



Duty to Co-operate

Fylde Coast Authorities and Lancashire County Council

JOINT MEMBERS AND OFFICERS ADVISORY STEERING GROUP MEETING

Monday 30 March 2015

10-11.30 am

Committee Room 2, Civic Centre, Poulton-le-Fylde

MINUTES

Attendees:	
Fylde Council: Cllr Trevor Fiddler (TF), Mark Evans (ME), Julie Glaister (JG)	
Wyre Council: Cllr Pete Murphy (PM) (Chair for the Meeting), Cllr Ron Greenhough (RG), David Thow (DT), Rea Psillidou (RP), Neil Macfarlane (NM)	
Blackpool Council: Jane Saleh (JS), Cllr Fred Jackson (FJ)	
Lancashire County Council: CC Marcus Johnstone (MJ) Marcus Hudson (MH)	
Item and Discussion	Action(s)
1. Apologies:	
Fylde Council: Cllr Ben Aitken Blackpool Council: Cllr Gillian Campbell	
2. Minutes and Actions Arising from meeting on 21 January 2015	
Agreed.	None
3. Note of Officer Meeting on 9 March 2015	
Agreed. Noted that the Fylde Coast Growth Accelerator Strategy was deferred for Board endorsement on 25 March and is now likely to be endorsed by 10 April.	None
4. Redrafted Memorandum of Understanding (MoU)	
RP introduced the item and indicated that officers are now satisfied	JS to amend and

<p>with the document. MH agreed.</p> <p>JS highlighted changes to the MoU and three further minor changes were requested which were:</p> <ul style="list-style-type: none"> • Paragraph 4.31 bullet 5 clarify that it is Warton Enterprise Zone. • Page 12 box bullet 5 – add “and other stations” after Blackpool North. • Paragraph 4.44 add reference to the Green Belt between Warton and Kirkham and between St Anne’s and Blackpool. <p>Subject to changes above, the redrafted Memorandum of Understanding was agreed and would be recommended for approval by each Council in June.</p>	<p>recirculate. Final MoU for approval by each Council in June.</p>
<p>5. Draft Fylde Coast Highways and Transport Masterplan update</p> <p>MH gave details of the comments received from the public consultation that closed on 20 February. Responses include:</p> <ul style="list-style-type: none"> - The Masterplan offers little for Fleetwood. - A hovercraft service should connect the Fleetwood peninsula. - There was concern regarding the removal of Blue Route protection from the public and objection from Fylde and Wyre Councils pending the completion of technical work and progression of Local Plans. - MH indicated that the Blue Route could be considered in sections rather than as a whole and this would assist some delivery within local plan timescales. - The South Fylde line would remain with strong emphasis. - Proposals for the Blackpool North – Talbot Gateway interchange were widely endorsed. - Cross authority connections need to be considered further. <p>Publication of a revised Masterplan was expected in June/ July.</p>	<p>Noted</p>
<p>6. Draft Guidance on Oil and Gas Exploration, Production and Distribution (SPD) update</p> <p>MH gave details of the consultation which closed on 2 March. The SPD is a tools and techniques document that does not introduce new policy and consequently had not captured the public’s imagination. Responses included:</p> <ul style="list-style-type: none"> - There needs to be greater consideration given to flexibility in locating well heads due to the ability to use directional drilling. This could mean that sites could be industrial areas rather than countryside. - Cumulative impacts need greater referencing. - Climate change needs greater referencing. 	<p>Noted</p>

7. Local Plan / Core Strategy updates

Wyre

RP - were updating their Employment Land Study (ELS) to be completed by June. It will establish a local job growth figure that will feed into the SHMA in order to define a housing requirement. Strategic Flood Risk Assessment (SFRA) and highway evidence were also being updated and the latter would establish how much development could be located on the A6.

A Green Belt Study was being commissioned to undertake a local review of boundaries within Wyre. The Study was being progressed subsequent to advice received from a Planning Inspector. **RP** indicated that there may be significant constraints to meeting OANs in Wyre such as flood risk and transport. As such Wyre will discuss cross boundary issues and may ask if other authorities are able to meet Wyre's needs.

TF was strongly of the view that the Green Belt should be maintained and expressed concerns that a review in Wyre may create pressure to review Green Belt in Fylde. **ME** indicated that development constraints in Wyre may not necessarily follow in Fylde.

Wyre's Issues and Options report is being prepared for consultation between mid-June and the end of July and will contain three broad scenarios for the scale and distribution of development as well as site development options.

Fylde

JG indicated that plans to issue a revised preferred option as a 'Part 1' had changed to a single local plan. Evidence gathering had continued with a call for sites and a redrafting of town centre boundaries. The SHLAA was also being looked at. A Steering Group was to take place to agree the 5 year supply, delivery, density and deliverable area of sites etc.

A revised Preferred Option will be drafted by April and considered by the Planning Policy Committee in June with public consultation expected at the beginning of October.

A meeting in relation to pink footed geese was taking place on 1 April. This has been a notable issue for Fylde.

