

REPORT TITLE	Holt Neighbourhood Plan (HNP)
Executive Summary	The purpose of this report is to formally “make” the Holt Neighbourhood Plan as part of the statutory Development Plan for North Norfolk. The Plan was subject to independent examination and successful referendum on the 29 th June 2023. The Council has a legal duty to “make” the neighbourhood plan within 8 weeks of the day after the referendum was held unless it considers that doing so would breach European Union Obligations.
Options considered.	<ol style="list-style-type: none"> <li data-bbox="603 595 1359 835">1. Bring the Referendum version of the Holt Neighbourhood Plan, HNP into effect on the 25th August 2023. This would mean that the HNP forms part of the council’s statutory Development Plan for North Norfolk and be a material consideration in the determination of planning applications in the identified Holt Neighbourhood Plan Area. <li data-bbox="603 869 1359 1104">2. To not bring the Holt Neighbourhood Plan into effect. This would mean that the Holt Neighbourhood Plan would not form part of the Development Plan for North Norfolk and would not become a material consideration in the determination of planning applications.
Consultation(s)	Earlier iterations of the Holt Neighbourhood Plan have undergone public consultation under Regulation 14 and 16 of the Neighbourhood Planning (General) Regulations 2012 (as amended). The submitted version of the neighbourhood plan has undergone independent examination and the final modified version has been subject to a public referendum in accordance with Paragraph 12(4) of Schedule 4B to the Town and Country Planning Act 1990 on the 29th June 2023.
Recommendations	<ol style="list-style-type: none"> <li data-bbox="603 1440 1359 2011">1. Members of the Planning Policy & Built Heritage Working Party recommend to Cabinet that having been subject to successful local referendum; <ol style="list-style-type: none"> <li data-bbox="659 1574 1359 1776">a. The Holt Neighbourhood Plan be made (brought into force) as part of the statutory Development Plan for North Norfolk in accordance with section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended) on the 25th August 2023; <li data-bbox="659 1809 1359 2011">b. The issuing of the Decision Statement required under Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 (as amended) in order to bring to the attention of the qualifying body, the people who live, work and or carry out

	<p>business in the Neighbourhood Plan Area is delegated to the Assistant Director of Planning in conjunction with the Planning Policy Team Leader;</p> <p>2. Acknowledge that the required consequential amendments to the adopted policies map and the required minor consequential changes to the referendum version of the neighbourhood plan through delegated powers to the Planning Policy Team Leader.</p>
Reasons for recommendations	<p>All Neighbourhood Development Plans are required to gain a majority of those voting in favour (50% plus) at a local referendum in order to proceed and be considered for adoption by the Local Planning Authority. If the Plan receives a positive result, then the local planning authority has a legal duty to bring the plan into force within an eight-week period following the day after the referendum was held, unless it considers that doing so would breach European Union Obligations.</p> <p>The Holt Neighbourhood Development Plan is considered to meet the basic conditions set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990 (as amended) and be compatible with EU obligations as incorporated into UK law and the Convention rights and complies with relevant provision made by or under Section 38A and B of the Planning and Compulsory Purchase Act 2004 (as amended).</p>
Background papers	<p>Further supporting evidence, The Referendum version of the HNP, the examiners report and associate notices can be found for reference at Home Holt Neighbourhood Plan (north-norfolk.gov.uk)</p>

Wards affected	Holt
Cabinet member(s)	Cllr Andrew Brown, Portfolio holder for Planning
Contact Officer	Neighbourhood Plan lead: - Iain Withington, Planning Policy Team leader. iain.withington@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Quality of Life
Medium Term Financial Strategy (MTFS)	N/A
Council Policies & Strategies	Adopted and emerging Local Plan/ Development Plan

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	No
Details of any previous decision(s) on this matter	N/A

1. Purpose of the report

- 1.1 **The purpose** of this report is to seek authority to bring into effect and “make” the Holt Neighbourhood Plan, HNP, as part of the statutory Development Plan for North Norfolk in accordance with section 38A (4) of the Planning and Compulsory Purchase Act 2004. In doing so the Holt Neighbourhood Plan will be a material consideration in the determination of planning applications in the identified Holt Neighbourhood Plan Area.

