

Agenda

Meeting name	Meeting of the Council
Date	Thursday, 19 September 2024
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH
Other information	This meeting is open to the public

Members of the Council are summoned to the above meeting to consider the following items of business.

Edd de Coverly
Chief Executive

Membership

Councillors	T. Webster (Chair)	J. Adcock
	P. Allnatt	I. Atherton
	S. Atherton	M. Brown
	R. Browne	S. Butcher
	S. Carter	R. Child
	D. Chubb	M. Clay
	H. Cliff	S. Cox
	P. Cumbers	C. Evans
	A. Freer	M. Glancy
	M. Gordon	A. Hewson
	L. Higgins	S. Lumley
	J. Mason	J. Orson
	S. Orson	D. Pritchett
	R. Sharp	A. Thwaites

Quorum: 14 Councillors

Meeting enquiries	Democratic Services
Email	democracy@melton.gov.uk
Agenda despatched	Wednesday, 11 September 2024

No.	Item	Page No.
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES To confirm the Minutes of the Council meeting held on 25 July 2024 and the Extraordinary Council meeting held on 5 September 2024.	1 - 18
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting.	19 - 20
4.	MAYOR'S ANNOUNCEMENTS The Mayor will make his announcements. Following the Mayor's announcements, there will be a presentation recognising the outgoing Mayor's Cadet and the incoming Mayor's Cadet will be revealed.	
5.	LEADER'S ANNOUNCEMENTS	
6.	PUBLIC QUESTION TIME In accordance with the Constitution, Members of the Council may answer questions from the public of which notice has been given. No questions have been received at the time of publication. All confirmed questions will be circulated after the deadline. Deadline for questions – Thursday 12 September, 12pm	
7.	QUESTIONS FROM MEMBERS In accordance with the Constitution, a Member may ask the Leader, a Portfolio Holder or the Chair of the Council, a question on any matter in relation to which the Council has powers or duties or which affects the Borough. Seven questions have been received at the time of publication. All confirmed questions will be circulated after the deadline. Deadline for questions – Thursday 12 September	
8.	MOTIONS ON NOTICE In accordance with the Constitution, motions on notice must be signed by at least two Members and be about matters for which the Council has a responsibility or which affect the Melton Borough. The following motion was received from Councillor Higgins (Seconded by Councillor Allnatt).	

80th Anniversary of Operation Market Garden

From the 17th to 25th of September 1944, Operation Market Garden took place in the German-occupied Netherlands. Today we mark the 80th Anniversary but also pay tribute to those involved in the operation, many of whom were based in the Borough.

The 10th Battalion was centred on the villages of Somerby, Thorpe Satchville, Burrough on the Hill and Twyford. The 11th Battalion was billeted in and around Melton Mowbray, as was the 156th Battalion, with their HQ at Staveley Lodge, now the Pera business park, with its four companies spread between Newport Lodge, Scalford Hall, and The Spinney.

Market Garden's objective was to create a 64 mi (103 km) salient into German territory with a bridgehead over the Lower Rhine River, creating an Allied invasion route into northern Germany, it was to hopefully shorten the war and liberate Europe. This was to be achieved by two sub-operations: seizing nine bridges with combined US and British airborne force ("Market") followed by British land forces swiftly following over the bridges ("Garden").

The airborne soldiers, numbering more than 41,000, were dropped at sites where they could capture key bridges and hold the terrain until the land forces arrived. The land forces consisted of ten armoured and motorised brigades with a similar number of soldiers.

Today the village of Somerby host an annual parade commemorating those who fought so bravely 80 years ago. Near the village of Burrough on the Hill is a magnificent memorial to the Parachute Regiment and recently the USAAF 315th Troop Carrier Group.

I would like the Council to join me to:

- 1) Pay tribute and thank those who made the great sacrifice who fought in Arnhem and the wider Operation Market Garden;
- 2) Thank historians, local and national, along with individuals and communities who not only detail the history of the Battle of Arnhem but equally importantly how the Melton Borough community remember those stationed here.
- 3) Acknowledges the great work the Friends of the Tenth and the Parachute Regimental Association do, and will continue to do, within the Melton Borough and Arnhem.
- 4) Thank the village of Somerby for hosting their annual remembrance event.
- 5) That the Mayor and all councillors write collectively to the Mayor of Arnhem and Kingdom of the Netherlands Ambassador to the United Kingdom to express our continued

	and unwavering friendship between the people of the Borough of Melton and Arnhem in remembering the sacrifice by those 80 years ago in the cause of freedom.	
9.	LOCAL PLAN REGULATION 19 CONSULTATION To receive a report on the Local Plan Regulation 19 Consultation.	21 - 36

Minutes

Meeting name	Council
Date	Thursday, 25 July 2024
Start time	6.45 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH

Present:

Chair Councillor T. Webster (Chair)

Councillors

J. Adcock	P. Allnatt
I. Atherton	S. Atherton
M. Brown	R. Browne
S. Butcher	S. Carter
R. Child	D. Chubb
M. Clay	H. Cliff
S. Cox	P. Cumbers
M. Glancy	M. Gordon
L. Higgins	S. Lumley
J. Mason	S. Orson
R. Sharp	A. Thwaites

Officers

Chief Executive
 Director for Housing and Communities (Deputy Chief Executive)
 Director for Corporate Services
 Interim Director for Growth and Regeneration
 Assistant Director for Governance and Democracy (Monitoring Officer)
 Assistant Director for Customers and Communities
 Strategic Lead for Healthy and Active Communities
 Senior Democratic Services and Scrutiny Officer
 Democratic Services Officer (CB)

The Reverend Dr Mary Barr offered prayers.

Minute No.	Minute																																				
CO12	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Councillors Evans, Freer, Hewson, J Orson and Pritchett.</p>																																				
CO13	<p>MINUTES</p> <p>The Minutes of the meeting held on 16 May 2024 were confirmed.</p> <p>(For 21, Against 0, Abstentions 1)</p>																																				
CO14	<p>DECLARATIONS OF INTEREST</p> <p>Councillor Cox declared an interest in Minute Item CO24 (Safer Melton Partnership), as the charity she works for is mentioned. She stressed that she doesn't receive any financial interest, but she is mentioning it as it is referenced in the report.</p>																																				
CO15	<p>MAYOR'S ANNOUNCEMENTS</p> <p>The Mayor provided Members with an update on events he has attended since the last Council meeting. The full list of events are outlined below.</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Event</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Saturday 18 May 2024</td> <td>Fairtrade Fashion Show</td> <td>Gloucester House</td> </tr> <tr> <td>Saturday 1 June 2024</td> <td>Melton Lions 50th anniversary dinner</td> <td>Melton Bowls Club</td> </tr> <tr> <td>Sunday 2 June 2024</td> <td>RAFA Standard Laying up and New Dedication Service</td> <td>Asfordby, All Saints Church</td> </tr> <tr> <td>Wednesday 5 June 2024</td> <td>Meet the Lord Lieutenant and other civic heads</td> <td>County Hall</td> </tr> <tr> <td>Thursday 6 June 2024</td> <td>Training - Role of the Civic Head</td> <td>North Kesteven District Council</td> </tr> <tr> <td>Thursday 6 June 2024</td> <td>Service 80th Anniversary D-Day</td> <td>Leicester Cathedral</td> </tr> <tr> <td>Sunday 9 June 2024</td> <td>RNLI Lifeboats 200 Celebratory Concert</td> <td>De Montford Hall, Leicester</td> </tr> <tr> <td>Tuesday 11 June 2024</td> <td>Judging of Belvoir Hunt Puppy Show</td> <td>Belvoir Castle</td> </tr> <tr> <td>Thursday 13 June 2024</td> <td>Opening of Ye Olde Pork Pie Shoppe</td> <td>Melton Town centre</td> </tr> <tr> <td>Monday 24 June 2024</td> <td>Armed Forces Fly the Flag event</td> <td>Parkside</td> </tr> <tr> <td>Thursday 27 June 2024</td> <td>Leicestershire & Rutland School Games Summer Festival</td> <td>Loughborough University</td> </tr> </tbody> </table>	Date	Event	Location	Saturday 18 May 2024	Fairtrade Fashion Show	Gloucester House	Saturday 1 June 2024	Melton Lions 50th anniversary dinner	Melton Bowls Club	Sunday 2 June 2024	RAFA Standard Laying up and New Dedication Service	Asfordby, All Saints Church	Wednesday 5 June 2024	Meet the Lord Lieutenant and other civic heads	County Hall	Thursday 6 June 2024	Training - Role of the Civic Head	North Kesteven District Council	Thursday 6 June 2024	Service 80th Anniversary D-Day	Leicester Cathedral	Sunday 9 June 2024	RNLI Lifeboats 200 Celebratory Concert	De Montford Hall, Leicester	Tuesday 11 June 2024	Judging of Belvoir Hunt Puppy Show	Belvoir Castle	Thursday 13 June 2024	Opening of Ye Olde Pork Pie Shoppe	Melton Town centre	Monday 24 June 2024	Armed Forces Fly the Flag event	Parkside	Thursday 27 June 2024	Leicestershire & Rutland School Games Summer Festival	Loughborough University
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Friday 28 June 2024	Quorn Hunt judging of young hounds	Kirby Bellars, Quorn Hunt Kennels
Saturday 29 June 2024	Egerton Park Cricket Club - past players and members lunch	Egerton Park
Sunday 30 June 2024	Institute of Mechanical Engineers Railway Challenge	Stapleford Park
Tuesday 9 July 2024	Rotary Ukrainian evening	SOI restaurant Melton
Saturday 13 July 2024	Melton Market with Prostaïd charity stall	Melton Market
Sunday 14 July 2024	Euro Finals – England vs Spain	Melton Park

