16 Monitoring and Delivery Framework

Monitoring

Introduction

16.0.1   Monitoring is crucial to the successful delivery of the Local Plan review because it helps to identify the key challenges and opportunities, and enable adjustments and revisions to be made if necessary. One of the tests of soundness of is whether there are clear mechanisms for implementation and monitoring. The Borough Council is therefore committed to the effective monitoring of the policies within the Local Plan review, in particular to establish when interventions might be necessary to ensure timely delivery of what is proposed.

16.0.2   By identifying appropriate indicators and targets, the effectiveness of policies and proposals can be monitored. The results of such monitoring will then identify which policies and implementation measures are succeeding, and which need revising or replacing because they are not achieving the intended effect.

16.0.3   The purposes of monitoring are:

- to assess the extent to which policies and sites are being implemented
- to identify policies or sites that may need to be amended or replaced
- to establish whether policies have had unintended consequences
- to establish whether assumptions and objectives behind policies are still relevant
- to establish whether targets are being achieved

16.0.4   Monitoring outcomes will normally be reported on an annual basis for a year which begins on 1 April and ends on 31 March, unless data is not available for such a time period. An Authority Monitoring Report (AMR) is anticipated to be produced in December each year and this is the main record of monitoring information. The need to intervene, or otherwise, will be kept under regular review.

16.0.5   On top of this is the requirements with regard to 5-year housing land supply and the Housing Delivery Test. These requirements will be adhered to and the required information will be published at the appropriate times. There are also other monitoring mechanisms in place which include for the Community Infrastructure Levy (CIL) and the Habitats Monitoring and Mitigation Panel for example.

16.0.6   The table overleaf shows the proposed framework for monitoring the Local Plan review policies. This builds upon the current AMR practices. The purpose is to clarify how the Borough Council will be able to regularly monitor the effectiveness of the Local Plan review.

16.0.7   For completeness a link to the Borough Council's Authority Monitoring Reports can be found on our website in the below footnote

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16.0.8 (91)

16.0.9 Information relating housing supply and delivery can be viewed on our website in the below footnote

16.0.10 (92)

Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
LP01: Spatial Strategy Policy	All	The overarching strategic policy for the Local Plan review. Through the monitoring framework set out within this table an overall strategic conclusion could be reached each year as to the achievement of the Local Plan review	See left	AMR
LP02: Settlement Hierarchy Policy	All, however mainly social	The settlement hierarchy aims to direct development to higher order and therefore the most sustainable places within the borough. Whilst this relates to a number of factors it mainly concentrates on housing and its distribution	LP02: Settlement Hierarchy All, however mainly social The settlement hierarchy aims to direct development to higher order and therefore the most sustainable places within the borough. Whilst this relates to a number of factors it mainly concentrates on housing and its distribution Report on the percentage of housing development which has taken place in each	AMR

91   https://www.west-norfolk.gov.uk/info/20079/planning_policy_and_local_plan/354/authority_monitoring_reports_amr.
92   .https://www.west-norfolk.gov.uk/info/20079/planning_policy_and_local_plan/753/housing_delivery_test_hdt_action_plan

