

MELTON LOCAL PLAN 2011-2036

DRAFT DUTY TO COOPERATE STATEMENT November 2016

(Work in progress until the submission of the Local Plan)

1. Introduction and Background

- 1.1 The Duty to Cooperate was introduced in the Localism Act of 2011, and requires local authorities to work with neighbouring authorities and other prescribed bodies in preparing their development plan documents. This Paper seeks to set out how Melton Borough Council has discharged its Duty to Cooperate in relation to the production of the Melton Local Plan.
- 1.2 Section 110 of the Localism Act 2011 introduced a new Section 33A to the Planning and Compulsory Purchase Act 2004, namely a 'Duty to Cooperate' which requires local planning authorities to work with other neighbouring authorities and other prescribed bodies on preparing development plan documents.
- 1.3 Section 33A (1) of the 2004 Planning and Compulsory Purchase Act imposes a duty on a local planning authority to cooperate with other local planning authorities and other prescribed bodies when it undertakes certain activities, including the preparation of development plan documents. Relevant planning issues identified for consideration under the duty include the development or use of land that would have a 'significant impact' on at least two planning areas (and in particular on strategic infrastructure) according to Section 33A (4). Section 33A (2) requires a local planning authority to 'engage constructively, actively and on an on-going basis' in respect of the activities that are subject to the duty.

2. Strategic Geography and Strategic Context

- 2.1 Melton Borough is an attractive rural area covering 48,138ha in the north-east part of Leicestershire and at the heart of the East Midlands. The Borough has a total population of approximately 50,376 (Census 2011) which has risen from 47,866 (2001 Census). The main activities of the Borough are centred on the market town of Melton Mowbray. There are some 70 villages within the surrounding rural area. The population is split approximately 50/50 between Melton Mowbray and the rural villages.
- 2.2 The Borough's employment base is primarily in food and drink related manufacturing, focused at Melton Mowbray. This main town is also where most retail, leisure and service sector jobs are located. Tourism, which makes a vital contribution to the Borough's economy, occurs at locations more widely spread across the Borough, as well as at Melton Mowbray.
- 2.3 The Melton Local Plan Pre Submission document sets out a Vision, Objectives and strategic policies for development in the Borough between 2011 and 2036.
- 2.4 The Melton Local Plan has been developed over a number of years including:

- Withdrawal of the Core Strategy (2013) and decision to embark on a new Local Plan
- Issues and Options document (2014)
- Emerging Options document (Jan 2016)
- Submission document (Nov 2016)

2.5 The Duty is to be met with the neighbouring authorities within and outside of the Leicester and Leicestershire Housing Market Area (HMA). Melton Borough Council has been engaging with partner organisations as well as the neighbouring authorities that are in the HMA and those that are outside the HMA.

2.6 The relevant neighbouring or HMA authorities for Melton are as follows, and are shown on the plan at Figure 1:

- Leicester City Council
- Leicestershire County Council
- Blaby District Council
- Harborough District Council
- Hinckley and Bosworth Council
- North West Leicestershire District Council
- Oadby and Wigston Borough Council
- Charnwood Borough Council
- Rushcliffe Borough Council
- South Kesteven District Council
- Rutland Council and
- Newark and Sherwood District Council

2.7 The Borough is crossed by the A606 Nottingham to Oakham road and the A607 Leicester to Grantham road. The A52 Nottingham to Grantham road runs through the Borough at the northern edge. The M1 Motorway is about 25 minutes' drive time to the west of Melton Mowbray, the A1 Trunk road is about 25-30 minutes' drive time to the east, and Nottingham and East Midlands Airport is about 30- 45 minutes' drive time to the north west. Traffic is known to cross the Borough to link from the M1 to the A1 and east coast ports.

- Highways Authority
- Sport England
- Office of Rail and Road

2.9 The Regulations also make clear that when preparing plans local authorities should also have regard to Local Enterprise Partnerships and Local Nature Partnerships.