Blackpool

JS explained that the Core Strategy Examination would commence on 11 May and was expected to last for 4 days. 9 matters had been raised with 100 issues and statements of response were due by 22 April. It was hoped that the Core Strategy would be adopted by September. Work would be commencing on the Part 2 Site

Noted

<p>Allocations and Development Management Local Plan in the summer and would take 3 years to adopt.</p> <p>A Gypsy and Traveller call for sites was underway, closing on 17th April.</p> <p>Additional discussion took place in relation to Gypsies and Travellers. Wyre received 3 responses in relation to their call for sites. The Inspector has asked Blackpool a specific question in relation to Blackpool's and the sub-region's need for accommodation.</p>	
<p>8. Any Other Business</p> <p>None.</p>	
<p>9. Next Meeting</p> <p>To be held at Blackpool Council Offices during the first 2 weeks of June after the Core Strategy Examination.</p>	<p>JS to confirm</p>

Wyre and Fylde - Duty to Cooperate Meeting

8th May 2015

Present:

Rea Psillidou (RP)

Julie Glaister (JG)

Matthew Maule

An agenda for the meeting was produced and circulated at the start of the meeting.

Local Plan Updates

RP provided an update on the Wyre Local Plan.

JG provided an update on the Fylde Local Plan.

Housing

RP explained that work to define Wyre's Objectively Assessed Need (OAN) for housing is ongoing. However, as highways and flood risk constraints may prevent Wyre from meeting its OAN in full, RP raised the possibility that Wyre may need to engage with neighbouring authorities through the Duty to Cooperate to establish whether a proportion of Borough's housing needs can be met in neighbouring authorities.

JG stated that there may be planning and political reasons which would prevent Fylde from accepting a proportion of Wyre's housing needs.

Outcome: RP and JG agreed that this issue may need to be revisited once Wyre's OAN figure has been determined and it is known whether this level of housing can be delivered in the Borough.

Green Belt

RP provided an overview of the Green Belt Review which has been commissioned and explained that this would look at parcels of land that straddles the boundary between Wyre and Fylde.

JG confirmed that Fylde do not have any concerns with the principle of Wyre undertaking this review. However, as the review has not been completed, Fylde are not in a position to know whether it would undermine the Green Belt in Fylde and, by extension, whether it would raise any strategic cross boundary issues.

Outcome: RP and JG agreed that the findings of the Green Belt Review would be shared with Fylde and further discussions would take place if it raised any strategic cross boundary issues.

Gypsies, Travellers and Travelling Showpeople

RP explained that despite undertaking a recent 'call for sites' exercise, Wyre has not yet been able to identify a suitable site to meet the established need for gypsy and traveller pitches in the Borough. RP therefore raised the possibility that Wyre may need to engage with neighbouring authorities through the Duty to Cooperate to establish whether some of the Borough's need for gypsy and traveller pitches could be met in neighbouring authorities.

JG confirmed that Fylde is also struggling to identify suitable sites to meet their need for gypsy and traveller pitches.

Outcome: RP and JG agreed that gypsies, travellers and travelling showpeople could be a strategic cross boundary issue which should be raised at the Fylde Coast Authorities level.

Employment

RP explained that Wyre is unlikely to propose any extensions to Poulton Industrial Estate in its emerging Local Plan. Some employment development may take place at the Nightjar site near Inskip but this is an existing employment site and any new provision is likely to cater for local need.

JG confirmed that employment development on the Nightjar site is unlikely to raise any issues for Fylde if it is of an appropriate scale and caters for local need.

Outcome: RP and JG agreed that employment development is unlikely to be a strategic cross boundary issue for Fylde and Wyre which would require further joint working through the Duty to Cooperate.

Transport and South East Poulton le-Fylde

RP explained that a site to the south east of Poulton-le-Fylde was being considered for development through the Local Plan process but that this site does not have an existing access to the highways network. As a result, the release of this site for development would be likely to require the provision of a new road linking the site to Garstang Road East to the east of Poulton Industrial Estate. This road would need to be within Fylde and Lancashire County Council (LCC) Highways are presently undertaking an initial assessment of the feasibility of this road linking into the proposed Singleton bypass. This road would also help alleviate existing traffic issues in the Poulton town centre.

JG explained that there was potential for this road to impact on the landscape or the setting of Singleton / Singleton Hall. However, without having any further details on the route of this road, JG confirmed that it was difficult to know whether it would be something that Fylde could support.

Outcome: RP and JG agreed that there is need for Wyre, Fylde and LCC Highways to meet to discuss the Singleton bypass and the possibility of a new road connecting this bypass to the South East Poulton site.

Little Eccleston

JG stated that there is a current application for approximately 25 dwellings in Little Eccleston but the Council does not intend to allocate sites for development in Little Eccleston in their Local Plan.

Outcome: RP and JG agreed that development in Little Eccleston is unlikely to be a strategic cross boundary issue that would require further joint working through the Duty to Cooperate.

