

Planning Policy Monitoring Reports (AMR and IFS)

Corporate Priority:	Delivering sustainable and inclusive growth in Melton
Relevant Ward Member(s):	All
Date of consultation with Ward Member(s):	N/A
Exempt Information:	No
Key Decision:	No
Subject to call-in:	No

1 Summary

- 1.1 These two reports, the Authority Monitoring Report (AMR) and the Infrastructure Funding Statement (IFS), are technical reports that must be annually updated by local planning authorities.
- 1.2 The AMR provides information about how Local Plan policies are performing. This year's report reiterates the excellent housing delivery rates with 365 net completions and shows this year as the first year without a shortfall. Additionally, it shows that additional employment land is needed in order to meet the Local Plan target. Also, it shows that there has been an increase of 59% in visitor footfall in the town centre (still a decrease in footfall of 33.59% in comparison to pre-pandemic levels) and that The Church of St James the Greater has been removed from the Heritage Assets at Risk register.
- 1.3 The IFS provides a summary of all financial and non-financial developer contributions' activity for the previous financial year. It shows that a total of £193,359 were secured from section 106 agreements signed in 2021/22. 32 affordable homes and one on-site open space were secured. It also shows that £313,880 were received and covered projects such as Police, Village Halls, Health Care, Affordable Housing and Monitoring. This sum is expected to increase thanks to the larger developments that are expected next year.

2 Recommendation(s)

That Cabinet:

- 2.1 **Notes the updated Authority Monitoring Report in Appendix 1 and the Infrastructure Funding Statement in Appendix 2 and approves their publication.**
- 2.2 **Notes that in future these reports will be updated annually by the Local Plans Team in consultation with the Local Plan Working Group (where necessary) prior to publication.**

3 Reason for Recommendations

- 3.1 To ensure that the Council meet the legal requirement to update to the Authority Monitoring Report in accordance with the Planning and Compulsory Purchase Act 2004 (as modified by the Localism Act 2011).
- 3.2 To ensure that the Council meet the legal requirement to update the Infrastructure Funding Statement in line with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.
- 3.3 To streamline the decision process by engaging with the Local Plan Member Working Group in order to acknowledge the content in future AMRs and IFSs annual updates.

4 Background

Authority Monitoring Report (AMR)

- 4.1 The report covers the period April 2021 – March 2022, although some sections contain information from later in 2022. It reports on a number of statistics, and it needs to be published at least once every year.
- 4.2 The AMR provides information about the Local Plan, how policies are performing, the Supplementary Planning Documents, Neighbourhood Plans, the Duty to Cooperate and Developer Contributions.
- 4.3 When compared with last year's AMR these are the main changes that have been identified:
 - 4.3.1 The South Sustainable Neighbourhood is recording the first completions this year and the North is starting to deliver on a higher rate. The progress is slightly slower than expected (the original 2023-target was of 200 dwellings built in each of the Sustainable Neighbourhoods; whilst approximately 100 units per Sustainable Neighbourhood are expected to be recorded for next year).
 - 4.3.2 Overall, the level of housing delivery in the Borough is excellent. 365 completions were registered this year and no shortfall is identified for the first time since 2011.
 - 4.3.3 There is a reduction in the delivery of affordable housing due to some movement from acquisitions of the affordable housing on market housing section 106 sites towards the delivery of 100% affordable housing sites, which have not come forward in this financial year. A higher number of affordable dwellings are expected next years due to these 100% affordable housing sites and the permission in the Sustainable Neighbourhoods.