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
			category of the Settlement Hierarchy each year and when relevant since the policy was adopted as part of the Local Plan review AMR	
LP03: Presumption if Favour of Sustainable Development Policy	All	This is similar to LP01 in that is an over aching strategic policy. This emanates from National Planning Policy. This should be reported in similar way and incorporated with LP01	See LP01	AMR
LP04: Development Boundaries Policy	Social	Seeks to direct the majority of housing development to areas within settlement development boundaries. Although a variety of other policies within the Local Plan review provide exceptions to this, such as housing allocations for example	LP04: Development Boundaries Social Seeks to direct the majority of housing development to areas within settlement development boundaries. Although a variety of other policies within the Local Plan review provide exceptions to this, such as housing allocations for example Provide the number and percentage of housing that has taken place each year and sine the policy was adopted outside of the development	AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
			boundary which is not classed as an exception within the policy AMR	
LP05: Implementation Policy		This chiefly relates to planning obligations including S106 contributions and the Community Infrastructure Levy (CIL)	The BC provides monitoring information on CIL each year. NCC provide planning obligation monitoring each year	BC- CIL reporting NCC – planning obligation reporting AMR – links to the above and a summary if needed
LP06: Climate Change Policy	Environment	The policy not only aims to ensure that development which comes forwards is sustainable, but also complies with the climate change mitigation and adaption requirements of the Local Plan review.	For any proposals where this policy would apply, are granted planning permissions and contrary to this policy, should be reported and the reasons why provided.	AMR
LP07: The Economy Policy	Economic	This policy is the strategic over-aching policy which relates to economic land use planning. Other elements of the policy are covered in more detail with specific policies and these will be monitored as indicated through this table. In addition, economic data relating to employment, skills and other such indicators are reported by the office of national statistics and this should be included within the Borough	Progress of planning permission and completions of the three main sites allocated for employment purpose through the Plan should be monitored	AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		Council's AMR, as it currently is. A link to this data is provided for ease: [93]		
LP09: Touring & Permanent Holiday Sites Policy	Economic	The policy seeks to establish when and where to a certain extent such development will or will not be appropriate. Whilst it may be interesting to record permissions granted and their geographic locations in accordance with the policy it will be equally important to assess if any permission have been granted contrary to the policy and the reasons for this	New permissions and their location could be recorded. Permissions contrary to the policy and reasons for the consent should be recorded	AMR
LP10: Development associated with the former National Construction College site, Bircham Newton (CITB), British Sugar Factory, Wissington and RAF Marham	Economic	This policy ensures that the Plan recognises and supports the role of the identified key larger employers which operate within the Borough, so these are able to strengthen and grow	Provide a schedule of planning permission granted associated with the identified Business's operations	AMR
LP11: Strategic Road and Major Road Network Policy	Economic	The policy seeks to protect the strategic and major road network	Any permissions grated and the reason for this contrary to the policy should be reported	AMR

93   https://www.nomisweb.co.uk/reports/lmp/la/1946157235/report.aspx

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
LP12: Disused Railway Trackways Policy	Economy	The policy aims to protect a number of identified disused railway track beds from development, thereby protecting them for the use of pathways, cycleways etc..	Any permissions grated and the reason for this contrary to the policy should be reported	AMR
LP13: Transportation Policy	Economy / Environment	This is the Plan's strategic policy for transportation. It covers a wide variety area within this and the following is proposed to be monitored to asses the effectiveness of the policy: • Any significant improvements to the strategic road network should be reported, especially those priority projects which have been identified within the policy • Ongoing duty to cooperate actives relating to the policy • Updates on the two Air Quality Management Areas within King's Lynn • King's Lynn Transport Study & Strategy (KLTSS) is a related yet separate project that will contain its own monitoring and review mechanisms	See left	AMR/ KLTSS

