inspector concluded that due to the significant set back from the highway, and distance between the proposed dwelling and no 101, there would not be a significant overbearing impact upon the neighbour and the design would complement the character and appearance of the area.</p> <p>The inspector also concluded that there would be no significant loss of privacy because the windows of concern were to serve a bathroom and ensuite so would be obscurely glazed</p> <p>This scheme was allowed on appeal subject to conditions relating to:</p> <ol style="list-style-type: none"> 1) Standard 3 years for implementation 2) Drawings/plans to be complied with 3) External materials 4) Outbuilding to be used only for ancillary purposes.

Learning Point / Actions	Carefully consider the use of the rooms that windows are to serve if concerns are raised regarding privacy and overlooking.
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Costs Decisions

Application Number	DC/19/2403/FUL
Appeal Number	Costs application in relation to Appeal Ref: APP/X3540/W/19/3239266
Site	Concrete Barn, Beacon Hill Farm, Bealings Road, Martlesham, Woodbridge IP12 4RP
Description of Development	"Conversion of agricultural storage barn to private residential use, comprising 2no. 3 bedroomed dwellings, including partial demolition, and insertion of first floor, together with associated works. Alternative scheme to that approved under DC_19_0785_PN3."
Decision Date	10 March 2020
Appeal Decision	Application for the award of costs is refused
Main Issues	Whether the Local Planning Authority acted unreasonably in questioning the validating of a previous prior notification decision during the process of this appeal.
Summary of Decision	The inspector considered that the potential invalidity of the prior notification as raised by Local Planning Authority was not a matter for the inspector to consider as part of the appeal as other mechanisms exist to resolve such matters, and not fundamental to the outcome of the appeal. The Inspector also stated it did not influence their decision, and they were satisfied that <i>"unreasonable behaviour resulting in unnecessary or wasted expense, as described in the Guidance, has not been demonstrated and an award of costs is not justified."</i>
Learning Point / Actions	None



STRATEGIC PLANNING COMMITTEE

Thursday, 4 June 2020

A REVIEW OF COMPLIMENTS, COMMENTS AND COMPLAINTS RECEIVED IN THE PLANNING SERVICE BETWEEN APRIL 2019 TO MARCH 2020

EXECUTIVE SUMMARY

1. This report provides a review of the compliments, comments and complaints received in the Planning Service during the first year of East Suffolk Council.

Is the report Open or Exempt?	Open
Wards Affected:	All
Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
Supporting Officer:	Philip Ridley Head of Planning and Coastal Management 01394 444432 Philip.ridley@eastsoffolk.gov.uk

1 INTRODUCTION

- 1.1 The Council's Compliments, Comments and Complaints Policy was approved by the Simultaneous Cabinet of the two former councils in November 2017 and carried forward into East Suffolk Council in April 2019. The details of the policy can be found on the council's website please see <https://www.eastsuffolk.gov.uk/contact-us/compliments-comments-and-complaints/>. It sets out that the council is committed to providing excellent customer service first time, every time and we welcome feedback, positive or negative. It recognises individuals and teams who have provided excellent service and we work hard to improve service where it is not as good as it should be. However, the council recognises that sometimes it falls short and where customers are not satisfied then a clear and simple complaints process is in place to put this right.
- 1.2 The Council logs compliments and sends them to the manager of the team or officer cited. Compliments help the council to know where we are doing a good job and what works well for our customers. We use feedback to keep doing what we do well and help us do better in all areas.
- 1.3 We log comments and send them to the Head of Service responsible for the service. The Head of Service and other senior officers will consider all comments and make improvements where needed to make our services better and easier to access for all our customers. These are also communicated with the team so that all information is shared widely.
- 1.4 In respect of complaints the council has a standard three-part procedure. The complaint will be logged in line with the three stage complaints process.
- 1.5 Stage 1 - A senior officer from the service area to which the complaint relates will investigate the complaint. They will aim to reply in full within 15 working days.
- 1.6 Stage 2 - If the complainant is not satisfied that the council's reply to the Stage 1 complaint resolved the issues, they can seek a review. Such a request must be made within one month of the reply.
- 1.7 The Head of Service or Director for the service area the complaint relates to will review the original complaint and the stage 1 reply. They will send their report to the Chief Executive who will consider and approve a reply within 20 working days.
- 1.8 Stage 3 - If the complainant is not satisfied with the council's reply to the stage 2 internal review they can take the matter to the Local Government and Social Care Ombudsman.
- 1.9 It should be noted that in most cases the Ombudsman will not usually investigate a complaint until it has gone through the council's complaints process.

