

## **Cabinet**

**Date:** Wednesday, 08 June 2016

**Time:** 17:30

**Venue:** Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

### **Committee members:**

#### **Councillors:**

Waters (chair)  
Harris (vice chair)  
Bremner  
Kendrick  
Ryan  
Stonard  
Thomas (Va)

### **For further information please contact:**

**Committee officer:** Andy Futter  
**t:** (01603) 212029  
**e:** [andyfutter@norwich.gov.uk](mailto:andyfutter@norwich.gov.uk)

Democratic services  
City Hall  
Norwich  
NR2 1NH

[www.norwich.gov.uk](http://www.norwich.gov.uk)

## **Information for members of the public**

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website

## AGENDA

### 1. Apologies

To receive apologies for absence

### 2. Public questions/petitions

To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting in accordance with appendix 1 of the council's constitution)

### 3. Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

### 4. Minutes

5 - 10

**Purpose** - To agree the accuracy of the minutes of the meeting held on 9 March 2016

### 5. Norwich City Council 'Fit for the Future'

11 - 28

**Purpose** - To seek approval for a range of new corporate initiatives which will set the future direction of the council and make Norwich city council 'Fit for the Future'

### 6. Review of the neighbourhood model and services

29 - 36

**Purpose** - To consider the review of the council's neighbourhood model and services

### 7. Healthy Norwich Initiative – proposed voluntary smoking ban in play areas

37 - 44

**Purpose** - To seek approval for action to discourage smoking around children's play areas in the city as part of wider harm minimisation activity

### 8. Revenue Budget Monitoring 2015-16 P11

45 - 64

**Purpose** - To update cabinet on the provisional financial position as at 29 February 2016, the forecast outturn for the year 2015-16, and the consequent forecast of the General Fund and Housing Revenue Account balances

### 9. Revenue Budget Monitoring 2015-16 P12

65 - 86

**Purpose** - To update Cabinet on the provisional financial position as at 31 March 2016, the forecast outturn for the year 2015/16, and the consequent forecast of the General Fund and Housing Revenue Account balances

**10. Capital budget monitoring 2015-16 – Provisional outturn** 87 - 102

**Purpose** - To update cabinet on the financial position of the capital programmes as at 31 March 2016, provisional capital outturns for the year 2015-16, and the estimated carry-forwards to 2016-17

**11. Re-establishment of the Greater Norwich Development Partnership and update to the Local Development Scheme** 103 - 118

**Purpose** - To consider the re-establishment of the Greater Norwich Development Partnership (GNDP) Board to provide a forum for member oversight and discussion in relation to the preparation of the Greater Norwich Local Plan (GNLP). Also to consider the revised timetables envisaged for the production of the GNLP and approve the update to the Local Development Scheme required as a consequence of these changes

**12. Technical Consultation on the Greater Norwich Local Plan Draft Sustainability Appraisal Scoping Report** 119 - 294

**Purpose** - To seek approval to publish the Greater Norwich Local Plan draft Sustainability Appraisal Scoping Report for technical consultation

**13. Landscape and Trees Supplementary Planning Document** 295 - 338

**Purpose** - To seek approval to adopt the Landscape and Trees Supplementary Planning Document

**14. Statement of Community Involvement - proposed revision** 339 - 382

**Purpose** - To seek approval for the revised draft Statement of Community Involvement for public consultation

**15. Installation of 100 Thermodynamic Hot Water Systems** 383 - 390

**Purpose** - To consider the procurement process for the contract relating to the installation of 100 thermodynamic hot water systems in council-owned homes

**16. Exclusion of the public**

**Purpose** - Consideration of exclusion of the public.

## **EXEMPT ITEMS:**

(During consideration of these items the meeting is not likely to be open to the press and the public.)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part 1 of Schedule 12 A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, members are asked to decide whether, in all circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

### **\*17. Norwich City Council 'Fit for the Future' Annexes**

- This report is not for publication because it would disclose information relating to any individual as in para 1 of Schedule 12A to the Local Government Act 1972.

### **\*18. Review of the neighbourhood model and services phase 2**

- This report is not for publication because it would disclose information relating to any individual as in para 1 of Schedule 12A to the Local Government Act 1972.

### **\*19 Managing assets**

- This report is not for publication because it would disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) as in para 3 of Schedule 12A to the Local Government Act 1972.

Date of publication: **Monday, 29 January 2018**



**CABINET****17:30 to 18:50****9 MARCH 2016**

**Present:** Councillors Waters (chair), Harris, Bremner, Driver, Kendrick, Stonard and Thomas (Va)

**Also present:** Councillors Schmierer and Wright

**1. APOLOGIES**

No apologies were received.

**2. PUBLIC QUESTIONS / PETITIONS**

No public questions or petitions were received.

**3. DECLARATIONS OF INTEREST**

Declarations of interest were received from Councillors Harris, Driver, Stonard and Thomas.

**4. MINUTES**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 3 February 2016.

**5. QUARTER 3 2015-16 PERFORMANCE REPORT**

The leader of the council presented the report.

In response to a member's question, the chief executive officer of Norwich City Council explained that the measure target for VFM5 could be refined during the coming months. She said that as more web-based forms become available via the revamped website, there would be an expectation that there would be increased traffic via this channel.

**RESOLVED** to note the quarter 3 2015-16 performance report.

## **6. REVENUE BUDGET MONITORING 2015-16 – PERIOD 10**

The cabinet member for resources and income generation presented the report.

**RESOLVED** to note the financial position as at 31 January 2016, and the forecast outturn 2015- 16.

## **7. LOCAL DEVELOPMENT SCHEME 2016-18**

The cabinet member for environment and sustainable development presented the report.

In response to a member's question, the leader of the city council said that the business improvement district team had plans to expand the area of the district.

**RESOLVED** to:

1. approve the revised Local Development Scheme 2016-17 for publication; and,
2. give delegated authority to the executive head of services for regeneration and development, in consultation with the portfolio holder for environment and sustainable development, to make any additional minor changes necessary to the Local Development Scheme before publication and arrange for it to be published.

## **8. PROCUREMENT OF WORKS – VARIOUS KEY DECISIONS FOR EXPENDITURE ON HOUSING REPAIRS AND UPGRADES CONTRACTS**

The cabinet member for housing and wellbeing presented the report.

**RESOLVED** to:

- a) award the contract for periodic inspections and rewires to the best value supplier as determined by the direct call-off prices within the framework;
- b) approve the variations to the Eastern Procurement Ltd framework contracts as described in appendix one;
- c) approve the variations to the Norwich Norse Building Ltd contracts as described in appendix one; and,
- d) delegate authority to the interim executive head of neighbourhoods in consultation with the deputy leader and portfolio holder for housing and wellbeing, to approve awards to the best value suppliers for re-roofing, re-pointing and external wall insulation after a mini tendering exercise is complete.

**9. AWARD OF CONTRACT FOR THE DEVELOPMENT OF GOLDSMITH STREET - KEY DECISION**

The cabinet member for environment and sustainable development presented the report.

In response to a member's question, the chief executive officer of Norwich City Council explained that it was usual procedure to deal with certain issues via the delegations detailed in the report. She said that was the most practical way to award contracts promptly, whilst stressing that essential decisions were taken by cabinet and any changes to the agreed framework would also come back to cabinet.

**RESOLVED** to delegate the decision to award the contract for the development of Goldsmith Street to executive head of service for regeneration and development, in consultation with chief finance officer and portfolio holder for Environment and sustainable development.

**10. MANAGING ASSETS – APPROPRIATION OF HOUSING REVENUE ACCOUNT LAND TO THE GENERAL FUND - KEY DECISION**

The cabinet member for resources and income generation presented the report.

**RESOLVED** to delegate authority to appropriate Pilling Park (ex-area office) from the Housing Revenue Account to the General Fund to the Executive head of regeneration and development in consultation with the Deputy leader and portfolio holder for housing and wellbeing and the Portfolio holder for resources and income generation.

**11. WRITE OFF OF NON- RECOVERABLE NATIONAL NON DOMESTIC RATE DEBT**

The cabinet member for resources and income generation presented the report.

**RESOLVED** to approve the proposed write off of £108,606 of NNDR debt.

**12. AN OVERVIEW OF EXTERNAL RELATIONSHIPS, CONTRACTS AND GRANTS 2016-17 - KEY DECISION**

The leader of the council presented the report. In response to a member's question, he explained that the success of projects is measured by monitoring the achievements of organisations in receipt of an award. Meetings also take place with key partners to review performance and use of investments.

**RESOLVED** to note the partnerships and business relationships and contracts registers, as well as the grants to be awarded for 2016-17.

### **13. PLANNING PRE-APPLICATION ADVICE – REVIEW OF CHARGES AND SERVICE STANDARDS**

The cabinet member for environment and sustainable development presented the report.

**RESOLVED** to:

- a) agree the new charging levels and service standards as specified in Appendix 1 and 2 from 1 April 2016; and,
- b) delegate authority to the head of planning services, in consultation with the relevant cabinet member, to agree any future minor revisions or adjustments relating to charges for planning advice by other organisations.

### **14. THREE SCORE PHASE 2 DEVELOPMENT AGREEMENT - KEY DECISION**

The cabinet member for housing and wellbeing presented the report.

**RESOLVED** to:

- a) agree to enter into development agreement with Norwich Regeneration Ltd to acquire the social housing units within section 1 of phase 2 at Three Score as outlined in paragraphs 5-9 of this report and paras 2-12 of the exempt appendix; and,
- b) delegate the precise amount of funding required from the HRA, timing of payments and the detailed wording of the agreement to the interim executive head of neighbourhoods in consultation with the portfolio holder for housing and well-being.

### **15. EXCLUSION OF THE PUBLIC**

**RESOLVED** to exclude the public from the meeting during consideration items \*16 to \*18 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

### **\*16. THREE SCORE PHASE 2- DEVELOPMENT AGREEMENT APPENDICES - KEY DECISION**

The cabinet member for housing and wellbeing presented the report.

**RESOLVED** to note the exempt appendices regarding the development agreement for Three Score phase 2 and their impact on the main report.

**\*17.MANAGING ASSETS - KEY DECISION**

The cabinet member for housing and wellbeing presented the report.

**RESOLVED** to approve the disposal of the freehold interest in the assets described in the report.

**\*18.AWARD OF CONTRACT - KEY DECISION**

The cabinet member for environment and sustainable development presented the report.

**RESOLVED** to approve the award of the multi-storey car park guarding contract to Broadland Guards.

CHAIR



Annex B of this report is not for publication because it would disclose information relating to an individual as in part 1 of schedule 12A of the local government act 1972

**Report to** Cabinet  
8 June 2016  
**Report of** Chief Executive  
**Subject** Norwich City Council 'Fit for the Future'

**Item**

**5**

## **KEY DECISION**

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### **Purpose**

To seek approval for a range of new corporate initiatives which will set the future direction of the council and make Norwich city council 'Fit for the Future'?

### **Recommendation**

To:

1. Approve the initiation of a process to:
  - a) Work with partners in the public, private, voluntary and community sectors to develop a new city vision
  - b) Develop a revised corporate plan, priorities and performance measures which reflects the council's part in supporting that vision
  - c) Determine a new blue print or operating model to guide how the council works in future which reflects available resources
2. Endorse the revised senior management structure shown in annex B, subject to the outcome of the formal consultation with employees impacted.

### **Corporate and service priorities**

The report helps to meet all of the current corporate priorities and pave the way for a new set which will reflect the constrained financial position that the council faces in the future.

### **Financial implications**

The council's general fund account is expected to reduce by £9.2m over the next four years medium term financial strategy and the Housing revenue account also faces severe constraints over its 30 years business plan.

The revised management structure is cost/savings neutral on implementation. There will be a saving to the revenue budget in 2019/20 of approximately £85,000.

As a result of these proposals, further proposed organisational changes will be consulted on, which will result in a saving to the revenue budget of approximately £30,000 - £35,000 per annum.

**Ward/s:** all wards

**Cabinet member:** Cllr Waters – Council leader.

**Contact officers**

|  |               |
|--|---------------|
| Laura McGillivray, chief executive     | 01603 212 001 |
| Justine Hartley, chief finance officer | 01603 212440  |
| Phil Shreeve, strategy manager         | 01603 212356  |
| Dawn Bradshaw, head of HR and learning | 01603 212 434 |

**Background documents**

None.



## Report

### Background

1. The council faces severe financial difficulties over the next four years as reflected in its medium term financial strategy. This results from government reductions in the councils revenue support grant and increasing cost pressures. The effect on the council's General fund is a net reduction of £10.2m over the next four years.
2. The Council's housing revenue account is equally challenged as a result of the effects of the enforced 1% rent reduction over a four year period considerably reducing the rental income available to spend on housing repairs and improvements in the future.
3. In addition, there are a range of uncertainties which are likely to affect the council's budgets in the years to come. The results of the government's consultation on new homes bonus, the determination on how the government proposes that councils with retained housing stock will cover the cost of 'Right to Buy' of registered housing providers and the impact of business rates claims and the retention of business rates generally.
4. Norwich city council has successfully managed financial reductions since the recession with a range of efficiency measures including lean systems reviews, smart procurement and reconfiguring services in addition to investing in new website design to make on line services easier to access and increasing income to the council for example by opening the new car park on Rose Lane. These measures earned the council the award of 'most improved council of the year' in 2015 and a shortlisting for 'Council of the year' in 2016 by the Local Government chronicle.
5. However, the Council has reached the point where the potential for reconfiguration of services is increasingly limited and a redesign of the council is necessary. With the resources available to the council in future, it will not be able to meet the aspirations of the corporate plan and new priorities need to be set that can be delivered within the reduced resources available.
6. The government has invited councils to submit four year 'efficiency plans' in October of this year on the understanding that as a result it may confirm funding for the remaining life of the parliament to assist in forward financial planning. The deadline for submissions is 14<sup>th</sup> October 2016.
7. This deadline is challenging. In order to produce a four year financial plan, the balance of reducing resources must reflect corporate priorities which should reflect the council's role in supporting the city. The plan will need an equality impact assessment and would benefit from discussion with key organisations in the city to assess the impact of reducing resources.
8. Of course, it is not just the city council that is facing diminishing resources, the County council, probation service, police, clinical commissioning groups and NHS trusts are all under pressure. It is unclear how these varying pressures will impact collectively on the people of Norwich.

## **A new vision for the City**

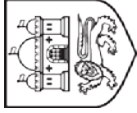
9. The City Council exists to serve the city. The existing corporate plan priorities cover the following themes:
  - Prosperous city
  - Healthy city with good housing
  - Fair city
  - Safe and clean city
  - Value for money services
10. Whereas these themes may continue to be valid for the future, the role that the council can play in supporting them will become more limited and different approaches will be required. The corporate plan, priorities and performance measures will therefore be adjusted. There will need to be new ways of working as a result and the council will work even more closely with partners in the business, public, voluntary and community sectors to ensure the continued success of the city.
11. Just as the council's priorities need to be adjusted to reflect resource changes, the way the council operates will also have to change. This will require changes to the blue print or operating model and build on our changing PACE values of Pride, Accountability, Collaboration and Excellence.
12. As all public service budgets are reduced, there is an increasing danger that the most vulnerable members of our communities receive less help and support and struggle to make ends meet. The existence of food banks and increased levels of homelessness are evidence of increasing social inequality in a prosperous city. Some of the challenges faced by the city are illustrated in annex A.
13. It is recommended that cabinet approves the initiation of a process to:
  - Work with partners in the public, private, voluntary and community sectors to develop a new city vision
  - Develop a revised Corporate plan, priorities and performance measures which reflect the council's part in supporting that vision
  - Determine a new or revised blue print or operating model to guide how the council works in future which reflects available resources

## **New ways of working**

14. Also on this agenda is an item covering the review of the neighbourhood model and services phase 2. The report covers a different style of council operations based on enabling and encouraging local residents and communities to be more self-sufficient and get more involved in their local areas. This is a good example of new ways of working based on enabling and facilitating as opposed to direct service delivery.
15. This approach has been reflected in changes to the management and organisational structure in citywide and neighbourhood services.

## **Revised senior management structure**

16. With the departure of the Executive Head of Strategy, People and Neighbourhoods in January of this year, a temporary management structure was put into place. Approval is now sought to revise the current arrangements and take steps to amend the senior management structure. There is an opportunity to make savings and increase capacity to focus on the corporate policy and efficiency requirements outlined above.
17. It is recommended that Cabinet endorse the new management arrangements contained within annex B

|   |   |  |
|---|---|--|
| <b>Integrated impact assessment</b>   |   |  <b>NORWICH</b><br>City Council |
| <p>The IIA should assess <b>the impact of the recommendation</b> being made by the report</p> <p>Detailed guidance to help with completing the assessment can be found <a href="#">here</a>. Delete this row after completion</p> |   |  |
|   |   |  |
| <b>Report author to complete</b>  |   |  |
| <b>Committee:</b>   | Cabinet                                   |  |
| <b>Committee date:</b>  | 8 June                                    |  |
| <b>Head of service:</b>   | Chief Executive                           |  |
| <b>Report subject:</b>  | Norwich City Council 'Fit for the Future' |  |
| <b>Date assessed:</b>   |   |  |
| <b>Description:</b>   |   |  |

|   | Impact                              |                                     |                          |          |
|---|-------------------------------------|-------------------------------------|--------------------------|----------|
|   | Neutral                             | Positive                            | Negative                 | Comments |
| <b>Economic</b><br>(please add an 'x' as appropriate)                         |                                     |                                     |                          |          |
| Finance (value for money)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |
| Other departments and services<br>e.g. office facilities, customer<br>contact | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| ICT services  | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| Economic development  | <input type="checkbox"/>            | X                                   | <input type="checkbox"/> |          |
| Financial inclusion   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| <b>Social</b><br>(please add an 'x' as appropriate)                           | Neutral                             | Positive                            | Negative                 | Comments |
| Safeguarding children and adults  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| <u>S17 crime and disorder act 1998</u>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| Human Rights Act 1998   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| Health and well being   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |          |
| <b>Equality and diversity</b><br>(please add an 'x' as appropriate)           | Neutral                             | Positive                            | Negative                 | Comments |
| Relations between groups<br>(cohesion)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |          |

|   | Impact                              |                                     |                          |                 |
|---|-------------------------------------|-------------------------------------|--------------------------|-----------------|
| Eliminating discrimination & harassment                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                 |
| Advancing equality of opportunity                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                 |
| <b>Environmental<br/>(please add an 'x' as appropriate)</b> | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b> |
| Transportation  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| Natural and built environment                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| Waste minimisation & resource use                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| Pollution   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| Sustainable procurement                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| Energy and climate change                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |                 |
| <b>(Please add an 'x' as appropriate)</b>                   | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b> |
| Risk management   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |                 |

| Recommendations from impact assessment |  |
|--|--|
| Positive                               |  |
|  |  |
| Negative                               |  |
|  |  |
| Neutral                                |  |
|  |  |
| Issues                                 |  |
|  |  |





## Challenges

Alongside the funding and legislative challenges highlighted within the main report, the city continues to exhibit very unequal outcomes for different parts of the population. Consequently the priority to support a “fair city” becomes ever more important but also more difficult to deliver. The information below shows the spread across a number of key life outcomes highlighting the best and worst outcomes based on geography against corporate plan priorities:



The following information was produced last year to show headline figures across a range of indicators to show Norwich population compared with elsewhere and some of the broader inequality challenges. Some of these data are being updated for 2016:



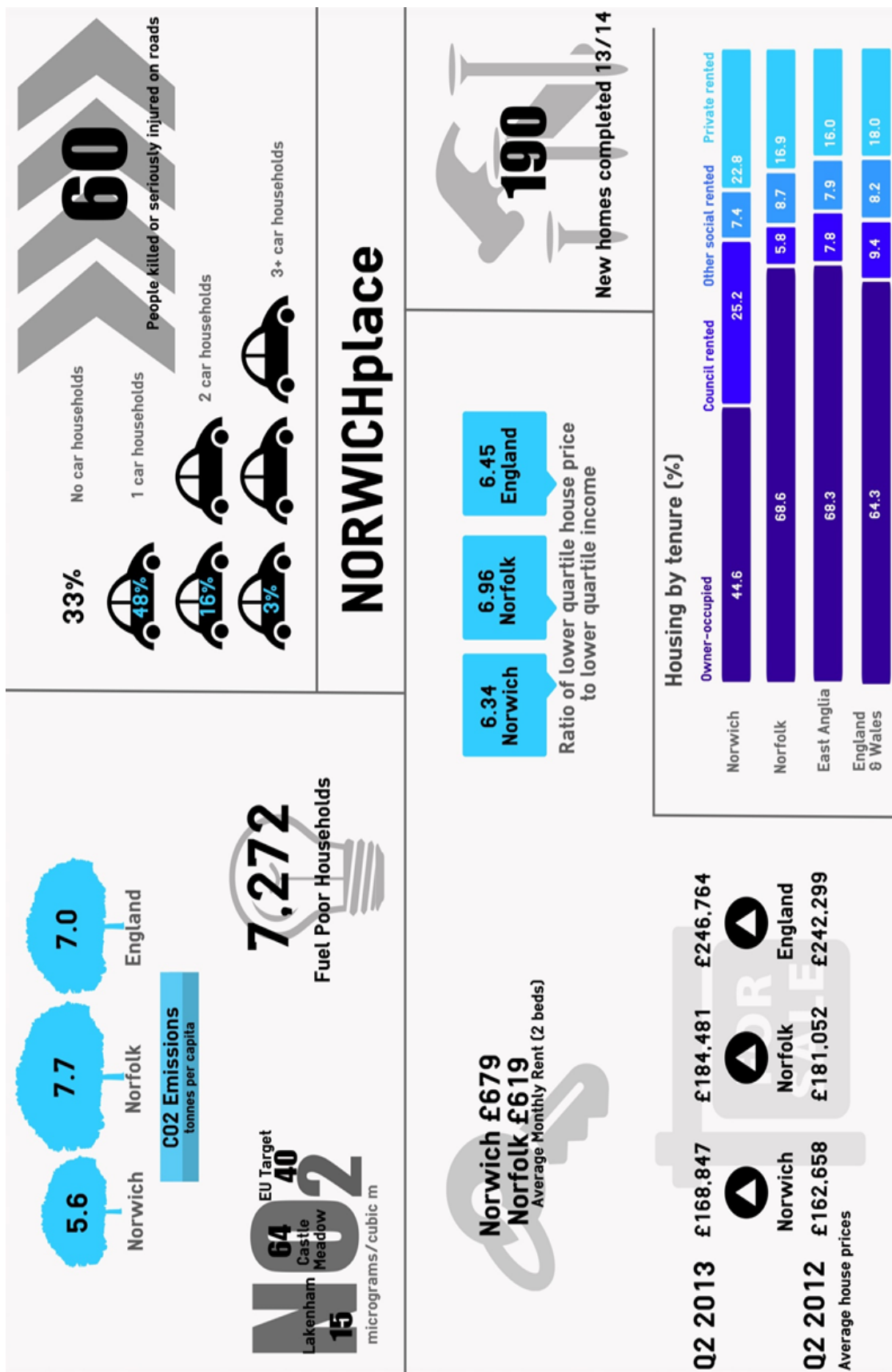
# The State of Norwich

## People, Place, Economy, Wellbeing

Norwich Locality Board

16<sup>th</sup> April 2015







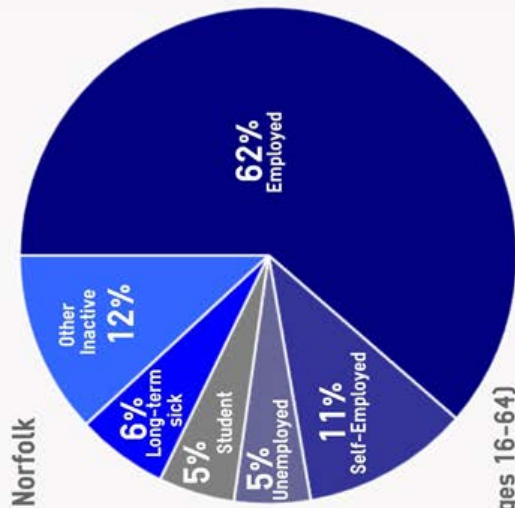
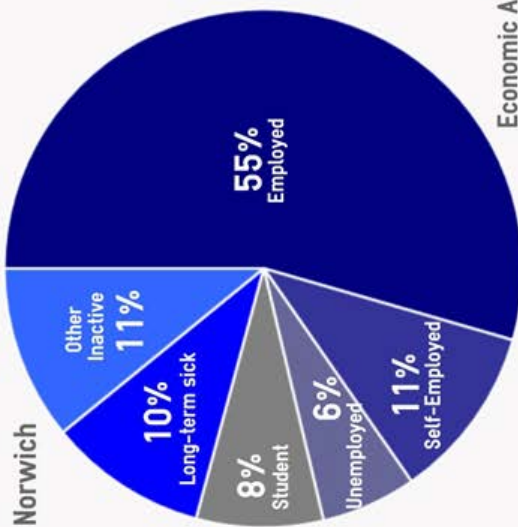
Feb 2015 **2.4%**  
**JSA Claimant Count**  
Feb 2014 **3.6%**

Highest Ward £33,285

**£22,763**

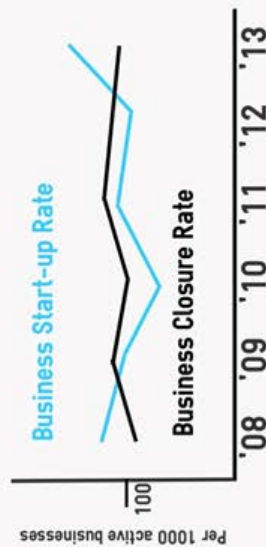
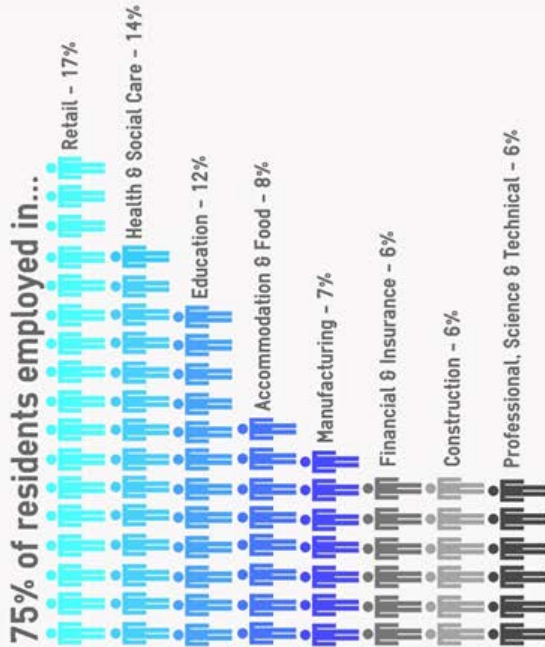
Median Household Income

Lowest Ward £18,690

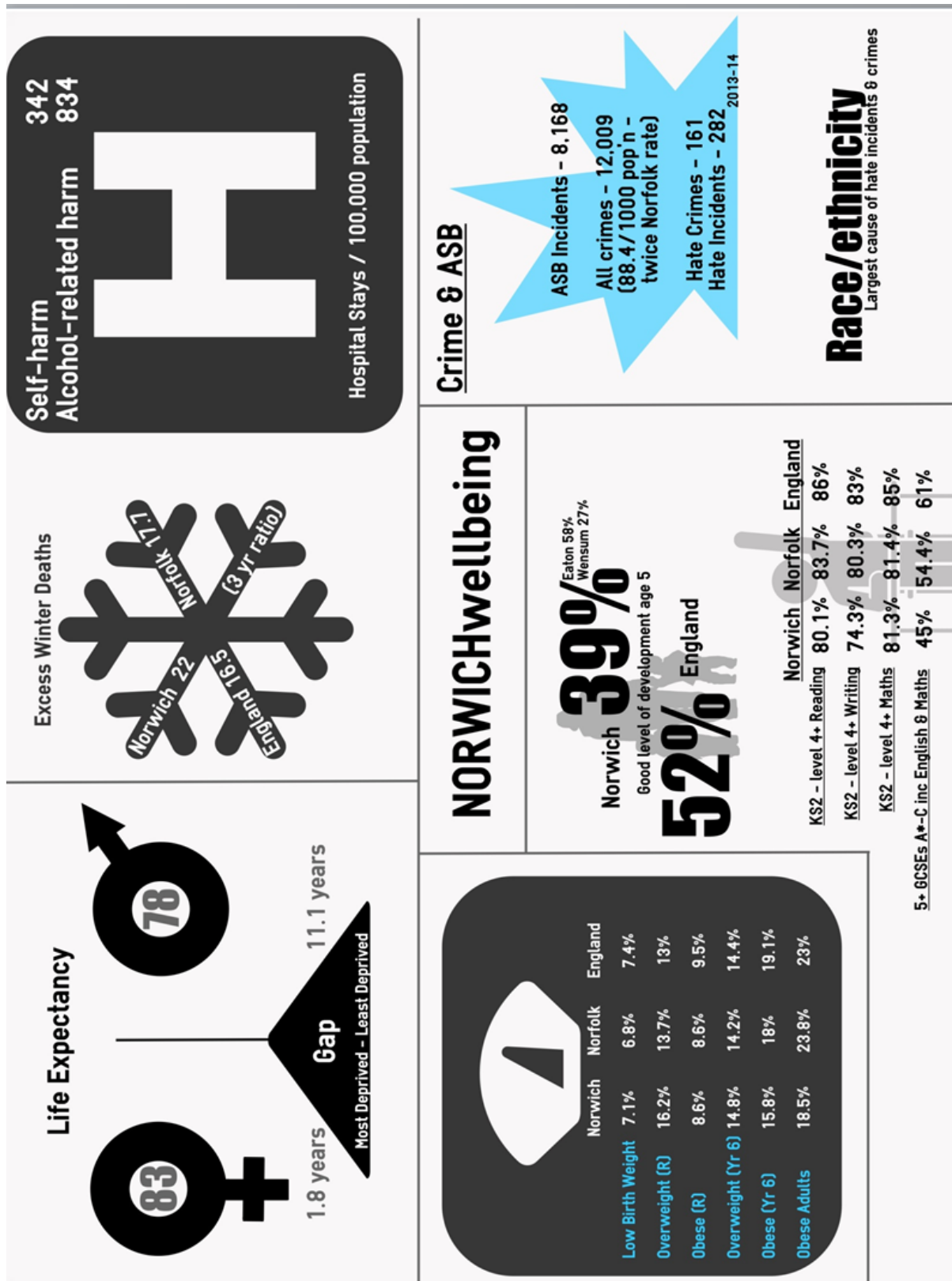


Economic Activity (ages 16-64)

## NORWICHEconomy







# Data Sources

All data marked as 'Norwich' relate to Norwich City Council area and resident population unless indicated otherwise, and for the most recent year for which robust data is available. Some totals may not be exactly 100% owing to rounding.

## People

Population & Age Bands: [2013 mid-year estimates, ONS](#)

Median Age: [Ageing in the UK: 1992-2037, ONS](#)

Child Poverty: [IDACI \(IaD 2010\)/ LG Inform Plus](#)

Pensioner Poverty: [IDAOP \(IaD 2010\)/ LG Inform Plus](#)

Ethnicity: [Census 2011](#)

## Place

Housing by tenure: [Census 2011](#)

Average House prices: [Mean house prices based on land registry data 2010-2013, DCLG](#)

Monthly Rents: [home.co.uk live data on mean market rents, extracted Jan 2015](#)

Ratio of house price to income: 2013 data, [DCLG](#)

New homes 2013-14 data, [DCLG](#)

CO2 Emissions: 2012 data, [DECC](#)

NO2 Emissions: [Norwich monitoring sites - micrograms NO2 per m3, 2013, Norwich City Council](#)

Fuel Poverty: 2012 [DECC](#) using Low Income High Cost Indicator, under which a household is considered fuel poor if they have above average required fuel costs and were they to spend that amount, would be below the official poverty line.

Car ownership: [Census 2011](#)

KSI: Total numbers of casualties killed or seriously on roads, 2013, [Norfolk Insight](#)

## Economy

JSA Claimant count: [Economic Barometer March 2015, Norwich City Council](#)

Household Income data: [Paycheck data, 2014, CACI \(not publicly available\)](#)

Economic Activity: Aged 16-64 based on data for interviews conducted between Oct 2013 and Oct 14 - the economic activity rate is the number of people who are economically active as a % of the total population (including some unemployed who are still considered active in the labour market), [Nomis](#). 'Other Inactive' includes people looking after family or retired before pension age

Business Start-up & Closure: Number of business "Births/deaths" per 1,000 active enterprises at the end of previous year. [ONS data 2003-13](#)

Employment by sector: All usual residents aged 16 to 74 in employment, [Census 2011](#)

## Wellbeing

Life Expectancy: [Norwich Health Profile 2014, Public Health England](#)

Excess Winter Deaths: [Norwich Health Profile 2014, Public Health England](#)

Hospital stays: [Norwich Health Profile 2014, Public Health England](#)

Low Birth Weight: [Norwich Health Profile 2014, Public Health England](#)

Child weight: % school children in reception and year 6 2013/14 deemed 'overweight' or 'obese', [Public Health England Fingertips data](#)

Adult weight: [Norwich Health Profile 2014, Public Health England](#)

Good level of development at the age of 5: 2012/13, [Norfolk Insights/ Neighbourhood Statistics \(ONS\)](#)

Key Stage 2: Year 6 (age 10-11) pupils achieving level 4 and above 2013, [Norfolk County Council/ Norfolk Insight](#)

GCSE: Key Stage 4 (year 11, age 15-16), 2013, [Norfolk County Council/ Norfolk Insight](#)

ASB: April 2013 – March 2014, [Norfolk Insight](#)

Crime: April 2013 – March 2014, [Norfolk Insight](#)

Hate Crime: Numbers of reported hate crimes and incidents, July 2013 – June 2014, [Norwich City Council Equality Information Report 2015](#)



**Report to** Cabinet  
8 June 2016  
**Report of** Interim executive head of neighbourhoods  
**Subject** Review of the neighbourhood model and services

---

**Item**

**6**

## **Purpose**

To consider the review of the council's neighbourhood model and services

## **Recommendation**

To:

- 1) Note progress to deliver the changes to the Council's neighbourhood model agreed by Cabinet on 7 October 2015; and
- 2) Grant a lease for Russell Street Community Centre to St Thomas's Church through the community asset transfer policy for a term of 5 years with the option of a further 5 years at a peppercorn rent.

## **Corporate and service priorities**

The report helps to meet the corporate priorities of safe and clean city; a prosperous city; a fair city and value for money services.

## **Financial implications**

The council's general fund account is expected to reduce by £9.3m over the next four years medium term financial strategy and the housing revenue account also faces severe constraints over its 30 year business plan.

The actions being delivered will achieve savings to the General Fund of £251,000 in 2016-17 much of which is delivered and contribute to mitigating financial risks to the council.

**Ward/s:** All wards

**Cabinet member:** Cllr Kendrick – Portfolio holder for neighbourhoods and community safety

## **Contact officers**

Bob Cronk Interim executive head of neighbourhoods.

01603 212373

## **Background documents**

None

# Report

## Background

1. Cabinet received a report in October 2015, containing a number of recommendations following a review of the Council's neighbourhood model and services.
2. This review was carried out, in line with the development of a new operating model and transformation programme for the council and covered the services and approaches delivered through its neighbourhood model including:
  - Waste collection.
  - Street scene.
  - Community safety.
  - Community engagement.
  - Community assets.
  - Neighbourhood management.
  - Housing management.
3. This found that the neighbourhood model and services work well, provide a high quality of service and achieve strong performance and customer satisfaction levels.
4. However, the review also found some elements were quite traditional in approach and given the council's very significant financial challenges in the general fund and housing revenue account and the wider direction of travel, there are areas where the model and services will need to be evolved and changed.

## Progress of implementing changes to the model

5. Since October, the implementation of the recommendations endorsed by Cabinet has been progressed and the following have been completed.
6. The closure of office accommodation in neighbourhoods transferring all neighbourhood based teams into City Hall to achieve better co-location in City Hall and increased collaboration between front line teams.
7. The establishment of early help arrangements in Norwich including an early help hub for partners in City Hall. This provides space for council officers and partners to collaborate, consult with one another and share information to make sure families and individuals receive the most appropriate and effective support as soon as possible. Providing early help in this way will reduce delay and duplication and focus work on locally identified priorities and help reduce the need for higher cost interventions.
8. The development of a community enabling programme methodology that will encourage and support local residents and communities to be more self-sufficient and get more involved in their local areas has been developed. This will be tested through the recruitment of a street champion/street champions in one

area in each neighbourhood based on a problem location for flytipping and other street scene issues.

9. The champion format will also be tested focussing on recycling with recycling champions recruited in each neighbourhood.
10. To further develop resident self-sufficiency and demand management, the Council is exploring with the University of East Anglia how it can support this work through large scale data analysis, to fully understand service demands and costs to shape and evidence the community enabling programme.
11. The community engagement team has been re-shaped to support and develop this approach and a community enabling manager has been recruited to drive this work and approach across the council.
12. The Council's core grant for community capacity building has been awarded to Voluntary Norfolk, to support increased volunteering in the city and in particular to recruit volunteers who can mentor and support community groups undertaking activities through the Council's reducing inequalities programme and the enabling programme. This may include helping to build confidence; providing advice and guidance around specific activities or completing grant application forms.
13. The piloting of the community asset transfer policy with Russell Street community centre has been completed. From the organisations that submitted expressions of interest, one group were invited to submit a business plan that has now been thoroughly assessed.
14. The Sports Factory, which is an outreach project run through St Thomas Church, propose to develop a wide variety of activities in the Russell Street area for children and adults, including meals, health and fitness sessions, community entertainment as well as support services for local residents. The group also indicate that the community centre will be open and available to hire by local residents, which was a requirement of the community asset transfer policy.
15. It is recommended that the Council grants a full repairing lease to St Thomas's Church through the community asset transfer policy, for a term of 5 years with the option of a further 5 years at a peppercorn rent. This arrangement will help mitigate financial risks to the council
16. The views of ward councillors have been sought on this recommendation and will be reported at the meeting.
17. Changes to the management and organisational structures in Citywide and Local Neighbourhood Services have been implemented that will start to develop more integrated working across the Council.
18. The report also indicated that further reviews of services would be carried out and details of one of these are contained in the exempt report on the cabinet agenda.



### Report author to complete

|                         |   |
|-------------------------|---|
| <b>Committee:</b>       | Cabinet   |
| <b>Committee date:</b>  | 8 June 2016   |
| <b>Head of service:</b> | Bob Cronk   |
| <b>Report subject:</b>  | Review of the neighbourhood model and services – phase 2                  |
| <b>Date assessed:</b>   | May 2016 2015   |
| <b>Description:</b>     | To consider the review of the neighbourhood model and services – phase 2. |

|   |                                     |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
|   | Impact                              |                                     |                          |   |
| <b>Economic<br/>(please add an 'x' as appropriate)</b>                        | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| Finance (value for money)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will make a significant saving to the revenue budget. |
| Other departments and services<br>e.g. office facilities, customer<br>contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| ICT services  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Economic development  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Financial inclusion   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This should support financial inclusion.                            |
| <b>Social<br/>(please add an 'x' as appropriate)</b>                          | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| Safeguarding children and adults  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| <u>S17 crime and disorder act 1998</u>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This should support the council's community safety actions.         |
| Human Rights Act 1998   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This should support health and wellbeing.                           |
| <b>Equality and diversity<br/>(please add an 'x' as appropriate)</b>          | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| Relations between groups<br>(cohesion)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The work should support equality and diversity.                     |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Eliminating discrimination & harassment             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | See above   |
| Advancing equality of opportunity                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | See above   |
| Environmental<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Transportation                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Natural and built environment                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | This should support better integrated investment in neighbourhoods including the natural and built environment.           |
| Waste minimisation & resource use                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This should support waste minimisation and recycling  |
| Pollution   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Sustainable procurement                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Energy and climate change                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This should help to lower the council's carbon footprint through the rationalising of neighbourhood office accommodation. |
| (Please add an 'x' as appropriate)                  | Neutral                             | Positive                            | Negative                 | Comments  |
| Risk management                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

| Recommendations from impact assessment |
|--|
| <b>Positive</b>                        |
| To progress the proposals              |
| <b>Negative</b>                        |
| none                                   |
| <b>Neutral</b>                         |
| none                                   |
| <b>Issues</b>                          |
| none                                   |





|                  |   |             |
|------------------|---|-------------|
| <b>Report to</b> | Cabinet   | <b>Item</b> |
|                  | 08 June 2016  |             |
| <b>Report of</b> | Strategy manager  | <b>7</b>    |
| <b>Subject</b>   | Healthy Norwich Initiative – proposed voluntary smoking ban in play areas |             |

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## **Purpose**

To seek approval for action to discourage smoking around children's play areas in the city as part of wider harm minimisation activity

## **Recommendation**

To approve collaboration with Healthy Norwich partners (CCG and Norfolk County Council Public Health team) to erect signs around children's play areas that discourage smoking in their vicinity

## **Corporate and service priorities**

The report helps to meet the corporate priority a healthy city with good housing

## **Financial implications**

None

**Ward/s:** All Wards

**Cabinet member:** Councillor Thomas - Fairness and equality

## **Contact officers**

Adam Clark, Senior Strategy Officer 01603 212273

Chris Gooding, Citywide Services 01603 212749

## **Background documents**

None

# Report

## Strategic Context

1. Healthy Norwich is a partnership of the council, Norwich NHS Clinical Commissioning Group (CCG) and the public health team at Norfolk County Council, and is supported by Broadland District Council. It is part of the UK Healthy Cities network. The partnership has been running for a number of years and currently has 3 main priorities; reducing smoking, healthy weight and affordable warmth.
2. As part of the priority to reduce smoking, the city council is part of the Norfolk Tobacco Control Alliance which is co-ordinated by Norfolk County Council. The Norfolk Tobacco Control Alliance has set itself the strategic vision "to make smoking history for the people of Norfolk" and has three clear strategic goals:-
  - a) To 'turn off the tap' of young people who become smokers
  - b) To protect families and communities, especially children, from tobacco related harm
  - c) To assist every smoker to quit smoking
3. The 'harm minimisation' priority is being pursued by county-wide initiatives such as the 'Take 7 Steps Out' campaign which encourages smokers to walk an appreciable distance out of their house when smoking to prevent second-hand smoke entering the house and causing health issues to others, particularly children.
4. The alliance is also encouraging its members to explore local initiatives that can support this priority. For example, Breckland Council has initiated a voluntary smoke free code at all public play areas/parks, entrances to schools and children's nurseries throughout the district of Breckland<sup>1</sup>.

