



Harborough District

Authority Monitoring Report: 2019/20

~ 1st April 2019 to 31st March 2020 ~

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Table of Contents

1.Introduction	3
2.Changes to the Development Plan.....	4
3.Local Development Scheme (LDS) update	5
4.Housing Monitoring and Affordable Delivery	6
5.Five-Year Housing Land Supply.....	7
6.Housing Delivery Test	10
7.Custom and Self-Build Monitoring.....	11
8.Gypsy, Traveller and Travelling Showpeople Monitoring	13
9.Employment Land Monitoring.....	18
10.Retail monitoring	29
11.Heritage and conservation areas.....	30
12.Community Infrastructure Levy (CIL).....	31
13.Neighbourhood Planning.....	32
14.Duty to Cooperate Log	34
15.Local Plan policy IMR1-Monitoring and review of the Local Plan	36

List of Figures

Figure 1 Annual housing completions in Harborough District from 2011/12 to 2019/20	6
Figure 2 Five Year Housing Land Supply Position as at 31st March 2020.....	9
Figure 3 Consequences of Housing Delivery Test results.....	10
Figure 4 Entries on Self Build and custom housing building register.....	11
Figure 5 The Five Year Supply of Gypsy & Traveller Pitches, as at 31 st March 2020	15
Figure 6 The Five-Year Supply of Travelling Show people plots as at 31st March 2020	17
Figure 7 Completions by employment type	18
Figure 8 Net completions on allocated sites	18
Figure 9 Overview of total employment land supply at 1st April 2020	19
Figure 10 Net Commitments on allocated sites.....	20
Figure 11 Progress against key indicators for employment.....	26
Figure 12 Annual net completions	27
Figure 13 Employment net completions by use 2011-2020.....	27
Figure 14 Duty to cooperate activities during 2019/20	35
Figure 15 Monitoring against policy IMR1	36

1. Introduction

- 1.1 Monitoring is an important part of the planning process. The plan-led system requires the Development Plan to be the starting point for the consideration of planning applications. Through a plan, monitor, manage approach, the Council can evidence how the plan is being delivered and identify any issues where further action may be needed. The Authority Monitoring Report (AMR) is the principal way we monitor the delivery of the adopted Development Plan.

- 1.2 Production of an AMR is a requirement of the Planning and Compulsory Purchase Order Act 2004 (as amended by the 2011 Localism Act) and The Town and Country Planning (Local Planning) (England) Regulations 2012. The monitoring of housing targets set in the Local Plan is also identified as a Key Activity in the Council's Corporate Plan, which sets out the key work priorities of the Council. This AMR also reports on the implementation of the Local Development Scheme (LDS) which sets out the timetable for plan making in the District.

2. Changes to the Development Plan

- 2.1 This AMR reports on the 2019/20 period from 01.04.2019 to 31.03.2020. The Development Plan consists of District Council level planning documents, County Council Mineral and Waste Planning Documents and any made Neighbourhood Plans. During this Monitoring period the Development Plan changed.
- 2.2 The Harborough District Core Strategy 2006-2028 (for the period 01.04.2019-29.04.2019 only) was replaced by the Harborough Local Plan 2011-2031 which was adopted on 30th April 2019.
- 2.3 The Minerals and Waste Planning Documents prepared by the County Council also changed when the County Council formally adopted the Leicestershire Minerals and Waste Local Plan up to 2031 on 25 September 2019. This replaced the previous Leicestershire Minerals Core Strategy and Development Control Policies Development Plan Document (DPD), and the Leicestershire and Leicester Waste Core Strategy and Development Control Policies DPD (adopted in October 2009), together with remaining saved policies in the Leicestershire Minerals Local Plan (1995) and the Leicestershire, Leicester and Rutland Waste Local Plan (2005).
- 2.4 Made Neighbourhood Plans were in place for Arnesby, Broughton Astley, Billesdon, Burton Overy, East Langton, Foxton, Great Bowden, Great Easton, Great Glen, Houghton on the Hill, Hungarton, The Kibworths, Lubenham, Medbourne, North Kilworth, Saddington, Scraftoft, Shearsby, South Kilworth, Swinford and Tur Langton.

Local Plan Indicators and targets

- 2.5 This AMR presents the findings of monitoring the 2011-2031 Harborough Local Plan. The AMR sets out progress against various policies within the plan in accordance with the monitoring framework set out in Appendix K. It should be noted that some triggers review the data over a three year period, and therefore analysis of these triggers has not yet been undertaken. Such analysis will be completed within subsequent AMRs.
- 2.6 It should be noted that the Covid-19 pandemic affected the last quarter of this monitoring period. Although work is underway to monitor the short, medium and longer term impacts, as of 31st March 2020 the impacts of COVID were just beginning. The findings of monitoring undertaken in relation to COVID recovery work will be included in the AMR for 2020/21.

3. Local Development Scheme (LDS) update

- 3.1 The Local Development Scheme (LDS) sets out the project plan for the preparation of development plan documents. During the 2019/20 monitoring period, the relevant Local Development Scheme was dated December 2017 and covered the period from 2017 to 2020. The LDS sets out the timetable for the production of the Local Plan, giving key production and public consultation stages as well as outlining the subject matter and geographical extent. The Council adopted the Local Plan on 30th April 2019 and it is these policies that this AMR will monitor.
- 3.2 Work is underway on the Planning Obligations SPD and Development Management SPD and both will be subject to public consultation in 2019/20 with a view to their adoption in 2021.
- 3.3 It is envisaged that the LDS will be reviewed during 2021/22.