The Deputy Mayor then outlined the events she had attended since the last Council meeting. The full list of events are outlined below.

Date	Event	Location
Saturday 8 June 2024	RAF Saltby D Day anniversary	Saltby Airfield
Monday 24 June 2024	Armed Forces Fly the Flag event - County Hall	County Hall
Tuesday 2 July 2024	Goadby Marwood Village Hall	Goadby Marwood
Friday 5 July 2024	Melton in Bloom judging	Melton Mowbray

Recognition of Malise Graham

Malise Graham was a Councillor at Melton Borough Council between 1987 and 2024. The Mayor began the recognition of Malise by providing his own tribute. The Mayor thanked Malise for the help and support he has provided since he has been a Councillor and he was there when he was elected. The Mayor explained that he had known Malise for many years and 20 years ago the Mayor oversaw an auction for one of Malise's charities. The Mayor thanked Malise for being a mentor.

This was followed by tributes from the Leader, Councillor Allnatt, who explained that they had not known each other very long but the measure of the man was obvious, as Malise is, without any false affection, an individual of deep personal integrity with desire to help people. The Leader also thanked Malise's wife, Pam, who has provided Malise with support throughout the years.

Councillor Browne who, on behalf of Conservative Group, thanked Malise for his years of service. He recalled that he had originally met Malise in 2002 and remembered that Malise took Council through two best value inspections, one for

housing and another for running of the Council. Councillor Browne recognised that Parkside was Malise's vision which was to bring all public services into one building. He commented that Malise was a rural Councillor and committed to the rural way of life.

In paying tribute, Councillor Gordon stated that she had know Malise for many years and stated that he was always good company.

Councillor Chubb recognised the enthusiasm and dedication of Malise and his wife Pam. He recognised his efforts in raising money for the charity Rainbows. He thanked him for his service to the residents of Wymondham Ward.

Councillor Cumbers stated that she had known Malise since 1997, when she was elected at by-election. Stated that he was interested in helping the vulnerable and recognised that Malise suggested the name Parkside for the building.

Councillor Child recognised that Malise had done a lot for the Council and for the charity Rainbows.

Councillor Glancy stated that she would personally miss Malise and recognised that he had helped her as a Councillor. She thanked him and his wife on behalf of the Independent Group.

At this point, Malise approached the top table and received his gift from the Mayor.

Malise addressed Council and in doing so, he thanked everyone for their kindness, he thanked Officers for all the work they do. He recognised that Officers do the work and Councillors take the credit. He mentioned some memories he had seen during his time at the Council.

He said that the Council are a team and that he has seen many retirements and transfers. He singled out Dawn Garton and Sarah Evans and thanked them for their efforts over the years. In summing up he thanked his wife, children and grandchildren. He stated that Mayor's Consorts have never been given the credit they deserve.

Leisure Presentation

The Strategic Lead for Healthy and Active Communities, Jake Betts, and Lloyd Barraclough from Everyone Active provided Members with a presentation updating them on the improvements that have been made to the Council's leisure facilities. A video of the renovated facilities was shown. The Leader provided a few words about the Leisure facilities. He informed Council that there will be a Members' walk around on 9 August, ahead of the official opening on 17 August.

CO16

LEADER'S ANNOUNCEMENTS

The Leader began his announcements by thanking the previous Member of Parliament (MP), Alicia Kearns, who has moved on to become MP for Rutland and Stamford. He welcomed the new MP for Melton and Syston, Edward Argar.

The Leader welcomed the new interim Director for Growth and Regeneration, Caroline Bruce and the new Waste and Environmental Services Manager, Ryan Finnegan who is due to start in September.

Members were informed that the Council have submitted its productivity plan and it awaits the new Government's response.

The Leader thanked the Lions Club and Councillor Cox in bringing back the allotments into use. The allotments have had under-used plots and a long waiting list. The Leader outlined the benefits of using allotments including providing opportunities for increased health and mental wellbeing.

Planning Officers were thanked for the recent training and discussion session and for their efforts in improving reporting and analysis.

The Leader informed Members that the Housing Regulatory Inspection has been completed and that the judgement has been embargoed until August, at which point all Members and the public would be able to read it.

Council was informed that on 18 July, the Safer Melton Partnership unveiled the skate park graffiti art to the public, with the aim of creating a more vibrant and inviting space for young people and park users. The design was chosen after a competition was run between February and April, with a judging panel in May selecting the winner.

The Leader informed Council that since the General Election, he had been busy attending meetings of Councillors through the Local Government Association, meeting Ministers and writing to Ministers on a variety of issues that affect the Borough of Melton.

Members were informed that 2023/24 see the Council Chair meetings of the Leicestershire District Council Leaders. This provides the Council with an opportunity to steer the discussion and agenda on issues of mutual interest.

The Leader informed Members that August will see the first meetings of the Rural Area Liaison Forms. The North meeting would take place at Long Clawson on 5 August and the South meeting will take place at Edmondthorpe on 12 August. An issue which would be discussed is flooding. The Leader announced that Cabinet would be considering a year-on-year funding for modest programmes of flood resilience working in partnership with the Parishes.

	<p>The Leader informed Council that the Cabinet would be considering increasing car parking charges in the town of Melton. The last Cabinet decision on car parking charges was January 2020 and since then inflation has been approximately 30%. At the current rate of inflation, the cost of running and maintaining existing car parks may eventually outstrip revenue and would become a burden on the general fund. The Leader assured Members that a balance would be struck but that charge might have to be increased.</p> <p>The Leader outlined the Levelling Up Fund and reminded Members of the £1.9m which had been allocated to theatre enhancements. Due to the Further Education Commissioner intervention into the college, they had confirmed that they were no longer able to deliver the improvements that were originally envisaged. The choice for the council was therefore to either divert the money to another project or hand it back to government. To safeguard the funding and keep it in Melton, it will be reallocated, potentially to the trader hall at the cattle market. The trader hall was identified as part of a potential phase two development by the previous administration. Now that the theatre enhancements are no longer proceeding, the trader hall could be renovated but the council continues to work to support the college.</p>
CO17	<p>PUBLIC QUESTION TIME No questions from the public were received.</p>
CO18	<p>QUESTIONS FROM MEMBERS Seven questions from Members had been received and they were taken in the order that they were received.</p> <p>Question 1 Councillor Lumley asked the Leader the following question:</p> <p><i>I support Councillor Helen Cliff's past campaign to try to save Melton Hospital's Birthing Unit which has a continued very high satisfaction score from users. The Health Commissioning Group recently announced the good news that its use would be extended. Can the Leader meet with the Commissioning Group's officials, and request:</i></p> <ul style="list-style-type: none"> <i>a) that the Birthing Unit does not close at all? And</i> <i>b) request an Urgent Health Care Centre, on this under-utilised Melton Hospital site for our growing population?</i> <p>In responding to the questions, the Leader stated that yes he can meet with the Commissioning Group officials, however he added that he has to make sure he is speaking to the right people. The Leader confirmed that he had already raised it in discussions elsewhere.</p> <p>Councillor Lumley did not opt to ask a supplementary question.</p>

Question 2

Councillor Lumley asked the Leader the following question:

The newly elected Labour Government has announced that it will lift the ban on onshore wind farms. These can be heavily supported by fossil fuels, the materials used for solar panels and wind turbines can be very un-environmentally friendly and components may not be recyclable after their lifespan, meaning they will have to go into landfill.