2 COMPLIMENTS, COMMENTS AND COMPLAINTS RECEIVED BY THE PLANNING SERVICE

- 2.1 The Planning Service received eight formal compliments that were spread across the teams to recognise good service both by the teams and individual officers.
- 2.2 There were no comments registered through this process. However, the service provides a number of forums for Towns and Parish Councils and Agents/Developers to learn about, and comment upon service delivery, processes and developing and learning about current best practice. Senior councillors also attend these events. These have been productive and on occasions challenging with an opportunity to provide feedback, both positive and negative. All this has been on the basis that Planning Service wants to make the wide ranging and

complex planning system as easy to navigate as possible and so to have well informed participants leads to better decision making. At some of these sessions there was an open floor discussion to listen to feedback and we subsequently have reported back how comments have been taken on board and lead to service and outcome improvements.

- 2.3 In respect of the formal complaints procedure the Planning Service received 68 Stage 1 complaints of which 3 were justified.
- 2.4 Following the Stage 1 review 29 complaints went on to Stage 2 and none were justified following the review by the Chief Executive.
- 2.5 6 cases were considered by the Ombudsman. Two of these are still under investigation, two were not pursued by the Ombudsman as the nature of the complaint was outside of their jurisdiction, one was concluded as being of no fault by the Council and one there was fault by the council resulting in Injustice. This case related to the description of an application to amend a s106 Agreement. I attach that decision letter for the Members attention and draw specific attention to the analysis from paragraph 30. The council subsequently wrote to the complainant, as agreed, to apologise, which was concerned with the site description for the development as included on consultation material.
- 2.6 Two other ombudsman complaints, which were received prior to April 2019, were resolved during this year. These related to two long running planning enforcement matters where the ombudsman found fault in the delays to the initial investigations which resulted in injustice.
- 2.7 A number of the complaints are as a result of the time taken to respond to matters both from applicants awaiting the outcome of an application or the time take to respond, especially relating to enforcement cases. It will be noted that most of the complaints are not justified but the team's management regularly review complaints and raise the need to respond in a timely manner to customers issues. It will also be noted that the planning and enforcement performance and the outstanding cases are regularly presented to the planning committees for scrutiny. The other Stage 1 complaint that was justified related to a CIL payment matter.
- 2.8 A number of the complaints received are responses disagreeing with the outcome of a planning application both in citing planning matters which should have potentially lead to an alternative decision or to process failure. Whilst responding to these cases does take time of several officers it does ensure the continued rigour in the work being undertaken knowing that any failure could result in challenge, and therefore additional time and cost, to the council. It should also be noted that the planning system does not allow for third parties to appeal a planning decision and many complaints received identify understandable frustration at the outcome but that is not a matter that can be addressed by this council.
- 2.9 With the significant volume of work undertaken by the planning teams, Members can be reassured that there are a relatively low number of complaints received and of those only a small percentage are justified. The Council wants to continuously improve, and any issues identified are always taken forward and addressed positively and this should be seen alongside the many matters discussed in the various forums organised to share and learn about the planning system in East Suffolk.
- 2.10 This paper should also be read alongside the papers presented to Strategic Planning Committee on planning application performance and planning appeals which highlight that performance is good and the quality of outcomes is high with few lost at appeal.

- 2.11 When all this performance data is considered together it should be acknowledged that the planning teams are providing good service, it learns from feedback received and responds positively when matters go awry.

3 REASON FOR RECOMMENDATION

- 3.1 This report is for information only.

RECOMMENDATION

That the contents of the report relating to the Compliments, Comments and Complaints received by the Planning Service are noted.

The Ombudsman's final decision

Summary: Mr X says the Council is at fault in its handling of planning matters for a site where he lives. The Ombudsman has found fault causing Mr X injustice. The Council has agreed to apologise to Mr X. On the balance of probabilities, the Ombudsman does not consider the fault would have altered the outcome of the planning application complained about.