3.0 Strategy and Priorities

3.1 Sustainable development is at the heart of the planning system and is a key national objective. The Leicester and Leicestershire Strategic Housing Market Assessment 2014 (SHMA) identifies Melton Borough as forming part of the Leicester & Leicestershire Housing Market Area. It identifies an Objectively Assessed Need (OAN) for the equivalent of 245 new dwellings each year, equalling 6,125 dwellings for the Borough of Melton between 2011 and 2036. 51 hectares of employment land will be provided between 2011 and 2036. The Development Strategy for the Borough is covered through Policies SS1-SS6 in the Pre-Submission Draft Melton Local Plan. These policies identify Melton Mowbray as the Main Urban Area and groups of villages in Service Centres, Rural Hubs and Rural Settlements. Melton Mowbray will accommodate 65% of the Borough's housing growth and 31 hectares of employment land by 2036. Service Centres and Rural Hubs will accommodate 35% of the remaining need on a proportionate basis.

3.2 The strategic objectives are the main or high level things that the Local Plan is designed to help achieve. The strategic priorities are the most important of these. It is where the local plan can make most impact to address the strategic objectives. The local plan can significantly contribute to achieving the other objectives, but to a lesser extent, often in support of the complementary actions from other functions of the Council and its partners.

3.2 The following strategic objectives and priorities for the Melton Local Plan flow through the plan into various chapters. They reflect the strategic objectives and also relate to the objectives set out in of the Melton Borough Sustainable Communities Strategy, which are to:

- Improve the local economy and infrastructure
- Re-vitalise Melton Mowbray town centre
- Improve learning opportunities to help individuals achieve their potential
- Making existing structures and projects more accessible
- Reduce traffic congestion in Melton Mowbray
- Focus our work in the priority neighbourhoods
- Create a safer and stronger community
- Enable and support the provision of affordable housing
- Improve the health and well-being of local people

3.3 Within Leicestershire generally, key areas where cross boundary issues have been identified and which have resulted in joint work include:

- Meeting HMA wide housing requirements;
- Assessing the accommodation needs of gypsies and travellers;
- Meeting strategic employment needs;
- Addressing cross boundary transportation issues;
- Assessing the viability of introducing a Community Infrastructure Levy;
- Addressing strategic green infrastructure issues and other cross boundary environmental issues.

3.4 In view of the above we have identified the following strategic planning issues which have the potential to affect areas beyond Melton's boundary and should form the basis of ongoing duty to cooperate dialogue:

- Strategic housing need and land supply (including SHLAA, affordable housing and specialist provision for the elderly);
- General employment;
- Gypsy and traveller, travelling showpeople needs;
- Infrastructure – transport;
- Infrastructure – other;
- Green wedges/green infrastructure;
- ? This is covered by a separate LCC plan; and
- Flood risk/strategic flood risk assessment

4. Key Relationships and Bodies and Compliance with the Duty to Cooperate

4.1 The key bodies relevant to Melton have been identified and listed above in Section 2.

4.2 Melton Borough Council has been engaging with the partners and the prescribed bodies from the outset of the Local Plan making, at Regulation 18.

4.3 Compliance with the Duty has followed the guidance in the National Planning Policy Framework (NPPF). Relevant planning policy issues to be considered under the Duty to Cooperate are explained in paragraphs 178 to 181 and 156. Specifically, it states that “the Government expects joint working on areas of common interest to be diligently undertaken for the mutual benefit of neighbouring authorities” (para178). Cooperation should be a continuous process of engagement from initial thinking through to implementation.

4.4 The sections below explain in detail the compliance with the ‘Duty’ with relevant bodies as well as neighbouring authorities at different stages of the Melton Local Plan process. These include the Local Enterprise Partnerships (LEP), Local Nature Partnerships (LNP), the Memorandum of Understanding Partnership (MoU), the engagement with the neighbouring authorities and other relevant prescribed bodies and the recent work on the housing Memorandum of Understanding (MoU) and ongoing work on Strategic Growth

Plan. It must be noted that this is work in progress till the Melton Local Plan goes into examination and will be developed as it progresses.