## Smoking

5. Smoking remains the biggest cause of preventable deaths in Norfolk. In 2014 23.8% of adults Norwich smoked, compared with 18% across England. This increases in Norwich to 38.1% for those in routine and manual trades against 28% across England. This higher prevalence helps to contribute to wide health inequalities in the city.
6. Smoking is often a childhood addiction. Evidence has shown that most adult smokers started smoking at a young age and around 66% started before they are 18. It is a common misconception by young people that they can experiment with cigarettes without getting addicted but they often shows signs of addiction after 4 weeks of smoking.
7. It is estimated that each year 2,861 children will start smoking in Norfolk, this means that each day 8 children will begin smoking (or 56 children start smoking every week), equal to two classrooms full of children becoming smokers every week.

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<sup>1</sup> <http://tinyurl.com/Smoke-Free-Play-Areas>

8. Young people are most at risk of becoming smokers themselves if they grow up in communities where smoking is the norm. The aim of Tobacco Control is to change social norms and work to prevent the uptake of smoking. One approach to address this is to promote children's play facilities/ areas as smoke-free areas, as evidence shows that smoke-free playgrounds are associated with lower levels of adolescent smoking.<sup>2</sup>
9. In addition to 'de-normalising' smoking, other benefits of smoke-free play areas include reducing the harm from secondhand smoke that evidence shows, even outdoors, can cause harm, and a reduction in the most common type of litter found in UK, namely cigarette butts<sup>3</sup>.

### **Smoke-free areas**

10. There are now many examples of areas where smoke-free areas have been introduced. These include:
  - a) Gateshead Council; Redcar and Cleveland Borough; Middlesbrough Council; and Durham County Council have all adopted smoke free play parks.
  - b) Parks in Blackpool, Sefton and the Wirral amongst others have become smoke-free zones while in Wales, as of July 2013, 18 out of 22 local authorities have taken action to implement voluntary smoke-free codes in their playgrounds
  - c) Several parks across Scotland and the South West of England are now also covered by a voluntary code, and in Bristol in the South West two city squares have become smoke-free.
11. Evidence from a pilot by Stop Smoking South-West in Bristol of a voluntary ban (supported by signage) in play parks and areas found that:
  - a) A voluntary ban in play parks was acceptable to smokers particularly if they were asked not to smoke and that the message came from children;
  - b) The signage design resonated with smokers and that smokers responded positively to the request, with smoking being less of a problem and reduced smoking related litter;
  - c) Smokers demonstrated a positive shift in their smoking behaviour where a significant proportion of them stopped smoking in the play park;

### **Proposed approach in Norwich**

12. To roll-out a similar 'voluntary ban' on smoking in children's play areas in Norwich, it is proposed that the Healthy Norwich partners work together to implement signage across the 85 play areas across Norwich which would discourage smokers from smoking near the play area. This would be by placing signs at the entrance and exits of the play areas, possibly supported by strategically placed messages stencilled on to the ground which reinforce the signage at a number of key parks. This would be supported by communications activity by the three partners to inform

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<sup>2</sup> Wakefield MA Chaloupka FJ, Kaufman NJ, Orleans CT, Barker DC, Ruel EE (2000)

<sup>3</sup> Policy Exchange Report (2010)

and engage local residents through traditional and social media, for example building on positive coverage of Breckland Council's initiative in the EDP. As with examples from other local authorities, there would be no enforcement of the ban, however the council would need to consider what mechanisms would be required to address significant non-compliance or disputes that arose. It is anticipated that this would be rolled-out under the Healthy Norwich logo as a joint initiative.

13. To deliver the project, the main resources required would be the co-ordination of the project, design of the signage, the manufacture of the signage, the installation of the signage and the delivery of communications activity. Ongoing resource requirement would include maintenance of the signage, and any officer time spent dealing with any non-compliance with the voluntary ban.
14. The Healthy Norwich co-ordinator will work with the council citywide services team to co-ordinate the project. In order to minimise costs existing artwork from the Bristol project would be used, which is evidenced to be effective in reducing smoking near play areas. Norwich CCG will meet the costs of buying the right to use this as well as the costs of manufacturing the signs.
15. The main role for Norwich City Council would be the contractor time to install the signs in the parks. This would mean contractors putting up around 200 signs which would be appended to existing planned parks maintenance work to minimise costs. This would mean that the signs would be erected over the course of several months, incurring no additional costs. This represents several hours of contractor time as the council's in-kind support for the project. As maintenance of the signs will also be appended to existing parks maintenance, again no new costs will be incurred.
16. It is proposed that the project will run for an initial 2 year period with a review after 1 year to see what impact there has been. As part of project initiation we will establish the criteria and mechanism for this, but again we would base this on light-touch and low-cost approaches. Based on this review, a decision will be made as to whether the project will continue beyond the initial 2 years. If successful, the council could consult on extending the 'voluntary ban' to other outdoor spaces and explore how this would be resourced.
17. The cabinet is asked to approve the project subject to the full project plan being approved by the Head of Citywide Services, as part of its commitment to a healthy city with good housing, particularly to support the tackling of health inequalities and improved public health.

## Integrated impact assessment



**NORWICH**  
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

### Report author to complete

|                         |   |
|-------------------------|---|
| <b>Committee:</b>       | Cabinet   |
| <b>Committee date:</b>  | 8 June 2016   |
| <b>Head of service:</b> | Adrian Akester  |
| <b>Report subject:</b>  | Smoke-free play areas   |
| <b>Date assessed:</b>   | 25/05/2016  |
| <b>Description:</b>     | Paper exploring a voluntary ban on smoking near play areas in Norwich |

|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic<br>(please add an 'x' as appropriate)                             | Neutral                             | Positive                            | Negative                 | Comments  |
| Finance (value for money)  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | Officer and contractor time leverages partner funding   |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | Risk of minor impact on customer contact, community enabling and parks teams if residents wish to report non-compliance |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Economic development   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Social<br>(please add an 'x' as appropriate)                               | Neutral                             | Positive                            | Negative                 | Comments  |
| Safeguarding children and adults   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Primarily aimed at reducing harm to children from second-hand smoke   |
| <u>S17 crime and disorder act 1998</u>                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Part of wider tobacco control activity  |
| Equality and diversity<br>(please add an 'x' as appropriate)               | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups<br>(cohesion)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Eliminating discrimination & harassment             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Advancing equality of opportunity                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | Smoking rates vary based on ethnicity and gender but divergence mostly along socio-economic lines |
| Environmental<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Transportation                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Natural and built environment                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Waste minimisation & resource use                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reduction in smoking-related litter   |
| Pollution   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reduction in second-hand smoke  |
| Sustainable procurement                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Energy and climate change                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| (Please add an 'x' as appropriate)                  | Neutral                             | Positive                            | Negative                 | Comments  |
| Risk management                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

| Recommendations from impact assessment  |
|---|
| <b>Positive</b>   |
| Continue to support wider tobacco control activity in the county to mitigate impact on health inequalities              |
| <b>Negative</b>   |
| Mitigate resource demand and costs through working with Healthy Norwich partners and maintaining voluntary ethos of ban |
| <b>Neutral</b>  |
|   |
| <b>Issues</b>   |
|   |



**Report to** Cabinet

**Item**

**Report of** Chief finance officer

**8**

**Subject** Revenue budget monitoring 2015-16 – Period 11

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### **Purpose**

To update cabinet on the provisional financial position as at 29 February 2016, the forecast outturn for the year 2015/16, and the consequent forecast of the General Fund and Housing Revenue Account balances.

### **Recommendations**

To note the financial position as at 29 February 2016, and the forecast outturn 2015/16.

### **Corporate and service priorities**

The report helps to meet the corporate priority value for money services and the service plan priority to provide accurate, relevant and timely financial information.

### **Financial implications**

The General Fund budget is forecast to underspend by £1.729m. The Housing Revenue Account budget is forecast to underspend by £1.433m.

The HRA budget included provision for a revenue contribution to capital of £13.9m. This will no longer be needed in the current financial year due to capital spend not being incurred as anticipated and will therefore be carried forward to fund HRA spend in future years.

**Ward/s:** All wards

**Cabinet member:** Councillor Stonard – Resources and business liaison

### **Contact officers**

Justine Hartley, Chief finance officer  
Hannah Simpson, Group accountant

01603 212440  
01603 212561

### **Background documents**

None.

## Report

1. Council approved budgets for the 2015/16 financial year on 17 February 2015.
2. The attached appendices show the forecast outturn and year-to-date positions for the General Fund and the Housing Revenue Account:
  - [Appendix 1](#) shows the General Fund by Corporate Leadership Team responsibilities, and by Subjective Group
  - [Appendix 2](#) shows the Housing Revenue Account in (near) statutory format, and by Subjective Group
  - [Appendix 3](#) shows budget and expenditure for the year to date in graphical format

## General Fund

3. Budgets reported include the resources financing the Council's net budget requirement (which includes a contribution of £0.383m from reserve balances as allowed for in the Medium Term Financial Strategy) so that the net budget totals zero:

| <i>Item</i>                      | <i>Approved Budget<br/>£000s</i> |
|----------------------------------|----------------------------------|
| Net Budget Requirement           | 17,056                           |
| Non-Domestic Rates               | (4,645)                          |
| Revenue Support Grant            | (4,096)                          |
| Council Tax precept              | (8,315)                          |
| <b>Total General Fund budget</b> | <b>0</b>                         |

4. The General Fund has been forecast to underspend by **£1.729m** at year end compared to a forecast underspend last month of **£1.693m**. Key forecast variances from budget are set out below:

| <i>Forecast<br/>Outturn<br/>Variance<br/>P10 £000s</i> | <i>General Fund<br/>Service</i> | <i>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</i> | <i>Commentary</i>  |
|--|---------------------------------|--|--|
| (1,038)  | Finance                         | (1,102)  | <p>Underspend on the Minimum Revenue Provision charge due to policy change (£897k) and correction of prior year expenditure (£228k).</p> <p>Reduced forecast net interest income of £197k partially offset by reduction in the business rates retained income and associated removal of business Rates Levy no longer due (net impact £173k underspend).</p> |

| <i>Forecast<br/>Outturn<br/>Variance<br/>P10 £000s</i> | <i>General Fund<br/>Service</i>   | <i>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</i> | <i>Commentary</i>   |
|--|-----------------------------------|--|---|
| (323)  | Procurement & Service Improvement | (296)  | Expected underspend on IT services development fund and further underspends due to vacant posts in procurement. |
| (187)  | Customer Contact                  | (205)  | Land search fee income refunds; grant income re land searches refunds; vacant posts.                            |
| (195)  | Citywide Services:                | (198)  | Staffing and management cost are below budget in various teams.   |

5. For the year to date an underspend against budget of **£6.464m** is being reported. This underspend is made up of many debit and credit figures where various income and expenditure lines are ahead of or behind budget profile. Significant variances are explained below. These lines will be monitored closely as the year progresses to identify any potential impact on forecast outturn figures.

| <i>General Fund<br/>Service</i>   | <i>Variance To<br/>Date P11<br/>£000s</i> | <i>Commentary</i>   |
|-----------------------------------|---|---|
| Business Relationship Management  | (1,082)                                   | Shared services expenditure currently lower than profile however is expected to match budget by year end. Corporate & Benefits Admin grants received higher than budget to date. Limited use of the contingency fund to date. |
| Finance                           | (1,894)                                   | Timing issue between the Housing Benefit subsidy received and expenditure. This is due to the set monthly payment from DWP which does not match the timing profile for expenditure. Due to align by the year end.             |
| Democratic Services               | 298                                       | Timing differences in relation to elections costs and income. Awaiting transfer of grant income to the Council.   |
| Procurement & Service Improvement | (389)                                     | Expected underspend on IT services development fund; Shared services expenditure currently lower than profile however is expected to match budget by year end.  |

| <i>General Fund Service</i> | <i>Variance To Date P11 £000s</i> | <i>Commentary</i>   |
|-----------------------------|-----------------------------------|---|
| Customer Contact            | (541)                             | Timing difference between the receipt of Transformation Challenge grant funding and related expenditure; Land search fee income refunds; grant income re. land searches refunds.  |
| City Development:           | (1,455)                           | The current underspend against profile relates to depreciation yet to be charged on the Asset Portfolio. Parking income up on budget, plus a percentage to be yet paid over to County.  |
| Environmental Strategy      | 465                               | Large payment for Cosy city made ahead of profile. Gas bill paid to be redistributed.   |
| Planning:                   | (440)                             | Planning income up on budget. Large one off income from other local authorities, for Norfolk Strategic Framework not budgeted for and recharges not yet put through.  |
| Property Services:          | (512)                             | Depreciation charge has not yet been allocated for City Hall. Remaining variance due to timing differences between the budget profile and receipt of invoices e.g. for gas, electric and repairs works, plus savings to date on premises expenditure. |
| Citywide Services           | (515)                             | Variance due to environmental services invoice being paid in advance of profile and reallocated, integrated waste management invoice running behind profiled amount.  |

### Housing Revenue Account

6. The budgets reported include a £13.9m use of HRA balances, so that the net budget totals zero:

| <i>Item</i>                   | <i>Approved Budget £000s</i> |
|-------------------------------|------------------------------|
| Gross HRA Expenditure         | 85,912                       |
| Gross HRA Income              | (71,979)                     |
| Contribution from HRA Balance | (13,933)                     |
| <b>Total net HRA budget</b>   | <b>0</b>                     |

7. The Housing Revenue Account has been forecast to underspend by **£1.433m** at year end compared to a forecast last month of **£1.390m**. Key forecast variances from budget are set out below:

| <i>Forecast<br/>Outturn<br/>Variance<br/>P10 £000s</i> | <i>HRA Division<br/>of Service</i>   | <i>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</i> | <i>Commentary</i>  |
|--|--------------------------------------|--|--|
| (1,846)  | Repairs & Maintenance                | (1,833)  | Lower than anticipated requirement for general repairs (£750k); less painting carried out than originally planned (£600k); less internal wall insulation carried out than planned (£150k) and reduced garage repairs (£60k). Due to change in contractor (currently being tendered) no cavity wall insulation work undertaken in first part of the year (£200k). |
| (302)  | Rents, Rates, & Other Property Costs | (311)  | Underspend on Anglian Water costs, partially offset by under-recovery through water service charges. Professional advice budget forecast to be underspent with no plans to use.  |
| (590)  | General Management                   | (667)  | Unrequired audit fee budget (£99k) & lower than expected NPS recharge relating to Housing Property Management cost centre (£126k) along with various staffing underspends due to vacancies throughout the year.  |
| 116  | Special Services                     | 106  | Following Community Alarm Service restructure & associated costs, full savings not realised in financial year 2015/16. Overspend offset by underspend on snow clearing & gritting (£73k) due to the mild weather.  |
| (1,411)  | Depreciation & Impairment            | (1,591)  | £2,238k unbudgeted forecast profit on sale of assets, offset by corresponding debit within "Adjustments & Financing items". Updated forecast depreciation costs giving rise to an increase of £647k reduce the net underspend.   |
| (234)  | Provision for Bad Debts              | (234)  | Based on quarterly arrears figures, partially offset by unbudgeted write-off costs against 'Dwelling Rents'.   |
| 441  | Dwelling Rents                       | 465  | Long term voids at St James & Britannia - originally anticipated that sites would be re-occupied by September 2015, but now delayed until April 2016. Also unbudgeted write off costs, partially offset by underspend against bad debt provision.  |
| <i>Forecast<br/>Outturn<br/>Variance<br/>P10 £000s</i> | <i>HRA Division<br/>of Service</i>   | <i>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</i> | <i>Commentary</i>  |

|       |                               |       |  |
|-------|-------------------------------|-------|--|
| (193) | Garage & Other Property Rents | (197) | Lower than anticipated garage void rate  |
| 669   | Service Charges - General     | 688   | Income from Anglian Water service charges lower than anticipated, partially offset by reduced Anglian Water expenditure against 'Rents, Rates, & Other Property Costs' |
| 2,049 | Adjustments & Financing Items | 2,229 | Unbudgeted forecast for profit / loss on sale of assets of £2,238k offset by corresponding credit against "Depreciation & Impairment".                                 |

8. For the year to date an underspend of **£6.601m** is being reported. This underspend is made up of many debit and credit figures, where various income and expenditure lines are ahead of or behind budget profile. Significant underspends and overspends to date are explained below. These lines will be monitored closely as the year progresses to identify any potential impact on forecast outturn figures.

| <i>HRA Division of Service</i> | <i>Variance To Date P11<br/>£000s</i> | <i>Commentary</i>   |
|--------------------------------|---------------------------------------|---|
| Repairs & Maintenance          | (5,236)                               | These variances have arisen due to invoice delays which is usual for work of this nature. Also, overall projected underspend now being reported (£1.8m) in part due to lower than anticipated requirement for repairs and reductions in planned work. |
| General Management             | (765)                                 | Mainly due to staff vacancies. Also, audit fee profiled but unrequired (£90k) and finance recharge yet to be processed (£104k).   |
| Special Services               | (750)                                 | Mainly due to grounds/trees maintenance & permit parking recharges running behind profile. District heating gas costs running behind profile due to invoicing processing time and also a forecast underspend on snow clearing & gritting.             |
| Depreciation & Impairment      | (2,051)                               | £2,051k relating to profit / loss on sale of assets, offset by corresponding debit within "Adjustments & Financing items".  |
| Provision for Bad Debts        | (438)                                 | Bad debt provision charges not yet posted.  |
| <i>HRA Division of Service</i> | <i>Variance To Date P11<br/>£000s</i> | <i>Commentary</i>   |

|                               |       |  |
|-------------------------------|-------|--|
| Dwelling Rents                | 428   | Long term voids at St James & Britannia - originally anticipated that sites would be re-occupied by September 2015, but now delayed until April 2016. Also unbudgeted write off costs. |
| Service Charges - General     | 578   | Income from Anglian Water service charges lower than anticipated.  |
| Adjustments & Financing Items | 2,030 | Mainly due to £2,051k relating to profit / loss on sale of assets offset by corresponding credit against "Depreciation & Impairment".  |

## Risks

9. A risk-based review based on the size and volatility of budgets has identified a "Top 10" of key budgets where inadequacy of monitoring and control systems could pose a significant threat to the council's overall financial position. These are shown in the following table.

| Key Risk Budgets                           | Budget<br>£000s | Current<br>Variance | Current<br>Var % | Current<br>RAG | Forecast<br>Variance | Forecast<br>Var % | Forecast<br>RAG |
|--|-----------------|---------------------|------------------|----------------|----------------------|-------------------|-----------------|
| Housing Benefit Payments - Council tenants | 36,254          | -626                | -2%              | GREEN          | 41                   | 0%                | GREEN           |
| Housing Benefit Subsidy - Council tenants  | -35,639         | -1,588              | 4%               | AMBER          | -119                 | 0%                | GREEN           |
| Housing Benefit Payments - Other tenants   | 32,280          | -2,175              | -7%              | RED            | -3,095               | -10%              | RED             |
| Housing Benefit Subsidy - Other tenants    | -33,048         | 2,477               | -7%              | RED            | 3,057                | -9%               | RED             |
| HRA Repairs - Tenanted Properties          | 12,369          | -4,474              | -36%             | RED            | -1,632               | -13%              | RED             |
| HRA Repairs - Void Properties              | 2,639           | -336                | -13%             | RED            | 0                    | 0%                | GREEN           |
| Multi-Storey Car Parks                     | -1,174          | -29                 | 3%               | GREEN          | -162                 | 14%               | RED             |
| HRA Rents - Estate Properties              | -60,144         | 428                 | -1%              | GREEN          | 465                  | -1%               | GREEN           |
| Property Services - City Hall              | 906             | -162                | -18%             | RED            | -56                  | -6%               | GREEN           |
| Corporate Management including Contingency | -4,043          | -506                | 13%              | RED            | 116                  | -3%               | GREEN           |
| Private Sector Leasing Costs               | -286            | 94                  | -33%             | GREEN          | 53                   | -19%              | GREEN           |

10. The red/amber status of items in the "Forecast RAG" column is explained below.

| Key Risk Budgets                     | Comment  |
|--------------------------------------|--|
| Housing Benefit Payments and Subsidy | Although both of these areas are currently showing a red or amber RAG status, they largely offset one another. There is an overall net forecast underspend on Housing Benefits budgets of £116k.   |
| HRA Repairs                          | Lower than anticipated requirement for general repairs (£750k); less painting carried out than originally planned (£600k); less internal wall insulation carried out than planned (£150k) and reduced garage repairs (£60k). Due to change in contractor (currently being tendered) no cavity wall insulation work undertaken in first part of the year (£200k). |
| Multi-Storey Car Parks               | Forecast variance reflects additional income expected compared to budget.  |

Whilst both HRA repairs and Multi storey car parks are showing as a red rag status both relate to an underspend against budget, either from lower costs or

higher income than anticipated, and therefore do not represent a risk to delivery of the budget

11. The 2015/16 budgets approved by Council were drawn up in the expectation of reduced resources as announced by the previous government. There are risks to the current and medium term financial position from:
  - Further reductions in government grant – the localisation of Business Rates and of Council Tax reductions has increased the risks to the council's financial position arising from economic conditions and policy decisions. In addition, recent Government announcements indicate that further reductions in Government funding are likely.
  - Changes in policy – if further “empowerment” of local authorities is not matched by devolved resources
  - Delivery of savings – the budget incorporates both savings measures already in place, and those planned for implementation during the year. If these savings are not achievable in full, overspends will result. With appropriate approvals these may be mitigated through provision made in the corporate contingency, up to the level of that contingency
  - Identification of further savings – work is continuing on developing proposals for additional savings to bridge the medium-term budget gap. If these proposals fall short, or are not implemented fully and in a timely manner, further budget shortfalls will result.
12. Forecast outturns are estimates based on management assessments, formulae, and extrapolation. They may not adequately take account of variables such as:
  - Bad Debts – budget reports show gross debt, i.e. invoices raised. While allowance has been made in the budget for non-collections, the current economic climate may have an adverse influence on our ability to collect money owed. This may be reflected in higher provisions for bad debt, as may the impact of welfare reforms such as the so-called “Bedroom Tax”.
  - Seasonal Factors – if adverse weather conditions or a worsening economic climate depress levels of trade and leisure activities in the city, there may be a negative impact on parking and other income.
  - Housing Repairs & Improvements – the rate of spend on void properties, though closely managed, is heavily influenced by void turnaround, since transfers can create a chain of voids involving significant repair costs.