Natural Environment / Green Infrastructure

Outcome: RP and JG agreed that the respective Local Plans are unlikely to adversely affect any green corridors and, as a result, the natural environment and green infrastructure are unlikely to be strategic cross boundary issues that would require further joint working through the Duty to Cooperate.

	future intentions and work to inform A585, Singleton Bypass and M55-Norcross Link.	
7.	<p>District officers updated the group on local plan progress.</p> <p>Fylde: with the decision by the Borough Council to produce a single plan, officers have prepared a revised preferred option for consultation between October and November 2015. Fylde officers have approached LCC with questions on transport and highways matters in support of this process.</p> <p>Wyre: consultation over summer has finished on the Issues and Options document, this will feed into producing the draft local plan for consultation in early 2016. RP highlighted the transport issues and land constraints facing Wyre in delivering its housing provision. Work to inform the transport implications of the options is underway with work commissioned from Jacobs through LCC. Wyre officers, on behalf of the authority, are preparing to make a formal approach to neighbouring authorities to request whether a proportion of Wyre's housing needs could be met in neighbouring districts.</p> <p>Blackpool: The publication of the Inspector's Report is awaited following examination earlier this year, officers hope to be able to move to adoption in early 2016.</p>	<p>MH to note and respond to questions</p> <p>RP/MH to oversee transport work</p> <p>RP to follow up with written request as necessary</p>
8.	JS explained that the Inspector had asked the Council to consider a series of proposed main modifications to the Core Strategy which have been published for consultation until early October.	-
9-14	Updates were provided on ongoing studies and emerging guidance and noted by the group.	-
15	<p><u>AOB</u></p> <p>ME flagged the request to LCC for Fylde H&T exhibition material. A board was provided at the meeting.</p>	-
11	<p><u>Date of Next Meeting</u></p> <p>To take place in early December 2015, to be hosted by Fylde BC. ME to offer dates</p>	ME

DUTY TO CO-OPERATE
FYLDE COAST AUTHORITIES AND LANCASHIRE COUNTY COUNCIL
OFFICERS MEETING
7th DECEMBER 2015
2.00 PM
RECEPTION ROOM
ST ANNES TOWN HALL

MINUTES OF MEETING

Attendees:

Jane Saleh (JS) - Blackpool Council
 Rea Psillidou (RP) - Wyre Borough Council
 David Thow (DT) - Wyre Borough Council
 Marcus Hudson (MH) - Lancashire County Council
 Mark Evans (ME) - Fylde Council
 Julie Glaister (JG) - Fylde Council
 Kirstine Riding (KR) - Fylde Council
 Mark Sims (MS) - Fylde Council
 Mike Eastham (MFE) - Fylde Council

Agenda Item		Action
1.	Apologies Rob Green (RG) - EDC Emma Prideaux (EP) - Lancashire County Council	
2.	Minutes of 22 September 2015 – It was agreed that the draft minutes be finalised and re-circulated for approval at the next officers meeting.	MH
3.	Matters arising – To be discussed at the next officers meeting.	All
4.	LEP Update including update on the Enterprise Zones In EP's absence, MFE read out an email update: Kathryn Molloy is now back as Head of LEP coordination.	No action required

	<p>One of the LEP's key priorities is to bring forward the Enterprise Zone (EZ) sites. Following announcements on Blackpool Airport and Hillhouse, Lancashire now has 4 sites and these have been referenced by Government as key to the Northern Powerhouse. The EZ Governing Body is looking to set up a Board for each site and developing implementation plans for each. The LEP will work with partners to do this and private sector involvement will be particularly crucial.</p>	
5.	<p>Fylde Coast Growth Accelerator Strategy (GAS).</p> <p>ME updated the Group on the GAS and that RG presented a paper to the Board on the level of growth on the Fylde Coast and he was told to come back with a higher figure. When RG reported back to the Board with a revised figure he was informed that the level of growth was too high. Consequently, the Fylde Coast Authorities are not going to adopt the Strategy as it was highly aspirational.</p> <p>A discussion ensued about the level of housing growth projected in the development plans for the three Fylde Coast Authorities, based on Objectively Assessed Need (OAN). The economic growth aspirations in the development plans, which predicate the levels of housing growth, are based on Experian's projections for Fylde and Wyre Councils and Oxford Economics projections for Blackpool Council. It was agreed that there needed to be a reality check, taking on board pre-inquiry advice and that a great deal depends on the approach taken by inspectors at EiPs.</p>	No action required
6.	<p>The provision of Affordable Housing at Fylde</p> <p>KR, the Housing Manager at Fylde Council gave a presentation on delivering affordable housing in Fylde. The challenges of engaging with Registered Providers to take on affordable units were highlighted, together with the measures that Fylde Council were implementing to address this issue and find a solution. A copy of KR's paper has been circulated to all of the officers on the circulation list for the Fylde Coast Authorities and LCC Duty to Cooperate meetings.</p> <p>JS commented that commuted sums are used for regenerating inner areas of Blackpool. JS was concerned that if developers were providing starter homes on sites, that commuted sums for affordable housing will not be forthcoming. RP said that starter homes in real terms do not constitute affordable housing. After 5 years, starter homes will revert to market housing. In addition, starter homes will only be available for people up to 40 years of age. RP has asked Keppie Massie consultants whether the provision of starter homes would have an effect on plan viability since the Government is proposing that starter homes will count as affordable housing.</p>	Affordable Housing is to be a standing item on the agenda for all future meetings.
7.	The Implications of Growth on the Highway Network	