Local Enterprise Partnerships (LEP)

- 4.5 Local Enterprise Partnerships (LEP) are defined by statute and are identified in the Regulations as bodies that those covered by the Duty should have regard to when preparing local plans and other related activities. In addition, paragraph 160 of the National Planning Policy Framework (NPPF) emphasises the importance of joint working between local authorities and LEPs.
- 4.6 The relevant LEP for Melton is the Leicester and Leicestershire LEP (LLEP) which provides a business led vehicle for the co-ordination and delivery of economic development initiatives, including access to major funding streams across the sub region including the Regional Growth Fund and the Growing Places Fund.
- 4.7 Melton Borough Council along with the other authorities in the County has engaged constructively with the LLEP throughout the process as part of the Strategic Planning Group (SPG).
- 4.8 Melton has engaged continuously with the LEPs to work on our employment priority which has contributed into our Employment Land Study and the SHMA. This has also progressed to the future work on the other strategic priorities (housing).

Local Nature Partnerships (LNP)

- 4.9 Work undertaken with Local Nature Partnerships (LNP) – Leicestershire County Council and Leicestershire and Rutland Local Wildlife Trust were on the steering group for the Biodiversity and Geodiversity study procurement and were consulted on all draft stages of the Study.

Memorandum of Understanding (MoU) and the Strategic Growth Plan

- 4.10 Under the guidance of the Members Advisory Group (MAG) and supervised by the Housing, Planning and Infrastructure Group (HPIG)¹, officers from all Authorities across the Leicester and Leicestershire Housing Market Area (HMA) worked constructively to ensure the necessary evidence to support local plans. The Members Advisory Group (MAG), comprising representatives from each of the local authorities, together with the LLEP whose representative attends as an observer. The MAG is supported by a Strategic Planning Group, made up of senior officers from the local authorities. The Members' Advisory Group is responsible for assisting in the proper execution of the statutory Duty to Co-operate, by which local planning authorities and other key stakeholders, including the County Council, are required to co-operate on strategic planning issues, including employment and housing land provision, affecting local plans.
- 4.11 In particular, it has a role to ensure that there is a clear and agreed approach to establishing and formally agreeing the levels of housing need across the HMA to carry

¹ The Housing, Planning and Infrastructure Group (HPIG) has been replaced by the 'Strategic Planning Group' which comprises representation from the 8 District Councils, Leicester City Council, Leicestershire County Council and the HCA.

forward into local plans, and to agree an approach to how longer term needs would be addressed. A MoU was agreed by the partner authorities to accommodate housing growth up to 2028 (**This was agreed by Melton Borough Council at a meeting of Full Council 18th September 2014 – Item 3 B**).

- 4.12 The key elements of the MOU were to:
- Set out the levels of housing growth in the period 2011 to 2028
 - Undertake further transport modelling work to be undertaken to assess capacity to accommodate growth to 2031.
 - Commit to a more fundamental review of infrastructure capacity and spatial options to be developed for the period beyond 2031.
- 4.13 Further work on this is in progress alongside the **Strategic Growth Plan** which the Leicestershire authorities are working towards in order to guide the strategic distribution of growth.
- 4.14 The Council, working with the County Council, Leicester City Council, the other seven district councils, and the LLEP is preparing a Strategic Growth Plan (SGP) for Leicester and Leicestershire.
- 4.15 The Strategic Growth Plan will be a non-statutory plan so there will be flexibility regarding its content. To date, the MAG has agreed a three-stage process. The Strategic Growth Statement forms this first stage; essentially, it includes an explanation as to why partners are preparing a Strategic Growth Plan, proposes a vision and objectives, summarises the evidence base, and sets out generic options for the spatial distribution of growth and next steps. The Strategic Growth Statement also signals that work has started on the preparation of a Strategic Growth Plan.
- 4.16 The three stages are as follows:
- Stage 1 (consultation Summer 2016): Strategic Growth Statement – a long term vision to 2050.
 - Stage 2 (consultation Summer 2017): Development of the Draft Plan – to include housing targets, employment land, areas of search/directions of growth, major infrastructure requirements, protecting environmental assets.
 - Stage 3 (consultation late 2017/early 2018): Final Plan.