## **Financial Planning**

13. Overall levels of overspend and underspend will have an ongoing impact on the budget for following years and the size and urgency of savings requirements.
14. Net overspends and underspends will be consolidated into the General Fund and Housing Revenue Account balances carried forward to 2016/17. These are reflected in periodic updates to the Medium Term Financial Strategy and Housing Revenue Account Business Plan.

## **Impact on Balances**



15. The prudent minimum level of General Fund reserves has been assessed as £4.474m. The budgeted and forecast outturn's impact on the 2014/15 balance brought forward, is as follows:

16.

| <i>Item</i>                         | <i>£000s</i> |
|-------------------------------------|--------------|
| Balance at 1 April 2015             | (9,615)      |
| Budgeted use of balances 2015/16    | 383          |
| Forecast outturn 2015/16            | (1,729)      |
| = Forecast balance at 31 March 2016 | (10,961)     |

17. The General Fund balance is therefore expected to continue to exceed the prudent minimum.

18. The prudent minimum level of HRA reserves has been assessed as £3.111m. The budgeted and forecast outturn's impact on the 2014/15 balance brought forward, is as follows:

| <i>Item</i>  | <i>£000s</i> |
|--|--------------|
| Balance at 1 April 2015  | (20,181)     |
| Budgeted use of balances 2015/16   | 13,933       |
| Forecast outturn 2015/16   | (1,433)      |
| Adjustment to reflect reduced revenue contribution to capital against budget (see below) | (15,835)     |
| = Forecast balance at 31 March 2016  | (23,516)     |

19. The forecast Revenue Contribution to Capital Outlay has been reduced due to lower capital expenditure in year. Resources will be carried forward to fund future HRA spend.

20. The Housing Revenue Account balance is therefore expected to continue to exceed the prudent minimum.

## Collection Fund

21. The Collection Fund is made up of three accounts – Council Tax, the Business Improvement District (BID) account, and National Non-Domestic Rates (NNDR).

- Council Tax is shared between the city, the county, and the police and crime commissioner based on an estimated tax base and the council tax rates agreed by each of the preceptors. Any surplus or deficit is shared in the following financial year.
- The BID account is operated on behalf of the BID company, to collect their income from the BID levy. Any surplus or deficit is passed on to the BID company.
- NNDR income is shared between the city, the county, and central government. Since “localisation”, any surplus or deficit is also shared, rather than as formerly being borne wholly by the government.

22. There are particular risks attached to NNDR, which are:

- Appeals – the impact of any appeals will fall on the Collection Fund, and therefore in part on the city. The Valuation Office has cleared a large number of appeals which has adversely affected the council's business rates income levels. However, a backlog of appeals remains and the value of the appeals is not known, nor the likelihood of success, nor the timing of the appeal being determined.
- NNDR billable – changes in the NNDR billable, e.g. demolition or construction of new billable premises, will impact on the amount billable. Assumptions of growth may also be affected by changes in the larger economic environment.
- NNDR collectable – arrears and write-offs (e.g. where a business goes into administration) will also impact on the Collection Fund.

23. These risks are monitored and mitigated through normal Revenues operations.

24. A summary of the Collection Fund is provided below:

| <i>Approved Budget<br/>£000s</i> | <i>Current Budget<br/>£000s</i> | <b>Collection Fund<br/>Summary</b>       | <i>Actual To<br/>Date<br/>£000s</i> | <i>Forecast<br/>Outturn<br/>£000s</i> | <i>Forecast<br/>Variance<br/>£000s</i> |
|----------------------------------|---------------------------------|--|-------------------------------------|---------------------------------------|--|
|                                  |                                 |  |                                     |                                       |  |
|                                  |                                 | <b>Council tax</b>                       |                                     |                                       |  |
| 53,797                           | 53,797                          | Expenditure                              | 52,300                              | 58,606                                | 4,809                                  |
| (53,797)                         | (53,797)                        | Income                                   | 2                                   | (58,606)                              | (4,809)                                |
|                                  |                                 | <b>Business Improvement<br/>District</b> |                                     |                                       |  |
| 656                              | 656                             | Expenditure                              | 476                                 | 661                                   | 5                                      |
| (656)                            | (656)                           | Income                                   | (16)                                | (653)                                 | 3                                      |
|                                  |                                 | <b>National Non-Domestic<br/>Rate</b>    |                                     |                                       |  |
| 77,698                           | 77,698                          | Expenditure                              | 67,999                              | 75,921                                | (1,777)                                |
| (77,698)                         | (77,698)                        | Income                                   | 3,563                               | (75,921)                              | 1,777                                  |
|                                  |                                 |  |                                     |                                       |  |
| <b>0</b>                         | <b>0</b>                        | <b>Total Collection Fund</b>             | <b>124,324</b>                      | <b>8</b>                              | <b>8</b>                               |

25. On Council Tax, actual income is not posted from the council tax system into the finance system until year-end. The actual year-end surplus or deficit will be taken into account in considering distribution of balances between the preceptors (city, county, and police).
26. The council operates the BID account on behalf of the BID company, so no surplus or deficit will fall on the council's accounts.
27. Any deficit reported on the NNDR account will roll forward and be distributed in the 2016/17 budget cycle.
28. Additional (section 31) grant is received in the General Fund to offset all or part of any shortfall in business rate income due to additional reliefs granted by government. All such grant monies received are transferred to an earmarked reserve and held to be offset against deficits in the years that they impact on the revenue accounts.

## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  |  |
| <b>Head of service:</b> | Chief Finance Officer  |
| <b>Report subject:</b>  | Revenue Budget Monitoring 2015/16  |
| <b>Date assessed:</b>   | 22/02/16   |
| <b>Description:</b>     | This is the integrated impact assessment for the Revenue Budget Monitoring 2015/16 report to cabinet |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic<br>(please add an 'x' as appropriate)                          | Neutral                             | Positive                            | Negative                 | Comments  |
| Finance (value for money)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The report shows that the council monitors its budgets, considers risks to achieving its budget objectives, reviews its balances position, and is therefore able to maintain its financial standing |
| Other departments and services e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| ICT services  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Economic development  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Financial inclusion   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Social<br>(please add an 'x' as appropriate)                            | Neutral                             | Positive                            | Negative                 | Comments  |
| Safeguarding children and adults  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| <u>S17 crime and disorder act 1998</u>                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Human Rights Act 1998   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Equality and diversity<br>(please add an 'x' as appropriate)            | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups (cohesion)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Eliminating discrimination & harassment             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Advancing equality of opportunity                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Environmental<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Transportation                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Natural and built environment                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Waste minimisation & resource use                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Pollution   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Sustainable procurement                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Energy and climate change                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| (Please add an 'x' as appropriate)                  | Neutral                             | Positive                            | Negative                 | Comments  |
| Risk management                                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The report demonstrates that the council is aware of and monitors risks to the achievement of its financial strategy. |

| Recommendations from impact assessment   |
|--|
| <b>Positive</b>  |
| None   |
| <b>Negative</b>  |
| None   |
| <b>Neutral</b>   |
| None   |
| <b>Issues</b>  |
| The council should continue to monitor its budget performance in the context of the financial risk environment within which it operates. |

**GENERAL FUND SERVICE SUMMARY**

| <i>Approved<br/>Budget</i>                       | <i>Current<br/>Budget</i> |   | <i>Budget To<br/>Date</i> | <i>Actual To Date</i> | <i>Variance To<br/>Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|--|---------------------------|---|---------------------------|-----------------------|-----------------------------|-----------------------------|------------------------------|
| <b>Business Relationship Mgt &amp; Democracy</b> |                           |   |                           |                       |                             |                             |                              |
| 1,537,574  | 265,266                   | Business Relationship Management                              | 54,889                    | (1,026,647)           | (1,081,536)                 | 347,680                     | 82,414                       |
| 292,745  | 292,328                   | Democratic Services   | 818,826                   | 1,116,605             | 297,779                     | 318,719                     | 26,391                       |
| (19,263,443)                                     | (18,099,941)              | Finance   | (9,455,385)               | (11,349,363)          | (1,893,978)                 | (19,201,691)                | (1,101,750)                  |
| 0  | (32,419)                  | Procurement & Service Improvement                             | 3,058,865                 | 2,669,836             | (389,029)                   | (328,564)                   | (296,145)                    |
| <b>(17,433,124)</b>                              | <b>(17,574,766)</b>       | <b>Total Business Relationship Management &amp; Democracy</b> | <b>(5,522,805)</b>        | <b>(8,589,569)</b>    | <b>(3,066,764)</b>          | <b>(18,863,856)</b>         | <b>(1,289,090)</b>           |
| <b>Chief Executive</b>                           |                           |   |                           |                       |                             |                             |                              |
| 0  | 0                         | Chief Executive   | 222,009                   | 206,705               | (15,304)                    | (11,605)                    | (11,605)                     |
| <b>0</b>   | <b>0</b>                  | <b>Total Chief Executive</b>                                  | <b>222,009</b>            | <b>206,705</b>        | <b>(15,304)</b>             | <b>(11,605)</b>             | <b>(11,605)</b>              |
| <b>Customers, Comms &amp; Culture</b>            |                           |   |                           |                       |                             |                             |                              |
| 2,124,719  | 2,153,490                 | Communications & Culture                                      | 1,998,826                 | 1,782,713             | (216,113)                   | 2,247,501                   | 94,011                       |
| (105,756)  | (93,389)                  | Customer Contact  | 2,110,109                 | 1,569,601             | (540,508)                   | (298,614)                   | (205,225)                    |
| <b>2,018,963</b>                                 | <b>2,060,101</b>          | <b>Total Customers, Comms &amp; Culture</b>                   | <b>4,108,935</b>          | <b>3,352,315</b>      | <b>(756,620)</b>            | <b>1,948,886</b>            | <b>(111,215)</b>             |
| <b>Regeneration &amp; Growth</b>                 |                           |   |                           |                       |                             |                             |                              |
| (1,101,624)                                      | (1,213,353)               | City Development  | (3,920,977)               | (5,376,242)           | (1,455,265)                 | (1,303,649)                 | (90,296)                     |
| 0  | 0                         | Environmental Strategy  | 121,836                   | 587,102               | 465,266                     | 814                         | 814                          |
| 0  | 0                         | Executive Head of Regeneration &                              | 115,337                   | 119,272               | 3,935                       | 3,803                       | 3,803                        |
| 1,447,674  | 1,447,502                 | Planning  | 1,043,501                 | 603,159               | (440,342)                   | 1,388,501                   | (59,001)                     |
| 262,834  | 262,195                   | Property Services   | 1,377,233                 | 864,982               | (512,251)                   | 166,193                     | (96,002)                     |
| <b>608,884</b>                                   | <b>496,344</b>            | <b>Total Regeneration &amp; Growth</b>                        | <b>(1,263,070)</b>        | <b>(3,201,727)</b>    | <b>(1,938,657)</b>          | <b>255,662</b>              | <b>(240,682)</b>             |
| <b>Strategy, People &amp; Neighbourhoods</b>     |                           |   |                           |                       |                             |                             |                              |
| 10,069,543                                       | 10,055,846                | Citywide Services   | 7,275,668                 | 6,760,133             | (515,535)                   | 9,858,101                   | (197,745)                    |
| 0  | (1,172)                   | Human Resources   | 1,076,792                 | 998,005               | (78,787)                    | (20,511)                    | (19,339)                     |
| 2,315,862  | 2,433,505                 | Neighbourhood Housing   | 1,066,277                 | 1,069,179             | 2,902                       | 2,484,777                   | 51,272                       |
| 2,419,872  | 2,422,932                 | Neighbourhood Services  | 1,934,504                 | 1,705,337             | (229,167)                   | 2,475,335                   | 52,403                       |
| 0  | 107,209                   | Strategy & Programme Management                               | 516,943                   | 650,938               | 133,995                     | 144,667                     | 37,458                       |
| <b>14,805,277</b>                                | <b>15,018,320</b>         | <b>Total Strategy, People &amp; Neighbourhoods</b>            | <b>11,870,184</b>         | <b>11,183,592</b>     | <b>(686,592)</b>            | <b>14,942,369</b>           | <b>(75,951)</b>              |
| <b>0</b>   | <b>(1)</b>                | <b>Total General Fund</b>                                     | <b>9,415,253</b>          | <b>2,951,316</b>      | <b>(6,463,937)</b>          | <b>(1,728,544)</b>          | <b>(1,728,543)</b>           |

Budget Monitoring Report

Year: 2015/16

Period: 11 (February)

**HOUSING REVENUE ACCOUNT STATUTORY SUMMARY**

| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> |                                      | <i>Budget To<br/>Date</i> | <i>Actual To Date</i> | <i>Variance To<br/>Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|--------------------------------------|---------------------------|-----------------------|-----------------------------|-----------------------------|------------------------------|
| 16,069,344                 | 16,069,344                | Repairs & Maintenance                | 14,936,513                | 9,700,199             | (5,236,314)                 | 14,236,675                  | (1,832,669)                  |
| 6,436,719                  | 6,436,719                 | Rents, Rates, & Other Property Costs | 6,373,998                 | 6,202,856             | (171,142)                   | 6,125,553                   | (311,166)                    |
| 11,016,261                 | 10,836,180                | General Management                   | 6,013,689                 | 5,248,270             | (765,419)                   | 10,169,274                  | (666,906)                    |
| 5,086,385                  | 5,266,474                 | Special Services                     | 4,214,082                 | 3,464,207             | (749,875)                   | 5,372,046                   | 105,572                      |
| 21,430,943                 | 21,430,943                | Depreciation & Impairment            | 0                         | (2,051,276)           | (2,051,276)                 | 19,839,736                  | (1,591,207)                  |
| 584,000                    | 584,000                   | Provision for Bad Debts              | 438,000                   | 0                     | (438,000)                   | 350,000                     | (234,000)                    |
| (60,143,678)               | (60,143,678)              | Dwelling Rents                       | (55,332,183)              | (54,904,582)          | 427,601                     | (59,678,877)                | 464,801                      |
| (1,980,123)                | (1,980,124)               | Garage & Other Property Rents        | (1,885,241)               | (2,028,732)           | (143,491)                   | (2,176,838)                 | (196,714)                    |
| (9,144,884)                | (9,144,884)               | Service Charges - General            | (8,620,498)               | (8,042,975)           | 577,523                     | (8,456,807)                 | 688,077                      |
| 0                          | 0                         | Miscellaneous Income                 | 0                         | (80,500)              | (80,500)                    | (87,818)                    | (87,818)                     |
| 11,355,513                 | 11,355,513                | Adjustments & Financing Items        | (147,100)                 | 1,882,637             | 2,029,737                   | 13,584,459                  | 2,228,946                    |
| (560,480)                  | (560,480)                 | Amenities shared by whole community  | 0                         | 0                     | 0                           | (560,480)                   | 0                            |
| (150,000)                  | (150,000)                 | Interest Received                    | 0                         | 0                     | 0                           | (150,000)                   | 0                            |
| <b>0</b>                   | <b>7</b>                  | <b>Total Housing Revenue Account</b> | <b>(34,008,740)</b>       | <b>(40,609,896)</b>   | <b>(6,601,156)</b>          | <b>(1,433,079)</b>          | <b>(1,433,086)</b>           |

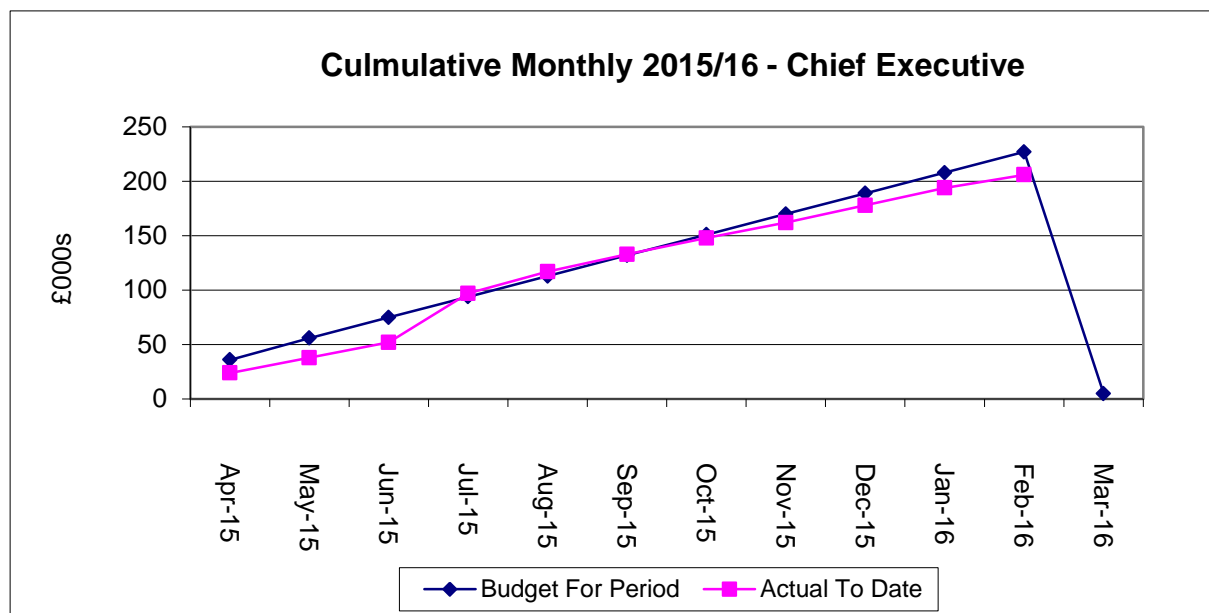
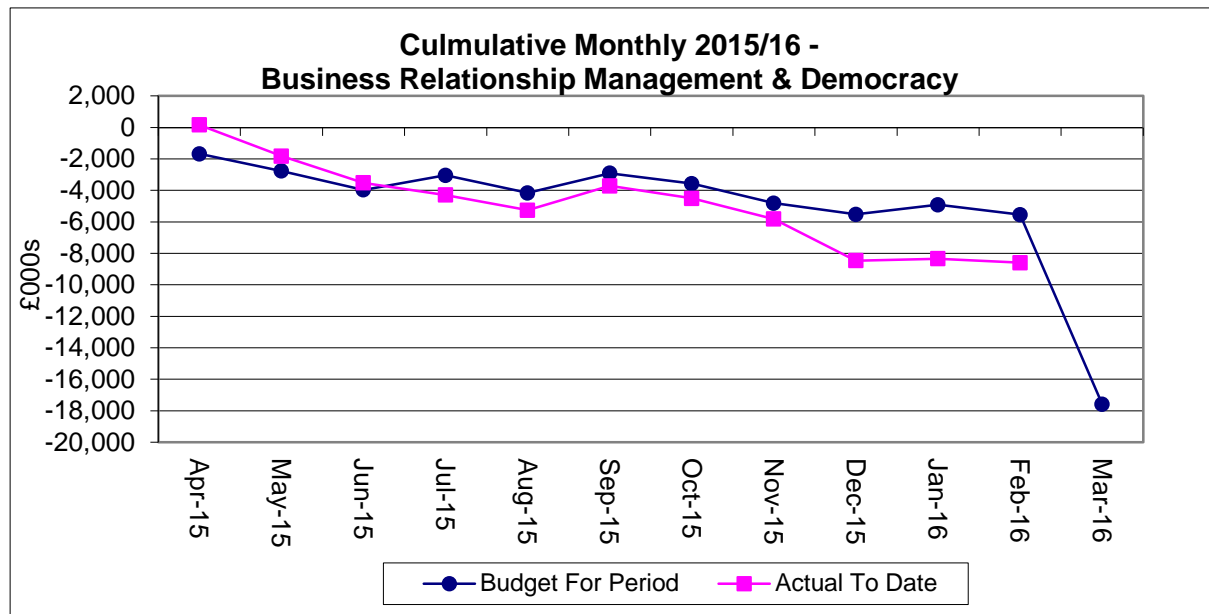