4. Housing Monitoring and Affordable Delivery

- 4.1 The monitoring of the delivery of open market and affordable homes is an important part of Local Plan monitoring. Commitments and completions can then be compared to the housing trajectory, ensuring housing delivery remains on track.
- 4.2 During the 2019/20 monitoring period 906 new dwellings were completed, of which 207 were affordable: 87 Rented and 120 Shared Ownership. Figure 1 below shows the net additional dwellings since 2011, which is the base date for the Local Plan. The following graph, therefore, illustrates the number of dwellings completed during each monitoring year between 2011/12 and 2019/20, compared with the annual target of 557dpa. The graph indicates a gradual increase in housing delivery from the start of the Local Plan period onwards, with 240 dwellings completed in 2011/12 to 906 in 2019/20.

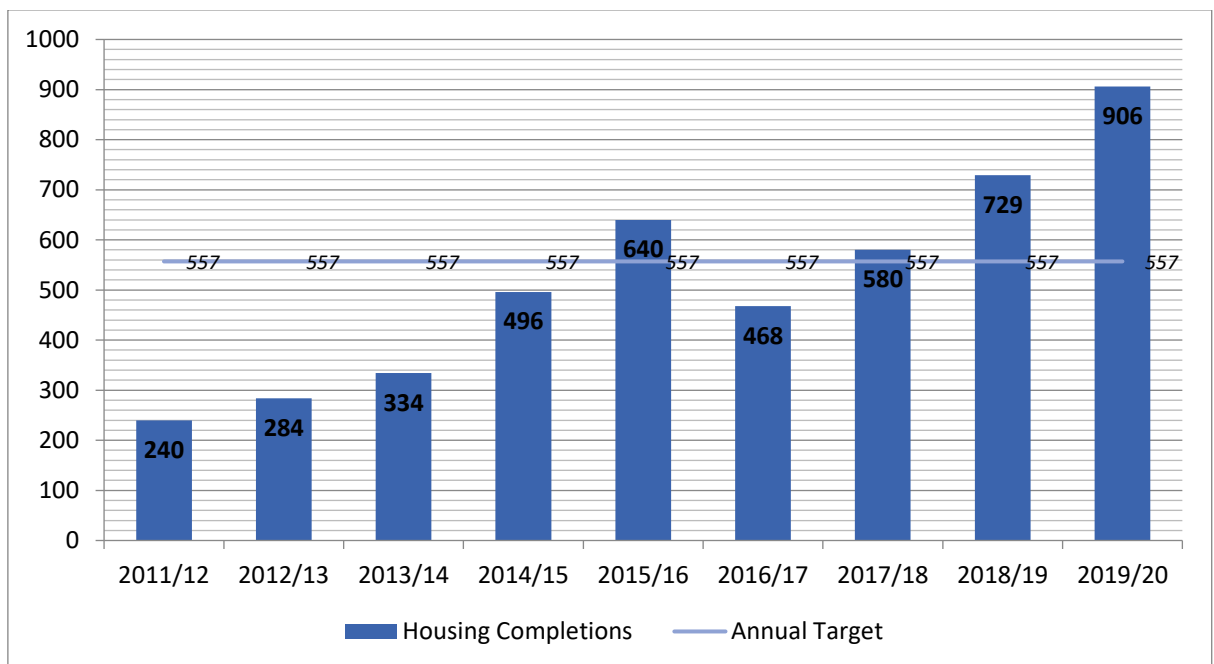


Figure 1 Annual housing completions in Harborough District from 2011/12 to 2019/20

5. Five-Year Housing Land Supply

- 5.1 The purpose of the 5 Year Housing Land Supply is to provide an indication of whether there are sufficient sites available to meet the housing requirement set out in adopted strategic policies for the next 5 years.
- 5.2 The National Planning Policy Framework (NPPF) sets out how the 5 year land supply should be assessed. The methodology and data inputs used by Harborough District Council are outlined in full in the 5 Year Housing Land Supply report¹ and are summarised below and can be viewed in full at Figure 2.
- 5.3 **Housing requirement, shortfall and buffer:** The adopted Harborough Local Plan 2011-2031 sets a housing requirement of 557 dwellings per annum (dpa). The shortfall to add to the 5 year housing requirement is the difference between the total housing requirement (2011 to date) and actual housing completions (2011 to date), currently 336 dwellings. This equates to an additional 67.2 dwellings per annum (dpa), across five years. A 5% buffer has been added to the annual housing requirement figure 'to ensure choice and competition in the market for land', conforming to paragraph 73(a) of the 2019 National Planning Policy Framework. This brings the annual requirement to 655 dpa for the next 5 years, a total 5 year requirement of 3,277 dwellings.
- 5.4 **Projected supply:** is comprised of housing supply from a range of development sites across the District including allocated sites, the Market Harborough Strategic Development Area (SDA), Neighbourhood Plan allocated sites, major sites with planning permission (for 10 or more dwellings) and projected supply from small sites (up to 9 dwellings) with planning permission. For the period 1st April 2019 to 31st March 2020, the Harborough District Local Planning Authority could demonstrate a five year supply of 5,069 new dwellings. This concludes that Harborough has 7.74 years of housing land supply.

¹ Harborough 5 Year Housing Land Supply report
https://www.harborough.gov.uk/downloads/file/6548/full_year_position_2019-20_final

Housing Requirement	Row	Total	Calculation
Housing requirement for Harborough District 2011-2031	A	11,140	n/a
Annual Housing Requirement	B	557	n/a
Housing Requirement to date, 01 Apr 2011- 31 Mar 2020	C	5,013	n/a
Recorded housing completions to date, 31 Mar 2020	D	4,677	n/a
Housing shortfall to add to the 5 year requirement	E	336	C-D
Annual Requirement including shortfall, before buffer	F	624	E/5 + B
Additional 5% Buffer	G	31	F x 0.05
Total Annual Requirement for the next 5 years, shortfall and buffer	H	655	F + G
Total Five Year Housing Requirement	I	<u>3,277</u>	H x 5 years
Supply of Sites: 01 April 2019 to 31 March 2024	Row	Total	Calculation
Projected delivery from Allocated sites (See Appendix 3, Table 3.1 & 3.2)	J	1,141	n/a
Projected delivery from Market Harborough SDA (See Appendix 3, Table 3.3)	K	627	n/a
Projected delivery from Neighbourhood Plan Allocated Sites (See Appendix 3, Table 3.4)	L	407	n/a
Projected delivery from Major sites with planning permission (See Appendix 3, Table 3.5)	N	2,337	n/a
Projected delivery from sites with planning permission, pending a Section 106 Agreement (See Appendix 3, Table 3.6)	O	-	n/a
Projected delivery from small sites with planning permission (sites under construction and unimplemented, see Appendix 4)	P	557	n/a
Five Year Supply of deliverable sites	Q	<u>5,069</u>	J + K + L + M + N + O + P
Five Year Assessment calculation:	Row	Total	Calculation