2. Introduction & Background

- 2.1 The provisions of the Localism Act 2011 introduced new powers to allow local communities to prepare Neighbourhood Development Plans and shape future development within their area. North Norfolk District Council positively supports communities to be involved in producing a Neighbourhood Development Plan and actively encourages community led development. Holt town council as the “qualifying body” have been preparing the neighbourhood plan since the application for the designation of the parish as a Neighbourhood Planning Area was approved by the Cabinet in December 2013. The Plan is the third parish/town Council to bring forward a successful Neighbourhood Plan in the District and to reach this formal ‘adoption’ stage.
- 2.2 Neighbourhood Plans should be bespoke and specific, addressing land use planning issues at a local level in support of and in general conformity with the strategic policies of the North Norfolk Local Plan. They should not promote less development than set out in the strategic policies for the area and should actively seek opportunities to allocate additional growth and provide more locally derived policies based on appropriate evidence. The policies can help shape sustainable development by influencing local planning decisions as part of the statutory Development Plan.
- 2.3 All Neighbourhood Plans are required to be legally compliant and meet a set of requirements referred to as ‘the basic conditions’ under schedule 4B section 8 of the Town and Country Planning Act 1990 (as amended); these are that they:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;

- are in general conformity with the strategic policies contained in the development plans for the area (Herefordshire Local Plan – Core Strategy);
 - do not breach, and be otherwise compatible with EU obligations;
 - are not likely to have a significant effect on a European site either alone or in combination with other plans or projects.
- 2.4 An earlier version of the emerging neighbourhood plan underwent formal public consultation under regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended) in January/ February 2018.
- 2.5 Following a significant revision, the emerging draft neighbourhood plan was submitted to the Council for independent examination on the 12th September 2022 and the submitted plan was publicised under regulation 16 between 10th October and 21st November 2022.
- 2.6 The draft neighbourhood plan was subject to independent examination and a report issued by the independent Examiner on 28th February 2023. The examiner’s report recommended that subject to the incorporation of necessary modifications, including consequential changes to the supporting text the Draft Neighbourhood Development Plan met the ‘basic conditions’ and the other matters set out in paragraph 8 of Schedule 4B of the Town and Country Planning Act 1990 and should proceed to referendum.
- 2.7 On the 18th April 2023 the statutory Decision Statement, a report outlining the examiner’s modification, the reasons for them and Councils acceptance of them, confirming that the neighbourhood plan could proceed to referendum was published and the referendum date of 29th June was agreed with the town council.
- 2.8 The referendum version of the neighbourhood plan is attached as Appendix A. Further supporting evidence, the examiners report and associate notices can be found for reference at [Home | Holt Neighbourhood Plan \(north-norfolk.gov.uk\)](http://Home | Holt Neighbourhood Plan (north-norfolk.gov.uk))

3. Proposals and Options

- 3.1 All Neighbourhood Development Plans are required to gain a majority of those voting in favour (i.e. 50% plus on the day) at a local referendum in order to proceed and be considered for adoption by the Local Planning Authority. If the Plan receives a positive result, then under Paragraph 38A(4)(a)&(b) of the Planning and Compulsory Purchase Act 2004 (as amended) the Council has a legal duty to bring the plan into force as soon as reasonably practicable. The date prescribed for such purposes¹ is the last day of an eight-week period following the day after the referendum was held unless the Council considers that doing so would breach European Union Obligations.
- 3.2 The specified question asked at referendum is “*Do you want North Norfolk District Council to use the Neighbourhood Plan for Holt to help it decide planning applications in the Neighbourhood Area*”

¹ Section 18A(1) The Neighbourhood Planning (General) Regulations 2012 (as amended 2016)

- 3.3 **On the 29th June 2023 a positive outcome was reached by the local community.** With 20.9% of the electorate voting, 552 votes supported the neighbourhood plan while 131 voted against. 80.8% of those that voted on the day were in favour of its use in the determination of relevant planning applications.
- 3.4 In order to comply with regulations, once the Plan is “made” i.e brought into force) by the District Council a Decision Statement must be published on the District Council’s website. This Decision Statement must also be made available using other available means to demonstrate that the District Council has resolved to make the Neighbourhood Plan. The Council must formally “make” the relevant town/parish council aware of its decision and bring it to the attention of any other person or organisation who asked to be informed about the decision.
- 3.5 On adoption there is also the requirement to update the adopted policies map which accompanies the Development Plan. This policies map illustrates geographically the application of the policies in the adopted Development Plan for the District. The update and adoption of the policies map is to ensure compliance with paragraph 9 of the Local Planning Regulations 2012.
- 3.6 The Council must also publish a copy of the made Neighbourhood Plan and make it available on the website and through other media.
- 3.7 The Council maintains the option not to make the Neighbourhood Plan under 38A(6) of the Planning and Compulsory Purchase Act 2004 (as amended), if it believes that the plan would be incompatible with any European Union obligations or Human Rights conventions.
- 3.8 The Holt Neighbourhood Development Plan is considered to meet the basic conditions set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990 (as amended) and be compatible with EU obligations as incorporated into UK law and the Convention rights and complies with relevant provision made by or under Section 38A and B of the Planning and Compulsory Purchase Act 2004 (as amended).