Wind turbines can be detrimental to the visual amenity of their surroundings, cause noise pollution to local residents, and can accidentally kill birds and other wildlife. They can also reduce key farming land, leading to less food crops, which could impact on the country's food security. An 'environmentalism' or nature, such as planting trees, versus Net Zero approach, is best.

Therefore, do you agree that the Local Plan Working Group and Climate Change Working Groups should urgently review the implications arising from these recent announcements on our own planning and climate change policies and the approach to these forms of development?

In responding, the Leader stated that he did not agree with the preamble, however on the substantive point, he has a planned meeting with an expert in Leicestershire and would raise the points then. The Leader added that it is always good to review policies when there is a change of Government but that he would be guided by colleagues and Officers on how quickly this should take place.

Councillor Lumley did not opt to ask a supplementary question.

Question 3

Councillor Chubb asked the Leader the following question:

In light of the cabinet's decision to reallocate (subject to Government sign off) the LUF monies from Brooksby Melton College Theatre to the Melton Mowbray Cattle Market can you confirm that the necessary robust due diligence tests, that should include viability, demand, customer footfall and risks assessments have been undertaken?

In responding, the Leader stated that there had already been due diligence, as the previous administration had allocated the site. The action regarding the college is out of the Council's hands, so therefore the Leader needed to ensure that the money was secured for Melton. The technical details are being assessed before finances are reviewed.

Councillor Chubb opted to ask a supplementary question and asked the Leader whether Members can be assured that the outcomes would match the original outputs.

In response, the Leader stated that it must match the outputs because that was the agreement.

Question 4

Councillor S Orson asked the Leader the following question:

I e-mailed the Leader on 28th February 2024 requesting he kept to his offer to fund a survey of the culvert that runs below the Sands in Long Clawson. The Leader further offered to fund expert opinion on how to stop the flooding in the Centre of Long Clawson. Unfortunately, the Leader has not responded to my e-mail, so I welcome an answer at Full Council.

In responding, the Leader stated that he met with County Councillor Lovegrove to see what might or might not be done by the lead flood authority, Leicestershire County Council. The Leader confirmed that he and County Councillor Lovegrove would meet again. The Leader confirmed that flooding was a very serious problem and that the issue would be discussed at the Rural Area Liaison Forums.

As Members were approaching the time allowed for Members' questions, the Mayor proposed that Procedure Rule 13.7 of the Meetings General Procedure Rules should be suspended for the rest of the meeting so that the time limit of 20 minutes for Members' questions can be exceeded. Councillor Child seconded the motion.

RESOLVED

Council

Suspended Procedure Rule 13.7 of the Meetings General Procedure Rules for the remainder of the meeting.

(Unanimous)

Councillor S Orson opted to ask a supplementary question and asked the Leader that despite expressing a desire to work with all Councillors, why won't he answer his emails.

In response, the Leader explained it was a mistake and that he has a large volume of emails, therefore it was easy to miss correspondence.

Question 5

Councillor J Orson was not present and therefore Leader agreed to provide a written response to the question.

Question 6

	<p>Councillor Browne asked the Leader the following question:</p> <p><i>Can the leader confirm what strategic direction and support is being given to look at the future of a Theatre for Melton Mowbray beyond the short-term commitment Brooksby Melton College is able to provide?</i></p> <p>In responding, the Leader stated that when it became apparent that the college was going to remove themselves from the whole of campus, he found out what it entailed. The Leader explained that the college wouldn't use the facility and local schools couldn't jointly use it. The cost of running the theatre would mean that it would be prohibitive for the Council to purchase the facility.</p> <p>Councillor Browne opted to ask a supplementary question and asked the Leader would the Leader join a cross party initiative to work to save the performing arts in the town?</p> <p>In response, the Leader explained that he wasn't sure in what respect as various options had been looked into. The Leader explained that if Members would like to outline what the offer means to Chief Executive, then he would consider it.</p> <p>Question 7</p> <p>Councillor Child asked the Leader the following question:</p> <p><i>Can the leader give precise numbers of back logged planning applications that still need to be processed to decision making stage?</i></p> <p>In responding, the Leader stated that he would provide statistics but he would need to double check. He informed Members that all the indicators are, that the back log is being reduced.</p> <p>Councillor Child opted to ask a supplementary question and asked the Leader, where the statistics, that he said were available, are.</p> <p>In response, the Leader confirmed that the information is out there and that overall, it is going well.</p>
CO19	<p>MOTIONS ON NOTICE</p> <p>The following motion was received from Councillor R Browne (Seconded by Councillor S Orson).</p> <p>Leicestershire County Council's Children and Family Services Ofsted Rating</p> <p>The following motion was proposed:</p> <p><i>Melton Borough Council congratulates Leicestershire County Council's Children and Family Services on their recent Ofsted Report, having the rating of</i></p>

Outstanding. It is a testament to the staff for their hard work, dedication and commitment to the benefit of children across the county, especially care leavers.

Cllr Browne congratulated all the staff particularly in the current climate.

Councillor Allnatt proposed that following be added to the motion (Seconded by Councillor Thwaites)

This has been achieved at a time when the real value of local government funding has been cut severely, sure start abolished; with child poverty, rents and abuse at record highs and youth services decimated and food banks common place.

The staff are under constant pressure, but they are not complacent. Well done to all of them with our sincere thanks.

Councillor Browne confirm that he was content to accept the amendment into the substantive motion and therefore the motion became:

Melton Borough Council congratulates Leicestershire County Council's Children and Family Services on their recent Ofsted Report, having the rating of Outstanding. It is a testament to the staff for their hard work, dedication and commitment to the benefit of children across the county, especially care leavers.

This has been achieved at a time when the real value of local government funding has been cut severely, sure start abolished; with child poverty, rents and abuse at record highs and youth services decimated and food banks common place.

The staff are under constant pressure, but they are not complacent. Well done to all of them with our sincere thanks.

During the debate the following comments were made:

- It was recognised what the service has achieved.
- A Member commented that the service was going in the right direction for several years.

RESOLVED

Melton Borough Council congratulates Leicestershire County Council's Children and Family Services on their recent Ofsted Report, having the rating of Outstanding. It is a testament to the staff for their hard work, dedication and commitment to the benefit of children across the county, especially care leavers.

This has been achieved at a time when the real value of local government funding has been cut severely, sure start abolished; with child poverty, rents and abuse at record highs and youth services decimated and food banks common place.