01 April 2019 to 31 March 2024			
Annual requirement plus 5% buffer	R	655	H
Assessed Five Year Supply of Deliverable Dwellings	S	5,069	Q
Supply of Land as a percentage of the requirement	T	154.7%	Q/I
Years Supply of Land	U	<u>7.74</u>	S/R

Figure 2 Five Year Housing Land Supply Position as at 31st March 2020

6. Housing Delivery Test

6.1 The Housing Delivery Test (HDT) is a compulsory calculation undertaken by Government. It assesses the performance of Local Planning Authorities in delivering housing and its purpose is two-fold:

- **Planning application decisions:** the HDT result can trigger the presumption in favour of sustainable development when the HDT is 75% or lower (paragraph 11, footnote 7 of the National Planning Policy Framework (NPPF)).
- **Five year housing land supply (5YS):** the better the HDT result, the smaller the buffer that local authorities are obliged to add to their housing requirement figures in the 5YS calculation. Sanctions are set out in paragraph 73 and footnote 7 of the framework and are summarised below:

HDT Result	Consequence
≥95%	5% buffer to ensure choice and competition in the market for land.
86-94%	10% buffer and duty bound to produce an Action Plan
≤85%	20% buffer and duty bound to produce an Action Plan
≤75%	20% buffer, duty bound to produce and Action Plan and triggers the presumption in favour of sustainable development

Figure 3 Consequences of Housing Delivery Test results

6.2 In terms of setting the housing requirement figure for each year of the calculation, transitional arrangements are in place for years up to and including 2017/18, because the standard method for calculating local housing need was not introduced before then. Therefore, the housing requirement figure for planning years 2016/17 and 2017/18 are derived from official household projections (paragraphs 21 and 22, including footnotes 18 and 19).

6.3 For years since the standard method has been introduced, the HDT Rulebook stipulates that the housing requirement figure should be the *lower* of:

- the adopted housing requirement figure including any agreed unmet need (557 dpa)
- the local housing need figure (542 dpa).

6.4 Therefore, the minimum local housing need figure has been applied for test years 2018/19 and 2019/20. The MHCLG published official results in January 2021, for the period 1 April 2019 to 31 March 2020; based on the previous three years of housing delivery, and the housing requirements set out above, the Housing Delivery Test score for Harborough District Council is 156%.

7. Custom and Self-Build Monitoring

- 7.1 Under the Self-Build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016) the Council has a legal duty to keep a register of individuals and associations of individuals who wish to acquire serviced plots of land within the District to bring forward self-build and custom housebuilding projects. As a local planning authority, the Council must give suitable development permission in respect of enough serviced plots of land to meet the demand for self-build and custom housebuilding in the authority's area arising in each base period, and is also required to have regard to the register when carrying out its planning, housing, land disposal and regeneration functions.
- 7.2 The Harborough Local Plan, which was adopted during the monitoring year 2019/20, sets out the Council's approach to supporting self-build and custom housebuilding. Policy H5 *Housing standards, mix and standards* supports the delivery of self-build plots and custom housebuilding in any location that is suitable for housing. The policy also encourages self-build/custom housing on strategic allocations capable of accommodating 250 dwellings or more (as part of an appropriate mix of dwellings) where there is evidence of demand. Policies L1 *East of Lutterworth Strategic Development Area* and SC1 *Scraftoft North Strategic Development Area* specify that the provision of serviced plots for self-build and custom housebuilding should form part of a suitable mix of housing types within these areas.
- 7.3 During the monitoring year 2019/20, the Council carried out an update of the register which was completed at the end of February 2020. All those on the register were contacted and asked to reapply using the updated online application form. The table below reflects this update and sets out the number of entries on the Self-Build and Custom Housebuilding Register for each completed Base Period (31st October – 30th October) as of the end of March 2020.

Base Period	Individuals	Associations	Plots required
1 (launch - 30/10/16)	7	0	7
2 (31/10/16 - 30/10/17)	14	0	14
3 (31/10/17 - 30/10/18)	10	0	10
4 (31/10/18 - 30/10/19)	17	0	17
Totals	48	0	48

Figure 4 Entries on Self Build and custom housing building register

- 7.4 Of those on the register as of 31st March 2020:
- Almost 3 out of every 4 are seeking to build properties with 4 or more bedrooms;
 - The most frequently desired plot size is over 500sqm (4 out of every 10);
 - Almost all are seeking plots for detached houses or bungalows;
 - Few are specific about their preferred location for a plot with almost 1 in 5 indicating they would consider a plot in any of the sustainable locations listed on the application form and a further 2 out of every 5 entrants selecting 6 to 20 preferred locations.
- 7.5 The Council has 3 years to grant planning permissions for plots equivalent to entries on the register for a base period. As of March 2020, there were 21 entries on the District's self-build register for the base periods 1 (launch to 30th October 2016) and 2 (31st October 2016 to 30th October 2017). As of 30th March 2020, the Council had approved 5 self-build plots (conditioned as self-build) at Great Glen in August 2018 (18/01006/OUT) to count towards this total.
- 7.6 In addition to the above site, there were 429 dwellings with planning permissions on small sites (less than 10 dwellings) yet to commence as of the end of March 2020. Some of these will come forward as self-build or custom housebuilding projects but are not currently captured in the monitoring of such development. Working with the Development Management Team, the potential of small sites to contribute to the provision of serviced plots will be explored over the coming monitoring year and, where appropriately evidenced, some of these plots could be included in the overall serviced plots total and included in future AMRs as counting towards the Council's duty in respect of the register.
- 7.7 Further details about the register and applying to join the register through the online form are available on the Council's [website](#).