4. Corporate Priorities

The Holt Neighborhood Plan developed key aims according to local need as detailed below. Such aims align with the corporate objective of **improving the quality of life** of the District’s communities:

- *Promoting sustainable development, particularly appropriate housing for the community.*
- *Seeking high quality design and standards of amenity, whilst conserving heritage assets.*
- *Promote mixed use development.*
- *Consider patterns of growth to make the fullest possible use of public transport, walking and cycling, and to focus significant development in locations which are, or can be made, suitable.*
- *Protecting green space to serve the local community*

5. Financial and Resource Implications

- 5.1 The Council's support for neighborhood planning is contained in existing the Local Plan Budget supplemented by MHCLG grant. There are no further financial implications within this report. The local planning authority is responsible for financing the independent examination and referendum for each neighbourhood plan. Should the HNP not be "made" there is likely to be further financial and resource implications across both planning policy and development management.

6. Legal Implications

- 6.1 A failure to "make" the Neighbourhood Plan and within the decreed time limit would mean that the council would be in breach of their legal duty.
- 6.2 Section 38A(1) of the Planning and Compulsory Purchase Act 2004 (as amended) (as enabled by Part 6, Chapter 3, Section 116 of the Localism Act 2011) grants local communities the right to set policies through a neighbourhood plan as part of the planning system for determining planning applications. It is not a legal requirement but a right which communities can choose to use. On adoption it forms part of the statutory development plan and sits alongside the Local Plan.
- 6.3 Under section 38A (4) of the Planning and Compulsory Purchase Act 2004 (as amended), local planning authorities have a legal duty to make a neighbourhood development plan following a positive referendum result. Under section 38A (6) of the Planning and Compulsory Purchase Act 2004 (as amended), the only exception to this is if the Council considers that it would be incompatible with any European Union obligations or Human Rights conventions.
- 6.4 The policies map illustrates geographically the application of the policies in the adopted development plan. The adoption of the policies map is to ensure compliance with Regulation 9 Town and Country (Local Planning) (England) Regulations 2012.
- 6.5 In accordance with the provisions of Regulation 19 of the Neighbourhood Planning (General) Regulations 2012, once the neighbourhood plan is formally made by the Council's 'Decision Statement', setting out the decision to make the Plan and their reasons for it, it is required to be published on the Council's website, and elsewhere if it's considered necessary, to publicise such decision to those who live and work in the neighbourhood area.

7. Risks

- 7.1 A failure to "make" the Neighbourhood Plan and within the decreed time limit would mean that the Council would be in breach of their legal duty

8. Net ZeroTarget

No assessment has been made against the council's [Net Zero 2030 Strategy & Climate Action Plan](#).

9. Equality, Diversity & Inclusion

- 9.1 Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to –

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- 9.2 There are no direct implications on equality within this report. The neighbourhood development plan has been subject to a requirement within the 'basic conditions' not to breach any EU obligations or any Human Right obligations. This was tested at the independent examination.

10. Community Safety issues

N/A

11. Conclusion and Recommendations

- 11.1 The Holt Neighbourhood Plan has been prepared in accordance with the relevant legislative requirements, including public consultation, independent examination and local referendum. More than 50% of those voting in the referendum voted in favour of the plan and therefore the Council is formally required to make the plan.

- 11.2 Subject to cabinet approval it is recommended that the HNP be made by resolution to come into effect on 25th August 2023. Once made, the neighbourhood plan will become part of the statutory development plan. It will thereafter be an important consideration in the determination of planning applications for development in the parish of Holt.

3. Members of the Planning Policy & Built Heritage Working Party recommend to Cabinet that having been subject to successful local referendum;

- a. **the Holt Neighbourhood Plan be made (brought into force) as part of the statutory Development Plan for North Norfolk in accordance with section 38A(4) of the Planning and Compulsory Purchase Act 2004 (as amended) on the 25th August 2023;**
- b. **The issuing of the Decision Statement required under Regulation 19 of the Neighbourhood Planning (General) Regulations 2012 (as amended) in order to bring to the**

attention of the qualifying body, the people who live, work and or carry out business in the Neighbourhood Plan Area is delegated to the Assistant Director of Planning in conjunction with the Planning Policy Team Leader;

- 2. Acknowledge that the required consequential amendments to the adopted policies map and the required minor consequential changes to the referendum version of the neighbourhood plan through delegated powers to the Planning Policy Team Leader.**

Appendix A: Holt Neighbourhood Plan (Referendum Version) [Holt Neighbourhood Plan \(Referendum Version\) April 2023 \(north-norfolk.gov.uk\)](https://www.norfolk.gov.uk/consultations/2023/04/holt-neighbourhood-plan-referendum-version)

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