	<p>RP reported that Blackpool has raised concerns over developments in Wyre with regards to implications on the highways network in Blackpool. The issue is where the balance lies between the ambitions for economic growth on the FC and highway implications. Reference was made to the NPPF requiring impact to be 'severe'.</p> <p>JS reported that transport staff at Blackpool are carrying out further work on the capacity of the highway network with respect to the amount of housing being proposed in the emerging Wyre Local Plan. JS highlighted that it did not appear that the 4,200 dwellings in the Blackpool Local Plan had been taken into account in the highway assessments undertaken by Wyre's consultants. JS talked about finding the balance between economic benefits and congestion on the road network.</p> <p>RP referred to the use of the 'Graham Model' to provide highways evidence; an approach also used by West Lancashire Borough Council.</p> <p>MH referred to the need for a modal shift away from the car to other forms of transport.</p> <p>RP mentioned a meeting with LCC and Highways England that is taking place on Wednesday 9th December 2015 at Wyre Council offices about the M6 corridor and east / west links. JG requested that an officer from Fylde Council attend the meeting.</p> <p>ME referred to the Growth Point work and the assumptions that people would live and work locally, whereas in reality people often live miles from their place of work. ME went on to highlight an appeal decision which was allowed for 367 houses on land at Blackfield End Farm in Warton. The inspector commented that although the development would result in having significant impact on the highway network, it was not 'severe' and there was an overriding housing requirement which needed to be met.</p>	<p>MS or MFE to attend a meeting on transport and the highway network at Wyre Council offices on Wednesday 9th December.</p>
<p>8.</p>	<p>Local Plan, Core Strategy and Site Allocations DPD Updates</p> <p>Blackpool – JS reported that the Inspector's report into the EiP for the Core Strategy supports the council's housing figure. A report will be going to Executive and Full Council in January 2016 recommending adoption of the Core Strategy.</p> <p>Wyre – RP reported that following Counsel's advice, sensitivity testing is being carried out on the ELR Update and Wyre SHMA Addendum II using Oxford Economic and Cambridge Econometric datasets. Wyre is also progressing its highway and flood risk evidence which are two main constraints limiting how much of the objectively assessed need (OAN) can be delivered.</p> <p>Fylde – JG reported on the 7 week consultation into the Revised Preferred Option version of the Local Plan and the Infrastructure Delivery Plan, from 15 October to 3 December 2016 and the submission</p>	

	<p>of approximately 200 representations. The Publication version of the Local Plan will be issued in Summer 2016.</p> <p>Lancashire – MH reported on a review of the Joint Lancashire Minerals and Waste Local Plan and the draft SPD on shale gas. There is a need to resume the Joint Authorities (Lancashire, Blackburn with Darwen and Blackpool) on shale gas. A decision needs to be made over whether to devise a spatial strategy for shale gas, or to adopt a criteria based policy approach. Nothing is happening on the policy approach to shale gas until after the appeals in February 2016.</p>	
9.	<p>Gypsy and Traveller Sites update</p> <p>RP had asked David Manley QC, the barrister advising Wyre Council and JG will ask Jonathan Easton, the barrister assisting Fylde Council about the approach to take vis-à-vis Gypsies and Travellers, following Central Government’s amendment to the definition. Wyre’s barrister had advocated a light touch to the issue. RP confirmed that Len Harris at Wyre Council had a number of questions regarding the change in definition of gypsies and travellers and especially on bricks and mortar for ORS, the consultants that prepared the Fylde Coast Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (GTAA).</p> <p>JS commented that potentially it will be the travelling community that will legally challenge the revised guidance. The revised guidance talks about a minimum of 8 weeks stopping travelling. It was agreed that RP and JG would write to their respective barristers and seek their legal opinion. A meeting is scheduled to take place at Wyre Council offices on Friday 18 December to discuss this matter further.</p> <p>MFE commented on the need for a meeting of the County wide forum on Gypsies and Travellers, which was last held in November 2014 at County Hall. Issues such as the new definition of gypsies and traveller in the revised guidance should be an item on the next meeting. It was agreed at the last meeting of DPOG that Lancaster City Council would reconvene this meeting.</p>	<p>JG to write to Jonathan Easton and RP to write to David Manley QC seeking their legal opinion over the extent of the work required to meet the requirements of the revised guidance.</p> <p>JS, RP and JG to attend a meeting at Wyre Council offices later in December.</p>
10.	<p>Renewable Energy Study update</p> <p>There was a discussion about the information on wind energy contained in the Renewable Energy Study prepared by SQW / CLASP, in light of the ministerial statement. JS raised concerns about the study’s conclusions about wind energy potential across Blackpool. Discussion was had as to whether it would be useful to approach SQW and request a review of the Study and, if necessary for the document to be amended.</p> <p>DT considered whether, if we asked parish councils whether they would support wind energy development within their local plan area and the answer was no, would that be sufficient evidence to say that there isn’t local support and therefore we do need to define areas on the Local Plan’s Policies Map.</p>	<p>JS to contact SQW to review the Renewable Energy Study.</p> <p>JG to contact the barrister, Jonathan Easton and ask him what steps need to be taken to comply</p>

	<p>MFE commented that the number of planning applications for solar farms is increasing in Fylde and consequently, there is a need for solar farms to be included in renewable energy policies in development plans and in background papers on the subject. Consequently, if the Renewable Energy Study is to be amended, then SQW should be asked to include solar farms in the revised document.</p>	<p>with the ministerial statement on wind energy.</p>
11.	<p>Any Other Business</p> <p>RP asked if we needed a signed copy of the Memorandum of Understanding (the MoU), which was amended in July 2015.</p> <p>RP highlighted that the current SPDs linked to the existing development plans will not be carried forward with the emerging local plans. It was agreed that the Fylde Coast Authorities should consider preparing another joint SPD on house extensions, which should include design in general. A wider discussion ensued about SPDs to accompany the emerging local plans including the following subjects: the Green Infrastructure network, Affordable Housing, Biodiversity (Nature Conservation) and possibly one on Parking Standards. The SPDs could be submitted to the Inspectors with the local plans, or be prepared after the plans have been adopted by the respective councils.</p>	<p>Have a signed copy of the amended MoU.</p> <p>Fylde Coast Authorities to consider preparing joint SPDs including a Design SPD to accompany the emerging development plans.</p>
12.	<p>Date and venue of next meeting</p> <p>Officers meeting – Wyre Council Offices, Poulton - March 2016</p> <p>Members meeting – Blackpool Council Offices - March 2016</p> <p>(Consider the agenda for the Members meeting, possible items: Transport & Highway Network and Gypsy and Traveller Sites)</p>	<p>RP to arrange</p> <p>JS to arrange</p>