	<p>The staff are under constant pressure, but they are not complacent. Well done to all of them with our sincere thanks.</p> <p>(Unanimous)</p>
CO20	<p>CABINET RECOMMENDATIONS TO COUNCIL - TREASURY MANAGEMENT ANNUAL REPORT 2023/24</p> <p>The Portfolio Holder for Corporate Finance, Property and Resources, Councillor Cox, introduced the report and moved the recommendation. Councillor Allnatt seconded the motion.</p> <p>No comments were made during the debate.</p> <p>RESOLVED</p> <p>Council</p> <p>Approved the Treasury Management Annual Report 2023/24 as outlined at Appendix A.</p> <p>(Unanimous)</p> <p>At 8:34pm, during the consideration of this item, Councillor Higgins entered the meeting.</p>
CO21	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES - SCRUTINY ANNUAL REPORT 2023/24</p> <p>The Chair of the Scrutiny Committee, Councillor Brown, introduced the Scrutiny Annual Report 2023/24 and proposed that Council notes the report. The Vice Chair of the Scrutiny Committee, Councillor Thwaites, seconded the motion.</p> <p>In introducing the report, the Chair of Scrutiny Committee thanked all Officers who have supported the Committee during the Municipal Year, including the Council's Scrutiny Officer, Adam Green.</p> <p>During the debate, the following comments were made:</p> <ul style="list-style-type: none"> The Leader thanked the whole of the Scrutiny Committee. He added that the outcomes from housing support review had been substantially improved by the input from Scrutiny and he hoped there would be similar activity, with Scrutiny reviewing specific topics in smaller groups, during this Municipal Year. <p>RESOLVED</p> <p>Council</p>

	<p>NOTED the Scrutiny Annual Report 2023/24.</p> <p>At 8:37pm, during the consideration of this item, Councillor Child left the meeting and did not return.</p>
CO22	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES - AUDIT AND STANDARDS COMMITTEE ANNUAL REPORT 2023/24</p> <p>The Chair of the Audit and Standards Committee, Councillor Higgins, introduced the Audit and Standards Committee Annual Report 2023/24 and proposed that Council notes the report. The Vice Chair of the Audit and Standards Committee, Councillor Mason, seconded the motion.</p> <p>In introducing the report, the Chair of Audit and Standards Committee thanked Officers including: the Section 151 Officer, Dawn Garton; the Chief Internal Auditor, Rachel Ashley-Caunt; the previous Monitoring Officer, Alison McKane; the current Monitoring Officer, Clive Tobin; and the Senior Democratic Services and Scrutiny Officer, Adam Green and his team. He also thanked the Members and in particular Vice Chair, Councillor Mason.</p> <p>No comments were made during the debate.</p> <p>RESOLVED</p> <p>Council</p> <p>NOTED the Audit and Standards Committee Annual Report 2023/24.</p>
CO23	<p>POLITICAL BALANCE AND ALLOCATION OF SEATS TO POLITICAL GROUPS</p> <p>The Monitoring Officer introduced the report. The Leader moved the recommendations and the Deputy Leader seconded the motion.</p> <p>No comments were made during the debate.</p> <p>RESOLVED</p> <p>Council</p> <p>(1) Approved the political balance calculation at paragraphs 5.2.1 – 5.2.3 of the report;</p> <p>(2) Approved the allocation of seats on the Committees as set out in paragraph 5.3.1 of the report and Working Groups as set out in paragraph 5.4.1 of the report;</p> <p>(3) Received nominations and made appointments to Committees and Working Groups as notified by the Group Leaders and set out in Appendices A and B, and;</p>

	<p>(4) Appointed non-aligned Members to their allocation of seats on Committees and Working Groups as set out in Appendices A and B.</p> <p>(Unanimous)</p>
CO24	<p>SAFER MELTON PARTNERSHIP - FOCUS ON TOWN CENTRE RETAIL CRIME</p> <p>The Chair of Safer Melton Partnership, Councillor Cox, introduced the Scrutiny Annual Report 2023/24 and proposed that Council notes the report. Councillor Butcher seconded the motion.</p> <p>During the debate, the following comments were made:</p> <ul style="list-style-type: none"> • A Member commented that this is a good news story as there had been progress since December. It is a testament to the Safer Melton Partnership, which has been established for 20 years, and the Police and Crime Commissioner, Rupert Matthews. Members may disagree on how we get there, but all Members want a safe environment. • The police were thanked for their work and that Members must not take actions for granted. Members were assured that the Melton Safer Partnership would continue to monitor trends. • The Leader thanked Councillors Butcher and Cox for their hard work on this. • A Member commented that the Council must stand by any shop keeper who is bullied or harassed. <p>RESOLVED</p> <p>Council</p> <p>NOTED the review and update from the Chair of the Safer Melton Partnership on actions to address retail crime within the town centre.</p>

The meeting closed at: 9.05 pm

Mayor

Minutes

Meeting name	Council
Date	Thursday, 5 September 2024
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH

Present:

Chair Councillor T. Webster (Chair)

Councillors

J. Adcock	P. Allnatt
I. Atherton	S. Atherton
R. Browne	S. Butcher
S. Carter	R. Child
M. Clay	H. Cliff
S. Cox	P. Cumbers
A. Freer	M. Glancy
M. Gordon	A. Hewson
L. Higgins	J. Mason
J. Orson	S. Orson
R. Sharp	A. Thwaites

Officers

Chief Executive
 Assistant Director for Governance and Democracy (Monitoring Officer)
 Director for Corporate Services
 Senior Democratic Services and Scrutiny Officer

The Reverend Dr Mary Barr offered prayers.

Minute No.	Minute
CO25	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Councillors Brown, Chubb, Evans, Lumley and Pritchett.</p>
CO26	<p>DECLARATIONS OF INTEREST</p> <p>A personal interest in respect of Councillor J Orson was noted as being on record for any matters related to Leicestershire County Council.</p>
CO27	<p>RESPONSE TO LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND CONSULTATION</p> <p>The Monitoring Officer introduced the report on the response to the Local Government Boundary Commission for England (LGBCE) Consultation.</p> <p>Councillor Glancy moved the recommendations of the report and in doing so explained that the Council had supported LGBCE with facilitating their stakeholder engagement meeting on 21 August. In addition, there had been a Members' briefing on 2 September, which followed the extensive amount of work the Constitution Review Working Group and Officers have done on creating the proposal. Councillor Glancy thanked the Monitoring Officer and the Senior Democratic Services and Scrutiny Officer.</p> <p>Councillor Browne seconded the motion and in doing so congratulated Councillor Glancy on leading the process. He stated that the solution was the best one with the options the Council had faced.</p> <p>During the debate, Councillor Hewson commented that Harston is part of the Kipton and Belvoir Parish, however it would be split between the Bottesford and Croxton Kerrial wards under the proposal. In response, it was explained to Members that, under these circumstances, the LGBCE would create a separate parish ward but that Harston would remain as part the same parish.</p> <p>RESOLVED</p> <p>Council</p> <p>(1) Noted the process which applies to reviews of ward boundaries for local authorities and the criteria on which they are based;</p> <p>(2) Considered the draft response to the current Public Consultation being undertaken by the Local Government Boundary Commission for England (LGBCE);</p> <p>(3) Delegated authority to the Chief Executive to finalise and submit the Council's response to the Commission in consultation with the Chair of the Constitution Review Working Group; and,</p>

	<p style="text-align: center;">(4) Delegated authority to the Chief Executive to correct any minor errors in the electorate figures prior to submission.</p> <p>(Unanimous)</p>
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The meeting closed at: 6.47 pm

Mayor

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MEMBER INTERESTS

Do I have an interest?

1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

A “Disclosable Pecuniary Interest” is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land/Property, Licences, Tenancies and Securities.

A Disclosable Pecuniary Interest is a Registerable Interest. Failure to register a DPI is a criminal offence so register entries should be kept up-to-date.

2 OTHER REGISTERABLE INTERESTS (ORIs)

An “Other Registerable Interest” is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
 - (i) exercising functions of a public nature
 - (ii) any body directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

3 NON-REGISTRABLE INTERESTS (NRIs)

“Non-Registrable Interests” are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.

Declarations and Participation in Meetings

1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

- 1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:
- a) you must disclose the interest;
 - b) not participate in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

2 OTHER REGISTERABLE INTERESTS (ORIs)

- 2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:
- a) you must disclose the interest
 - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

3 NON-REGISTRABLE INTERESTS (NRIs)

- 3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:
- a) you must disclose the interest;
 - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
 - c) must not remain in the room unless you have been granted a Dispensation.