5 Current stage

- 5.1 Much work has already taken place under the duty to cooperate and this forms part of the evidence for the Duty to Cooperate Statement. However, given the importance of demonstrating that the duty has been met appropriately, the strategic planning issues relevant to Melton were identified and the work on these will be ongoing until and after the Local Plan is adopted.
- 5.2 Whilst the National Planning Policy Framework (para. 156) sets out examples of strategic planning issues where cooperation might be appropriate, it is up to individual local authorities to compile their own list to reflect local circumstances.

- 5.3 Our neighbouring authorities and other relevant bodies have been consulted on a framework which identifies the strategic issues and sets out how and when we involved them in considering these issues as the plan has progressed. The framework used for consultation also provided the opportunity for the relevant bodies to raise any other issues that may be relevant between us and them. This has helped to ensure that they are satisfied that the strategic issues that were identified and also that our approach of working with them is appropriate. A four week consultation was carried out with the neighbouring authorities and other bodies to coincide with the consultation of the Emerging Options document in early 2016. Detailed consultation outcome can be seen in the matrix (Appendix 2).
- 5.4 The prescribed bodies relevant to Melton have been consulted in the Plan making process. Their involvement and engagement on specific issues can be seen in detail in the matrix outlining the ongoing interaction and engagement with the relevant bodies.
- 5.5 Before, these bodies were also invited to comment and make representations on the Issues and Options (2014) as well as the Emerging Options (2016) stages of the Local Plan. The responses received were considered and where appropriate were responded to through the Local Plan. The examples of these will follow as the Local Plan progresses.
- 5.6 Apart from consulting the neighbouring authorities on the schedule of the Duty to Cooperate and the consultation on different stages of the Local Plan, the Council has engaged with a number of bodies through regular meetings, emails and continuous dialogue. Some examples include Local Education Authority, Sport England, LCC on transport matters, and Environment Agency. These are also set out in the matrix. The details of engagement and outcomes will be covered in this document as the Plan progresses.
- 5.7 As mentioned earlier similar work to the existing MoU is in progress between the authorities on a new MoU and is linked to the work on 'Strategic Growth Plan'. All authorities are working on this MoU and Strategic Growth Plan together. Regular meetings are taking place to bring this piece of work forward. The Review Policy (Policy SS6) in the Pre Submission draft plan is available in the event that issues arising from the Strategic Growth Plan trigger the need for review.
- 5.8 The matrix (Appendix 2) outlines the framework used for consultation for the strategic priorities and the approach. For reference, the strategic priorities in the matrix have been numbered in the table as follows:
1. **Strategic Housing Need (including affordable housing and specialist housing for the elderly)**
 2. **General Employment - to be renamed 'Employment Land Provision' - suggested by LCC**
 3. **Gypsy/ Traveller Needs**
 4. **Transport Infrastructure**
 5. **Other Infrastructure**
 6. **Green infrastructure/landscape character/biodiversity & geodiversity**
 7. **Sustainability Appraisal**

8. HRA
9. Strategic Housing Land Availability Assessment Methodology
10. Minerals including Fracking²
11. Fracking
12. Waste Management
13. Flood Risk/SFRA

- 5.9 Brief summaries of the strategic priorities along with evidence base, strategic partners, actions, outcomes from strategic working and ongoing co-operation details will be included in a working matrix in Appendix 1.
- 5.10 This sets out how the findings from the consultations and engagements and have influenced the Local Plan.
- 5.11 An audit trail (Appendix 3) similar to the framework matrix (Appendix 2) will be produced to outline key decisions made on strategic issues where applicable. This may also include links to minutes reflecting the outcome or action arising from any relevant discussions where applicable.
- 5.12 The neighbouring authorities and the statutory bodies relevant to Melton will continue to be a part of the continuous engagement with the Local Plan and will be invited to comment on the future stages of the Plan apart from meetings and discussions arising outside these set consultations.