- 4.3.4 During this year a review of the employment land baseline was undertaken. In order to fulfil the Local Plan requirement for 50.75 hectares of employment land additional 7.48 hectares will be needed. This figure will be refined in due course.
- 4.3.5 The number of completions in the rural area since 2011 is 54% of the total. Considering sites with planning permission, allocations and completions, this figure will be closer to 30-35% by 2036.
- 4.3.6 Between April 2021 and March 2022, the town centre saw a total visitor footfall of 1,584,001, compared to the previous April-March period of 993,526 this is an increase in visitor footfall of 59.43%. Compared to the pre covid footfall figure reported in the 2019 AMR of 2,385,249, this is a decrease in footfall of 33.59%. The vacancy rate in the town centre is 7.45%.
- 4.3.7 No net changes have been reported in relation to Local Wildlife Sites, Sites of Special Scientific Interest or Local Geological Sites. The same can be said about Listed Buildings, Historic Parks and Gardens, Scheduled Monuments and Conservation Areas.
- 4.3.8 The Church of St James the Greater, Church Lane, Ab Kettleby has been removed from the Heritage Assets at Risk register (not considered at risk of being lost as result of neglect, decay, or inappropriate management).
- 4.3.9 A summary about self/custom building is provided. 19 new entries (a total of 62) have been recorded in the register. 11 sites (8 certain, 3 possible) have been given planning permission for serviced plots suitable for self/custom build.
- 4.3.10 The report covers progress made in relation to the Duty to Cooperate making reference to the Statements of Common Ground that were signed in relation to the Strategic Warehousing and Logistic Needs and the Housing and Employment Land in relation to Leicester and Leicestershire Housing and Employment Needs to 2036.
- 4.3.11 Two additional Neighbourhood Plans were 'made' during this period: Bottesford and Stathern.
- 4.3.12 Information is provided in relation to the Developers Contributions, however more updated details are covered in the Infrastructure Funding Statement (see next section).

Infrastructure Funding Statement

- 4.4 The report updates the previous Infrastructure Funding Statement (IFS) and it covers the period between 1st of April 2021 and 31st of March 2022. The document provides a summary of financial and non-financial contributions activity for the previous financial year.
- 4.5 During this period the Council has transferred funds towards the refurbishments of Nether Broughton's Village Hall, the refurbishment of the Melton Police Station and level crossing decking at Bottesford.
- 4.6 The report covers those contributions that are applicable to Melton Borough Council. For other contributions relating to applications within the Borough please see the [Leicestershire County Council's Infrastructure Funding Statement](#).
- 4.7 Four financial contributions were secured from section 106 agreements signed in 2021/22. These can be summarised as follows:

Planning Application	Location	Purpose	Contribution Amount (£)
19/00709/FUL	Hose Lane Long Clawson	Affordable Housing	£35,000.00

Planning Application	Location	Purpose	Contribution Amount (£)
		Section 106 Monitoring Fees	£350.00
19/01302/FUL	Land of West of Main Street Stathern	Open space and leisure	£9,540.00
		Healthcare	£22,435.00
		Open space and leisure	£22,108.00
		Community facilities	£92,376.00
		Section 106 Monitoring Fees	£1,200.00
20/00591/OUT	Land OS 469098 313572 Pasture Lane Gaddesby	Only LCC Contributions	£0.00
20/01233/FUL	Somersby Methodist Church High Street Somersby	Community facilities	£10,000.00
		Section 106 Monitoring Fees	£350.00
Total			£193,359.00

4.8 32 houses are the total affordable housing secured from section 106 agreements signed in 2021/22. This is split as follows: 19/01302/FUL (24), 20/00591/OUT (2) and 20/01388/OUT (6).

4.9 The only non-monetary contribution secured is an on-site open space for 19/01302/FUL in Stathern.

4.10 The financial contributions received in 2021/22 are as follows:

Planning Application	Location	Purpose	Contribution Amount (£)
14/00808/OUT	Melton Spinney Road, Thorpe Arnold	Police	£37,770.74
15/00933/FUL	Long Clawson Dairy 7 Langar Lane Harby	Community facility (Village Hall)	£8,311.5
15/01019/OUT	Field OS 3500 Hecadeck Lane Nether Broughton	Community facility (Village Hall)	£18,058.63
		Section 106 Monitoring Fees	£820.84
19/00342/OUT	Land At South Of Hill Top Farm St Bartholomews Way Melton Mowbray	Healthcare	£18,222.74
		Section 106 Monitoring Fees	£1,750.00
19/01302/FUL	Land of West of Main Street, Stathern	Section 106 Monitoring Fees	£1229.00
19/01354/FUL	Catherine Dalley House Scaford Road Melton Mowbray	Affordable Housing	£215,121.95
		Healthcare	£12,594.73
Total			£313,880.13

4.11 This total is low, but it relates to the period 2016/17 when planning applications were low given the imminent adoption of the Melton Local Plan. This amount is expected to increase in the next years.