The complaint

1. The complainant, who I refer to here as Mr X, complains that there was fault in the Council's handling of planning matters for a site where he lives. He says:
 - there is a discrepancy between the land referred to in a planning application for the site and the land referred to in the Committee report for the same application;
 - the minutes of the Committee which discussed the application do not accurately reflect what took place; and,
 - the Council failed to enforce the terms of a Section 106 agreement which has resulted in an uncompensated loss of public amenity.

The Ombudsman's role and powers

2. We investigate complaints about 'maladministration' and 'service failure'. In this statement, I have used the word fault to refer to these. We must also consider whether any fault has had an adverse impact on the person making the complaint. I refer to this as 'injustice'. If there has been fault which has caused an injustice, we may suggest a remedy. (*Local Government Act 1974, sections 26(1) and 26A(1), as amended*)
3. We cannot question whether a council's decision is right or wrong simply because the complainant disagrees with it. We must consider whether there was fault in the way the decision was reached. (*Local Government Act 1974, section 34(3), as amended*)
4. If we are satisfied with a council's actions or proposed actions, we can complete our investigation and issue a decision statement. (*Local Government Act 1974, section 30(1B) and 34H(i), as amended*)
5. When considering complaints, if there is a conflict of evidence, we make findings based on the balance of probabilities. This means that we will weigh up the available relevant evidence and base our findings on what we think was more likely to have happened.

How I considered this complaint

6. I have considered Mr X's complaint and information he provided. I made enquiries of the Council and considered its response. Mr X and the Council had an opportunity to comment on an earlier draft of this statement. I considered all comments before I reached a final decision.

What I found

Legislative background

Section 106 agreement

7. A Section 106 Agreement is a legal agreement between a planning authority and a developer which aims to balance the impact of a development on the local area. They can seek to restrict the development or use of land, require the land to be used in certain way, or require financial contributions.
8. Section 106 agreements can be modified or discharged in two ways:
 - within five years of the date of completion of the agreement by agreement with the planning authority and the person to whom the agreement is enforceable; or,
 - after five years beginning with the date the agreement was completed.
9. Modification or discharge of a planning application should be done by submitting a planning application (although a letter as opposed to an application form can be submitted to the local authority). The planning authority will decide the application in one of the following ways:
 - if the agreement is no longer required to serve its original purpose it will be discharged;
 - if the agreement is still required for its original purpose but this can be achieved by modifying the agreement, then the agreement will be modified; or,
 - if the agreement still serves a useful purpose the application can be refused.

What happened

10. Mr X's complaint concerns a site owned by a local recreation club (hereafter referred to as the site) in the town where he lives.
11. In 1988, the Council received a planning application seeking to erect a new clubhouse with parking, to convert an existing building into five flats, and erect nine new dwellings.
12. The Council granted planning permission subject to a Section 106 agreement which sought to retain some of the land at the site for sport and recreational purposes to benefit the residents of the local area. This area is marked in red on plans submitted with the agreement and included an area referred to as 'the putting green'.
13. The Section 106 agreement was agreed in December 1990.
14. In 2016 and 2017, the Council received two planning applications both seeking to build four dwellings on the area marked red on the Section 106 agreement. The Council granted planning permission for both applications.