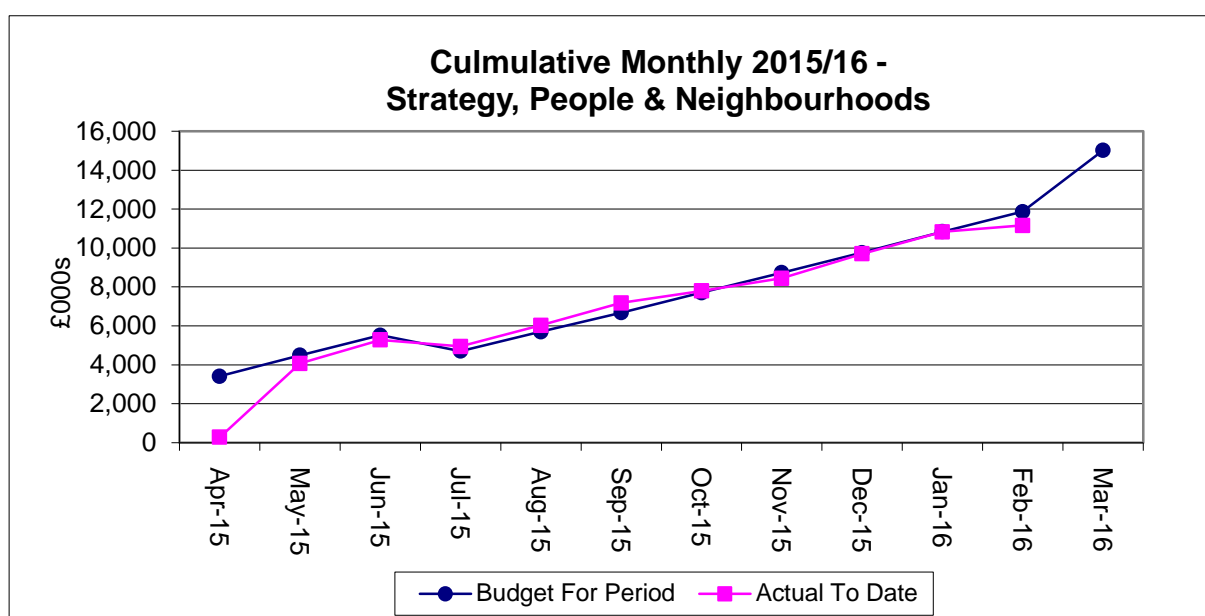
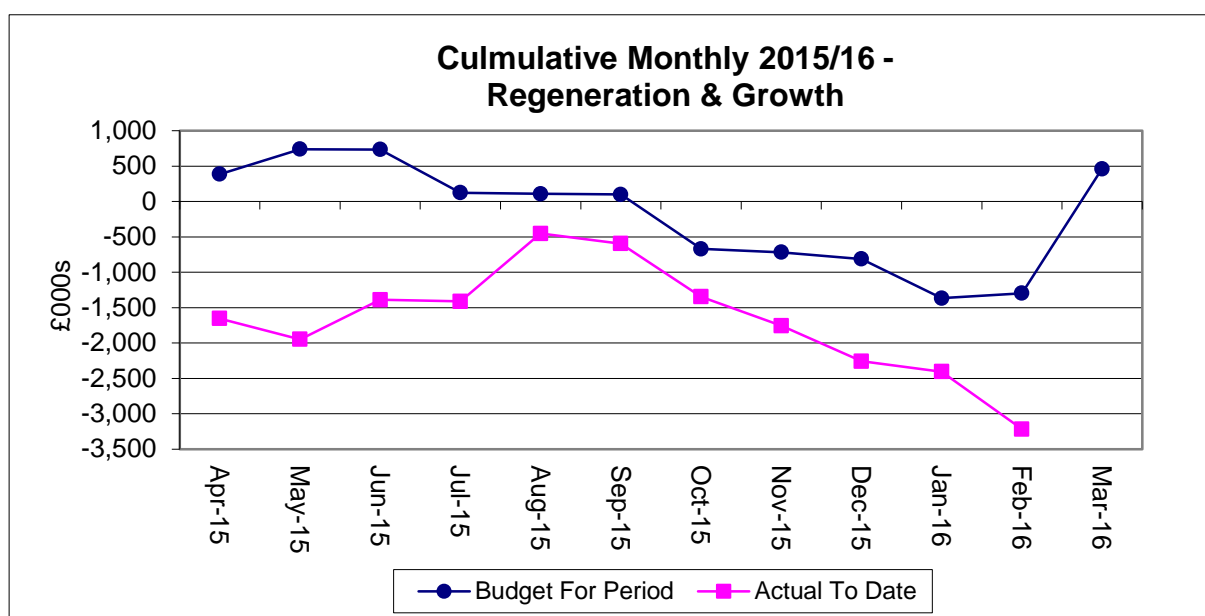
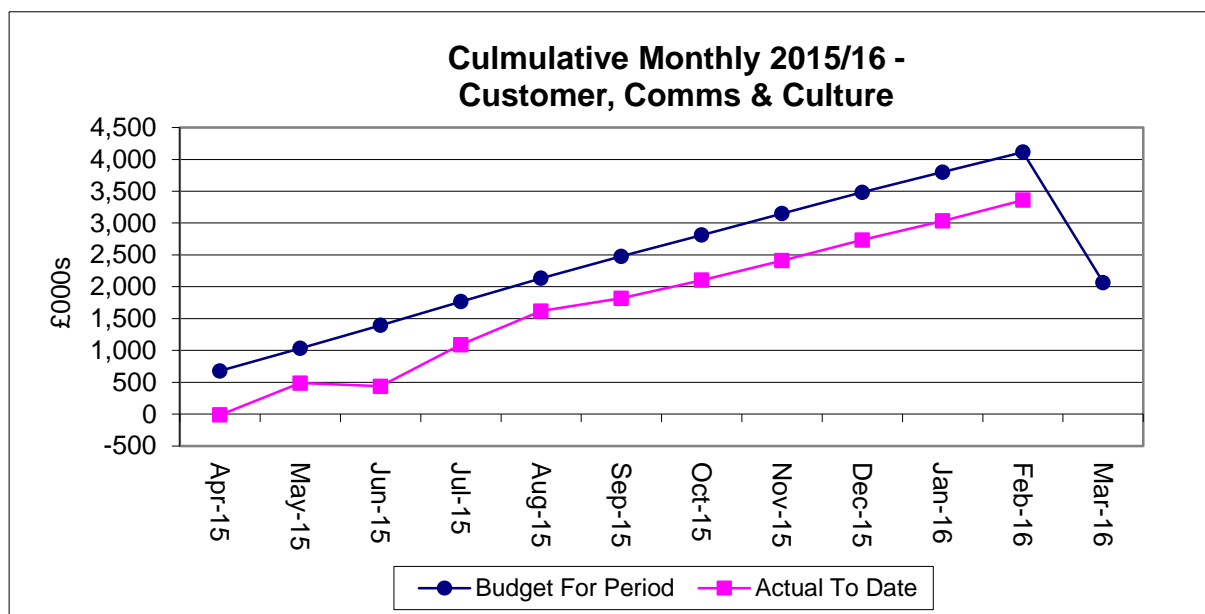
## Budget & Expenditure – Monthly by Service Graphs

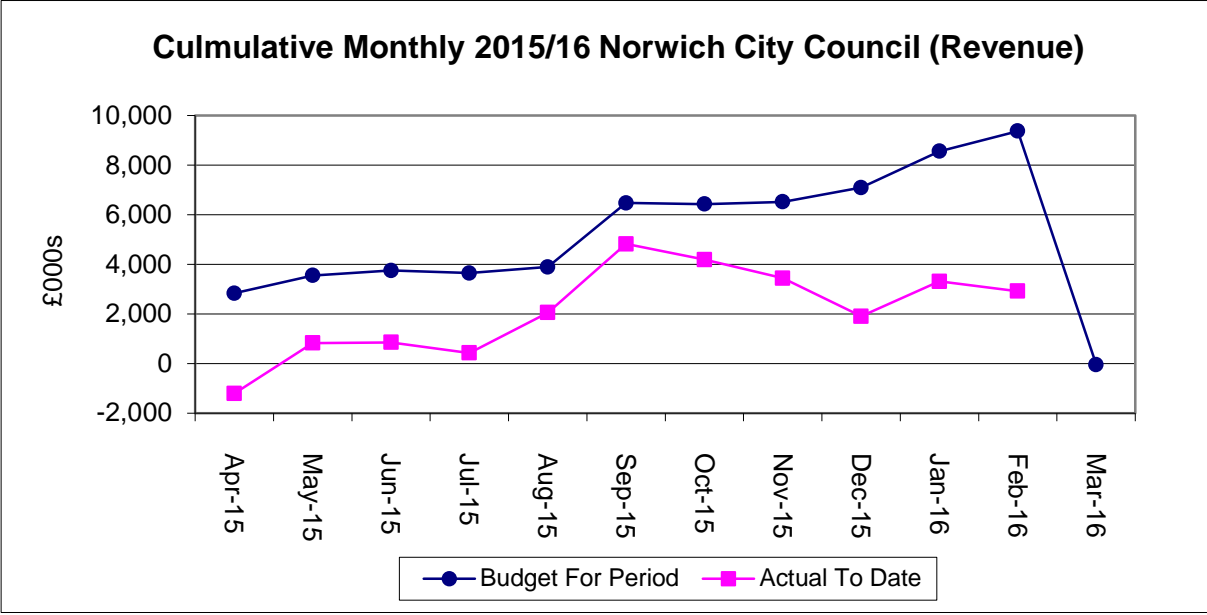
The following graphs show the monthly budget profile and income/expenditure to date for each service (both General Fund and Housing Revenue Account) for the financial year.

The actual income/expenditure reported is influenced by accrual provisions brought forward from the previous financial year, and by any delays in invoicing and/or payment.

Budgets are profiled to show the expected pattern of income & expenditure, and will be refined and improved during the course of the financial year.









|                  |   |             |
|------------------|---|-------------|
| <b>Report to</b> | Cabinet                                       | <b>Item</b> |
|                  | 8 June 2016                                   |             |
| <b>Report of</b> | Chief finance officer                         | <b>9</b>    |
| <b>Subject</b>   | Revenue budget monitoring 2015-16 – Period 12 |             |

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## **Purpose**

To update Cabinet on the provisional financial position as at 31 March 2016, the forecast outturn for the year 2015/16, and the consequent forecast of the General Fund and Housing Revenue Account balances.

## **Recommendation**

To note the forecast financial position as at 31 March 2016.

## **Corporate and service priorities**

The report helps to meet the corporate priority value for money services and the service plan priority to provide accurate, relevant and timely financial information.

## **Financial implications**

The General Fund budget is forecast to underspend by £2.248m. The Housing Revenue Account budget is forecast to underspend by £4.144m.

The forecast HRA Revenue Contribution to Capital has been reduced by £15.835m to £9.400m due to lower capital expenditure in year. Resources will be carried forward to fund future HRA spend.

The impact in 2015/16 of deficits on the Collection Fund in respect of business rates arising in 2013/14 is £0.354m and for 2014/15 is £0.893m. To offset the deficit a transfer of £1.247m has been made from the S31 earmarked reserve.

Section 31 business rates relief grant received in 2015/16 has been transferred to the earmarked reserve to be offset against future deficits in the years that they impact on the revenue accounts. For 2015/16, a transfer of £1.188m has been made from the General Fund revenue to the earmarked reserve. The forecast underspend above takes account of these transfers.

The forecast impact in 2016/17 of deficits arising in previous years is £1.149m. This will be offset by a transfer from the S31 earmarked reserve in the 2016/17 financial year.

**Ward/s:** All wards

**Cabinet member:** Councillor Stonard – resources and business liaison

**Contact officers**

Justine Hartley, Chief finance officer  
Hannah Simpson, Group accountant

01603 212440  
01603 212561

**Background documents**

None.

## Report

1. Council approved budgets for the 2015/16 financial year on 17 February 2015.
2. The attached appendices show the forecast outturn and year-to-date positions for the General Fund and the Housing Revenue Account:
  - [Appendix 1](#) shows the General Fund by Corporate Leadership Team responsibilities, and by Subjective Group
  - [Appendix 2](#) shows the Housing Revenue Account in (near) statutory format, and by Subjective Group
  - [Appendix 3](#) shows budget and expenditure for the year to date in graphical format

### General Fund

3. Budgets reported include the resources financing the Council's net budget requirement (which includes a contribution of £0.383m from reserve balances as allowed for in the Medium Term Financial Strategy) so that the net budget totals zero:

| <i>Item</i>                      | <i>Approved<br/>Budget<br/>£000s</i> |
|----------------------------------|--------------------------------------|
| Net Budget Requirement           | 17,056                               |
| Non-Domestic Rates               | (4,645)                              |
| Revenue Support Grant            | (4,096)                              |
| Council Tax precept              | (8,315)                              |
| <b>Total General Fund budget</b> | <b>0</b>                             |

4. The General Fund has been forecast to underspend by **£2.248m** at year end compared to a forecast underspend last month of **£1.729m**. Key forecast variances from budget are set out below:

| <b>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</b> | <b>General Fund<br/>Service</b>        | <b>Forecast<br/>Outturn<br/>Variance<br/>P12 £000s</b> | <b>Commentary</b>  |
|--|--|--|--|
| 82   | Business<br>Relationship<br>Management | (322)  | <p>LGSS fraud team transferred to DWP but reduced grant still received for one year resulting in a 184k underspend.</p> <p>Underspend on Council Tax and Benefits admin due to lower corporate recharges than budgeted (£319k) and additional government grant receipts (£177k).</p> <p>Total underspend reduced as the budgeted transfer in from General Fund Reserves of £383k was not required and therefore not processed.</p>   |
| (1,102)  | Finance                                | (1,190)  | <p>Key variances include:</p> <ul style="list-style-type: none"> <li>• £1,025k underspend on the Minimum Revenue Provision charge due to policy change (£795k) and correction of prior year expenditure (£230k);</li> <li>• £149k overspend on financial arrangements due to lower interest receipts than budgeted;</li> <li>• £323k underspend on Housing Benefit mainly due to additional subsidy received following a review of previous subsidy returns.</li> </ul>  |
| 94   | Communication<br>and Culture           | 320  | <p>Key variances include:</p> <ul style="list-style-type: none"> <li>• Advertising income review budget of £50k is reflected in advertising savings across the council;</li> <li>• Depreciation over budget by £68k on St Andrews Hall and the Norman Centre due to a budgeting misalignment;</li> <li>• Salix expenditure of £38k on Riverside offset by savings made in 2013/14;</li> <li>• Overspend on Events costs of £46k covered by equal contribution to general reserves in 2014/15;</li> <li>• Norman Centre overspend of 83k on NPS repairs &amp; maintenance costs.</li> </ul> |



|       |                       |       |   |
|-------|-----------------------|-------|---|
| (90)  | City Development:     | (707) | Key variances include: <ul style="list-style-type: none"> <li>• Underspend of £306k on parking premises and supplies, associated with reduced works and salt/gritting.</li> <li>• Parking income higher than budget (£103k) following increase in parking tariffs in November.</li> <li>• £282k underspend due to depreciation being lower than budgeted.</li> </ul>  |
| (198) | Citywide Services:    | (341) | Key variances include: <ul style="list-style-type: none"> <li>• Staffing costs below budget in various teams (£118k);</li> <li>• Depreciation variances from budget on Markets &amp; Green Spaces (£47k);</li> <li>• CDS recharges under budget on Food Health &amp; Safety (61k);</li> <li>• Repairs &amp; maintenance costs under budget on cemeteries (£23k);</li> <li>• Additional licensing income (£100k).</li> </ul> |
| 51    | Neighbourhood Housing | (153) | Higher income from homelessness lettings (£70k) and lower corporate recharges for Housing Options than budgeted.  |

## Housing Revenue Account

5. The budgets reported include a £13.9m use of HRA balances, so that the net budget totals zero:

| <i>Item</i>                   | <i>Approved Budget<br/>£000s</i> |
|-------------------------------|----------------------------------|
| Gross HRA Expenditure         | 85,912                           |
| Gross HRA Income              | (71,979)                         |
| Contribution from HRA Balance | (13,933)                         |
| <b>Total net HRA budget</b>   | <b>0</b>                         |

6. The Housing Revenue Account has been forecast to underspend by **£4.144m** at year end compared to a forecast last month of **£1.433m**. Key forecast variances from budget are set out below:

| <b>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</b> | <b>HRA Division<br/>of Service</b>   | <b>Forecast<br/>Outturn<br/>Variance<br/>P12 £000s</b> | <b>Commentary</b>   |
|--|--------------------------------------|--|---|
| (1,833)  | Repairs & Maintenance                | (3,546)  | <p>Key variances include:</p> <ul style="list-style-type: none"> <li>• Lower than anticipated requirement for general major and minor repairs (£977k);</li> <li>• Less painting carried out than originally planned (£532k);</li> <li>• Less internal wall insulation carried out (£162k);</li> <li>• Less cavity wall insulation than planned due in first half of the year due to change in contractor (£440k);</li> <li>• Underspends on gas central heating repairs (£319k);</li> <li>• Other underspends on security improvements, lighting repairs and specific maintenance budgets e.g. lighting, fire alarm and lifts (£324k);</li> <li>• Lower than budgeted void repair costs (£234k);</li> <li>• Reduce garage repair costs (£131k)</li> <li>• Additional income from contributions to HRA repairs (from tenants and grants) (£254k).</li> </ul> |
| (311)  | Rents, Rates, & Other Property Costs | (386)  | <p>Underspend on Anglian Water costs (£327k), partially offset by under-recovery through water service charges. Professional advice budget underspent by £200k but offset by higher property recharges and insurance costs of £168k.</p>  |
| (667)  | General Management                   | (607)  | <p>Key variances include:</p> <ul style="list-style-type: none"> <li>• £195k underspend on staff costs due to vacancies;</li> <li>• Unrequired audit fee of £98k;</li> <li>• Fewer grants issued than budgeted (£53k) and less compensation paid to tenants (£21k)</li> <li>• Underspends on snow clearing and gritting due to mild winter (£42k)</li> <li>• Lower share of corporate recharges than budgeted (£50k); and</li> <li>• Less decoration allowance &amp; leave it tidy payments made on voids (£68k).</li> </ul>  |

| <b>Forecast<br/>Outturn<br/>Variance<br/>P11 £000s</b> | <b>HRA Division<br/>of Service</b> | <b>Forecast<br/>Outturn<br/>Variance<br/>P12 £000s</b> | <b>Commentary</b>   |
|--|------------------------------------|--|---|
| 105  | Special Services                   | (446)  | Spend below budget on tree maintenance and rubbish clearing (£61k). Reduced fuel costs for district heating (£199k) and sheltered housing (£70k) and underspends on snow clearing and gritting due to mild winter (£42k). Additional staffing underspends due to vacant posts (£68k).           |
| (1,591)  | Depreciation & Impairment          | (1,771)  | £2,492k unbudgeted profit on sale of assets, offset by corresponding debit within "Adjustments & Financing items". Higher than budgeted depreciation costs of £690k reducing the net underspend.  |
| (234)  | Provision for Bad Debts            | (405)  | Revised provision based on arrears figures, partially offset by unbudgeted write-off costs within 'Dwelling Rents'.   |
| 465  | Dwelling Rents                     | 202  | Overspend due to unbudgeted write off costs, partially offset by underspend against bad debt provision.   |
| (198)  | Garage & Other Property Rents      | (204)  | Mainly due to lower than anticipated garage void rate resulting in higher than budgeted income of £217k.  |
| 688  | Service Charges - General          | 788  | Income from Anglian Water service charges lower than anticipated (£594k), this is partially offset by reduced Anglian Water expenditure against 'Rents, Rates, & Other Property Costs'<br><br>Additional reduced income due to long term voids St. James & Britannia impacting service charges. |
| 2,229  | Adjustments & Financing Items      | 2,519  | Variance due to unbudgeted profit / loss on sale of assets offset by corresponding credit against "Depreciation & Impairment".  |
| 0  | Interest Received                  | (109)  | Additional HRA share of investment interest.  |

7. The chief finance officer has approved a virement of £19,517 from the HRA contingency budget to Tenancy Support to meet unbudgeted security costs associated with anti-social behaviour.