Please note that all of the Appendices are in working stages. These will be removed in the final report. The yellow boxes in Appendix 2 highlight the changes/comments suggested by the organisations.

² The original matrix included Fracking as a separate strategic issue, however in the response from LCC Waste and Minerals, it was suggested that it be included with Minerals and not keep it as a separate issue which is why it appears twice in the list (10 and 11).

Appendix 1 – Strategic Planning Issues and Outcomes

Strategic Planning Issue	Evidence Base	Strategic Partners	Actions	Outcomes from strategic working	Ongoing cooperation
Strategic Housing Need (including affordable housing and specialist housing for the elderly)	Strategic Housing Market Assessment 2014, Memorandum of Understanding Melton Borough Council Housing Needs Study 2016	Neighbouring authorities within and outside HMA	Commissioning of SHMA 2014, agreed MoU until 2028, ongoing work on SGP, consultation during Issues and Options and Emerging Options.	Happy with OAN, no numbers to be taken from neighbours	HEDNA, MoU and Strategic Growth Plan
General Employment - to be renamed 'Employment Land Provision' - suggested by LCC	Leicester and Leicestershire Strategic Economic Plan 2014-2020 (2014)	Neighbouring authorities within and outside HMA	Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Happy with employment growth and specific issue related to naming of the strategic priority to 'Employment Land Provision'	HEDNA, MoU and SGP
Gypsy/ Traveller Needs	Leicestershire Gypsy and Traveller Accommodation Assessment 2016 - Summary	Neighbouring authorities within and outside HMA	Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Ongoing	Main report to follow and due in f November / December 2016.
Transport Infrastructure	Leicestershire Local Transport Plan 3 (LTP3) 2011	Neighbouring authorities	Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Ongoing	To follow during and after the 6 weeks consultation of the Pre-Submission draft Local Plan
Other Infrastructure	Duty to Cooperate Appendix 2 – Framework matrix	Neighbouring authorities within and outside HMA	Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Added 'civic amenity infrastructure' to 'Other infrastructure'	To follow during and after the 6 weeks consultation of the Pre-Submission draft Local Plan
Green infrastructure/landscape character/biodiversity & geodiversity	The 6Cs Green Infrastructure Strategy (Volumes 1, 2, 3 and 5) Melton and Rushcliffe Landscape Sensitivity Study: Wind Energy Development 2014	Neighbouring authorities within the HMA	Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Ongoing	To follow during and after the 6 weeks consultation of the Pre-Submission draft Local Plan

Sustainability Appraisal	Sustainability Appraisal reports 2015, 2016	Neighbouring authorities within and outside HMA	Commissioning of SA, Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Findings of SA incorporated into Local Plan, for example in Site allocations and other policies	To follow after the 6 weeks consultation of the Pre-Submission draft Local Plan
HRA	Habitats Regulations Assessment October 2016	Neighbouring authorities	Consultation with neighbouring authorities on Strategic priorities and working arrangement (Appendix 2)	Ongoing	To follow after the 6 weeks consultation of the Pre-Submission draft Local Plan
Strategic Housing Land Availability Assessment Methodology	SHLAA 2015, SHLAA 2016	Neighbouring authorities within the HMA	Producing the SHLAAs	The joint methodology was followed – and list of red constraints revised along with all other authorities.	Continuous exercise as SHLAA is a live document and is updated yearly in line with the joint methodology.
Minerals including Fracking	Duty to Cooperate Appendix 2 – Framework matrix	Neighbouring authorities within and outside HMA	Is this only consultation with the Minerals Planning Authority. Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Ongoing	To follow after the 6 weeks consultation of the Pre-Submission draft Local Plan
Fracking	Duty to Cooperate Appendix 2 – Framework matrix	Neighbouring authorities within and outside HMA	It was suggested to combine fracking with minerals by LCC	Minerals combined with fracking as one strategic priority.	
Waste Management	Duty to Cooperate Appendix 2 – Framework matrix	Neighbouring authorities within and outside HMA	As for minerals above. Consultation with neighbouring authorities on Strategic priorities and working arrangement.	Ongoing	To follow after the 6 weeks consultation of the Pre-Submission draft Local Plan
Flood Risk/SFRA	MBC Level 1 and 2 Strategic Flood Risk Assessment 2015 and	Neighbouring authorities	Consultation with neighbouring authorities on Strategic priorities	Ongoing	To follow after the 6 weeks consultation of the Pre-Submission