4.12 The allocated/transferred (not spent) developer contributions are as follows:

Planning Application	Location	Contribution Amount (£)	Allocated towards	Status
13/00877/OUT	King Edward VII Upper School Burton Road Melton Mowbray	£7,922.38	Police	Not Spent
14/00808/OUT	Field No 3968 Melton Spinney Road Thorpe Arnold	£ 37,770.74	Police	Not Spent
14/00980/OUT	Field No 0070 Station lane Asfordby	£10,714.55	Police	Not Spent
15/00933/FUL	Long Clawson Dairy 7 langar Lane Harby	£ 16,623.00	Community Facilities (Harby Village Hall)	Not Spent
15/01019/OUT	Field OS 3500 Hecadeck Lane Nether Broughton	£820.84	Monitoring (MBC)	Not Spent
19/00342/FUL	Land at South of Hill Top Farm St Bartholomew's Way, Melton Mowbray	£1,750.00	Monitoring (MBC)	Not Spent
19/01302/FUL	Land West of Main Stathern	£1,229.00	Monitoring (MBC)	Not Spent

4.13 The amount of money that was spent during 2021/22 is as follows:

Planning Application	Purpose	Contribution Amount (£)	Infrastructure/Project	Status
13/00877/OUT	Police	£43,731.33	Contribution towards the refurbishment of Melton Police Station.	Spent by Police
14/00980/OUT	Police	£28,765.28	Contribution towards the refurbishment of Melton Police Station.	Spent by Police
15/01019/OUT	Community Facilities	£18,058.63	Contribution towards ongoing major refurbishment of village hall; - Modernise kitchen	Nether Broughton Village Hall
16/00577/FUL	Community Facilities	£4,606.25	Contribution towards ongoing major refurbishment of village.	Spent by Nether Broughton Village Hall
17/00641/OUT	Travel and Travel	£13,097.14	Allocated to level crossing decking at Bottesford	Spent by Network Rail
Total Amount		£108,258.63		

- 4.14 Finally, £15,000 have been retained at the end of 2021/22 in relation to the application reference 13/00552/FUL. The purpose of this retention relates to the wind turbine decommissioning bond that has been held by Melton for 5 years. It will be held by the Council for 25 years after the wind turbine was first switched on.
- 4.15 The report also identifies future infrastructure projects. These are:
- 4.15.1 Affordable Housing as an identified need in the Melton Local Plan and as supported by the Housing Mix and Affordable Housing Supplementary Planning Document.
- 4.15.2 Open Spaces as illustrated in the Open Space Strategy and Action Plan. This strategy focus on creating and maintaining open spaces within the town. Developer contributions need to apply to new open space provision, but also to secure resources to maintain current open spaces.
- 4.15.3 Healthcare and the implementation of primary healthcare infrastructure in collaboration with East Leicestershire & Rutland ICB and the Lincolnshire ICB. These contributions may help with the expansion of GP practices, creation of new ones, investment in new equipment, etc...
- 4.15.4 MMDR as a key infrastructure project (subject to the County Council's decision to progress, pause or halt the project).

5 Main Considerations

- 5.1 The Melton Local Plan was adopted in October 2018. There is a requirement to maintain an up-to-date Local Plan, and to do so it must be reviewed at least every 5 years, or then considered 'out of date'.
- 5.2 Based on initial consultation with the Members Working Group, a partial and limited review of the well-performing adopted Melton Local Plan is expected. The Local Development Scheme sets out the timetable for this review.
- 5.3 There is a legal requirement to update to the Authority Monitoring Report in accordance with the Planning and Compulsory Purchase Act 2004 (as modified by the Localism Act 2011).
- 5.4 There is a legal requirement to update the Infrastructure Funding Statement in line with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.
- 5.5 Given their technical nature, these two reports have not been considered part of a decision-making process in the past. However, due to the commencement of the Local Plan Review, it has been considered desirable to inform members about the content of the documents as they will form part of the evidence base during the review.
- 5.6 As these are technical documents, not the same level of scrutiny is considered needed in future years. The Melton Local Plan Working Group will be informed and engaged in future annual updates prior to their publication in order to streamline the process.