8. Gypsy, Traveller and Travelling Showpeople Monitoring

- 8.1 The Council is required to plan for all housing needs including those of the Gypsy and Traveller and Travelling Show-people communities.

Gypsy and Traveller Pitches

- 8.2 The Gypsy and Traveller Accommodation Assessment for Leicester and Leicestershire (Opinion Research, 2017) (GTAA) provides the evidence base for the adopted Local Plan.
- 8.3 The GTAA sites found a requirement for a total of 5 pitches over the whole plan period (2011-2031):
- 3 new pitches by March 2021
 - 1 further pitch by March 2026
 - 1 further pitch March 2031
- 8.4 As with other housing requirements, this is a minimum, not a maximum target.
- 8.5 Policy H6: Gypsy, Traveller and Travelling Show-people in the adopted Local Plan sets out both how the planning authority will be both proactive and reactive on this issue.
- 8.6 The policy identifies how the pitch requirement will be addressed through the allocation of sites at Claybrooke Parva (3 pitches), Smithfields, Dunton Bassett (2 additional pitches existing boundary) and a reserve site at Bonhams Lane for 10 pitches.
- 8.7 The policy protects existing sites from non Gypsy and Traveller development. It also sets out how any other applications for new Gypsy and Traveller pitches would be considered.

Calculating gypsy and traveller pitch requirements

- 8.8 The Local Plan includes as identified pitch requirement for 5 new pitches over the whole plan period (2016-2031). This equates to an annual requirement of 0.33 pitches per year. A 5% buffer has been added to the annual housing requirement figure 'to ensure choice and competition in the market for land', conforming to paragraph 73(a) of the 2019 National Planning Policy Framework. This brings the annual requirement to 0.35 pitches per year for the next 5 years, a total 5 year requirement of 1.73 pitches.
- 8.9 During the 2019/20 AMR period, an additional 2 pitches were completed at Mere Farm and a further application for 1 pitch at Mere View Meadows, Bitteswell was granted permission in Sept 2019. In addition to this, the Local

Plan was adopted in April 2019 and policy H6 of the plan allocates a further 2 pitches at Smithfields, Lutterworth Road, Dunton Bassett. The deliverable supply is therefore now six pitches. This equates to 17.32 years' worth of supply as set out in Figure 5 below.

8.10 The Local Plan has therefore planned for, and delivered the pitches required to meet the known Gypsy and Traveller need over the plan period.

8.11 Figure 5 shows the land supply position for Gypsy and Traveller pitches as of 31 March 2020.

Gypsy & Traveller Pitch Requirements 2016-2031	Row	Total	Calculation
Pitch Requirements for Harborough District 2016-2031	A	5	<i>n/a</i>
Annual Pitch Requirement	B	0.33	A / 15 years
5 yr pitch requirement	C	1.65	B*5
5 yr pitch requirement with additional 5% Buffer	D	1.73	C*0.05
Pitch Requirement to date (1 Apr 2016 – 31 Mar 2020)	E	1.32	B x 4 years
Recorded pitch completions 1 Apr 2016 to 31 Mar 2020: Walkers Stables (16/00120/FUL) – 1 additional pitch above GTAA; Barn 1, Mere Farm, Mere Road (18/01733/FUL) – 2 pitches	F	3	
Shortfall to add to the next 5 years requirement	G	0	E – F
Shortfall as an annual requirement for the next 5 years	H	0.0	G / 5 years
Total Annual requirement for the next 5 years	I	0.33	B + H
Total Annual requirement for the next 5 years, including 5% buffer	J	0.35	I + (I*0.05)
Total Five Year Pitch Requirement	K	<u>1.73</u>	J x 5 years
Supply of Sites 1 April 2016 to 31 March 2020	Row	Total	Calculation
18/01350/FUL – Spinney View Farm, Claybrooke Parva	L	3	<i>n/a</i>
19/01212/FUL – Mere Meadows, Mere Road, Bitteswell	M	1	<i>n/a</i>

Local Plan allocation H6 – Smithfields, Lutterworth, Dunton Bassett	N	2	n/a
Five Year Supply of Deliverable Sites	O	<u>6</u>	L + M + N
Five Year Assessment Calculation Looking Forward 1 April 2020 – 31 March 2025	Row	Total	Calculation
Annual requirement plus 5% buffer	P	<u>0.35</u>	J
Assessed Five Year Supply of Deliverable Pitches	Q	<u>6.00</u>	O
Supply of pitches as a percentage of the requirement	R	<u>346.32%</u>	O / K
Years Supply of Pitches	S	<u>17.32</u>	O / P

Figure 5 The Five Year Supply of Gypsy & Traveller Pitches, as at 31st March 2020