4 BIAS

- 4.1 Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias):
- a) you should not take part in the decision-making process
 - b) you should state that your position in this matter prohibits you from taking part
 - c) you should leave the room.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.

Local Plan Regulation 19 Consultation

Report Author:	Jorge Fiz Alonso , Local Plans Manager jfizalonso@melton.gov.uk
Chief Officer Responsible:	Caroline Bruce , Interim Director for Growth and Regeneration 01664504232 cbruce@melton.gov.uk
Lead Member/Relevant Portfolio Holder	Councillor Margaret Glancy , Portfolio Holder for Governance, Environment & Regulatory Services (& Deputy Leader)

Corporate Priority:	Theme 1: Healthy communities and neighbourhoods Theme 3: Tourism and town centre regeneration and vitality Theme 4: Sustainable growth and infrastructure Theme 5: Right conditions to support delivery
Wards Affected:	(All Wards);
Date of consultation with Ward Member(s):	Melton Local Plan Working Group meetings: monthly since January 2024
Exempt Information:	N

1 Summary

- 1.1 This report seeks to start the second Local Plan Update consultation, known as the ‘Regulation 19 consultation’ on the Pre-Submission Local Plan Update. The consultation is the second opportunity for the public to make formal representations in relation to the pre-submission local plan, and more specifically, the policies that are being updated as part of the partial local plan update.
- 1.2 The consultation document will follow a similar structure to the adopted Local Plan to minimise the number of documents needed to understand the Development Plan for the borough of Melton. This consultation document will be the version of the draft local plan update which the Council intends to submit to the Secretary of State to be examined by an independent planning inspector in due course.
- 1.3 In addition to the consultation document (Pre-Submission Local Plan Update), the publication of a Sustainability Appraisal (including a Habitat Regulations Assessment), an

updated policies map, an Equalities Impact Assessment, a Duty to Cooperate Statement and a Consultation Statement, alongside our updated evidence base will be published as supporting documents.

2 Recommendations

That Council:

- 2.1 **Notes the importance of proceeding to the Regulation 19 Consultation on the Pre-Submission Local Plan Update.**
- 2.2 **Approves launching the Regulation 19 consultation in respect of the Local Plan Update once the consultation document is finalised, and delegates authority to the Portfolio Holder for Governance, Environment and Regulatory Services to finalise the consultation document in consultation with the Local Plan Members' Working Group.**
- 2.3 **Approves launching a consultation for the Sustainability Appraisal alongside the Regulation 19 consultation on the Pre-Submission Local Plan Update document.**

3 Reason for Recommendations

- 3.1 Formal decisions relating to the Development Plan for the area (of which the Melton Local Plan forms part) are made through Council.
- 3.2 Regulation 19 refers to the consultation stage prior to submission of the Plan under section 20 of The Town and Country Planning (Local Planning) (England) Regulations 2012. This paper seeks to meet the requirements of Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012 to allow the Council to start the consultation on the pre-submission local plan update.
- 3.3 Local authorities also need to carry out a Sustainability Appraisal to inform the preparation of local plans and demonstrate that potential environmental, economic and social impacts have been considered. The Council must consult on the Sustainability Appraisal in accordance with The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended).
- 3.4 The local plan vision, the draft policies and the supporting text accompanying these policies have been drafted in discussion and agreement with the Melton Local Plan Members' Working Group. Changes prior to the publication of the pre-submission plan are expected to relate to evidence updates including viability and climate change considerations. These changes will be discussed with the Melton Local Plan Members' Working Group and any substantial changes prior to the publication of the consultation document will be made in agreement with this Working Group which is chaired by the Portfolio Holder.

4 Background

Issues and Options Consultation

- 4.1 On the [28th September 2023, Council](#) approved three papers in relation to the Local Plan review and its consequential update. These related to the [outcomes of the Melton Local Plan Five-Year Review](#), the publication of an [updated Local Development Scheme](#) and the [commencement of the Issues and Options \(Regulation 18\) consultation](#).

- 4.2 Following this approval, the Council launched the Issues and Options Consultation from the 6th November 2023 until the 7th January 2024. The consultation material also included the Sustainability Appraisal Scoping Report.
- 4.3 A total of 66 representations were received, redacted and uploaded to the Local Plan's [website](#). These representations have been individually responded to on a question-by-question basis and included, along with a general analysis of the consultation, on a Consultation Statement.
- Draft Local Plan Update**
- 4.4 Following the feedback received during the consultation, the Planning Policy Team has worked closely with members, consultants, stakeholders and statutory consultees to produce sound draft policies.
- 4.5 Draft policies have been discussed with the Development Management team and the Melton Local Plan Members' Working Group in a number of workshops and sessions. These meetings have been happening on a monthly basis since January 2024 and, in addition to the consideration of the draft policies, they also included an officer assessment of the Issues and Options consultation that has been used to align the policies with the outcomes of the consultation.
- 4.6 The draft policies and their supporting text are also being informed by several evidence updates. Relevant studies can be found in our ['local plan update evidence base' page](#) and include:
- a) General evidence such as Authority Monitoring Reports, Infrastructure Funding Statements and Five-Year Housing Land Supply reports.
 - b) Advice on retail needs
 - c) Strategic Economic Land Availability Assessment
 - d) Employment Land Study
 - e) Local Housing Needs Assessment
 - f) Playing Pitch and Indoor Sports Facilities Strategies and Action Plans
 - g) Local Green Spaces Assessment
 - h) Sustainability Appraisal Scoping Report
- 4.7 In addition to the above, the following studies are being produced and are underway:
- i) Open Spaces Strategy and Action Plan
 - j) Green Infrastructure Strategy and Action Plan
 - k) Climate Change Study
 - l) Strategic Flood Risk Assessment
 - m) Site Selection report (employment sites)
 - n) Melton South Sustainable Neighbourhood Masterplan update
 - o) Whole Plan Viability Assessment
 - p) Equalities Impact Assessment
 - q) General updates on the Authority Monitoring Reports and Infrastructure Funding Statement

r) Sustainability Appraisal (including Habitat Regulation Assessment)

- 4.8 Except for the Sustainability Appraisal, these reports will be published prior to the commencement of the consultation (the Sustainability Appraisal will be published alongside the consultation documents). Policy recommendations from these ongoing draft studies have been taken into consideration when consultants have been able to provide advice in earlier stages. Recommendations in the final documents will inform the draft policies.
- 4.9 The role of the Members' Working Group has been critical in the production of the draft policies by providing political steer and policy feedback to the Planning Policy Team during the production of the draft policies and evidence studies. Equally, the draft local plan vision has been drafted to align with the ambitions established by the recently published [Corporate Strategy 2024-2036](#).

Regulation 19 consultation

- 4.10 A Regulation 19 Pre-Submission Local Plan is the version of the draft Local Plan which the Council intend to submit to the Secretary of State to be examined by an independent inspector. This Regulation 19 Consultation refers to the consultation stage prior to the submission of the Local Plan Update under Regulation 20 of the Town and Country Planning Act.
- 4.11 The Pre-Submission Plan Update seeks to address those issues identified during the Issues and Options consultation and broadly aligns with the conclusions of the Local Plan Review. The update seeks to, among other things, update most of the development management policies in the adopted Local Plan, re-assess employment needs and allocate employment land as appropriate, provide an appropriate framework to support the delivery of strategic allocations and key infrastructure, embed Climate Change and Health within the Local Plan (core threads) and update policies based on new evidence.
- 4.12 The Regulation 19 consultation provides an opportunity for representations to be made on the Pre-Submission Local Plan Update before the plan is examined by a planning inspector. The local plan, as published for consultation should be the plan intended to be submitted for examination.
- 4.13 Given the technical nature of the consultation, the questions are limited to three categories:
- 4.13.1 **Legal compliance:** The plan needs to meet the legal requirements made under various statutes. This relates to, for example:
- a) Compliance with the Council's [Statement of Community Involvement](#).
 - b) Compliance with the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended.
 - c) Compliance with the Conservation of Habitats and Species Regulations 2017 (to which the Habitat Regulations Assessment relates).
 - d) Compliance with the Environmental Assessment of Plans and Programmes Regulations 2004, transposed into national law EU Directive 2001/42/EC on Strategic Environmental Assessment (SEA), to which the Sustainability Appraisal relates.
- 4.13.2 **Soundness:** based on paragraph 35 of the National Planning Policy Framework, the local plan needs to meet the following tests:

- a) Positively prepared: providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development.
- b) Justified: an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence.
- c) Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground.
- d) Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in this National Planning Policy Framework and other statements of national planning policy, where relevant.