6 Options Considered

- 6.1 Cabinet notes the content of the reports and approves future publications following the acknowledgement of the Melton Local Plan Working Group. This is the recommended option.
- 6.2 Cabinet notes the content of the reports and does not approve the Working Group route. This could be because a higher level of scrutiny is needed (Cabinet route) or because a

lower level of scrutiny is considered necessary (publication without members' involvement). The first option (Cabinet route) may involve unnecessary delays in the publication of the documents and an additional duty while the planning policy team will be busy undertaking the review of the local plan. The second option could be a risk of omitting relevant information to members before the documents are in the public domain.

7 Consultation

7.1 No consultation is needed for the publication of these technical documents.

8 Next Steps – Implementation and Communication

8.1 Subject to the resolution of Cabinet to publish the AMR and the IFS, it is proposed that the documents will be available on the Council's website at <https://www.meltonplan.co.uk/amr> and <https://www.meltonplan.co.uk/ifs> respectively.

9 Financial Implications

9.1 The publication of the reports does not have financial implications; however, the IFS reports about developers' contributions and the financial impacts these have. It also makes a prediction of an increased number of contributions for next year.

Financial Implications reviewed by: Director for Corporate Services

10 Legal and Governance Implications

10.1 The purpose of Authorities' Monitoring Reports (AMRs), is to report progress on the local plan against the timetable and milestones set out in the Local Development Scheme (LDS), and to assess the extent to which planning policies are being implemented. It is a legal requirement to update to the Authority Monitoring Report in accordance with the Planning and Compulsory Purchase Act 2004 (as modified by the Localism Act 2011).

10.2 The [Community Infrastructure Levy \(Amendment\) \(England\) \(No. 2\) Regulations 2019](#) came into force on 1 September 2019. Under these regulations, Infrastructure Funding Statements (IFS) have replaced CIL Regulation 123 Lists as the mechanism through which projects are identified for CIL funding. The IFS will provide a summary of all financial and non-financial developer contributions relating to Section 106 and CIL within the Borough. It will include a statement of infrastructure projects or types that we intend to, or may wholly or partly funded by CIL. It is a legal requirement to update the Infrastructure Funding Statement in line with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.

10.3 Going forward, engagement with the Local Plan Working Group prior to publication will be undertaken where necessary.

Legal Implications reviewed by: Monitoring Officer

11 Equality and Safeguarding Implications

11.1 Equality and safeguarding implications are not identified with the publication of these reports.

12 Community Safety Implications

12.1 Similar to the above. Community Safety Implications are not identified.

13 Environmental and Climate Change Implications

- 13.1 Although the publication of the reports do not have environmental and climate change implications the AMR reports about a number of Local Plan policies that are related to these topics. During the period covered by this AMR, decisions contrary to the environment policies in the Local Plan have not been recorded. The number of biodiversity, geodiversity and heritage assets remains the same than in the previous year with the exception of the number of Heritage Assets at Risk that has been reduced by one.

14 Other Implications (where significant)

- 14.1 None

15 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	Level of engagement with members is not considered enough for the publication of the AMR and the IFS	Low	Marginal	Low
2	Level of engagement with members is considered too burdensome for the publication of the AMR and the IFS	Low	Marginal	Low

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High				
	4 Significant				
	3 Low		1,2		
	2 Very Low				
	1 Almost impossible				

Risk No	Mitigation
1	Monitoring relevance of the reports and their conclusions. Proposing Cabinet approval for future reports.

2	Monitoring relevance of the reports and their conclusions. Proposing direct publication for future reports.
----------	---

16 Background Papers

None

17 Appendices

17.1 Appendix 1. Authority Monitoring Report 2022

17.2 Appendix 2. Infrastructure Funding Statement 2022

Report Author:	Jorge Fiz Alonso , Senior Planning Policy Officer
Report Author Contact Details:	01664 502463 jfizalonso@melton.gov.uk
Chief Officer Responsible:	Pranali Parikh , Director for Growth and Regeneration
Chief Officer Contact Details:	01664 504321 PParikh@melton.gov.uk