Unidentified Gypsy and Traveller Needs

- 8.12 The pitch requirement is informed by the identified need of the Gypsy and Traveller community. In 2015, the Ministry of Housing, Communities and Local Government (MHCLG) published its Planning Policy for Traveller Sites (PPTS) which changed the definition of Gypsy and Travellers to remove reference to persons ‘who have ceased to travel permanently’. The GTAA methodology includes undertaking surveys of existing Gypsy and Travellers, which are necessary to determine whether they meet the new definition. In line with the national policy change the GTAA therefore identified:
- Households that travel under the planning definition.
 - Households that have ceased to travel temporarily under the planning definition.
 - Households where an interview was not possible who may fall under the planning definition.
- 8.13 The GTAA methodology recognises that there is likely to be an ‘unknown’. A known unknown need.
- 8.14 This is reflected in Para 5.11.7 of the adopted Local Plan which states “in addition to identifying those who do not meet the PPTS, 2015 definition, the GTAA, 2017 identified a need arising from ‘unknown’ Gypsies and Travellers And Travelling Show-people. The unknown need arises from sites where existing occupants were not able to be interviewed as part of the GTAA fieldwork. The needs of these households are recognised by the GTAA as there is likely to be future household formation from those that meet the PPTS definition.”
- 8.15 The GTAA seeks to undertake a calculation of this ‘unknown’ need. As para 5.11.7 of the Local Plan explains “the GTAA uses a national approximation of 10% of households meeting the PPTS definition, and applies an annual growth rate of 1.5%”. For Harborough these calculations result in a pitch requirement for the unknown need of:

- 4 pitches by March 2021
- A further 4 pitches by March 2026
- A further 5 pitches by March 2031.

8.16 There is therefore evidence of a known ‘unknown’ need for 13 additional Gypsy and Traveller pitches over the plan period.

8.17 This has been recognised in the Local Plan, as Policy H6 includes a reserve site at Boneham’s Lane, Gilmorton “to meet future accommodation needs due to either i) an increase in the need of pitches arising from a change to the Planning Policy Traveller Sites (PPTS) definition; and/or sufficient evidence is provided that the identified ‘unknown’ Gypsy and Traveller population does meet the PPTS definition of Gypsy and Traveller. The policy also sets out how any other applications for gypsy and Traveller Pitches will be considered.

Travelling Show-people Plots

8.18 During the 2019/20 monitoring period there were no completions of sites, nor any new permissions. Figure 6 shows the land supply position for Travelling Show-people plots as at 31st March 2020.

8.19 In calculating the five-year supply of plots, a 20% buffer has been included in the calculation. A 20% buffer has been used as there has been significant under delivery in the previous 3 years and is therefore a requirement as per paragraph 73 of the NPPF. Notwithstanding this, the Council has a 6.68 year supply of Travelling Show-people plots.

Travelling Showpeople Plot Requirements 2016-2031	Row	Total	Calculation
Plot Requirements for Harborough District 2016-2031	A	26	<i>n/a</i>
Annual Plot Requirement	B	1.7	A / 15 years
Y5 year plot requirement	C	8.7	B*5
Additional 5% buffer	D	9	B x 4 years
Plot requirement to date (1 Apr 2016 – 31 Mar 2020)	E	6.9	B x 4 years
Recorded plot completions 1 Apr 2016 – 31 Mar 2020	F	-	<i>n/a</i>
Shortfall to add to the next 5 years requirement	G	6.9	E – F
Shortfall as an annual requirement for the next 5 years	H	1.4	G / 5 years
Total Annual Requirement for the next 5 years	I	3.1	B + H

Total Annual Requirement for the next 5 years, including 20% buffer	J	3.7	$I + (I \times 0.2)$
Total Five Year Plot Requirement	K	19	J x 5 years
Supply of Sites: 1 April 2016 to 31 March 2020	Row	Total	Calculation
16/01165/FUL – James Bond caravan park extension, Moorbarns Lane, Lutterwoth	L	7	n/a
Five Year Assessment Calculation Looking Forward: 1 April 2020 – 31 March 2026	Row	Total	Calculation
Annual requirement plus 20% buffer	O	3.74	J
Assessed Five Year Supply of Deliverable Plots	P	25	N

Figure 6 The Five-Year Supply of Travelling Show people plots as at 31st March 2020

9. Employment Land Monitoring

Completions

9.1 During the 2019/20 monitoring period 59.8ha of employment land was completed in the District and 1.1ha of employment land was lost to alternative uses, giving a net employment land completions figure of 58.7ha for the year. Figure 7 provides a breakdown of Net Completions by employment type and states equivalent floorspace (Sq.m.). Figure 8 shows the amount of net completions on allocated sites.

Employment Monitoring 2019/20 (by category)	Net Completions 2019/20 (hectares)	Net Completions 2019/20 (floorspace equivalent sq.m)
B1a	0.2	729
B1b	0.0	0
B1c	1.0	3,301
B2	0.7	1,198
B8	1.5	7,461
St. B8	55.4	100,244
Total	58.7	112,933

Figure 7 Completions by employment type

Employment completions 2019/20 by type	Allocated sites (net)	Other sites (net)	Net completions 2019/20
Office (ha)	0.65	-0.5	0.15
Industrial (ha)	1.76	-0.1	1.66
Non-strategic Storage & Distribution (ha)	0.89	0.63	1.52
Strategic Storage & Distribution (ha)	55.4	0	55.4
Total ha	58.7	0.03	58.73
Equivalent floorspace Total sq.m	111,489	1,444	112,933

Figure 8 Net completions on allocated sites

Commitments/Supply

9.2 Figure 9 gives an overview of the District's employment land supply at 1st April 2020 which totalled 331.9ha. Supply exists for all types of employment: office, industrial and warehousing. Overall, the largest element of supply is for strategic warehousing. This comprises 2 sites (1 allocated, 1 other) at

Magna Park near Lutterworth being marketed as Magna Park North and Magna Park South.

Employment Supply at 1/4/20 by Type (ha)	Net Commitments 2019/20)	Net Commitments Previous Years	Grand Total-Supply
Office	7.6	10.3	18.0
Industrial	10.6	9.4	20.0
Non -Strategic Storage & Distribution	19.0	2.7	21.7
Strategic Storage & Distribution	183.6	88.7	272.3
Total	1220.8	111.1	331.9

Employment Supply at 1/4/20 Floorspace Equivalent (sq.m)	Net Commitments 2019/20)	Net Commitments Previous Yrs	Grand Total-Supply
Office	35,884	37,224	73,108
Industrial	41,605	32,190	73,795
Non-Strategic Storage & Distribution	74,275	9,537	83,812
Strategic Storage & Distribution	319,556	278,709	598,265
Total	471,320	357,660	828,980

Figure 9 Overview of total employment land supply at 1st April 2020

9.3 Most of the District's employment supply is on allocated sites (Figure 10). These sites are expected to be developed in phases, delivering completed units gradually throughout the remainder of the plan period to 2031. The speed of delivery will depend on the strength of the economy and local market, and the potential implications of Brexit and the Covid-19 pandemic.