	2016.		and working arrangement (Appendix 2)		draft Local Plan
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Appendix 2 – Framework Matrix

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
Blaby District Council	Y	Y	Y	Y	Y	Y			Y					Rob Thornhill Robert.Thornhill@blaby.gov.uk 0116 272 7693	In L&L HMA - important to work together on strategic issues; have been and will be consulted on each stage of the Local Plan from the onset and including the evidence base; consultation, SHMA, SHLAA, Officer level meetings, emails etc.	Emerging Options stage - March 2016	Happy with the strategic priorities, however might want to consider 'general employment need' as 'strategic employment need' in line with housing need, that way we will not have to consider B8 class uses separately –'general employment' to be renamed as 'employment land provision' as suggested by LCC. The ongoing work in the HMA takes into account strategic employment and deals with that appropriately and so has been addressed through that. This may have an impact on Melton Local Plan and will then be addressed through Policy SS6 in the draft Submission Plan.				
Charnwood Borough Council	Y	Y	Y	Y	Y	Y	Y		Y				Y	Dave Pendle/ Richard Bennett Group Leader - Plans, Policies and Place Making 01509634767 David.Pendle@c harnwood.gov.u k OR Richard Bennett	In L&L HMA - important to work together on strategic issues; have been and will be consulted on each stage of the Local Plan from the onset and including the evidence base; consultation, SHMA, SHLAA, Officer level dialogues, emails etc.	Emerging Options stage - March 2016	Appropriate assessment will consider European designations in HRA which might include cross-boundary issues in the future although none known at this time; a need for cooperation on SFRA given the links between the Soar and Wreake – will be consulted upon on HRA and new SFRA as part of evidence base				
Hinckley & Bosworth Borough Council	Y	Y	Y	Y	Y	Y			Y					Andy Killip Planning Manager (Policy) andy.killip@hinc kley- bosworth.gov.u k 01455 255 732	Melton and Hinckley-Bosworth are in the Leicestershire HMA, its important to work together on strategic issues; H&B have been and will be consulted on each stage of the Local Plan from the onset and including the evidence base; consultation, SHMA, SHLAA, Officer level dialogues, emails etc.	Emerging Options stage - March 2016	Happy with issues identified				
Leicester City Council	Y	Y	Y	Y	Y	Y	Y		Y				Y								
Harborough	Y	Y	Y	Y	Y	Y	Y		Y					Lesley Aspinall	In L&L HMA - important to work together on	Emerging	Happy with issues identified				

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
h District Council														<l.aspinall@harborough.gov.uk>	strategic issues; have been and will be consulted on each stage of the Local Plan from the onset and including the evidence base; consultation, SHMA, SHLAA, Officer level dialogues, emails etc.	Options stage - March 2016					
North West Leicestershire District Council	Y	Y	Y	Y	Y	Y			Y												
Oadby & Wigston Borough Council	Y	Y	Y	Y	Y	Y			Y					Adrian Thorpe <Adrian.Thorpe@oadby-wigston.gov.uk>	In L&L HMA - important to work together on strategic issues; have been and will be consulted on each stage of the Local Plan from the onset and including the evidence base; consultation, SHMA, SHLAA, Officer level dialogues, emails etc.	Emerging Options stage - March 2016	Happy with issues identified				
Leicestershire County Council																					
LCC (General Policy)	Y	Y						Y						Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach				
LCC Lead Flood Authority							Y						Y	Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach				
LCC Education					Y									Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach. However LCC Education have made specific comments to schools provision in some locations, which are being pursued through the Local Plan process.				
Leicester Highway Authority	Y	Y	Y	Y	Y		Y	Y	Y	Y			Y	E-mail: HDC@leics.gov.uk Tel: 0116 3050001	it is important to consult Highways for all future plans of the Borough - at all stages of Local Plan	Emerging Options	Happy with issues and approach, however keen to get involved in SHLAA and Minerals and Waste. Support welcomed. Highways Authority will be invited to comment on the draft Submission Plan which will include the site allocations which is a more detailed exercise than SHLAA.				
LCC (Gypsy and Traveller Needs)			Y				Y							Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach				