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15. The Case Officer reports for the above applications acknowledged that legal agreements relevant to the site might need to be varied before the development took place.
 16. Development started at the sites before the applicant sought to vary the Section 106 agreement.
 17. In early 2018, the Council received a request, via letter, to discharge the Section 106 agreement for the site. The letter referred to land situated at the recreational club.
 18. The Council needed to register the application using a suitable address. It used the following as an address - *part of land north of the former putting green* - and gave the following description of the proposal:
Discharge of Section 106 agreement dated 11.12.1990
These details were used on the Council's planning portal entry for the application.
 19. I have been provided with a copy of the plans submitted with the application. These show the putting green outlined in red as in the plan submitted as part of the Section 106 agreement.
 20. Mr X is a volunteer with a local society. He considers planning applications for the local area and advises the society if an application conflicts with the society's objectives and missions for the town.
 21. Mr X considered the application to discharge the Section 106 agreement. He and his fellow volunteers concluded the application would have little effect on the use of land at the recreational club and so he did not propose the Society comment on the application. Mr X's view was formed on the basis that the application did not apply to the area known as the putting green.
 22. The application was considered by the Planning Committee as officers do not have delegated authority to determine applications seeking to discharge Section 106 agreements.
 23. The Case Officer report for the application said the site in question included the former putting green. It also explained that, in the years prior to it being developed, it had not been used for recreational purposes and so it recommended approval.
 24. Minutes of the Committee meeting show the application was the last one considered that day and was outlined by the Case Officer to Committee members. Members did not ask the Case Officer any questions or seek to debate the proposal before they approved the application.
 25. Mr X learned of the decision and sought clarification about what land was included in the application from council officers and his local councillors. However, no clarification was forthcoming, so he complained to Council on the following grounds:
 - it published false information as the application description and plans did not refer to the putting green;
 - it failed to respond to his enquiries about how the application was determined and whether the decision related to all land covered by the 1990 agreement;
 - it had failed to enforce the agreement during or following approval of the 2016 planning application for the putting green land; and,

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- the Head of Planning and Head of Legal Services had not exercised due diligence in the formulation of the documentation or the conduct of the Committee meeting. The application was determined at the end of a full day of proceedings and members would have been mentally numbed.
26. The Council replied saying the application had been appropriately determined by the Planning Committee. It also said that agreements were not material planning considerations and so this was not a matter for its planning function.
27. Mr X remained unhappy and felt the Council's response did not address his concerns. He asked that it do so.
28. The Council replied reiterating its earlier view.
29. Mr X remained unhappy and approached the Ombudsman.

Analysis

The Council deceived Mr X and the public with the description of the application and the plans submitted with it

30. The description for the application refers to land "north of the putting green". I consider that on looking at the description alone it would be reasonable to conclude the application did not include the putting green area.
31. I note the Council had to use an address for the application and this presented it with some difficulties. However, I consider that it could have indicated within the description that the putting green was included in the application.
32. As part of my enquiries the Council provided a copy of the plans submitted with the application. The plans were those used in the Section 106 agreement. The area covered by the agreement is outlined in red and includes the putting green.
33. However, the application description referred only to land north of the putting green. It did not say it included the putting green or that it related to all the land within the area marked red. For these reasons, I do not think the plan alone would have clarified the area covered by the application.
34. I consider the details supplied with the application did not clearly set out the land the application related to. However, I have seen nothing to suggest the Council wilfully set out to deceive Mr X and the public.
35. As a result of the fault I have identified, Mr X was not able to properly consider the impact of the proposal and this altered the view he gave to the society he volunteers for. This is injustice. While I acknowledge this, I consider that on the balance of probabilities any objections raised by the society would not have altered the outcome of the application.
36. A Section 106 agreement can be discharged if it no longer serves its intended purpose. In this case, it appears accepted that the land in question had not been used for recreational purposes for some years and so I consider the grounds given by the Council to discharge the agreement were valid.

The Council has failed to previously enforce the terms of the Section 106 agreement

37. Mr X suggests the Council should have taken enforcement action regarding a breach of the Section 106 agreement following the grant of planning permission for the land to be developed in 2016 and 2017. I do not agree. Enforcement action is discretionary and should only be taken if the Council concludes such action would be expedient. As it had granted planning permission for the area to

be developed, I do not consider its view that such action would not be expedient to be flawed.

38. Further, the Council successfully sought from the developer an application for the Section 106 agreement to be discharged. For this reason, I do not find the Council at fault.

The Council's Chief Executive sent Mr X a misleading response

39. Mr X says the Council's Chief Executive sent him a misleading reply to his complaint because he said the Section 106 agreement was not a material planning consideration however it may be relevant to other departments within the Council. Mr X feels this was misleading because the Chief Executive is responsible all the Council's administrative functions.
40. I do not consider the response is misleading as claimed. The purpose of the comments was to explain the relevance of the Section 106 agreement in respect of the planning process for the site. For this reason, I do not find the Council at fault.