Employment Supply @ 1/04/20 (by type)	Net Commitments 2019/20)	Net Commitments Previous Years	Grand Total-Supply
Office	17.3	0.6	18.0
Industrial	19.9	0.1	20.0
Non-Strategic Storage & Distribution	21.7	0.0	21.7
Strategic Storage & Distribution	183.6	88.7	272.3
Total (ha)	242.5	89.4	331.9
Total equivalent floorspace (sq.m)	548,315	280,665	828,980

Figure 10 Net Commitments on allocated sites

- 9.4 Only three of the District's 12 allocated employment sites (i.e. L1e, L1f and MH4) did not have either outline or full planning consent at the end of the 2019/20 monitoring period. Of these 3, notably two had pending planning applications at 31st March 2020.

Monitoring the Key Indicators of The Harborough Local Plan 2011-2031 Monitoring Framework (Appendix K)

- 9.5 The Harborough Local Plan 2011-2031 Monitoring Framework (Appendix K) contains several Key Indicators related to employment policies and the delivery of land for business and employment. Performance against these Key Indicators is set out in Figure 11 below.

Objective 2: Employment

Key Policies	Key indicators	Target	Previous Yr (2018/19)	2019/20	Total @ 31/03/20	Commentary
SS1 BE1 BE2	Net additional floorspace provided	At least min. floorspace required per use class met in plan period				Targets relate to completions at LP allocation sites only (2018/19 – 2030/31: Total 59Ha) as per Policy BE1.
	Office	18.6 Ha	0	0.65 Ha	0.65 Ha	A total of 2.85 Ha of land (equivalent to 9,978 sq.m. of additional floorspace) has been completed in 2019/20. Trigger: No data. Year 2 of monitoring against policy target. Trigger will be considered in 2021/22 AMR, 3yrs post LP adoption.
	Industrial	18.9 Ha	0	1.46 Ha	1.46 Ha	A total of 2.85 Ha of land (equivalent to 9,978 sq.m. of additional floorspace) has been completed in 2019/20. Trigger: No data. Year 2 of monitoring against policy target. Trigger will be

						considered in 2021/22 AMR, 3yrs post LP adoption.
	Small S&D	21 Ha	0	0.74 Ha	0.74 Ha	<p>Target relates to completions at the 2 sites identified in Policy BE2.</p> <p>A total of 100,244sq.m of additional floorspace (approx. 55.4Ha) has been completed in 2019/20 at Magna Park North, an extension of Magna Park.</p> <p>No permissions have been granted contrary to Policy BE2 (2).</p> <p>Trigger: No data. Year 2 of monitoring against policy target. Trigger will be considered in 2021/22 AMR, 3yrs post LP adoption.</p>
	Strategic S&D	700,000 sq.m	0	100,244 sqm	100,244 sq.m	<p>Target relates to completions at the 2 sites identified in Policy BE2.</p> <p>A total of 100,244sq.m of additional floorspace (approx. 55.4Ha) has been completed in 2019/20 at Magna Park North, an extension of Magna Park.</p>

						<p>No permissions have been granted contrary to Policy BE2 (2).</p> <p>Trigger: No data. Year 2 of monitoring against policy target. Trigger will be considered in 2021/22 AMR, 3yrs post LP adoption.</p>
BE2	Empl. & training strategy secured for each proposal.	Minimum of 25% of total new jobs created filled by Harborough residents	No data	No data	No data	<p>Obligation for a 'Construction Job and Business Employment Strategy'(CJBES) secured via S106 for 15/00919/FUL (Magna Park North Unit G), completed in 2019/20.</p> <p>CJBES to be monitored in future years. Data (subject to developer co-operation) may not be available until after the completion of each development phase.</p>

Objective 3: Location of Development

Key Policies	Key indicators	Target	Previous Yr (2018/19)	2019/20	Total @ 31/03/20	Commentary
SS1 BE1	Provision of commercial development in MH, Lutt, Fleckney	None stated	No data	n/a	n/a	
		Market Harborough	Not monitored pre 2019/20	2.9 Ha	Not monitored pre 2019/20	Geographical distribution of employment completions monitored from 2019/20 onwards only BA added to KI due to NP allocations.
		Lutterworth (<i>excl. Magna Park</i>)	Not monitored pre 2019/20	0 Ha	Not monitored pre 2019/20	Geographical distribution of employment completions monitored from 2019/20 onwards only

						BA added to KI due to NP allocations.
		Fleckney	Not monitored pre 2019/20	0 Ha	Not monitored pre 2019/20	Geographical distribution of employment completions monitored from 2019/20 onwards only BA added to KI due to NP allocations.
		Kibworth	Not monitored pre 2019/20		Not monitored pre 2019/20	Geographical distribution of employment completions monitored from 2019/20 onwards only BA added to KI due to NP allocations.

		Broughton Astley	Not monitored pre 2019/20		Not monitored pre 2019/20	Geographical distribution of employment completions monitored from 2019/20 onwards only BA added to KI due to NP allocations.
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Figure 11 Progress against key indicators for employment

Trends

9.6 Figure 12 shows the trend in net employment land completions in the District annually over the Plan period 2011/12 to 2019/20.