4.13.3 **Meeting the duty to cooperate:** The Council must engage and work effectively with neighbouring authorities and statutory bodies. The Council is in the process of preparing a Duty to Cooperate Statement of Compliance which describes in detail how the Council has complied with this duty. This test also helps to ensure that the Local Plan Update has been positively prepared and is justified.

4.14 Considering the above, the consultation will be limited to the following questions (based on the [model representation form for local plans](#) produced by the Planning Inspectorate):

- a) Stating the part of the Plan, Policies Map, Sustainability Appraisal or Habitat Regulations Assessment that the representation relates to.
- b) Whether that section is (a) Legally compliant, (b) Sound, (c) Complies with the Duty to Cooperate.
- c) If any response to the tests is 'no', then further details and recommendations to potential modifications to pass the test will be sought. This needs to be supported by evidence.
- d) If a modification is sought, whether the representee's participation during the hearing session is necessary and why.
- e) Personal details, diversity monitoring and whether the representee wants to be informed at different stages of the process.

Local Plan Update submission (next steps)

4.15 Following the consultation, the Council will be in a position to consider whether the Local Plan Update is sound (i.e., positively prepared, justified, effective and consistent with national policy) and consequently can be submitted for examination. A summary of the representations will need to be produced.

4.16 All comments will be sent to the Secretary of State who will appoint an Inspector to carry out an independent examination. This process will be dealt with by the Planning Inspectorate.

4.17 Further changes to the local plan may only be made in accordance with section 23 off the Town and Country Planning Act, which allows for Main Modifications to be made to the plan only if they are necessary to make the plan sound and/or legally compliant. Sometimes it would be possible to submit to the examination a list of proposed changes to the published plan that have not been the subject of consultation. If this is the case, the Inspector will not treat these changes as part of the plan to be examined but could

consider that some or all the proposed changes to be discussed during the hearing sessions and, if appropriate, form the basis for Main Modifications.

Sustainability Appraisal

- 4.18 Representations received during the Regulation 18 consultation were sent to the consultants and, where appropriate, these have been considered as part of the final report. Alongside the Pre-Submission Plan, a Sustainability Appraisal report will be published for consultation following the requirements on The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended).

5 Main Considerations

- 5.1 The timetable to submit the Local Plan Update remains challenging, but it is still realistic. In this context, the Planning Policy team is seeking the approval of the recommendations in this paper to give the Council enough flexibility to launch the Regulation 19 consultation on a timely manner.
- 5.2 The consultation document is expected to be legally compliant, meet the Duty to Cooperate requirements and meet all the soundness tests. It needs to be noted however, that the policy position and the publication of new evidence might evolve during the consultation and examination, meaning that changes might be required for the Local Plan Update to be considered *sound* after the examination. It also needs to be noted that the Duty to Cooperate must be fulfilled when preparing the plan and any failure in this regard cannot be rectified after submission (the Inspector would recommend non-adoption if this is the case).
- 5.3 If the Council wish to make changes to the plan following the Regulation 19 consultation and before submission, and wish for the changes to be considered as part of the submitted plan, then an addendum to the plan containing the proposed changes must be prepared. The addendum, together with a Sustainability Appraisal and Habitats Regulation Assessment of the proposed changes if they are significant, should be published for consultation, on the same basis as the Regulation 19 consultation, before the plan is submitted for examination.
- 5.4 The consultation is expected to go live before the end of the year, subject to timely progress with the production and publication of evidence, successful progress to enable the delivery of strategic sites and critical infrastructure, and consideration of external factors such as the publication of a revised National Planning Policy Framework which is currently being consulted upon.
- 5.5 The publication of the consultation paper needs to be considered in the context of further changes in the National Planning Policy Framework and planning agenda. At the time this report was produced the potential implications of the updated National Planning Policy Framework had not been fully analysed, and the knock-on effect, particularly on cross-boundary matters is still to be determined in collaboration with other districts and Leicestershire County Council. Section 5 below explains the different options that have been considered in the context of the consultation document for a revised National Planning Policy Framework as published on the 30th of July 2024.

6 Options Considered

- 6.1 Based on the proposed revised National Planning Policy Framework (NPPF), the following scenarios could apply if the proposed changes are formalised. The Council:

- a) would need to use the new NPPF (and updated housing targets) if the Council does not reach Regulation 19 by one month after the publication of the new NPPF. In this scenario, submission of the Plan will be required by December 2026.
- b) would need to use the new NPPF if the Council is at Regulation 19 by one month after the publication of the new NPPF, but the annual housing requirement in the Plan is more than 200 dwellings per annum below the new Local Housing Need for the authority. In this scenario, submission is required by June 2026.
- c) could use the current NPPF if the Council is at Regulation 19 by one month after the publication of the NPPF, but the annual housing requirement is not more than 200 dwellings per annum below the new Local Housing Need for the authority. The submission date is unknown, but it is assumed that it would be as soon as possible, and potentially keeping June 2025 as deadline (as has previously been stated), although it could be December 2026. This is unknown at the present time.
- d) could use the current NPPF if the Council has reached examination. It is expected to start a new local plan using the new NPPF if the annual housing requirement is more than 200 dwellings per annum below the new Local Housing Need for the authority.

6.2 The Melton Local Plan Update could fall under the first three categories. 'a' above could apply if there are delays in the publication of evidence or delays launching the Regulation 19 consultation, or the revised NPPF is published more than one month before the publication of our Regulation 19 consultation.

6.3 Scenario 'b' should not apply based on the published [outcomes of the new standard method](#). These show a difference of 178 dwellings between the current standard method and the proposed one. This difference is even lower based on our current housing requirement. This means that the 200-dwelling threshold is not met, but this could change based on updated figures, a revised method or a revised threshold, therefore, although unlikely, scenario 'b' could apply.

6.4 Scenario 'c' should apply if the Council continues with the current timetable and the criteria covered above for 'a' does not apply (e.g., the Council launches the Regulation 19 consultation in December and the revised NPPF is published in (or after) December too).

6.5 Considering the options above, the uncertainty about the revised NPPF, the financial and staffing efforts to submit by June 2025, the production of evidence related to the current NPPF and the limited scope of our Local Plan Update, scenario 'c' is the most practical and reasonable scenario to assume at this stage, understanding that a new Local Plan will be produced based on the revised NPPF after this Local Plan Update is adopted. This scenario still aligns with our Local Development Scheme.

6.6 Based on the above, and for the avoidance of doubt, the Pre-Submission Local Plan Update will be based on the 2023 update NPPF.

7 Consultation

7.1 Regulations 19 and 20 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set up the basis for this consultation and the [2023 Statement of Community Involvement](#) provides additional clarity to the regulations and specific details in relation to the consultation arrangements for the Regulation 19 Consultation.

7.2 The Statement of Community involvement indicates the following in relation to this consultation:

- 7.3 In terms of process requirements:
- a) The consultation will publish the proposed submission document and Sustainability Appraisal report
 - b) Consultation period for a minimum of 6 weeks
 - c) Consideration of representations by the Inspector during the examination
 - d) The Council will consider the representations and may propose further amendments to be considered by the Inspector
 - e) General compliance with the legislative provisions

In terms of engagement, it will be identical to the Issues and Options consultation, involving:

- f) Documents will be available for inspection primarily at the Council offices and on www.meltonplan.co.uk
 - g) Public notices in local press and news release
 - h) Notifications will be sent to relevant groups and organisations, including statutory consultees and relevant bodies identified in Appendix 2 of the Statement of Community Involvement
 - i) Notifications will be sent to Parish and Town Councils
 - j) Notifications will be sent to adjacent authorities
 - k) Drop-in online public consultation events and stakeholder events will be offered
- 7.4 Finally, as identified in Regulation 19, the Council must make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35; and ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18(1).