DUTY TO CO-OPERATE
FYLDE COAST AUTHORITIES AND LANCASHIRE COUNTY COUNCIL

OFFICERS MEETING

5th April 2016

1.30 PM

COMMITTEE ROOM 2

WYRE CIVIC CENTRE

MINUTES OF MEETING

Attendees:

- Jane Saleh (JS) - Blackpool Council
 Stephen Lamb (SL) - Blackpool Council
 Rea Psillidou (RP) - Wyre Borough Council
 David Thow (DT) - Wyre Borough Council
 Fiona Riley (FR) - Wyre Borough Council
 Mark Evans (ME) - Fylde Council
 Julie Glaister (JG) - Fylde Council
 Emma Prideaux (EP) - Lancashire County Council

Agenda Item		Action
1.	Apologies Marcus Hudson (MH) - Lancashire County Council Kathryn Molloy (KM) – Lancashire County Council Mark Sims (MS) – Fylde Council Rob Green (RG) – EDC	
2.	Minutes of 7 December 2015 – It was agreed that the draft minutes be finalised and re-circulated for approval at the next officers meeting.	
3.	Matters arising – None other than matters on the agenda.	
4.	LEP Update EP provided an update on the four Enterprise Zones (EZ). Blackpool and	

	<p>Hillhouse EZ sites have now been confirmed by the Government. The roles of the individual boards for each EZ will be discussed at a meeting of the EZ Governing Body on 1 June 2016.</p> <p>LEP submitted comments on St Annes Neighbourhood Development Plan regarding reference to the Blackpool Airport EZ and their role.</p> <p>RP discussed that a Growth Bid for Highways improvement for South Poulton-le-Fylde will be needed for the Local Plan Publication stage. This should reflect the process undertaken at Preston. Dave Colbert will progress the Growth Bid through the LEP Transport Board.</p> <p>There was a discussion on the role of a combined authority and how a Growth Bid could be taken forward.</p> <p>ME – A report on the Combined Authority will go to Full Council on 11 April.</p>	No action required
5.	<p>Update on Blackpool Airport and Hillhouse Enterprise Zones.</p> <p>In RG absence, JS read out an email update:</p> <p>Both went live on Friday and we have circa 42 enquiries between them: Web sites at Blackpoolez. Com and HillhouseEZ. Com.</p> <p>First occupants announced for Blackpool and work on Energy College underway on site of old airport terminal.</p> <p>Masterplan for both sites will be commissioned by end of April to report back in August and will involve appropriate consultation with all 4 councils.</p> <p>EDC will run both new sites subject to final approval of LEP but as yet no resource to do this confirmed.</p> <p>Looking to get a standard protocol on respect of NNDR ie no rates relief for retail but still working on that agreement.</p> <p>DT discussed that Blackpool and Wyre should agree a protocol for Business Rate Relief.</p> <p>ME discussed a proposal in Blackpool Airport Business Case Study for retail on the Blackpool Airport EZ.</p> <p>JS, ME and DT discussed that there is benefit in a retained retail expert as the Fylde Coast authorities have a joint retail evidence base.</p> <p>JS discussed that Blackpool may commission a retail evidence update to support its emerging Site Allocation / Development Management Policies DPD.</p>	No action required