The minutes of the Committee meeting where the application was determined do not reflect what took place

41. Mr X says the minutes of the relevant Committee meeting do not show that the application was discussed after a full day of business. However, I find that they show the application was considered at the end of the meeting and the time is noted and so I consider they are accurate.
42. It is implied that members would have been too mentally exhausted by the end of the day to consider the application properly. However, if members considered this to be the case, they could have asked for the matter to be deferred. There is no suggestion this happened and so I do not consider there are grounds to conclude that members were too exhausted to properly consider matters.
43. It is also suggested that legal staff should have contributed to the debate on the application. I do not agree. It was for the Council's Planning Committee to decide if there were grounds to discharge the Section 106 agreement. For these reasons, I do not find the Council at fault.

Agreed action

44. I have identified fault which caused Mr X injustice, in that the fault may have altered the way Mr X advised the society he volunteers for.
45. Within four weeks of this final decision, the Council has agreed to apologise to Mr X in writing for this injustice.
46. The Ombudsman will need to see evidence that this action has been completed.

Final decision

47. I have completed my investigation and uphold Mr X's complaint on the basis that I find fault causing injustice. The Council has agreed to take action to remedy the injustice.

Investigator's decision on behalf of the Ombudsman



STRATEGIC PLANNING COMMITTEE

Monday, 4 June 2020

PLANNING POLICY AND DELIVERY UPDATE

EXECUTIVE SUMMARY

1. This report provides an update on the emerging Local Plan for the former Suffolk Coastal area, progress on Neighbourhood Plans and key elements of the current work programme, for information.

Is the report Open or Exempt?	Open
Wards Affected:	All
Cabinet Member:	Councillor David Ritchie Cabinet Member with responsibility for Planning and Coastal Management
Supporting Officer:	Desi Reed Planning Policy and Delivery Manager 01502 523055 desi.reed@east Suffolk.gov.uk

1 INTRODUCTION

- 1.1 This report provides an update on the emerging Local Plan for the former Suffolk Coastal area in relation to the current Main Modifications consultation, progress on Neighbourhood Plan preparation and key elements of the current work programme.

2 LOCAL PLAN FOR THE FORMER SUFFOLK COASTAL AREA

- 2.1 As Members will be aware, the Suffolk Coastal Local Plan is currently being examined by an Independent Planning Inspector, Philip Lewis BA (Hons) MSc MRTPI. Following the public hearings which were held in August / September 2019, the Inspector has written to the Council advising what modifications are likely to be required for the plan to be found 'sound'.
- 2.2 The Examination is now at an advanced stage and before the Inspector can finalise his conclusions on the soundness of the Plan consultation is required on the schedule of Main Modifications to the Local Plan. This consultation is currently underway and is running from 2pm Friday 1st May to 5pm Friday 10th July (10 weeks).
- 2.3 It is also necessary to consult on an Addendum to the Sustainability Appraisal Report and an updated Habitats Regulations Assessment of the modifications and these have been published alongside the Main Modifications.
- 2.4 The Council has also published a number of proposed 'Additional Modifications' which it wishes to make to the plan prior to adoption. These 'Additional Modifications' do not materially alter the policies of the plan and are generally minor clarifications and corrections of factual errors. As these are the Council's changes the Inspector will not be considering comments made on the additional modifications.
- 2.5 A tracked change version of the Final Draft Local Plan, which incorporates all proposed modifications, has also been published for reference purposes.
- 2.6 Comments have also been invited on changes proposed to the Policies Maps to take account of 'Main Modifications' and 'Additional Modifications' and to make factual or presentational amendments. A schedule of these has been published together with revised Policies Maps incorporating the proposed changes.
- 2.7 In view of the current Covid-19 social distancing measures, the Council has set out measures to enable safe participation in the consultation and to ensure that those who wish to engage in the consultation are not disadvantaged. This includes holding the consultation for an extended period of ten weeks, additional promotion of the consultation through public notices in the press and putting measures in place relating to the provision of hard copies of documents. The Council would normally make hard copies of consultation documents available to view in libraries and in the Council's offices for those who are unable to view them online, however as this is not currently possible, hard copies are being provided free of charge on request to those who cannot access the documents on line. These measures are being kept under review.
- 2.8 It is important to note that this consultation is not an opportunity to re-state previous representations, as these have already been considered as part of the Examination or to raise new objections to the submitted Local Plan. This consultation is purely on the modifications.