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
Leics Local Nature Partnership						Y	Y	Y						Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach				
LCC County Planning Authority (Minerals)							Y	Y		Y	Y			John Wright john.r.wright@leics.gov.uk Tel: 01163057041	LCC is the Planning authority for waste, minerals and fracking, so it is important to consult them at all stages of Local Plan including SA and HRA	Emerging Options stage	No reason to have 'fracking' as a separate strategic issue to Minerals and Waste Planning because hydraulic fracturing of shale rock for oil and gas exploitation is a type of mineral extraction. Advice to not treat it as a separate issue and that it is already addressed under the mineral and waste planning consultation. Fracking included as part of 'Minerals and Waste'				
LCC Local Resilience Network								Y					Y	Sarah Rudkin - Sarah.Rudkin@leics.gov.uk		Emerging Options	Happy with issues and approach				
LCC waste management					Y							Y		Paul McMorran, Paul.McMorran@leics.gov.uk, 0116 3058100 Rebecca Hollick, Rebecca.Hollick@leics.gov.uk, 0116 3055767		Emerging Options	Happy with the 'other infrastructure' specifically Civic Amenity Infrastructure				
LCC Environment - Green Infrastructure/Landscaping						Y								Anna Low, anna.low@leics.gov.uk, 0116 305 8127 Wendy Crawford, wendy.crawford@leics.gov.uk, 0116 305 7059							
Rutland County Council	Y	Y	Y	Y	Y	Y	Y	Y		Y		Y	Y	Peter Beever <PBeever@rutland.gov.uk>	Being a neighbouring authority it is our duty to consult on strategic issues. All stages of Local Plan process	Emerging Options stage	Happy with the strategic issues identified; requested to get involved in Minerals and Waste issues as they are Minerals and Waste authority				

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
The Environment Agency	Y				Y	Y	Y	Y			Y		Y				The Environment Agency have been involved in our discussions on the SUEs and site allocations in the draft Submission Plan which has influenced the site selection process.				
Historic England	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y		Emilie Carr - emilie.carr@historicengland.org.uk	To be involved in all strategic planning issues of Local Plan at all stages	Emerging Options	Would like to get involved in all strategic planning matters with the exception of Flood Risk/SFRA at all stages of Local Plan – Historic England have been involved in our discussions on the SUEs and site allocations in the draft Submission Plan which has influenced the site selection process.				
Natural England	Y				Y	Y	Y	Y					Y	consultations@naturalengland.org.uk	as local planning authority, plan for sustainable development, it is important to consult NE at all stages of Local Plan, including SA, HRA etc	Emerging Options	Need to consult them specifically for site allocations process – Natural England's comments on specific sites in the Emerging Options document have been taken into account for site allocations. They will be invited to comment on the next stage of the Local Plan (draft Submission Plan) during Reg 19 consultation during which they will be able to comment on our site allocations.				
South Kesteven District Council	Y	Y	Y	Y	Y	Y	Y	Y													
Newark and Sherwood District	Y	Y	Y	Y	Y	Y	Y	Y						Richard Exton, Senior Planning Officer 01636) 655859 richard.exton@nsdc.info	Newark-Sherwood being our neighbours, it is important to consult on strategic issues at all stages of Local Plan.	Emerging Options stage	Happy with the strategic issues identified.				
Rushcliffe Borough Council	Y	Y	Y	Y	Y	Y	Y	Y						Richard Mapletoft, Local development <Localdevelopment@rushcliffe.gov.uk>	Being a neighbouring authority it is our duty to consult on strategic issues. All stages of Local Plan process	Emerging Options stage	Happy with the strategic issues identified.				
The Civil Aviation Authority					Y																
Homes & Communiti	Y				Y																