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		Any permissions granted contrary to the policy and the reasons for this		
LP14: Parking Provision in New Development Policy	Economy	The policy looks to ensure that a certain standard within regarding to parking provision in new developments is adhered to. The policy is flexible for urban areas and those well connected in terms of sustainable transport. It is also the case that many Neighbourhood Plans either in place (adopted) or emerging have their own standards.	Given the information provided to the left, it seems particle to simply monitor any permission which have been granted contrary to the policy and reasons for this	AMR
LP15: Coastal Areas Policy	Environment	The policy seeks to strike an appropriate balance between the environment, economy and social matters in the coastal areas of the Borough. The proposed monitoring measures are: • Reporting of duty to cooperate activities in relation to the environment here including with the Norfolk Coast Partnership, Natural England, the Environment Agency and Town/Parish Councils for example	See left	AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		• Climate change, and habitat monitoring and mitigation is covered elsewhere within this proposed monitoring framework • Provide details of any permission granted which are not consistent with the policy and the reason for the grant of planning permission		
LP16: Norfolk Coast AONB Policy	Environment	The policy seeks to ensure that the integrity of the Norfolk Coast Area of Outstanding Natural Beauty (AONB) is protected. The following measures are proposed: • As above duty to cooperate activities recorded in relation to the Norfolk Coast Partnership • Any planning permission granted contrary to the policy and the reason for this	In addition, it would be useful to record the number of new homes granted planning permission and completed each year within the AONB	AMR
LP17: Coastal Change Management Area	Environment	he policy strives to minimise development in this area at risk from flooding. Given the serious nature of this policy and this risk posed it is key that any development which is granted planning permission within this area is recoded and the	See left	AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		reasons for this provided. Further monitoring detail is provided in relation to flood risk as part of LP24: Sites in Area of Flood Risk		
LP18: Design & Sustainable Development	Environment	he policy aims to ensure that all development which comes forward is of a high quality and is sustainable. Accordingly: • Any emersions granted contrary to this policy should be reported and reasons given • Any development which is granted permission that is believed to be an exemplar should be highlight as best practice and achievements recognised	It would useful to report on the density of new major development which have been granted planning permission each year	AMR
LP19: Environmental Assets - Green Infrastructure, Landscape Character, Biodiversity and Geodiversity Policy	Environment	This strategic policy is chiefly concerned with ensuring that development coming forward within the Borough conserves, enhances and has respect for the natural environment. Monitoring proposals include:		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		• Reporting duty to cooperative actives in relation to GI and any projects/works undertaken/ completed • Reporting of any permission granted which are not considered to be consistent with the policy, and the reason for the permission (this would include the Breckland SPA criteria within the policy)		
LP20: Environmental Assets- Historic Environment Policy	Environment	This policy is similar to that above, albeit this concentrates solely on the historic environment. To monitor this policy area, the following is proposed: • The current AMR contains a section on the picture of the historic environment across the Borough, this should be retained. This covers designations, changes and progress with specific projects such as the King' Lynn Heritage Action Zone • Reporting of any permission granted which are not considered to be consistent with the policy, and the reason for the permission	Additional any permissions/ completions that could be considered as exemplars should be highlights as bets practice and an example or others to be inspired by	AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
LP21: Environment, Design & Amenity Policy	Environment	This is an overarching development management policy. It highlights the key standards the Borough Council will be using when considering planning proposals It is unlikely that a permission would be granted that is not considered to be consistent with the policy and therefore if this was the case this should be reported and the reasons for the departure		AMR
LP22: Provision of Recreational Open Space for Residential Developments Policy	Environment	The policy seeks to ensure that new open space is being provided within new major new developments, and whether this is in line with policy standards. It is proposed to monitor this policy in the following ways: • Schedule which provides details of permissions granted that have adhered to these standards, or indeed gone above the requirements • A schedule of those which have been granted permission which do not and the reason for this.		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
LP23: Green Infrastructure Policy	Environment	This policy is related to others and is chiefly concerned with the protection and provision of green infrastructure. In line with other requirements the reporting of duty to cooperative actives in relation to GI and any projects/works undertaken/completed will take place within the AMR		AMR
LP24: Renewable Energy Policy	Environment	The policy sets out the criteria for the support of renewable energy. It should be noted that some forms of renewable energy are permitted development and therefore do not require planning permission. Renewable Energy has an important role to play in sustainable development now and going forward any major contributions towards this through the grant of new consents for renewable energy generation within the borough should be reported through the AMR		AMR
LP25: Sites in Area of Flood Risk Policy	Environment	The policy aims to minimise new development taking place in areas at an unacceptable risk to flooding. The vast majority of permission granted will be in		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		accordance with this policy and not raise objection from the Environment Agency. Should any permissions be granted contrary to these, they should be reported and the reasons for this made available Information with regards to progress and updating of key studies which underpin the policy approach such as a new Strategic Flood Risk Assessment should be provided within the AMR		
LP26: Protection of Local Open Space Policy	Environment	The policy is relatively self-explanatory. It should be reported any permission which have not be granted because of this policy and any granted which are not consistent with the policy. This should therefore measure the success of the policy.		AMR
LP27: Habitats Regulations Assessment (HRA) Policy	Environment	The policy is related to the monitoring and mitigation strategy that the Borough Council has implemented through the HRA Monitoring & Mitigation and GI Coordination Panel. This has a separate monitoring process, a link within the AMR to this would be useful for completeness		HRA M&M & GI Coordination Panel