8 Next Steps – Implementation and Communication

- 8.1 Should members approve this paper, the next step is the production of the Pre-Submission Local Plan Update and the consultation material. To do this, evidence will need to be finalised and considered by officers and members in the next few weeks. Meetings with the Members' Working Group will take place to cover changes to the draft policies prior publication, particularly if substantial changes have been made since the discussions about a specific theme or draft policy.
- 8.2 Once the Pre-Submission Local Plan Update is finalised, a minimum of a 6-week consultation period will be agreed with internal teams. A minimum of two online consultation events can be expected in weeks three and five of the consultation period. In addition to the information in the Melton Local Plan website, publicity needs to be given using local press and news release. In the event of the consultation taking place over Christmas / New Year, it is likely that the consultation period will be extended to 8 weeks to allow for additional time.
- 8.3 An online consultation software platform (CitizenSpace) will be used to process online representations. Representation forms, paper copies of the Pre-Submission Local Plan

Update and paper copies of the Sustainability Appraisal will be available at the Council offices, although online responses are encouraged.

9 Financial Implications

- 9.1 The Local Plan budget has a reserve which is used to smooth the financial impact of the local plan over the medium term. The reserve currently has circa £180,000 following a cash injection agreed previously at Council to commence the Local Plan Review. It is projected at present that the LP Update can be undertaken within the resources available in the current reserve. Should a new Local Plan be required whether under the existing Local Plan system or the new post Levelling-Up and Regeneration Act system, the reserve would need a substantial uplift in order to update the remaining evidence base, assess new development sites, and extend the plan period. This reserve has been used to procure experienced consultants to produce a number of evidence studies in the past year. Only essential evidence has been produced in order to minimise financial risks. The final payments to consultants will be made prior to the commencement of the consultation.
- 9.2 The consultation has limited financial implications beyond those associated with the external publicity that will be given to the consultation. These advertisement costs should be similar to the ones that were needed during the Regulation 18 consultation.
- 9.3 Following the analysis of the consultation responses further evidence might be required in preparation for the hearings. An estimate of the Inspector's costs and the appointment of an independent Programme Officer have been considered for the 2025/26 financial year. Some limited estimates have been set aside from the Local Plan reserve for consultants appearing as expert witnesses during the hearings, legal fees and advertising.

Financial Implications reviewed by: Director for Corporate Services, 9 September 2024

10 Legal and Governance Implications

- 10.1 Formal decisions to commence consultation on the Development Plan (of which the Local Plan forms part) are made by Council in accordance with the Local Authorities (Functions and Responsibilities) (England) (Regulations) 2000 (as amended), which excludes that function from being the responsibility of Cabinet.
- 10.2 Regulations 19 and 20 of The Town and Country Planning (Local Planning) (England) Regulations 2012 apply to this consultation:

19. Before submitting a local plan to the Secretary of State under section 20 of the Act, the local planning authority must—

(a) make a copy of each of the proposed submission documents and a statement of the representations procedure available in accordance with regulation 35, and

(b) ensure that a statement of the representations procedure and a statement of the fact that the proposed submission documents are available for inspection and of the places and times at which they can be inspected, is sent to each of the general consultation bodies and each of the specific consultation bodies invited to make representations under regulation 18(1).

20.—(1) Any person may make representations to a local planning authority about a local plan which the local planning authority propose to submit to the Secretary of State.

(2) Any such representations must be received by the local planning authority by the date specified in the statement of the representations procedure.

(3) Nothing in this regulation applies to representations taken to have been made as mentioned in section 24(7) of the Act.

- 10.3 The Environmental Assessment of Plans and Programmes Regulations 2004 (as amended) provides the legal framework in relation to the consultation of the Sustainability Appraisal.
- 10.4 The Localism Act 2011 inserted a Duty to Cooperate in Section 33A of the Planning and Compulsory Purchase Act 2004 which requires local authorities to engage constructively, actively and on an ongoing basis to maximise the effectiveness of local plan preparation in the context of strategic cross-boundary matters. This will be the basis for the preparation of the Duty to Cooperate work and consequential statement.
- 10.5 The Equality Act 2010 provides the legal framework for the Equalities Impact Assessment.
- 10.6 The National Planning Policy Framework (2023 update) sets the plan-making framework for the Pre-Submission Local Plan Update. The Planning Practice Guidance has been used to complement the national policy framework.
- 10.7 The Statement of Community Involvement 2023, Figure 1: stage 3, indicates that the Council will have to undertake the following processes:

Stage	Process and Requirements	Engagement
3. Pre-submission (Regulations 19 & 20 – publication)	<ul style="list-style-type: none"> • Publication of Proposed Submission Document and SA report • Statutory consultation where a minimum of six weeks is provided to make representations on the plan, the SA and supporting evidence • These representations will be considered by the Inspector at the Examination • Council considers the representations and may propose further amendments to be considered by the Inspector • General compliance with legislative provisions (e.g., Planning and Compulsory Purchase Act and Local Plan regulations) 	Engagement as for the Draft Plan Above

Where the engagement in the previous stage is defined as follows:

- Documents made available for inspection primarily at Council offices and on www.meltonplan.co.uk
- Public Notices in local press and news release
- Notifications will be sent to relevant groups and organisations. This includes statutory consultees and relevant bodies identified in Appendix 2 in this document
- Parish and Town Councils will be notified
- Adjacent Authorities to MBC will be notified

- Drop-in online public consultation events & stakeholder events

And Appendix 2 covers the following potential consultees:

[...]

The parties we will consult will include, as appropriate: Relevant 'prescribed bodies' as defined by The Town and Country Planning Regulations. Section 33A, part 2b of the Planning and Compulsory Purchase Act 2004 states that Local Planning Authorities must have regard of 'prescribed bodies' so far as they are relevant to the preparation of the document.

Specific consultation bodies: • Central and local government (including neighbouring local authorities) • The Secretary of State for Transport (in relation to the Secretary of State's functions with regard to railways and highways) • Statutory advisory bodies (the Coal Authority, the Environment Agency, Historic England, and Natural England) • Parish Councils within or adjacent to Melton Borough • Infrastructure and utility providers • Leicestershire Fire and Rescue Service • East Leicestershire and Rutland Clinical Commissioning Group • Police authorities operating within or adjacent to Leicestershire

The local community: • the general public • community area partnerships • resident/community/civic societies and associations • local businesses and business groups • charity and voluntary organisations • under-represented groups within the community • landowners

The extended community: • developers and agents • national interest groups • general business and industry bodies • housing bodies • transport bodies

Legal Implications reviewed by: Monitoring Officer, on 11 September 2024.

11 Equality and Safeguarding Implications

- 11.1 An Equalities Impact Assessment will be produced prior to the consultation for the pre-Submission Plan. It will provide a systematic approach to identifying and recording gaps and actions to avoid or mitigate any negative impacts on protected groups.
- 11.2 The Equalities Impact Assessment will be produced in accordance with the Equalities Act 2010.

12 Data Protection Implications (Mandatory)

- 12.1 A Data Protection Impact Assessment (DPIA) has not been completed for the following reasons: because there are no risks/issues to the rights and freedoms of natural persons.

13 Community Safety Implications

- 13.1 The publication of the Regulation 19 consultation document will not have Community Safety Implications. It is expected for the Sustainability Appraisal to analyse social impacts on different alternatives to the local plan update.

14 Environmental and Climate Change Implications

- 14.1 The Regulation 19 consultation has limited environmental and climate change implications. Consultation events are expected to be hosted online in order to reduce carbon emissions and paper copies will be minimised.
- 14.2 The consultation document includes pre-submission policies that are expected to update policies in the adopted Melton Local Plan. The Council has aimed to maximise Climate

Change mitigation and adaptation objectives across the local plan update (subject to viability and competing priorities), making 'Climate Change' a core thread embedded within the pre-submission vision, supporting text and policies.