6.	<p>Wyre indicative housing OAN and implications for adjoining authorities in the HMA.</p> <p>RP provided a summary of SHMA Addendum 2 which sets the Objectively Assessed Need (OAN) as 400 – 479 (The original SHMA range was 340 – 485). Advice indicates the requirement should be at the upper end of OAN i.e 479. This is based on the Experian Adjusted Economic Growth that aligns with the Employment evidence base. 479 is an unconstrained figure. RP advised that Wyre will not be able to meet its fully objectively assessed need. There are two major constraints to achieving the full OAN:</p> <ul style="list-style-type: none"> • The highways capacity of the A6 will constrain development. The A585 Windy Harbour to Skippool Improvements will not provide capacity until 2022. A strategic site to the South of Poulton will require a new link road. Further highways evidence is needed to understand the capacity of M55 Junction 3. A meeting with the Highways Authority is scheduled for 22 April to discuss A6 capacity. • SFRA level 2 work is ongoing. There are viability concerns over development in Flood Zone 3. <p>PAS advice suggests that Wyre should discuss how its neighbouring authorities can meet its shortfall. The authorities will have to robustly justify their approach if they are unable to meet the shortfall.</p> <p>EP said that rather than just looking at a justification for a lower figure, consideration also needs to be given to how a case for infrastructure investment can be made.</p> <p>ME discussed Fylde also has Highway constraints at Junction 4 and 3 of M55. Junction 2 may provide some capacity but this is already included in the modelling.</p> <p>There was discussion whether Wyre had tested market signals, economic activity rates and commuting rates.</p> <p>JG asked if Wyre has looked at market signals.</p> <p>RP responded that the study did and pointed to the upper end of the range.</p> <p>JS asked if economic growth assumptions should be reconsidered in light of the issues surrounding highways infrastructure.</p> <p>RP responded that the modelling has used standard forecasting from three different sources to develop a number of scenarios. The scenario used to inform both employment land requirements and the housing OAN does not include any policy on assumptions but is only the forecasted natural economic growth. The Council has used figures from Experian which are lower than Oxford Economic and Cambridge Econometric. The figures were checked and coding errors were corrected. It would not be appropriate to change standard forecasting</p>	<p>Wyre Council to formally write to neighbouring authorities regarding its housing shortfall.</p> <p>Blackpool and Fylde to consider their evidenced position.</p>
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	<p>modelling to take account of infrastructure or other constraints. Such an approach would not give the true OAN figure. Wyre will not have any new greenfield allocations others than that on the A6 which may itself assist with the highways issues. Although Wyre will formally write to each authority, both Blackpool and Fylde need to consider their positions with regards to the situation in Wyre.</p> <p>There was discussion regarding Five Year Housing Supply methodology and the Sedgefield and Liverpool approach. Wyre will be using the Liverpool approach for the Local Plan.</p>	
7.	<p>Safeguarding road corridors within Fylde Borough Local Plan</p> <p>RP discussed a proposed housing allocation located to the South of Poulton-le-Fylde that could only be accessed via a new access road in Fylde. The route will need to be safeguarded and/or the Fylde Local Plan needs to support the principal of the route.</p> <p>ME commented that the draft Local Plan has been agreed via members.</p> <p>It was agreed that Wyre would formally write to Fylde to request the route is safeguarded.</p>	<p>Wyre Council to formally write to Fylde Council regarding safeguarding of the road corridor.</p>
8.	<p>Local Plan, Core Strategy and Site Allocations DPD Updates</p> <p>Blackpool - Preparing a tender document for the Review of the Holiday Accommodation SPD. Need to appoint consultants to assist in reviewing the document. Hope to have a revised SPD consultation document by the end of the year and to go out to consultation in early 2017.</p> <p>Applied in February 2016 and were successful in becoming a Brownfield Register Pilot Authority Have been compiling information for the register during February and March. Pilot register to go live June 2016.</p> <p>Preliminary work is underway with respect to Regulation 18 for Blackpool Local Plan Part 2.</p> <p>Wyre – RP reported that Highways and Flood Risk evidence is ongoing and will be crucial in determining the constrained housing requirement.</p> <p>A meeting with Highways England and the Highways Authority on 22 April will confirm the quantum of development for each settlement; this also includes impacts on the local road network.</p> <p>SFRA level 2 is underway, this includes surface water in addition to fluvial and coastal flooding.</p> <p>SHLAA – currently contacting landowners to establish deliverability of the sites.</p> <p>Settlement study is underway reviewing the sustainability of the settlements.</p> <p>Currently preparing a paper to explain the GI Study.</p>	

	<p>IDP – have met with all infrastructure providers and further meetings may be necessary once we know the scale and distribution of housing.</p> <p>Development Management Policies – internal consultation on the draft has been undertaken.</p> <p>Meeting with CLG on the Local Plan progress at the end of April.</p> <p>Two proposed Neighbourhood Plans at Dolphinholme and Barton. Both proposals would cross authority boundary with Lancaster and Preston.</p> <p>Fylde – JG reported the Responses to Fylde’s Revised Preferred Option were presented to Development Management Committee on 9th March, all were agreed subject to some minor amendments.</p> <p>There is ongoing dialogue with Highways England and Natural England regarding requests for further evidence in relation to Junctions 3 and 4 of the M55 and the HRA of the RPO.</p> <p>Chapter 10 is currently being rewritten to reflect all the changes to government advice with respect to Starter Homes, Optional Technical Standards and Custom and Self Build. We are also awaiting the update to the GTTA.</p> <p>The Housing Number remains unchanged at 370 dpa. The Publication Version will be presented to DMC on 15th June, technical assessments will be carried and the Plan will be published at the beginning of August.</p>	
9.	<p>Gypsy and Traveller Sites update</p> <p>ME provided an update on the position of the Hardhorn site and that the Council will serve an eviction notice. There is an ongoing Appeal on the site for 6 pitches.</p> <p>It was agreed that ORS should resurvey the Hardhorn site as part of the Fylde Coast Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (GTAA). ORS would be contacted to seek their view on how to deal with the poor survey response regarding Chapel Road waiting list.</p>	<p>JS to contact ORS regarding Chapel Road waiting list.</p>
10.	<p>Renewable Energy Study update</p> <p>RP discussed that Wyre will identify the whole borough as an area of search for wind and include a criteria based policy. There will be a policy on renewable energy including solar.</p>	<p>JS to circulate final PAS advice report regarding renewable energy</p>
11	<p>Fylde Coast Highways and Transport Masterplan</p> <p>RP discussed that the North Fylde Connectivity Study will look at the whole A585 corridor including Windy Harbour to junction 3. The study will also look at alternative options. The study has not yet been commissioned by county although it is a priority for this year. Need to</p>	

	keep this item on the agenda as it forms a critical part of the evidence base.	
12.	<p>Any Other Business</p> <p>The potential agenda for the member meeting was discussed, this will include:</p> <ul style="list-style-type: none"> • Wyre’s indicative housing OAN and implications for adjoining authorities in the Housing Market Area; • Safeguarding road corridors within Fylde Borough Local Plan; • Gypsy and Traveller Sites. <p>Affordable housing was deferred for consideration at the next officers meeting.</p>	
13.	<p>Date and venue of next meeting</p> <p>Officers meeting – Blackpool Council Offices - June 2016</p> <p>Members meeting – Blackpool Council Offices - June 2016</p>	JS to arrange