## Risks

8. A risk-based review based on the size and volatility of budgets has identified a “Top 10” of key budgets where inadequacy of monitoring and control systems could pose a significant threat to the council’s overall financial position. These are shown in the following table.

| Key Risk Budgets                           | Budget<br>£000s | Current<br>Variance | Current<br>Var % | Current<br>RAG | Forecast<br>Variance | Forecast<br>Var % | Forecast<br>RAG |
|--|-----------------|---------------------|------------------|----------------|----------------------|-------------------|-----------------|
| Housing Benefit Payments - Council tenants | 36,254          | -679                | -2%              | GREEN          | -679                 | -2%               | GREEN           |
| Housing Benefit Subsidy - Council tenants  | -35,639         | -462                | 1%               | GREEN          | -462                 | 1%                | GREEN           |
| Housing Benefit Payments - Other tenants   | 32,280          | -920                | -3%              | GREEN          | -920                 | -3%               | GREEN           |
| Housing Benefit Subsidy - Other tenants    | -33,048         | 1,737               | -5%              | RED            | 1,737                | -5%               | RED             |
| HRA Repairs - Tenanted Properties          | 12,369          | -3,183              | -26%             | RED            | -2,813               | -23%              | RED             |
| HRA Repairs - Void Properties              | 2,639           | -272                | -10%             | RED            | -272                 | -10%              | RED             |
| Multi-Storey Car Parks                     | -1,174          | -391                | 33%              | RED            | -391                 | 33%               | RED             |
| HRA Rents - Estate Properties              | -60,144         | 202                 | 0%               | GREEN          | 202                  | 0%                | GREEN           |
| Property Services - City Hall              | 906             | 31                  | 3%               | GREEN          | 31                   | 3%                | GREEN           |
| Corporate Management including Contingency | -4,222          | 357                 | -8%              | RED            | 357                  | -8%               | RED             |
| Private Sector Leasing Costs               | -286            | 100                 | -35%             | GREEN          | 100                  | -35%              | GREEN           |

9. The red/amber status of items in the “Forecast RAG” column is explained below.

| Key Risk Budgets                           | Comment  |
|--|--|
| Housing Benefit Payments and Subsidy       | Although one of these areas is currently showing a red RAG status, they largely offset one another. There is an overall net forecast underspend on Housing Benefits budgets of £324k.  |
| HRA Repairs                                | Lower than anticipated requirement for general repairs (£977k); less painting carried out than originally planned (£532k); less internal wall insulation carried out than planned (£162k) and reduced garage repairs (£131k). Due to change in contractor no cavity wall insulation work undertaken in first part of the year (£440k).<br><br>Further explanation provided in the overall HRA variance analysis. |
| Multi-Storey Car Parks                     | Forecast variance reflects additional income compared to budget.   |
| Corporate Management including contingency | The overspend is due to the budgeted transfer in from General Fund Reserves of £383k not being required and therefore not processed.   |

10. The 2015/16 budgets approved by Council were drawn up in the expectation of reduced resources as announced by the previous government. There are risks to the current and medium term financial position from:

- Further reductions in government grant – the localisation of Business Rates and of Council Tax reductions has increased the risks to the council’s financial position arising from economic conditions and policy decisions. In addition, recent Government announcements indicate that further reductions in Government funding are likely.

- Changes in policy – if further “empowerment” of local authorities is not matched by devolved resources
  - Delivery of savings – the budget incorporates both savings measures already in place, and those planned for implementation during the year. If these savings are not achievable in full, overspends will result. With appropriate approvals these may be mitigated through provision made in the corporate contingency, up to the level of that contingency
  - Identification of further savings – work is continuing on developing proposals for additional savings to bridge the medium-term budget gap. If these proposals fall short, or are not implemented fully and in a timely manner, further budget shortfalls will result.
11. Forecast outturns are estimates based on management assessments, formulae, and extrapolation. They may not adequately take account of variables such as:
- Bad Debts – budget reports show gross debt, i.e. invoices raised. While allowance has been made in the budget for non-collections, the current economic climate may have an adverse influence on our ability to collect money owed. This may be reflected in higher provisions for bad debt, as may the impact of welfare reforms such as the so-called “Bedroom Tax”.
  - Seasonal Factors – if adverse weather conditions or a worsening economic climate depress levels of trade and leisure activities in the city, there may be a negative impact on parking and other income.
  - Housing Repairs & Improvements – the rate of spend on void properties, though closely managed, is heavily influenced by void turnaround, since transfers can create a chain of voids involving significant repair costs.

## Financial Planning

12. Overall levels of overspend and underspend will have an ongoing impact on the budget for following years and the size and urgency of savings requirements.
13. Net overspends and underspends will be consolidated into the General Fund and Housing Revenue Account balances carried forward to 2016/17. These are reflected in periodic updates to the Medium Term Financial Strategy and Housing Revenue Account Business Plan.

## Impact on Balances

14. The prudent minimum level of General Fund reserves has been assessed as £4.474m. The budgeted and forecast outturn's impact on the 2014/15 balance brought forward, is as follows:

| <i>Item</i>                                | <i>£000s</i>    |
|--|-----------------|
| Balance at 1 April 2015                    | (9,615)         |
| Budgeted use of balances 2015/16           | 383             |
| Forecast outturn 2015/16                   | (2,248)         |
| <b>= Forecast balance at 31 March 2016</b> | <b>(10,925)</b> |

15. The General Fund balance is therefore expected to continue to exceed the prudent minimum.
16. The prudent minimum level of HRA reserves has been assessed as £3.111m. The budgeted and forecast outturn's impact on the 2014/15 balance brought forward, is as follows:

| <i>Item</i>  | <i>£000s</i>    |
|--|-----------------|
| Balance at 1 April 2015  | (20,181)        |
| Budgeted use of balances 2015/16   | 13,933          |
| Forecast outturn 2015/16   | (4,144)         |
| Adjustment to reflect reduced revenue contribution to capital against budget (see below) | (15,835)        |
| <b>= Forecast balance at 31 March 2016</b>   | <b>(26,227)</b> |

17. The forecast Revenue Contribution to Capital Outlay has been reduced due to lower capital expenditure in year. Resources will be carried forward to fund future HRA spend.
18. The Housing Revenue Account balance is therefore expected to continue to exceed the prudent minimum.

## Collection Fund

19. The Collection Fund is made up of three accounts – Council Tax, the Business Improvement District (BID) account, and National Non-Domestic Rates (NNDR).
  - Council Tax is shared between the city, the county, and the police and crime commissioner based on an estimated tax base and the council tax rates agreed by each of the preceptors. Any surplus or deficit is shared in the following financial year.
  - The BID account is operated on behalf of the BID company, to collect their income from the BID levy. Any surplus or deficit is passed on to the BID company.
  - NNDR income is shared between the city, the county, and central government. Since “localisation”, any surplus or deficit is also shared, rather than as formerly being borne wholly by the government.
20. There are particular risks attached to NNDR, which are:
  - Appeals – the impact of any appeals will fall on the Collection Fund, and therefore in part on the city. The Valuation Office has cleared a large number of appeals which has adversely affected the council's business rates income levels. However, a backlog of appeals remains and the value of the appeals is not known, nor the likelihood of success, nor the timing of the appeal being determined.
  - NNDR billable – changes in the NNDR billable, e.g. demolition or construction of new billable premises, will impact on the amount billable. Assumptions of growth may also be affected by changes in the larger economic environment.
  - NNDR collectable – arrears and write-offs (e.g. where a business goes into administration) will also impact on the Collection Fund.

21. These risks are monitored and mitigated through normal Revenues operations.

22. A summary of the Collection Fund is provided below:

| <b>Collection Fund Summary</b>  |                                |                                      |                                |                                  |                                   |
|---------------------------------|--------------------------------|--------------------------------------|--------------------------------|----------------------------------|-----------------------------------|
| <b>Approved Budget</b><br>£000s | <b>Current Budget</b><br>£000s |                                      | <b>Actual To Date</b><br>£000s | <b>Forecast Outturn</b><br>£000s | <b>Forecast Variance</b><br>£000s |
|                                 |                                |                                      |                                |                                  |                                   |
|                                 |                                | <b>Council tax</b>                   |                                |                                  |                                   |
| 53,797                          | 53,797                         | Expenditure                          | 56,587                         | 57,561                           | 3,764                             |
| (53,797)                        | (53,797)                       | Income                               | (1)                            | (57,561)                         | (3,763)                           |
|                                 |                                | <b>Business Improvement District</b> |                                |                                  |                                   |
| 656                             | 656                            | Expenditure                          | 528                            | 528                              | 2                                 |
| (656)                           | (656)                          | Income                               | (652)                          | (652)                            | 4                                 |
|                                 |                                | <b>National Non-Domestic Rate</b>    |                                |                                  |                                   |
| 77,698                          | 77,698                         | Expenditure                          | 81,818                         | 81,818                           | 4,120                             |
| (77,698)                        | (77,698)                       | Income                               | (81,818)                       | (81,818)                         | (4,120)                           |
|                                 |                                |                                      |                                |                                  |                                   |
| <b>0</b>                        | <b>0</b>                       | <b>Total Collection Fund</b>         | <b>56,462</b>                  | <b>(124)</b>                     | <b>7</b>                          |

23. On Council Tax, actual income is not posted from the council tax system into the finance system until year-end. The actual year-end surplus or deficit will be taken into account in considering distribution of balances between the preceptors (city, county, and police).

24. The council operates the BID account on behalf of the BID company, so no surplus or deficit will fall on the council's accounts.

25. Any deficit reported on the NNDR account will roll forward and be distributed in the 2016/17 budget cycle. The forecast impact on the council in 2015/16 of deficits arising in 2013/14 and 2014/15 is £1.247m. The forecast impact in 2016/17 of deficits arising in 2014/15 and 2015/16 is £1.149m. This will be offset by a transfer from the S31 earmarked reserve in the 2016/17 financial year.

26. Additional (section 31) grant has been received in the General Fund to offset all or part of any shortfall in business rate income due to additional reliefs granted by government. On 17th February 2015, Council approved the creation of an earmarked reserve for this section 31 business rate relief grant, and that all grant monies received from 2013/14 and going forwards be transferred to this earmarked reserve to be offset against deficits in the years that they impact on the revenue accounts.

27. To offset the deficit impact in 2015-16 a transfer of £1.247m has been made from the S31 earmarked reserve.

28. Section 31 business rates relief grant received in 15/16 has been transferred to the earmarked reserve to be offset against future deficits in the years that they impact on the revenue accounts. For 2015/16, a transfer of £1.188m has been

made from the General Fund revenue to the earmarked reserve. After these movements, the closing balance on the Section 31 Earmarked Reserve is forecast to be £1.467m.

29. The associated transfer from revenue to the earmarked reserve for monies received in 2015/16, and from general fund reserve to the earmarked reserve for monies received in 2014/15 but not applied against deficits to date, is included in the reserve forecasts set out at para 14 above.



## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  |  |
| <b>Head of service:</b> | Chief Finance Officer  |
| <b>Report subject:</b>  | Revenue Budget Monitoring 2015/16  |
| <b>Date assessed:</b>   | 22/02/16   |
| <b>Description:</b>     | This is the integrated impact assessment for the Revenue Budget Monitoring 2015/16 report to cabinet |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Economic<br>(please add an 'x' as appropriate)                          | Neutral                             | Positive                            | Negative                 | Comments  |
| Finance (value for money)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The report shows that the council monitors its budgets, considers risks to achieving its budget objectives, reviews its balances position, and is therefore able to maintain its financial standing |
| Other departments and services e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| ICT services  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Economic development  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Financial inclusion   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Social<br>(please add an 'x' as appropriate)                            | Neutral                             | Positive                            | Negative                 | Comments  |
| Safeguarding children and adults  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| <u>S17 crime and disorder act</u> 1998                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Human Rights Act 1998   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Equality and diversity<br>(please add an 'x' as appropriate)            | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups (cohesion)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Eliminating discrimination & harassment             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Advancing equality of opportunity                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Environmental<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Transportation                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Natural and built environment                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Waste minimisation & resource use                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Pollution   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Sustainable procurement                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Energy and climate change                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| (Please add an 'x' as appropriate)                  | Neutral                             | Positive                            | Negative                 | Comments  |
| Risk management                                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The report demonstrates that the council is aware of and monitors risks to the achievement of its financial strategy. |

| Recommendations from impact assessment   |
|--|
| <b>Positive</b>  |
| None   |
| <b>Negative</b>  |
| None   |
| <b>Neutral</b>   |
| None   |
| <b>Issues</b>  |
| The council should continue to monitor its budget performance in the context of the financial risk environment within which it operates. |

## Budget Monitoring Summary

Year: 2015/16

Period: 12 (March)

**GENERAL FUND SERVICE SUMMARY**

| <i>Approved<br/>Budget</i>                       | <i>Current<br/>Budget</i> |   | <i>Budget To<br/>Date</i> | <i>Actual To Date</i> | <i>Variance To<br/>Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|--|---------------------------|---|---------------------------|-----------------------|-----------------------------|-----------------------------|------------------------------|
| <b>Business Relationship Mgt &amp; Democracy</b> |                           |   |                           |                       |                             |                             |                              |
| 1,537,574  | 86,343                    | Business Relationship Management                              | 86,343                    | 41,437                | (44,906)                    | (235,763)                   | (322,106)                    |
| 292,745  | 292,328                   | Democratic Services   | 292,328                   | 318,507               | 26,179                      | 318,507                     | 26,179                       |
| (19,263,443)                                     | (18,099,941)              | Finance   | (18,099,941)              | (10,547,952)          | 7,551,989                   | (19,289,564)                | (1,189,623)                  |
| 0  | (35,251)                  | Procurement & Service Improvement                             | (35,251)                  | 57,159                | 92,410                      | 57,159                      | 92,410                       |
| <b>(17,433,124)</b>                              | <b>(17,756,521)</b>       | <b>Total Business Relationship Management &amp; Democracy</b> | <b>(17,756,521)</b>       | <b>(10,130,849)</b>   | <b>7,625,672</b>            | <b>(19,149,661)</b>         | <b>(1,393,140)</b>           |
| <b>Chief Executive</b>                           |                           |   |                           |                       |                             |                             |                              |
| 0  | 0                         | Chief Executive   | 0                         | 0                     | 0                           | 0                           | 0                            |
| <b>0</b>   | <b>0</b>                  | <b>Total Chief Executive</b>                                  | <b>0</b>                  | <b>0</b>              | <b>0</b>                    | <b>0</b>                    | <b>0</b>                     |
| <b>Customers, Comms &amp; Culture</b>            |                           |   |                           |                       |                             |                             |                              |
| 2,124,719  | 2,156,322                 | Communications & Culture                                      | 2,156,322                 | 2,476,409             | 320,087                     | 2,476,409                   | 320,087                      |
| (105,756)  | (93,389)                  | Customer Contact  | (93,389)                  | (105,120)             | (11,731)                    | (105,120)                   | (11,731)                     |
| <b>2,018,963</b>                                 | <b>2,062,933</b>          | <b>Total Customers, Comms &amp; Culture</b>                   | <b>2,062,933</b>          | <b>2,371,288</b>      | <b>308,355</b>              | <b>2,371,288</b>            | <b>308,355</b>               |
| <b>Regeneration &amp; Growth</b>                 |                           |   |                           |                       |                             |                             |                              |
| (1,101,624)                                      | (1,213,353)               | City Development  | (1,213,353)               | (1,757,147)           | (543,794)                   | (1,920,037)                 | (706,684)                    |
| 0  | 0                         | Environmental Strategy  | 0                         | (1)                   | (1)                         | (1)                         | (1)                          |
| 0  | 0                         | Executive Head of Regeneration &                              | 0                         | 0                     | 0                           | 0                           | 0                            |
| 1,447,674  | 1,447,502                 | Planning  | 1,447,502                 | 1,451,304             | 3,802                       | 1,451,304                   | 3,802                        |
| 262,834  | 262,195                   | Property Services   | 262,195                   | 264,536               | 2,341                       | 264,536                     | 2,341                        |
| <b>608,884</b>                                   | <b>496,344</b>            | <b>Total Regeneration &amp; Growth</b>                        | <b>496,344</b>            | <b>(41,308)</b>       | <b>(537,652)</b>            | <b>(204,198)</b>            | <b>(700,542)</b>             |
| <b>Strategy, People &amp; Neighbourhoods</b>     |                           |   |                           |                       |                             |                             |                              |
| 10,069,543                                       | 10,127,416                | Citywide Services   | 10,127,416                | 9,786,310             | (341,106)                   | 9,786,310                   | (341,106)                    |
| 0  | (1,172)                   | Human Resources   | (1,172)                   | 9                     | 1,181                       | 9                           | 1,181                        |
| 2,315,862  | 2,433,505                 | Neighbourhood Housing   | 2,433,505                 | 2,280,428             | (153,077)                   | 2,280,428                   | (153,077)                    |
| 2,419,872  | 2,619,747                 | Neighbourhood Services  | 2,619,747                 | 2,668,076             | 48,329                      | 2,668,076                   | 48,329                       |
| 0  | 17,747                    | Strategy & Programme Management                               | 17,747                    | 3                     | (17,744)                    | 3                           | (17,744)                     |
| <b>14,805,277</b>                                | <b>15,197,243</b>         | <b>Total Strategy, People &amp; Neighbourhoods</b>            | <b>15,197,243</b>         | <b>14,734,826</b>     | <b>(462,417)</b>            | <b>14,734,826</b>           | <b>(462,417)</b>             |
| <b>0</b>   | <b>(1)</b>                | <b>Total General Fund</b>                                     | <b>(1)</b>                | <b>6,933,957</b>      | <b>6,933,958</b>            | <b>(2,247,745)</b>          | <b>(2,247,744)</b>           |

Budget Monitoring Report

Year: 2015/16

Period: 12 (March)

**HOUSING REVENUE ACCOUNT STATUTORY SUMMARY**

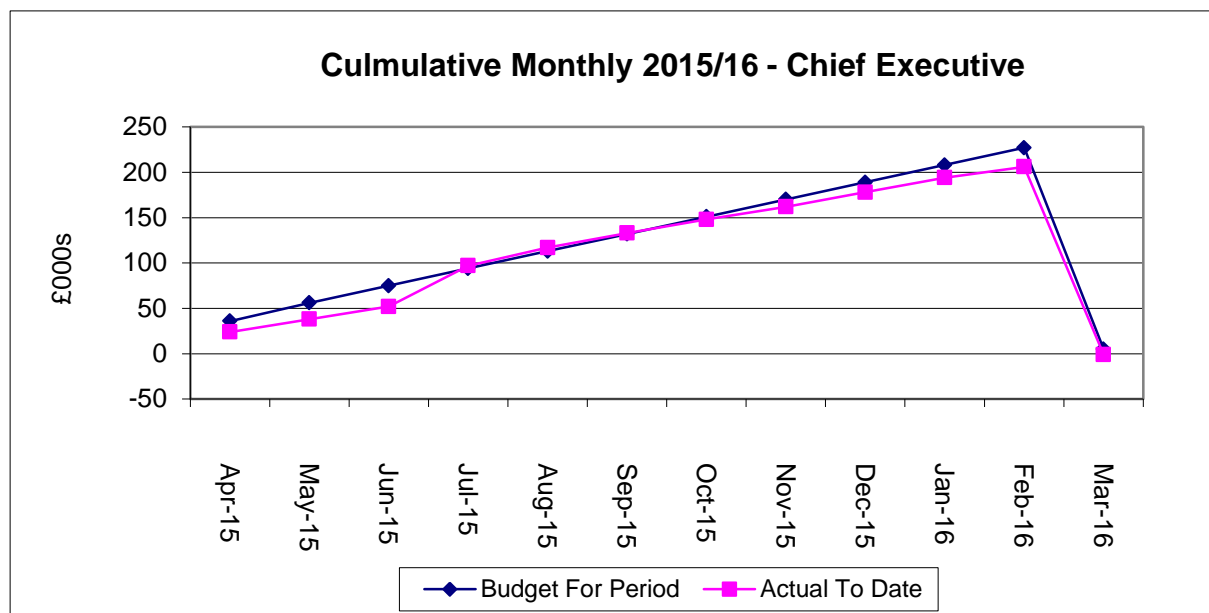
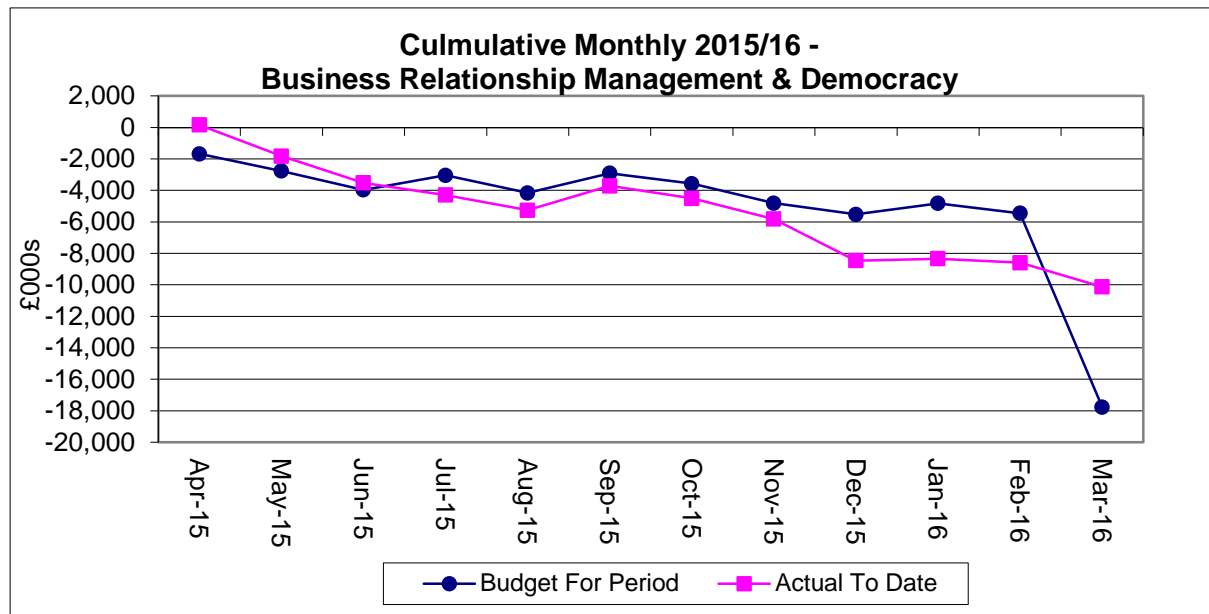
| <i>Approved<br/>Budget</i> | <i>Current<br/>Budget</i> |                                      | <i>Budget To<br/>Date</i> | <i>Actual To Date</i> | <i>Variance To<br/>Date</i> | <i>Forecast<br/>Outturn</i> | <i>Forecast<br/>Variance</i> |
|----------------------------|---------------------------|--------------------------------------|---------------------------|-----------------------|-----------------------------|-----------------------------|------------------------------|
| 16,069,344                 | 16,069,344                | Repairs & Maintenance                | 16,069,344                | 12,152,960            | (3,916,384)                 | 12,522,960                  | (3,546,384)                  |
| 6,436,719                  | 6,436,719                 | Rents, Rates, & Other Property Costs | 6,436,719                 | 6,288,777             | (147,942)                   | 6,050,880                   | (385,839)                    |
| 11,016,261                 | 10,836,180                | General Management                   | 10,836,180                | 10,151,343            | (684,837)                   | 10,229,366                  | (606,814)                    |
| 5,086,385                  | 5,266,474                 | Special Services                     | 5,266,474                 | 4,820,946             | (445,528)                   | 4,820,946                   | (445,528)                    |
| 21,430,943                 | 21,430,943                | Depreciation & Impairment            | 21,430,943                | 10,887,944            | (10,542,999)                | 19,660,217                  | (1,770,726)                  |
| 584,000                    | 584,000                   | Provision for Bad Debts              | 584,000                   | 178,534               | (405,466)                   | 178,534                     | (405,466)                    |
| (60,143,678)               | (60,143,678)              | Dwelling Rents                       | (60,143,678)              | (59,942,006)          | 201,672                     | (59,942,006)                | 201,672                      |
| (1,980,123)                | (1,980,124)               | Garage & Other Property Rents        | (1,980,124)               | (2,184,041)           | (203,917)                   | (2,184,041)                 | (203,917)                    |
| (9,144,884)                | (9,144,884)               | Service Charges - General            | (9,144,884)               | (8,356,596)           | 788,288                     | (8,356,596)                 | 788,288                      |
| 0                          | 0                         | Miscellaneous Income                 | 0                         | (86,857)              | (86,857)                    | (86,857)                    | (86,857)                     |
| 11,355,513                 | 11,355,513                | Adjustments & Financing Items        | 11,355,513                | 2,572,771             | (8,782,742)                 | 13,874,284                  | 2,518,771                    |
| (560,480)                  | (560,480)                 | Amenities shared by whole community  | (560,480)                 | (652,660)             | (92,180)                    | (652,660)                   | (92,180)                     |
| (150,000)                  | (150,000)                 | Interest Received                    | (150,000)                 | 0                     | 150,000                     | (259,417)                   | (109,417)                    |
| <b>0</b>                   | <b>7</b>                  | <b>Total Housing Revenue Account</b> | <b>7</b>                  | <b>(24,168,885)</b>   | <b>(24,168,892)</b>         | <b>(4,144,390)</b>          | <b>(4,144,397)</b>           |