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
LP28: Affordable Housing	Social	The policy sets out the Borough Council's approach to affordable housing and gypsy and traveller pitch provision. Whilst the Borough Council's Housing Strategy department will have their own monitoring mechanisms in place, it is proposed to report the following within the AMR: Number of affordable homes delivered and granted each year, and in total since the policy was adopted • The type/tenure etc of units provided • And the location • The number each year and in total, as well as location of new pitches granted planning permission • Any permissions granted which do not meet the standards required and the reasons for this This should therefore enable a clear picture of the success of the policy, and provide detail in relation to if the need is being met		Housing Strategy and AMR
LP29: Housing for The Elderly & Specialist Care	Social	The policy sets out the criteria for the provision of housing for the		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		elderly and specialist care. In order to monitor the success of this policy the details relating the number of new permissions granted each year and in total since the policy was adopted should be recorded through the AMR process		
LP30: Adaptable & Accessible Homes	Social	This policy outlines the requirements for the provision of new homes which are adaptable and accessible. The number of homes granted and completed each year and since the implementation of the policy should be provided. This will enable an assessment of the how successful the policy is and if the need is actually being met		AMR
LP31: Residential Development Reasonably Related to Existing Settlements Policy	Social	This policy aims to increase the number of sustainable homes being delivered in the Borough at appropriate locations in a sensitive way. The number of new homes granted planning permission and completed each year and since the policy was adopted should be reported. This will assist with assessing how the		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		framework for housing provision within the Borough is working.		
LP32: Houses in Multiple Occupation Policy	Social	Monitor the number and location of planning consents for HMOs		AMR
LP33: Enlargement or Replacement of Dwellings in the Countryside Policy	Social	Monitor any notable changes in locations/ numbers of enlargements/ replacements in the countryside.		AMR
LP34: Housing Needs of Rural Workers Policy	Social	Monitor the number and location of new planning consents for agricultural occupancy dwellings, and for the removal/ relaxation of agricultural occupancy conditions.		AMR
LP35: Residential Annexes Policy	Social	Monitor any notable changes in patterns/ numbers of annexes.		AMR
LP36: Community and Culture Policy	Social	This strategic policy seeks to ensure the delivery of development that creates a sustainable community and focuses upon the protection and enhancement of the cultural facilities. The following is proposed to monitored through the AMR: • Provision of new community and cultural developments		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		• Highlight best practice examples		
LP37: Community Facilities	Social	Please see left LP36		AMR
LP38: King's Lynn	Economic / Environment / • Social	Number of housing completions within the area, each year and since the policy was adopted • Where these are within the area • New jobs provided as per the policy • Progress on the specific projects listed within the policy • Report on the regeneration of the town The policy covers a multitude of matters and projects. No doubt these will have individual monitoring mechanics in place. Links within the AMR could be provided		AMR
LP39: Downham Market	Economic / Environment / Social •	Number of housing completions within the area, each year and since the policy was adopted • Where these are within the area		AMR

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Local Plan review Policy	Sustainability Category	Indicator/ Aims/Purpose	Further monitoring information	Method
		• Progress on the specific elements listed within the policy		
LP40: Hunstanton •	Economic / Environment / Social	Number of housing completions within the area, each year and since the policy was adopted • Where these are within the area • Progress on the specific elements listed within the policy		AMR
LP41: Development in Rural Areas •	Economic / Environment / Social	As per the settlement hierarchy the number of homes completed in these areas will be reported • Report on any permission granted which are contrary/ not considered to be consistent with the policy		AMR

16.0.11   Monitoring through the Habitat Monitoring and Mitigation/GI Panel