DUTY TO CO-OPERATE
FYLDE COAST AUTHORITIES AND LANCASHIRE COUNTY COUNCIL
OFFICERS MEETING
14 November 2016 @ 11.30 am
ROOM AO6, COUNTY HALL
MINUTES OF MEETING

Attendees:

Jane Saleh (JS) - Blackpool Council
Rea Psillidou (RP) - Wyre Borough Council
Len Harris (LH) - Wyre Borough Council
Mark Evans (ME) - Fylde Borough Council
Julie Glaister (JG) - Fylde Borough Council
Eddie Graves (EG) - Fylde Borough Council
Marcus Hudson (MH) - Lancashire County Council
Melissa Sherliker (MS) - Lancashire County Council

Agenda Item		Action
1.	<p>Apologies</p> <p>Kathryn Molloy (KM) – Lancashire County Council</p> <p>David Thow (DT) – Wyre Borough Council</p> <p>Rob Green (RG) – EDC</p>	
2.	<p>Minutes</p> <p>Minutes of 5th April 2016 have been circulated. They are still in draft form due to missing comments from Blackpool. It was noted that a specific comment on Page 3 was not an accurate reflection of what was said. JS will provide clarification of comments to RP for circulation.</p> <p>All other actions have been met.</p>	<p>JS to provide clarification and comments to RP.</p> <p>RP to finalise and re circulate.</p>
3.	<p>Matters arising – None other than matters on the agenda.</p>	
4.	<p>Blackpool, Fylde and Wyre Gypsy and Traveller Accommodation Assessment</p> <p>LH updated the meeting - ORS have now finalised the assessment which is in the process of being signed off. JS is happy to sign off and EG is yet to review it.</p> <p>It was reported that the need for Gypsy and Traveller pitches has been</p>	

	<p>recorded as Blackpool = 5, Fylde = -2 (minus two) and Wyre 0. The numbers are significantly less than the previous study owing to the change in definition brought in by the government in 2015. This reflects the national trend.</p> <p>Given a zero requirement Wyre will have a criteria based policy in the local plan to control development for Gypsies and Travellers. It was reported that the need for Travelling Show people has been reported as Blackpool = 5, Fylde = 0 and Wyre = 19.</p> <p>ME mentioned that there was interest in a greenbelt site in Fylde, near Warton, however, it is also a flood risk area. He also raised Fairfield Road at Hardhorn, there is a planning approval (on appeal) for up to 20 caravans with specific conditions attached that there should not be more than 6 families occupying it. MH questioned whether or not the study addressed the need for transit sites. LH reported that the study suggests that the need for transit provision (for G&Ts and Show people) should be looked at on a Lancashire wide basis.</p> <p>LH reported that Wyre BC will pay the final invoice to ORS for their work and will then collect a share from Fylde and Blackpool. LH originally quoted a figure of £4, 666, however upon checking LH has confirmed that the total cost is £8,100 therefore the cost to each authority will be at a lesser sum of £2,700.</p>	
5.	<p>Local Plans Update</p> <p>Blackpool</p> <p>JS spoke about the review of the Holiday Accommodation supplementary planning document and managing holiday bed spaces in Blackpool impacted on by the conversions of hotels /Bed and Breakfasts to HMOs.</p> <p>It was noted that the planning process can only address land use/conversion to residential property. JS reported that of the 14, 000 bed spaces identified in the Humbert Study 2009, 71% of these have been reduced. It is a slow process and issues around housing benefit, landlords and low standards of accommodation makes housing numbers for Blackpool difficult to monitor.</p> <p>Part 2 of the Local Plan will be presented to the members working group in December. The consultants, Arcadis, have scoped the Sustainability Appraisal. Under Regulation 18, this will be consulted on along with the scoping documents and a call for sites.</p> <p>There was a discussion about HIAs and EG suggested it would be beneficial to incorporate into the SA at the beginning of the process.</p> <p>JS is writing the tender document for the Green Infrastructure document which will include technical evidence, strategy and actions similar to a document Manchester City Council produced. Close involvement with the consultant will be necessary who will need to liaise with Fylde and Wyre about Duty to Co- operate issues across the Fylde Coast.</p> <p>RP shared Wyre's experience of having their Green Infrastructure document produced by MD2 Consulting Limited (in partnership with a university) and</p>	