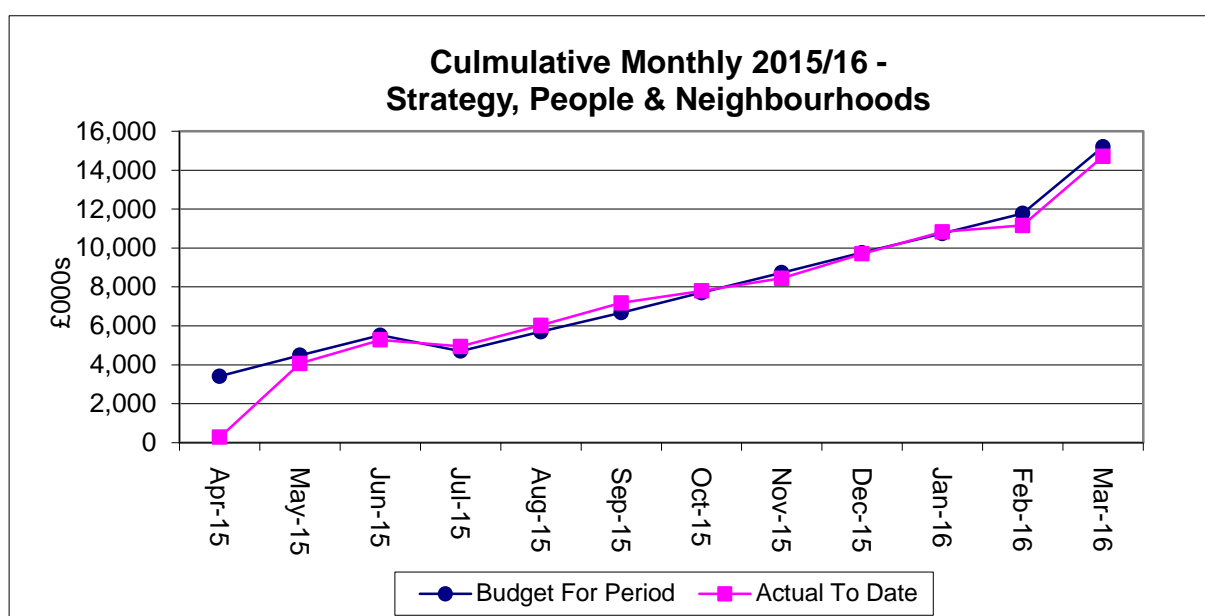
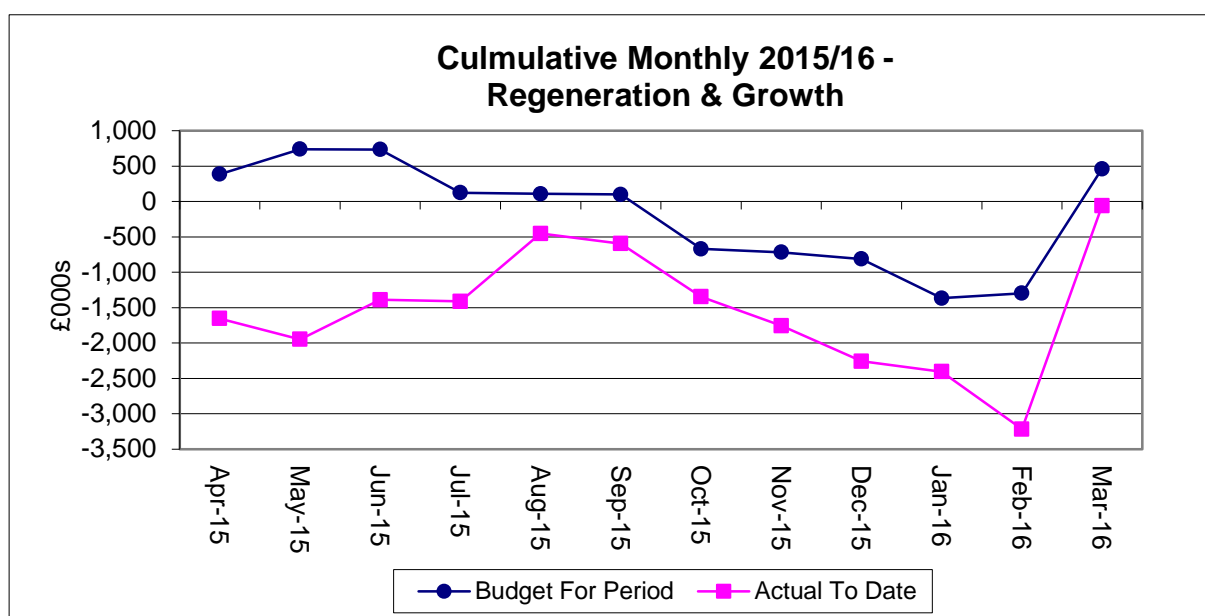
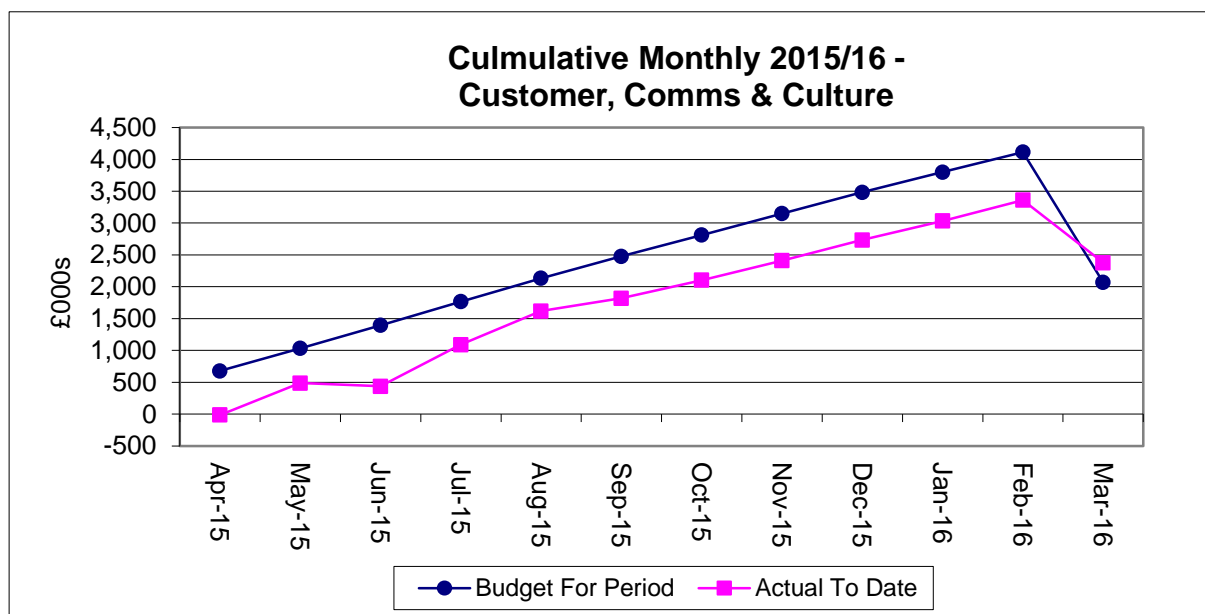
## Budget & Expenditure – Monthly by Service Graphs

The following graphs show the monthly budget profile and income/expenditure to date for each service (both General Fund and Housing Revenue Account) for the financial year.

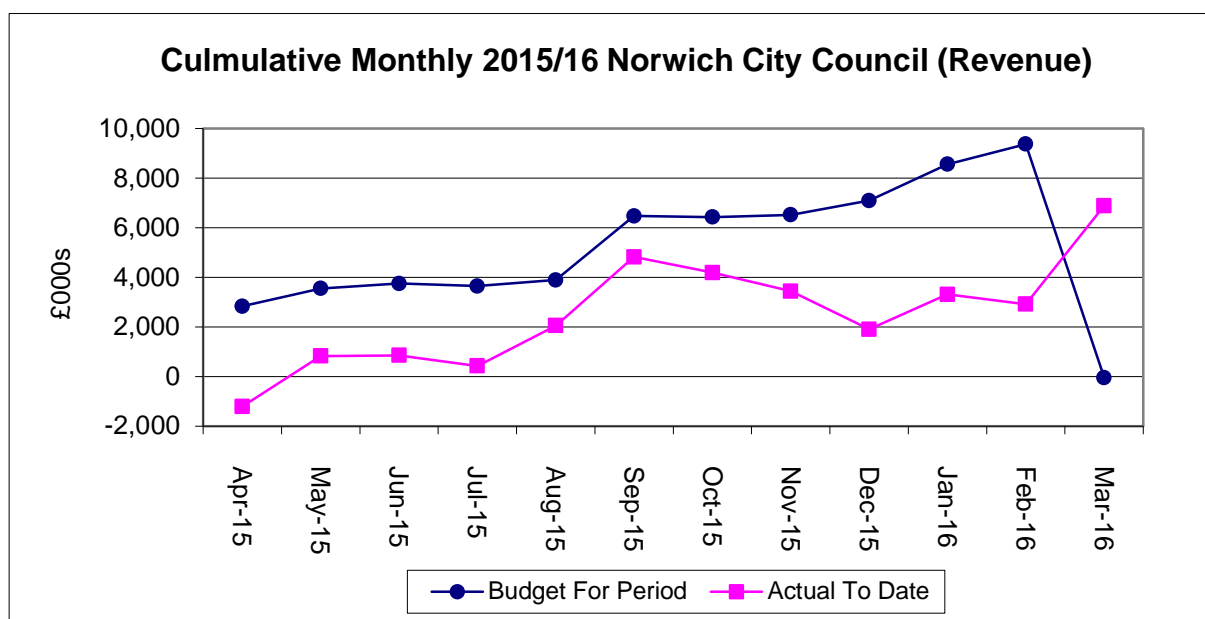
The actual income/expenditure reported is influenced by accrual provisions brought forward from the previous financial year, and by any delays in invoicing and/or payment.

Budgets are profiled to show the expected pattern of income & expenditure, and will be refined and improved during the course of the financial year.











**Report to** Cabinet  
8 June 2016  
**Report of** Chief finance officer  
**Subject** Capital budget monitoring 2015-16 – Provisional outturn

**Item**

10

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## **Purpose**

To update cabinet on the financial position of the capital programmes as at 31 March 2016, provisional capital outturns for the year 2015-16, and the estimated carry-forwards to 2016-17.

## **Recommendations**

To:

- 1) note the provisional outturns of the 2015-16 housing and non-housing capital programme budgets and estimated carry-forwards to 2016-17.
- 2) delegate to the executive head of regeneration and development, executive head of neighbourhoods and chief finance officer, in consultation with the portfolio holder for resources and business liaison, approval of carry-forward of unspent 2015-16 capital budgets still required, to the 2016-17 capital programme.

## **Corporate and service priorities**

The report helps to meet the corporate priorities to provide value for money services and to make Norwich a healthy city with good housing.

## **Financial implications**

The housing and non-housing capital programmes are being delivered within currently available resources, and forecast expenditure will remain within anticipated resources.

The detailed financial implications of this report are set out in the text.

**Ward/s:** All wards

**Cabinet member:** Councillor Stonard – resources and business liaison.

## **Contact officers**

Justine Hartley, chief finance officer 01603 212440

Shaun Flaxman, group accountant 01603 212805

## **Background documents**

None

## Report

1. The housing and non-housing capital programmes for 2015-16 were approved by cabinet and council on 4 and 17 February 2015 respectively.
2. The carry-forward of unspent 2014-15 capital budgets to the 2015-16 capital programme was approved following delegation to the deputy chief executive (operations) and chief finance officer, in consultation with the portfolio holder for resources, by cabinet on 10 June 2015.
3. This report reflects the position as at the end of March 2016. The report does not include the accounting adjustments necessary to reflect the financing of the housing and non-housing capital programmes, which will be incorporated into the capital outturn and financial statements.
4. The estimated carry-forwards within this report will, if confirmed, be additional to the approved 2016-17 programmes.

## Non-housing capital programme

5. The financial position of the non-housing capital programme is set out in detail in appendix 1 and summarised with commentary in the following paragraphs.

### Provisional outturn

The following table shows expenditure to date, the provisional outturn for expenditure and estimated carry forwards

| Programme Group                    | Original Budget<br>£000's | Current Budget<br>£000's | Provisional Outturn<br>£000's | Provisional Variance<br>£000's | Estimated carry-forward<br>£000's |
|------------------------------------|---------------------------|--------------------------|-------------------------------|--------------------------------|-----------------------------------|
| Asset Improvement                  | 30                        | 382                      | 134                           | (248)                          | 234                               |
| Asset Investment                   | 1,000                     | 728                      | (1)                           | (728)                          | 26                                |
| Asset Maintenance                  | 1,233                     | 2,465                    | 1,601                         | (864)                          | 558                               |
| Initiatives Funding                | 500                       | 1,904                    | 962                           | (942)                          | 907                               |
| Regeneration                       | 6,843                     | 15,836                   | 8,255                         | (7,582)                        | 7,267                             |
| Community Infrastructure Levy      | 1,150                     | 1,150                    | 395                           | (755)                          | 87                                |
| Greater Norwich Growth Partnership | 378                       | 401                      | 313                           | (88)                           | 86                                |
| Section 106                        | 292                       | 926                      | 175                           | (751)                          | 588                               |
| City Cycle Ambition (Group 1)      | 22                        | 2,914                    | 2,736                         | (178)                          | 25                                |
| City Cycle Ambition (Group 2)      | 720                       | 720                      | 331                           | (389)                          | 389                               |
| <b>Total Non-Housing</b>           | <b>12,168</b>             | <b>27,426</b>            | <b>14,901</b>                 | <b>(12,525)</b>                | <b>10,167</b>                     |

6. The provisional out-turn as at 31 March 2016 is £14.90m, which would result in an underspend of £12.53m. The variance is largely due to the re-profiling of planned expenditure against specific significant schemes: Threescore (£4.1m), Hurricane Way (£1.8m), Rose Lane MSCP construction (£1.2m), Section 106 schemes (£0.75m), the deferment of the Strategic Asset Investment scheme (£0.7m) and Cycle City Ambition (CCA) (£0.57m) along with lower than anticipated contributions to the Community Infrastructure Levy Strategic Pool (£0.7m).

7. Based on the provisional outturn of £14.90m, budget managers are expected to request a total of £10.17m in carry forwards.
8. Asset Improvement covers reconfiguration and major repairs to City Hall as part of the delivery of the office accommodation strategy and investment in existing assets.
9. Asset maintenance expenditure covers provision for major repairs and upgrades (including works to St Andrews car park) and investment to reduce asset liabilities.
10. Initiative funds cover the community capital fund and the eco-investment fund, as well as the IT investment fund.
11. Regeneration and growth covers the Norwich and Homes and Communities Agency Strategic Partnership (NaHCASP) funded Bowthorpe/Threescore site development and enabling, together with a development fund for vacant buildings and sites. The balance of NaHCASP resources (including approval for additional borrowing by the council) will be carried forward for continued investment.
12. Further detail regarding non-housing capital expenditure is shown in appendix 1

## Non housing capital resources

13. The following table shows the approved sources and application of non-housing capital resources, and receipts along with its intended use to fund capital expenditure in 2015/16.

| Non-Housing Capital Resources              | Original Approved<br>£000s | Brought Forward<br>£000s | Total Resources<br>£000s | Provisional Outturn<br>£000s | Provisional Use to Fund 2015/16 Expenditure<br>£000s |
|--|----------------------------|--------------------------|--------------------------|------------------------------|--|
| Section 106                                | (447)                      | (1,657)                  | (2,104)                  | (1,732)                      | 431  |
| Community Infrastructure Levy              | (1,207)                    | (94)                     | (1,301)                  | (880)                        | 332  |
| CIL Neighbourhood                          | (150)                      | (44)                     | (194)                    | (191)                        | 62   |
| Borrowing                                  | (12,101)                   | 0                        | (12,101)                 | (6,317)                      | 6,317  |
| Capital Grants                             | (1,324)                    | (6,566)                  | (7,890)                  | (8,041)                      | 5,753  |
| Greater Norwich Growth Partnership         | (346)                      | (39)                     | (385)                    | (438)                        | 438  |
| Capital Receipts and Balances              | (1,250)                    | (1,692)                  | (2,942)                  | (2,097)                      | 1,568  |
| <b>Total Non-Housing Capital Resources</b> | <b>(16,825)</b>            | <b>(10,092)</b>          | <b>(26,917)</b>          | <b>(19,696)</b>              | <b>14,901</b>  |

## Housing capital programme

14. The financial position of the housing capital programme is set out in detail in appendix 2 and summarised with commentary in the following paragraphs.

### Provisional outturn

15. The following table shows expenditure to date, the provisional outturn for expenditure and estimated carry forwards:

| <b>Programme Group</b> | <b>Original Budget<br/>£000's</b> | <b>Current Budget<br/>£000's</b> | <b>Provisional Outturn<br/>£000's</b> | <b>Provisional Variance<br/>£000's</b> | <b>Estimated carry-forward<br/>£000's</b> |
|------------------------|-----------------------------------|----------------------------------|---------------------------------------|--|---|
| Housing Investment     | 9,498                             | 15,858                           | 7,460                                 | (8,398)                                | 7,898                                     |
| Neighbourhood Housing  | 33,577                            | 36,303                           | 29,251                                | (7,053)                                | 1,471                                     |
| Strategic Housing      | 1,251                             | 1,320                            | 762                                   | (558)                                  | 371                                       |
| <b>Total Housing</b>   | <b>44,326</b>                     | <b>53,481</b>                    | <b>37,473</b>                         | <b>(16,009)</b>                        | <b>9,740</b>                              |

16. The provisional out-turn as at 31 March 2016 is £37.47m, which would result in an underspend of £16.01m. The variance is largely due to the re-profiling of planned expenditure against specific new build schemes: Goldsmith Street (£5.2m), Hansard Close (£1.2m), Brazengate (£0.5m) and Threescore (£0.4m). There are also significant underspends within the housing upgrade programme relating to replacement of boilers (£2.0m), structural works (£1.7m) and tower block regeneration (£1.3m).