- 2.9 At the end of the consultation period the Inspector will consider the feedback, any changes and whether the hearing needs to be re-opened. Assuming all goes well, the hearings will not be re-opened and the Inspector will finalise his Report. Based on current timings it is anticipated the Plan will be presented to the Full Council meeting in September 2020.
- 2.10 On adoption, this plan will supersede the Core Strategy and Development Management Policies 2013, Site Allocations and Area Specific Policies 2017, Felixstowe Peninsula Area Action Plan 2017 and the remaining 'saved' policies from 2001 Local Plan, (pre the 2004 Planning and Compulsory Purchase Act).

3 NEIGHBOURHOOD PLAN PROGRESS

- 3.1 A significant number of neighbourhood plans are currently being supported across the district, all at varying stages in the plan preparation process. Nine plans are currently made (adopted); 3 are at the examination stage; and two final draft plans have been completed for submission to the Council. A further 21 plans are being prepared by their communities, several of which are collaborations across several parishes.
- 3.2 Throughout the Covid-19 outbreak the Council has responded positively to continue to provide support to communities developing their plans. This includes progressing plans through statutory examination and consultation stages.

Made: Framlingham, Great Bealings, Kessingland, Leiston, Martlesham, Melton, Mutford, Rendlesham, Wenhaston with Mells Hamlet

Examination: Bredfield, Kesgrave, Reydon

Final draft plans completed for submission to the Council: Beccles, Southwold

Under development: Aldringham cum Thorpe, Barnby, Bungay, Carlton Colville, Corton, Earl Soham, Easton, Halesworth, Henstead with Hulver Street, Kelsale-cum-Carlton, 'Lound, Ashby, Herringfleet and Somerleyton', Lowestoft, 'Mettingham, Barsham, Shipmeadow, Ringsfield and Weston', Otley, Oulton Broad, Playford, Rushmere St Andrew, Saxmundham, 'Shadingfield, Sotterley, Willingham and Ellough', Wickham Market, Worlingham

4 OTHER KEY WORK

- 4.1 In addition to work on Local Plans and Neighbourhood Plans, there are a number of key projects in the current work programme (next 12 to 18 months) and that support the delivery of the East Suffolk Strategic Plan. Several of the projects have been delayed due to Covid 19 restrictions but also due to the need to not advance ahead of the outcome of the Suffolk Coastal Local Plan Examination and subsequent adoption, so the project milestones for each project are kept under constant review. The work programme includes:

Preparation of Supplementary Planning Documents (SPDs) across East Suffolk/area specific relating to: Affordable Housing, Development and Coastal Change, Historic

Environment, Sustainable Construction, North Lowestoft HAZ Design Guide, Recreational Disturbance Avoidance and Mitigation Strategy

Environmental Guidance Note

5 year housing land supply assessment

Housing Action Plan review

Small site development briefs

Master-planning for large sites

Review of the Community Infrastructure Levy (CIL) Charging Schedule

S106/CIL collection and spend

Preparation of the Infrastructure Funding Statement

Full implementation of Exacom software for S106/CIL including Public Facing Module

Review of the Statement of Community Involvement

Review of Local Development Scheme – initially update to the Suffolk Coastal LDS to reflect the delay in the adoption date for the Local Plan only, as requested by the Inspector. Then wider East Suffolk review in relation to future plan-making.

Cycling and Walking Strategy

Transport Mitigation Strategy – making a modal shift towards cycling, walking and public transport (Ipswich Strategic Planning Area focus)

Green Infrastructure Strategy

Review of the approach to supporting Neighbourhood Plan groups

Annual Authority Monitoring Report for East Suffolk - relating to progress on preparing and implementing the Local Plans

Planning input and support to a wide range of regeneration projects and external projects across East Suffolk

Developing digital approaches to delivering the service. In particular, increasing Open Data online, interactive mapping and consultation and engagement methods.

5 REASON FOR RECOMMENDATION

5.1 This report is for information only.

RECOMMENDATION

That the content of the report is noted and endorsed.