Year	Total (Hectares)
2011/12	1.6
2012/13	1.4
2013/14	2.3
2014/15	-4
2015/16	7.2
2016/17	1.4
2017/18	5.9
2018/19	0.3
2019/20	58.73
Total all years	75
Rolling 3 year average (2016/17 – 2018/19)	2.5

Figure 12 Annual net completions

9.7 The data shows that the net completion figure for 2019/20 is significantly higher than all previous years during this plan period, due to the expansion of Magna Park which began this year. Figure 13 below shows the trend for employment land completions by B class use over the period 2011/12 to 2019/20. In future AMR's graphs for general employment and strategic warehousing may be presented to enable the trends for each to be appreciated separately.

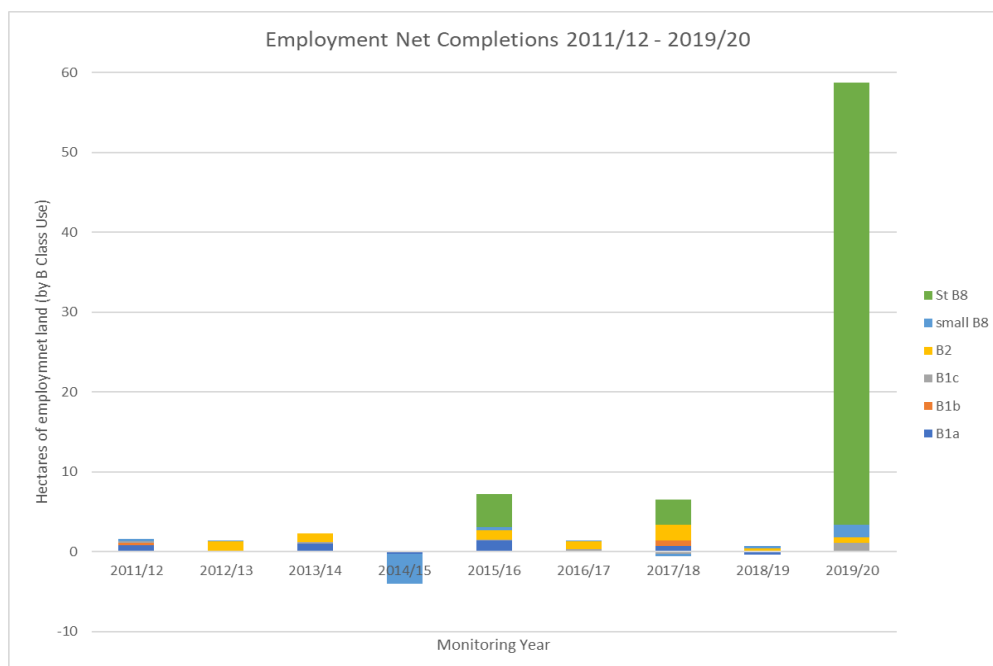


Figure 13 Employment net completions by use 2011-2020

10. Retail monitoring

- 10.1 The monitoring of changes in retail floorspace is challenging due to permitted development rights. As a result, planning permission is not required in all cases and not all retail gains and losses can be monitored.
- 10.2 Taking into account planning permissions (or prior notifications) approved during the monitoring year, there was very little change in retail floorspace in the District's town centres (Market Harborough and Lutterworth). However, an additional 285sqm of new retail floorspace was approved (subject to s106 agreement) in Fleckney as part of the 'Land off High Street' scheme (17/02146/FUL).
- 10.3 The COVID-19 related national lockdown came towards the end of the 2019/20 monitoring year. The potential impacts on town and village centres generally, and the retail and hospitality sectors particularly, will be considered in future AMRs.
- 10.4 The recent purchase of Experian GOAD mapping for Market Harborough and Lutterworth (showing town centre ground floor uses as of October 2018) provides a basis on which to base future monitoring of changes of use and vacancies.

11. Heritage and conservation areas

- 11.1 During the 2019/20 monitoring year, the Council appointed a heritage and conservation policy officer whose role is to review conservation areas across the District. A heritage champion was also appointed by the Council. The heritage champion is currently Cllr Bateman. Their role is to support and promote the protection of the historic environment across Harborough District.
- 11.2 The Council currently has 62 designated conservation areas plus the section of the Grand Union Canal conservation area that lies within Harborough District. A review of these conservation areas is now underway. Work on prioritising those conservation areas most in need of review of designation has been carried out and work on the first review of Shearsby Conservation Area has started.
- 11.3 In March 2020, agreement was given to establish a Local List for the District. Progress on this will be reported in the next AMR.

12. Community Infrastructure Levy (CIL)

12.1 Harborough District Council has not adopted CIL.

13. Neighbourhood Planning

- 13.1 Neighbourhood Planning is an important part of plan-making in Harborough. It is for the parish or town council, or a neighbourhood forum, to prepare the Neighbourhood Development Plan, if they choose to do so. The Council meets the requirements of paragraph 3 of Schedule 4B to the Town and Country Planning Act 1990 (as amended) to give assistance and advice to Neighbourhood Plan groups.
- 13.2 The Council can offer early advice about whether a Neighbourhood Development Plan is the most appropriate planning document for a community given the local needs and aspirations and whether any wider strategic planning policies are relevant to the area.
- 13.3 HDC have undertaken to:
- be proactive in providing information and data to communities about neighbourhood planning when required.
 - fulfil its duties and take decisions as soon as possible, and within statutory time periods where these apply.
 - set out a clear and transparent decision-making timetable and share this with those wishing to prepare a neighbourhood plan or an Order.
 - constructively engage with the Qualifying Body throughout the process including when considering the recommendations of the independent examiner of a neighbourhood development plan or Order proposal.
- 13.4 HDC is obliged to:
- designate the neighbourhood area.
 - designate a neighbourhood forum.
 - issue the decision by the local planning authority on whether to put a neighbourhood plan or order proposal to referendum following receipt of the report of the independent examiner.
 - issue details of time periods for a local planning authority to seek further representations and make a final decision, where they propose to make a decision which differs from that recommended by the examiner.
 - adhere to the time period within which the referendum must be held, following the decision that the plan or Order proposal should be put to referendum;
 - adhere to the time period for a local planning authority to make a neighbourhood plan or Order after it has been approved in each applicable referendum.
 - adhere to the time period for a local planning authority to make a modified neighbourhood plan following receipt of the report of the independent examiner, where the modifications do not change the nature of the plan.
- 13.5 HDC is also required to check proposed Neighbourhood Development Plans to ensure that it meets all the relevant legislation and regulations, and