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	If contact made	Outcome of meeting/dialogue
es Agency																					
Leicester City NHS Clinical commissioning Group					Y																
East Leicestershire & Rutland Clinical Commissioning Group	Y		Y		Y									Caroline Goulding, Caroline.Goulding@eastleicestershireandrutlandccg.nhs.uk 01162955105	as they are the infrastructure providers, we need to consult them at all stages of Local Plan	Emerging Options	added housing, and gypsy and traveller after consultation				
West Leicestershire CCG					Y																
NHS England - Midlands & East (Central Midlands)	Y		Y		Y									Caroline Goulding, Caroline.Goulding@eastleicestershireandrutlandccg.nhs.uk 01162955105		Emerging Options	this is now CCG delegated function, need to consult them in future				
The Office of the Rail Regulator - now called Office of Rail and Road - suggested by LCC Transport					Y																
Highways England	Y	Y		Y										Peter Smith, Peter.smith2@highwaysengland.co.uk, 07738 686 870 all planning consultations should be sent to the generic email - planningm@hig	as lead highways authority, they need to be consulted on stages of Local Plan.	Emerging Options	Happy with the strategic priorities				

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
														hwaysengland.co.uk							
Sport England					Y	Y								Steve Beard, Planning Manager - 02072731770 M: 07775752451 steve.beard@sportengland.org	It is important to consult Sport England for their guidance on Playing Pitch Strategy which will also inform other infrastructure and Green Infrastructure in the Borough; Sport England will be consulted at all stages of Local Plan including Emerging Options apart from continuous dialogue at specific stages (eg. PPS) etc.	Draft Melton Playing Pitch Strategy, Emerging Options Stage	Happy with the strategic priorities. Continuous dialogue and engagement with Sport England has taken place. Sport England have advised us on our Environment policy (EN7) and the quality of the evidence base relating to it.				
Leicestershire Police				Y																	
Leicestershire Fire and Rescue				Y									Y								
Leicester and Leicestershire Enterprise Partnership	Y	Y		Y																	
Severn Trent				Y				Y					Y								
Anglian Water				Y				Y					Y	Stewart Patience (Planning Liaison Manager), E-mail: sPatience@anglianwater.co.uk (formal Local Plan consultations should be sent to planning.liaison	as private utility company in the Borough, it is important to consult them on the Local Plan	Emerging Options	strong desire to be involved in preparation of SFRA, Water Cycle Study for Melton as part of used water infrastructure; keen to involve in Local Plan policies and technical documents, would like to know, what specific role they will have in HRA as NE is the main body to advise on European directives. Comment taken on board and Anglian Water will be invited to comment on the next stage of the Local Plan along with the new SFRA and HRA as part of				

Duty to Co-operate Organisation /Body	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	Contact details with name, email address and phone if possible	How, when and why we're consulting on specific issues	Details of when contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue	When contact made	Outcome of meeting/dialogue
														@anglianwater.co.uk; Tel Office 0345 0265 458 Mobile: 07764989051			the evidence base.				

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Appendix 3 – Audit Trail

Key stages of the Local Plan

1. Regulation 18 consultation (February 2014)
2. Issues and Options stage (2014) – Issues and Options consultation
3. Strategic Housing Market Assessment – key decision stage in 2014 to identify the housing requirement
4. Emerging Options stage 12 weeks consultation from January-April 2016 – key stage after which following the representations, more work was done on the settlement hierarchy and site selection. The changes are now made in the Pre-Submission draft Local Plan which is out for consultation for 6 weeks.
5. Ongoing work on Strategic Growth Plan
6. During and following the 6 week publication period for the pre Submission draft Plan, there will be more detail on the outcome of dialogue to be included prior to submitting the Local Plan and its evidence base for examination.

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