- 14.3 The Sustainability Appraisal, which includes a Strategic Environmental Assessment, and the Habitat Regulation Assessment are expected to cover these implications too.

15 Other Implications (where significant)

- 15.1 The Regulation 19 consultation does not have additional impacts.
- 15.2 The pre-submission local plan update aims to minimise and mitigate the negative impacts on health and wellbeing. Most of the policies are expected to have a positive impact and, similar to 'Climate Change', 'Health' objectives are expected to be reinforced as part of this local plan update.
- 15.3 The Sustainability Appraisal, which includes a Strategic Environmental Assessment, and the Habitat Regulation Assessment are expected to cover these implications too.

16 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	Imminent publication of the revised National Planning Policy Framework (NPPF) and inability to launch Regulation 19 consultation in the first month after the NPPF publication. Linked to delays on risks 2, 3, 4, 5, 6 and 12.	Significant	Catastrophic	High
2	Delays in the publication of evidence studies resulting in a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Significant	Critical	Medium
3	Delays in the production of the Pre-Submission Local Plan Update resulting in a potential need to re-start the Local Plan process based on a new NPPF.	Significant	Critical	Medium
4	Delays in the production of the Sustainability Appraisal resulting in a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Low	Critical	Medium
5	Delays in the production of the Consultation Statement a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Very Low	Critical	Low

6	Delays in the publication of the Equalities Impact Assessment and the Duty to Cooperate Statement a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Significant	Catastrophic	High
7	Changes to the proposed standard method or threshold for the transitional arrangements covered in the proposed revised NPPF resulting in the need for the current Local Plan Update to use the revised NPPF.	Low	Catastrophic	Medium
8	Limited staff capacity to manage consultants, produce the statutory documents and organise the consultation may result on delays to reach Regulation 19 consultation on a timely manner (and in accordance with the regulations), resulting in the potential need to re-start the Local Plan process based on a new NPPF.	High	Critical	High
9	Outcomes of the Leicester City Local Plan examination could lead to an impact on the distribution of unmet needs or other critical Duty-to-Cooperate matters making our current adopted strategy, which it is not part of the Local Plan Update, out-of-date resulting in the need for a full Local Plan Update.	Low	Critical	Medium
10	Lack of agreement to ensure the deliverability of the South Sustainable Neighbourhood and South Melton Mowbray Distributor Road	High	Catastrophic	High
11	The need for additional evidence to make the Local Plan sound would result on a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Low	Critical	Medium
12	The need to reconsult shortly after (or during) the consultation might arise if essential information is missing resulting in a late start of Regulation 19 consultation, and consequently the potential need to re-start the Local Plan process based on a new NPPF.	Low	Catastrophic	Medium
13	Insufficient budget to finalise studies, produce the statutory documents and cover the examination costs resulting	High	Critical	High

	in abortive work an inability to submit the Local Plan to examination.			
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		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High			8, 13	10
	4 Significant			2,3,	1,6
	3 Low			4,9,11	7,12
	2 Very Low			5	
	1 Almost impossible				

Risk No	Mitigation
1	The Planning Policy team and the Council are giving the highest priority to the Local Plan progress. Even though the date of publication of the revised NPPF cannot be anticipated, the team will maximise efforts to avoid delays to launch the regulation 19 consultation. Additionally, the team will attend Government and Planning Advisory Service's workshops to be able to accurately anticipate the risk of an early publication.
2	The Planning Policy team keeps informing external consultants about pressing deadlines and no concerns have been raised yet. All the evidence studies are progressing as anticipated, but there is high dependency with the publication of an updated South Sustainable Neighbourhood Masterplan on a timely manner. One to three weeks' delays are acceptable depending on the potential impact on the Local Plan Update and the publication of the NPPF.
3	Delays in the production of the consultation document might occur. The Planning Policy team is solely focussed on the Local Plan work and will seek additional resources if unexpected delays occur. One to three weeks' delays are acceptable depending on the potential impact on the Local Plan Update and the publication of the NPPF.
4	Delays in the production of the Sustainability Appraisal consultation document might occur. The Planning Policy team is frequently engaging with the relevant consultants to minimise risks. This risk is co-dependant to risks associated with the production of other evidence studies.

5	<p>The Consultation Statement is expected to be finalised in the next few weeks and it is being produced internally. It is a statutory duty to publish it and appropriate priority has been given to ensure its publication.</p>
6	<p>Both pieces of work are being produced internally and high priority has been given to them.</p> <p>In relation to the Duty to Cooperate, there is a good track record of collaborative planning with other districts in the Housing Market Area and the County Council, and even though the potential changes to the NPPF are having a significant impact on teams' capacity across the county, ongoing conversations are happening to ensure a positive Duty to Cooperate between districts. The impact of not publishing this could be catastrophic as failing this duty would force an Inspector to recommend 'non-adoption' before continuing with the hearings.</p> <p>In relation to the Equalities Impact Assessment, no significant concerns have been raised as part of the regulation 18 consultation, but further work is needed to ensure that the Local Plan Update do not have impacts in this regard.</p>
7	<p>The current analysis shows that there is significant headroom between the current threshold in the proposed NPPF (200 dwellings per annum) and our updated figure. This allows us to continue using the current NPPF for this Local Plan Update. An updated NPPF is unlikely to change the threshold or the outcome of the standard method significantly without the need for a further consultation.</p>
8	<p>The Council and the Planning Policy team are prioritising the work associated with the publication of the pre-Submission local plan update and a timely submission of the document to the Planning Inspectorate in accordance with the published Local Development Scheme. Given the current pressure on the team and the limited capacity, other non-statutory short-term projects will need to be re-prioritised.</p>
9	<p>Leicester City's examination (October 2024) could host critical conversations in relation to the Duty to Cooperate, unmet needs or local plan timeframes. The Council will attend the first days of the examination to ensure support to the City's Local Plan and anticipate risks linked to relevant discussions.</p>
10	<p>The deliverability of the Sustainable Neighbourhoods and the Distributor Road are essential to ensure the overall strategy of the Local Plan. Positive engagement with key stakeholders and the County Council is taking place to secure the deliverability of the urban extension and the road while maximising the benefits of the scheme. A new Masterplan will be published to update the South Sustainable Neighbourhood's position and the policy underpinning this. An externally facilitated workshop took place in early August to bring together key parties where issues were explored in detail. This was arranged and organised by Melton Borough Council and attended by County Council and the key developer interests in Melton South. It was facilitated by an ex-Planning Inspector, through a company called 'Independent Plans and Examinations' due to the importance of this development to the whole Local Plan. It is currently proposed that the work is undertaken in a concentrated / truncated manner w/c 23rd September to progress the masterplan at pace to prevent delays to the Regulation 19</p>

	consultation. All developer interests have advised that they can resource this week, and the County Council have initially advised that they can resource this during that week.
11	As part of the outcomes of evidence studies or the feedback received from the Planning Inspectorate advisory visit, the Planning Advisory Service or Duty to Cooperate conversations the Council might need to produce further evidence or addendums to existing evidence. The evidence that is being produced was informed by previous independent advice and addendums are expected to have limited impact on the timetable (reduced procurement times). An Advisory Meeting with the Planning Inspectorate has been scheduled at the end of October to cover critical issues and de-risk the submission of the Local Plan and associated documents.
12	If the Council wants to make amendments to the pre-Submission plan after the consultation, an addendum will need to be prepared. This addendum would need a new Regulation 19 consultation and the support of a Sustainability Appraisal and Habitat Regulation Assessment. The evidence base, consultants and officers' expertise, and engagement with external and internal groups reduces the likelihood of this risk, however the consequences could be either moving to the use of the revised NPPF or potentially missing the June 2025 target if this target is still in place.
13	The Council has identified the submission of the Local Plan Update as one of its priorities and efforts will be made to minimise this risk. Costs associated with the consultation and submission of the Local Plan Update were incorporated to the budget.

17 Background Papers

17.1 None

18 Appendices

18.1 None