generally conforms to the strategic elements of the Local Plan. Paragraph 1.6.6 of the adopted Local Plan identifies policies that are not strategic and with the exception of these policies, neighbourhood plans should be in general conformity with all policies in the Local Plan. Once a draft Neighbourhood Development Plan has been prepared correctly, the Council arranges for an independent examination. If the Neighbourhood Development Plan passes the examination, the Council is responsible for arranging a local referendum concerning support for the plan. The costs incurred by the examination and the referendum will be met by the Council. If the referendum supports the Neighbourhood Development Plan, then the Neighbourhood Plan is 'made' and becomes part of the overall development plan (which includes the Local Plan and associated documents).

- 13.6 During the 2019/20 period, the Neighbourhood Plan for [Tur Langton \(02/07/2019\)](#) was made as was the review of the [Great Glen NDP \(05/02/2020\)](#), the first neighbourhood plan review in the country. [Fleckney](#) and [Husbands Bosworth](#) were both scheduled to hold a referendum in 2020 but due to the Covid-19 pandemic this has been delayed to May 2021. Full details are available on the [Council's website](#).

14. Duty to Cooperate Log

14.1 Local planning authorities are under a duty to cooperate with each other and with other prescribed bodies, on strategic matters that cross administrative boundaries. Figure 14 below shows the key areas of work and cooperation undertaken during the 2019/20 monitoring year in relation to the duty to cooperate.

Issue	Activity
Housing Need (Statement of Common Ground)	Throughout 2019/20 work has continued on a Statement of Common Ground to set out the OAN and the agreed distribution of any unmet housing from Leicester City.
A5 Partnership meetings	The A5 Partnership brings together District, Borough and County Councils alongside Local Enterprises Partnerships, Highways England and Midland Connect work together on issues affecting the A5 route. It brings together those with planning, economic development, highways, transport responsibilities, and is responsible for the A5 Strategy (Nov 2018). It aims to monitor performance of this strategically important transport corridor and to bid for Government funding to support any identified required improvements.
A46 Partnership meetings	The A46 Partnership brings together District, Borough and County Councils alongside Local Enterprises Partnerships, Highways England and Midland Connect to work together on issues affecting the A46 route. It brings together those with planning, economic development, highways, transport responsibilities. It aims to monitor performance of this strategically important transport corridor and to bid for Government funding to support any identified required improvements. The Council's Cabinet agreed to sign a Statement of Commitment and Collaboration to work with Midlands Connect to help them to develop an Economic Development Strategy for the 'Trans-Midlands Corridor' in Sept 2019.
Planning Officers Forum (POF)	The Planning Officers' Forum (POF) is a formal meeting of Chief Officers (or their nominee) responsible for planning and transport services within the HMA. The Forum provides professional advice to the Strategic Planning Group (SPG), which supports its overall direction and work programme, and the Chair of POF represents the views of the wider Forum at meetings of SPG. POF meets regularly in synergy with SPG.
Development Plans Forum (DPF)	The Development Plans Forum (DPF) is a formal meeting of the managers responsible for planning policy and transport policy within the HMA. It reports to POF with the Chair attending POF as required.

SGP Health and Wellbeing Task and Finish Group	This group included representatives from LRS, Sport England, Planning policy officers from Leicester and Leicestershire and public health representatives for the City and County Councils. Meetings occur as and when required and the aim of the group is work together and in a multidisciplinary way on health and wellbeing policy development and practice.
Responses to neighbouring authorities consultations	Responses were made to the following consultations : Blaby New Local Plan Issues and Options – Sept 2019 West Northamptonshire Strategic Plan – Issues consultation – Oct 2019

Figure 14 Duty to cooperate activities during 2019/20

15. Local Plan policy IMR1-Monitoring and review of the Local Plan

15.1 This AMR is the first that monitors the ‘new’ Local Plan adopted in April 2019. It sets out progress against various policies within the plan. As it is the first year of monitoring the plan, it is not yet possible to determine the full effectiveness of the plan as some triggers review the data over a three-year period. However, policy IMR1 sets out some further criteria that would require a full or partial update of the plan and an update against these criteria is set out in Figure 15. If any of these criteria are triggered then a full or partial update of the Local Plan is required to be submitted for examination within 30 months from the date it commenced.

Criteria for commencement of a full or partial update of the Local Plan	Update at December 2020
The adoption by the Council of a Memorandum of Understanding (MOU) or Statement of Common Ground (SOCG) which proposes a quantity of housing or employment development to 2031 that is significantly greater than the housing requirement or employment need identified in this Local Plan	Work on a Statement of Common Ground is still ongoing. It has not been adopted by the Council. Criteria not triggered.
In the absence of an adopted MOU or SOCG, 12 months from the date of publication of a Local Plan for Leicester City (defined as publication of an invitation to make representations in accordance with Regulation 19 of the Town and Country (Local Planning) (England) Regulations 2012 that includes satisfactory evidence of an unmet local housing need.	Leicester City have recently published a draft Local Plan for consultation under regulation 18. Criteria not triggered.
Conclusion in response to specific trigger points as set out in the monitoring framework, including identification of significant and persistent shortfalls in delivery or supply of housing against the housing requirement.	Chapters 4-12 of this AMR set out how none of the triggers in the monitoring framework have occurred. Criteria not triggered.

Figure 15 Monitoring against policy IMR1