	<p>reported that the practical application of the recommendations were not easy to interpret for the Local Plan. JS mentioned cross boundary issues and that the consultant will need to discuss with Blackpool Council. MH suggested Michelle Holroyd (Planning Officer – Health, LCC) contacts JS.</p> <p>Fylde</p> <p>JG reported that Mark Sims has now left Fylde BC. EG is now the permanent Principal Officer and Steve Smith is a temporary Principal Planning Officer and is taking on some of Marks role.</p> <p>The Local Plan Consultation received 71 responses and EG is preparing the covering report. It will go to the DM committee on 30th November The recovery period will end on 8 December and it will be submitted shortly after that. It is not required to go to Full Council. The Preliminary Draft Charging Schedule was circulated at the same time and a small number of responses were received.</p> <p>MH asked about the CIL which is still in progress and ME advised that the local plan will follow with a CIL - However, many of the development proposed in the plan already have consent.</p> <p>Lancashire County Council – County Plan Update</p> <p>MH reported that Richard Sharples is currently finalising the draft Options on Minerals and Waste. There is a meeting of the Joint Steering Group early in the new year and it will be taken to the Joint Advisory committee in February with the consultation intended in Spring 2017.</p> <p>On a recent shale gas appeal, MH reported a possibility of re-considering the Roseacre site subject to further evidence being considered.</p> <p>Wyre</p> <p>RP reported that there is a delay with the Local Plan due to the need to finalise highway evidence and are working with LCC to do this. RP reported that the latest report from LCC Highways is currently with the Barrister.</p> <p>As the final position is not yet known the Infrastructure Plan is waiting to be finalised as it will impact on health/school provision. Other work is also stalled until the final scale and distribution of housing can be established. It is intended to discuss the highway evidence with adjoining authorities and how much housing can be delivered in Wyre .</p> <p>There is a meeting planned for Thursday 17 November with the Environment Agency to sign off the SFRA and the GTAA is waiting to be published.</p>	<p>MH to speak to Michelle Holroyd</p> <p>JG will circulate list of staff and responsibilities.</p>
6.	<p>Wyre Local Plan Housing needs</p> <p>A conference will take place with the Barrister regarding queries and concerns about robustness of the highway evidence prepared by LCC. RP said the shortfall is approximately one third of the requirement as previously reported to the group, pending the specific highways study for Poulton and final highways evidence. Capacity in Over Wyre is particularly unclear, the Report suggest the use of the HE tool which could mean villages in Over Wyre could</p>	<p>ALL - To be a regular agenda item</p>

	<p>potentially accommodate 2000 dwellings. However the impact this would have for safety on the A588 is not considered neither the impact on M55 jct 1 if development were located in Pilling. Concerns about whether the roads can accommodate the traffic generated from such a development are ongoing.</p> <p>The Report concentrates on the issues with the A585/A588 junction which are being considered as part of the HE Little Singleton Bypass scheme without much consideration for the rest of the A588 and its capacity to support significant levels of new development.</p> <p>RP stated that it is her intention to prepare Statement of Common Ground (SOCG) with all adjoining Local Authorities either individually or collectively. There is an opportunity for a SOCG signed by all three Fylde Coast Authorities relating to the housing situation in Wyre and the evidence supporting that position.</p> <p>The Wyre local plan is intended to be published March 2017 and submission in Summer 2017.</p> <p>ME advised that Fylde may be challenged on the fact it has aimed for the middle of the number required and not the top end and they may be asked to provide assistance to Wyre. However highways evidence shows the roads incapacity to do so. Discussions took place if around capacity issues with J2, J3 (the A555 and A585) and J4 and the new link road to St Annes and Preston New Road to Blackpool. RP said we have to look at improvements that could be made to junctions to help cope with extra traffic to support growth with HE and LCC such as improvements to J4 to enable development. This would need to be discussed further which could be discussed at the meeting organised by Wyre to discuss the Wyre Highways Evidence.</p>	<p>RP will facilitate this.</p>
7.	<p>SHMA</p> <p>This is a historical agenda item.</p>	
8.	<p>Economic Update</p> <p>No representative from LCC ED team were available today.</p> <p>JS passed on an update from RG regarding the funding of Blackpool Airport EZ via LEP. The development at Hillhouse creating 4000 jobs was signed off last week.</p>	
9.	<p>Cuerden Park Retail development (SR) – partly drawing retail spend from the Fylde Coast.</p> <p>ME commented on the Fylde Coast retail study and the proposed new development at Cuerden which is part of the Preston, South Ribble and Lancashire City Deal. The retail element of the development will comprise of an Ikea store and several other types of retail normally found in the High Street. The second largest land use at Cuerden will be retail which could take some of the retail spend away from the Fylde coast. Public exhibition events are being held between 17 and 19 November at South Ribble Borough Council offices, St Catherine’s Hospice and The Harris Library, Preston. The press</p>	

	<p>release explains how this has the potential to generate significant economic and employment benefits in the area and will be a positive development for Lancashire.</p> <p>When the planning application is submitted, Fylde BC can assess to see if they wish to present any concerns about retail spend being taken from other districts.</p>	
10.	<p>Fylde Coast Highways and Transport</p> <p>MH advised this will be revised at a future point and also in light of Local Plans. It will be reviewed at a similar time to the Feasibility Study which will likely include transport interventions for future proofing.</p>	
11	<p>AOB</p> <p>None</p>	
12	<p>Date and venue of next meeting</p> <p>Officers meeting – Fylde Council Offices – Early to mid January 2017</p> <p>Meeting of this group - Re Statement of common grounds - mid January 2017</p>	<p>Fylde to arrange</p> <p>RP to arrange</p>