17. Based on the provisional outturn of £37.47m, budget managers are expected to request a total of £9.74m in carry forwards.

### Housing capital resources

18. The following table shows the approved sources and application of housing capital resources, and receipts.

| <b>Housing Capital Resources</b>            | <b>Original Approved<br/>£000s</b> | <b>Brought Forward<br/>£000s</b> | <b>Total Resources<br/>£000s</b> | <b>Provisional Outturn<br/>£000s</b> | <b>Provisional Use to Fund<br/>2015/16 Expenditure<br/>£000s</b> |
|---|------------------------------------|----------------------------------|----------------------------------|--------------------------------------|--|
| Housing Capital Grants                      | (504)                              | (16)                             | (520)                            | (609)                                | 609  |
| HRA Major Repairs Reserve                   | (12,118)                           | 0                                | (12,118)                         | (12,691)                             | 12,691   |
| HRA Borrowing from Headroom                 | (2,845)                            | 0                                | (2,845)                          | 0                                    | 0  |
| HRA Revenue Contribution to Capital         | (25,235)                           | 0                                | (25,235)                         | (9,400)                              | 9,400  |
| HRA Leaseholder Contribution to Major Works | (200)                              | 0                                | (200)                            | (334)                                | 334  |
| HRA Capital Receipts and Balances           | (3,423)                            | (16,032)                         | (19,455)                         | (20,134)                             | 13,293   |
| HRA Retained One for One Capital Receipts   | 0                                  | (6,565)                          | (6,565)                          | (10,740)                             | 1,146  |
| <b>Total Housing Capital Resources</b>      | <b>(44,325)</b>                    | <b>(22,613)</b>                  | <b>(66,938)</b>                  | <b>(53,908)</b>                      | <b>37,473</b>  |

19. The excess of balances brought forward, includes the approved carried forward budgets from 2014-15.

### Carry forwards

20. The carrying forward of capital budget approvals from one year to the next allows for the continuation of schemes across the year-end without the need to seek re-approval of capital budgets through the new year's capital programme. This facility caters for schemes starting later than planned, schemes where the expenditure profile is different from that originally envisaged, and packaged schemes of small capital projects.

21. The tables above summarise, and the appendices detail, where carry-forwards have been requested by capital budget managers. Some of these requests may still be amended during the remaining process of closing the 2015-16 accounts.
22. To allow flexibility in dealing with any such amendments, and to provide continuity of budget approval, it is recommended that the approval of capital carry-forwards still required, be delegated to the executive head of regeneration and development, executive head of neighbourhoods and chief finance officer, in consultation with the portfolio holder for resources and business liaison. Carry forwards approved will be reported to cabinet in the first quarterly capital monitoring report of 2016-17.
23. Such approvals would be within the usual parameters of being limited to the amounts underspent on each budget in 2015-16, and being for the purpose(s) for which the existing approval was given.

## **References**

Budget Reports (Council 17 February 2015)

## Integrated impact assessment



**NORWICH**  
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

### Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  |  |
| <b>Head of service:</b> | Justine Hartley, Chief Finance Officer   |
| <b>Report subject:</b>  | Capital budget monitoring 2015-16 – Provisional outturn  |
| <b>Date assessed:</b>   |  |
| <b>Description:</b>     | To update Cabinet on the financial position of the capital programmes as at 31 March 2016, provisional capital outturns for the year 2015-16, and the estimated carry-forwards to 2016-17. |



|  | Impact                              |                                     |                          |  |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
| Economic<br>(please add an 'x' as appropriate)                             | Neutral                             | Positive                            | Negative                 | Comments   |
| Finance (value for money)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Report demonstrates efficient, effective, and economic delivery of capital works |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Economic development   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Social<br>(please add an 'x' as appropriate)                               | Neutral                             | Positive                            | Negative                 | Comments   |
| Safeguarding children and adults   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <u>S17 crime and disorder act 1998</u>                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Health and well being  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |

|  |                                     |                          |                          |          |
|--|-------------------------------------|--------------------------|--------------------------|----------|
|  | Impact                              |                          |                          |          |
| Equality and diversity<br>(please add an 'x' as appropriate) | Neutral                             | Positive                 | Negative                 | Comments |
| Relations between groups<br>(cohesion)                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Eliminating discrimination and<br>harassment                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Advancing equality of opportunity                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Environmental<br>(please add an 'x' as appropriate)          | Neutral                             | Positive                 | Negative                 | Comments |
| Transportation   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Natural and built environment                                | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Waste minimisation and resource<br>use                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Pollution  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Sustainable procurement                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Energy and climate change                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| (Please add an 'x' as appropriate)                           | Neutral                             | Positive                 | Negative                 | Comments |

|                        | Impact                   |                                     |                          |  |
|------------------------|--------------------------|-------------------------------------|--------------------------|--|
| <b>Risk management</b> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Report demonstrates awareness of risks to delivery of planned capital works and mitigating actions |

| Recommendations from impact assessment |  |
|--|--|
| <b>Positive</b>                        |  |
| None                                   |  |
| <b>Negative</b>                        |  |
| None                                   |  |
| <b>Neutral</b>                         |  |
| None                                   |  |
| <b>Issues</b>                          |  |
| None                                   |  |

## Non-Housing Capital Programme

| Approved Budget  | Current Budget |   | Provisional Outturn | Forecast Variance | Estimated Carry Forward |
|------------------|----------------|---|---------------------|-------------------|-------------------------|
| 0                | 45,775         | 5294 Eaton Park Tennis Development        | 0                   | (45,775)          | 45,775                  |
| 0                | 183,830        | 5324 City Hall 2nd Floor                  | 2,580               | (181,250)         | 160,000                 |
| 0                | 97,289         | 5326 Earlham Park access imps             | 80,939              | (16,350)          | 0                       |
| 30,000           | 30,000         | 5332 City Hall external lighting          | 2,107               | (27,893)          | 27,893                  |
| 0                | 25,000         | 5335 St Andrew's Hall Sound System        | 24,592              | (408)             | 0                       |
| 0                | 0              | 5338 Co-Riverside LC LED Cha              | 24,024              | 24,024            | 0                       |
| <b>30,000</b>    | <b>381,894</b> | <b>Subtotal Asset Improvement</b>         | <b>134,241</b>      | <b>(247,653)</b>  | <b>233,668</b>          |
| 0                | 0              | 5310 22 Hurricane way - asbestos          | 2,087               | 2,087             | 0                       |
| 0                | 25,753         | 5312 Yacht Station Repairs                | 0                   | (25,753)          | 25,753                  |
| 1,000,000        | 701,750        | 5315 Asset investment for income (other   | 0                   | (701,750)         | 0                       |
| 0                | 0              | 5925 Replacement of P&D Payment           | (3,000)             | (3,000)           | 0                       |
| <b>1,000,000</b> | <b>727,503</b> | <b>Subtotal Asset Investment</b>          | <b>(913)</b>        | <b>(728,416)</b>  | <b>25,753</b>           |
| 0                | 0              | 5245 Memorial Gardens temporary works     | 2,299               | 2,299             | 0                       |
| 10,000           | 10,000         | 5293 Millar Hall - Norman Centre          | 8,566               | (1,434)           | 0                       |
| 0                | 1,183,756      | 5308 St Andrews MSCP repair               | 1,112,247           | (71,509)          | 62,453                  |
| 0                | 0              | 5900 Bedford St 19/21 fire alarm          | 272                 | 272               | 0                       |
| 0                | 0              | 5901 Castle Museum 12/12A roof            | 44,045              | 44,045            | 0                       |
| 30,000           | 30,000         | 5902 Castle Museum 18A roof               | 0                   | (30,000)          | 0                       |
| 0                | 0              | 5906 Hurricane Way 6-12 enabling works    | 978                 | 978               | 0                       |
| 0                | 20,000         | 5910 Halls - WC works                     | 0                   | (20,000)          | 20,000                  |
| 4,000            | 0              | 5912 St Edmunds churchyard works          | 0                   | 0                 | 0                       |
| 0                | 96,667         | 5913 Swanton Rd - Astra TC works          | 60,745              | (35,922)          | 0                       |
| 50,000           | 50,000         | 5915 District Lighting upgrade            | 8,726               | (41,274)          | 0                       |
| 0                | 29,000         | 5917 Riverside Leisure Centre works       | 35,271              | 6,271             | 0                       |
| 70,000           | 70,000         | 5918 St Andrews MSCP CCTV                 | 0                   | (70,000)          | 70,000                  |
| 30,000           | 30,000         | 5931 Eaton Park access improvements       | 314                 | (29,686)          | 29,686                  |
| 15,000           | 15,000         | 5932 Bridewell Museum Re-roofing works    | 10,218              | (4,782)           | 0                       |
| 30,000           | 30,000         | 5933 Car Park - Westwick Street           | 788                 | (29,212)          | 29,212                  |
| 80,000           | 0              | 5934 Castle Gate Houses Refurb            | 0                   | 0                 | 0                       |
| 3,500            | 3,500          | 5935 Charing Cross Re-roofing works       | 0                   | (3,500)           | 0                       |
| 10,000           | 5,000          | 5936 City Bridges                         | 0                   | (5,000)           | 0                       |
| 100,000          | 200,000        | 5937 City Hall finials                    | 0                   | (200,000)         | 200,000                 |
| 6,000            | 6,000          | 5938 Community Centre - Cadge Rd          | 759                 | (5,241)           | 0                       |
| 15,000           | 0              | 5939 Community Centre - Cadge Rd          | 18,050              | 18,050            | 0                       |
| 25,000           | 15,000         | 5940 Community Centre - Catton Grove      | 0                   | (15,000)          | 0                       |
| 35,000           | 47,600         | 5941 Community Centre - Norman Car        | 51,856              | 4,256             | 0                       |
| 35,000           | 11,400         | 5942 Community Centre - Norman            | 0                   | (11,400)          | 0                       |
| 6,000            | 6,000          | 5943 Elm Hill 28 Helifixing               | 3,418               | (2,582)           | 0                       |
| 50,000           | 50,000         | 5944 Investment Portfolio - Refurbishment | 42,907              | (7,093)           | 0                       |
| 10,000           | 10,000         | 5945 Market - Livestock New Watermain     | 0                   | (10,000)          | 10,000                  |
| 10,000           | 10,000         | 5946 Riverside - Pontoons and Ramps       | 7,115               | (2,885)           | 0                       |
| 3,000            | 3,000          | 5947 Riverside - Footpath                 | 0                   | (3,000)           | 0                       |
| 5,000            | 7,500          | 5948 St Andrews & Blackfriars Halls       | 4,615               | (2,885)           | 0                       |

| Approved Budget  | Current Budget   |   | Provisional Outturn | Forecast Variance | Estimated Carry Forward |
|------------------|------------------|---|---------------------|-------------------|-------------------------|
| 20,000           | 20,000           | 5949 St Andrews & Blackfriars Hall WC         | 0                   | (20,000)          | 20,000                  |
| 50,000           | 15,000           | 5950 Yacht Station Footpath upgrade           | 41,228              | 26,228            | 0                       |
| 60,000           | 40,000           | 5951 Yacht Station Main Building upgrade      | 23,059              | (16,941)          | 0                       |
| 150,000          | 0                | 5952 Provision Market Toilets Upgrade         | 0                   | 0                 | 0                       |
| 97,000           | 0                | 5953 Park depot redevelopment                 | 0                   | 0                 | 0                       |
| 210,000          | 210,000          | 5954 Waterloo Park pavillion works            | 204                 | (209,796)         | 0                       |
| 10,000           | 10,000           | 5955 Riverside - Footpath Pedestrian          | 1,679               | (8,321)           | 0                       |
| 3,500            | 3,500            | 5956 Riverside - Footpath drainage            | 15,413              | 11,913            | 0                       |
| 0                | 35,000           | 5959 CC Norman Bowl Lighting                  | 0                   | (35,000)          | 35,000                  |
| 0                | 25,000           | 5960 CC Norman Gym re-roofing                 | 26,122              | 1,122             | 0                       |
| 0                | 85,000           | 5961 Hurricane way (Office block)             | 80,500              | (4,500)           | 0                       |
| 0                | 75,000           | 5962 Hurricane way (6-14) demolition          | 0                   | (75,000)          | 75,000                  |
| 0                | 7,500            | 5963 16 St Andrews Street re roofing works    | 0                   | (7,500)           | 7,000                   |
| <b>1,233,000</b> | <b>2,465,423</b> | <b>Subtotal Asset Maintenance</b>             | <b>1,601,392</b>    | <b>(864,031)</b>  | <b>558,351</b>          |
| 1,000,000        | 1,000,000        | 5580 CIL Contribution Strategic               | 332,441             | (667,559)         | 0                       |
| 10,000           | 10,000           | 5589 CIL neighbourhood - Community            | 9,488               | (513)             | 0                       |
| 20,000           | 20,000           | 5590 CIL neighbourhood - Britannia Rd         | 4,881               | (15,119)          | 15,119                  |
| 3,000            | 3,000            | 5591 CIL neighbourhood -                      | 0                   | (3,000)           | 3,000                   |
| 10,000           | 10,000           | 5592 CIL neighbourhood - Natural              | 2,630               | (7,370)           | 7,370                   |
| 7,000            | 7,000            | 5593 CIL neighbourhood - Lakenham Way         | 600                 | (6,400)           | 6,400                   |
| 50,000           | 50,000           | 5594 CIL neighbourhood - City Trees           | 44,540              | (5,460)           | 5,460                   |
| 50,000           | 50,000           | 5595 CIL neighbourhood - Netherwood           | 0                   | (50,000)          | 50,000                  |
| <b>1,150,000</b> | <b>1,150,000</b> | <b>Subtotal Community Infrastructure Levy</b> | <b>394,580</b>      | <b>(755,420)</b>  | <b>87,349</b>           |
| 0                | 0                | 5102 North Park Avenue - UEA zebra            | 765                 | 765               | 0                       |
| 0                | 636,527          | 5104 The Avenues                              | 611,794             | (24,733)          | 24,733                  |
| 0                | 135              | 5107 Alexandra Road - Park Lane (via          | 135                 | (0)               | 0                       |
| 0                | 148,720          | 5108 Park Lane - Vauxhall Street              | 151,287             | 2,567             | 0                       |
| 0                | 0                | 5109 Vauxhall Street - Bethel Street          | 1,184               | 1,184             | 0                       |
| 0                | 14,274           | 5110 Market hub                               | 0                   | (14,274)          | 0                       |
| 0                | 161,000          | 5111 Magdalen Street and Cowgate              | 125,980             | (35,020)          | 0                       |
| 0                | 887,000          | 5113 Tombland & Palace Street                 | 1,018,264           | 131,264           | 0                       |
| 0                | 0                | 5114 Gilders Way - Cannell Green              | 52                  | 52                | 0                       |
| 0                | 386,904          | 5115 Heathgate - Valley Drive                 | 358,531             | (28,373)          | 0                       |
| 0                | 577              | 5117 Munnings Road - Greenborough             | 5,648               | 5,071             | 0                       |
| 0                | 197,000          | 5118 Salhouse Road (Hammond Way -             | 134,499             | (62,501)          | 0                       |
| 0                | 370,915          | 5119 20 mph areas                             | 129,342             | (241,573)         | 0                       |
| 0                | 32,000           | 5121 Directional signage and clutter          | 32,234              | 234               | 0                       |
| 0                | 23,491           | 5122 Automatic cycle counters                 | 24,658              | 1,167             | 0                       |
| 22,000           | 55,000           | 5123 Cycle City Ambition Project              | 141,354             | 86,354            | 0                       |
| <b>22,000</b>    | <b>2,913,543</b> | <b>Subtotal Cycle City Ambition</b>           | <b>2,735,726</b>    | <b>(177,817)</b>  | <b>24,733</b>           |

| Approved Budget | Current Budget |   | Provisional Outturn | Forecast Variance | Estimated Carry Forward |
|-----------------|----------------|---|---------------------|-------------------|-------------------------|
| 306,000         | 306,000        | 5126 PtP - Yellow - Lakenham/Airport        | 0                   | (306,000)         | 98,731                  |
| 304,000         | 304,000        | 5127 PtP - Blue - Cringleford/Sproston      | 0                   | (304,000)         | 221,923                 |
| 110,000         | 110,000        | 5128 PtP - Yellow & Blue - City Centre      | 0                   | (110,000)         | 68,275                  |
| 0               | 0              | 5141 CCAG2 Liberator Road                   | 2,318               | 2,318             | 0                       |
| 0               | 0              | 5142 CCAG2 Spitfire RD Hurricane Way        | 171                 | 171               | 0                       |
| 0               | 0              | 5143 CCAG2 Hurricane Way - Heyford Rd       | 148                 | 148               | 0                       |
| 0               | 0              | 5144 CCAG2 Taylors Lane (Connector)         | 141                 | 141               | 0                       |
| 0               | 0              | 5145 CCAG2 Fifers Lane/Ives Rd/Heyford      | 21,165              | 21,165            | 0                       |
| 0               | 0              | 5146 CCAG2 Ives Rd - Weston Rd Ind est.     | 496                 | 496               | 0                       |
| 0               | 0              | 5147 CCAG2 Bussey Rd - Ives Rd              | 2,705               | 2,705             | 0                       |
| 0               | 0              | 5148 CCAG2 Mile Cross Lane                  | 1,375               | 1,375             | 0                       |
| 0               | 0              | 5149 CCAG2 Woodcock Rd / Catton             | 23,903              | 23,903            | 0                       |
| 0               | 0              | 5150 CCAG2 Mile Cross - Angel Rd via        | 49,281              | 49,281            | 0                       |
| 0               | 0              | 5151 CCAG2 Angel RD                         | 531                 | 531               | 0                       |
| 0               | 0              | 5152 CCAG2 Shipstone Rd/Waterloo Rd         | 981                 | 981               | 0                       |
| 0               | 0              | 5153 CCAG2 Edward Street north              | 217                 | 217               | 0                       |
| 0               | 0              | 5154 CCAG2 St Crispins (St Georges -        | 7,664               | 7,664             | 0                       |
| 0               | 0              | 5155 CCAG2 Golden Ball                      | 19,982              | 19,982            | 0                       |
| 0               | 0              | 5156 CCAG2 All Saints                       | 513                 | 513               | 0                       |
| 0               | 0              | 5157 CCAG2 Lakenham Way                     | 11,568              | 11,568            | 0                       |
| 0               | 0              | 5158 CCAG2 Sandy Lane(Bessemer -            | 279                 | 279               | 0                       |
| 0               | 0              | 5159 CCAG2 Hall Rd (Bessemer - Old          | 22,027              | 22,027            | 0                       |
| 0               | 0              | 5160 CCAG2 Ipswich Road - Old Hall          | 4,668               | 4,668             | 0                       |
| 0               | 0              | 5161 CCAG2 20 MPH areas (Yellow)            | 35,621              | 35,621            | 0                       |
| 0               | 0              | 5162 CCAG2 Cycle Parking (Yellow)           | 1,284               | 1,284             | 0                       |
| 0               | 0              | 5163 CCAG2 Wayfinding                       | 41                  | 41                | 0                       |
| 0               | 0              | 5164 CCAG2 Monitoring inf (Yellow)          | 193                 | 193               | 0                       |
| 0               | 0              | 5167 CCAG2 Centre of Cringleford            | 80                  | 80                | 0                       |
| 0               | 0              | 5168 CCAG2 Bluebell Road (Connector)        | 14,040              | 14,040            | 0                       |
| 0               | 0              | 5169 CCAG2 Eaton Centre                     | 25,065              | 25,065            | 0                       |
| 0               | 0              | 5170 CCAG2 Eaton - Newmarket Rd south       | 40                  | 40                | 0                       |
| 0               | 0              | 5171 CCAG2 Newmarket Rd (Unthank Rd         | 11,704              | 11,704            | 0                       |
| 0               | 0              | 5172 CCAG2 Newmarket Rd / ORR &             | 805                 | 805               | 0                       |
| 0               | 0              | 5173 CCAG2 Newmarket Rd (ORR -              | 742                 | 742               | 0                       |
| 0               | 0              | 5174 CCAG2 Wessex Street approach to        | 444                 | 444               | 0                       |
| 0               | 0              | 5175 CCAG2 Magdalen Rd                      | 9,402               | 9,402             | 0                       |
| 0               | 0              | 5176 CCAG2 St Clements Hill (entrance       | 12,896              | 12,896            | 0                       |
| 0               | 0              | 5177 CCAG2 Chartwell Road/St Clements       | 6,188               | 6,188             | 0                       |
| 0               | 0              | 5180 CCAG2 Cycle Parking (Blue)             | 503                 | 503               | 0                       |
| 0               | 0              | 5182 CCAG2 Monitoring inf (Blue)            | 169                 | 169               | 0                       |
| 0               | 0              | 5183 CCAG2 St George's St/Colegate          | 15,287              | 15,287            | 0                       |
| 0               | 0              | 5184 CCAG2 Opie St/Castle Meadow (on        | 1,748               | 1,748             | 0                       |
| 0               | 0              | 5185 CCAG2 City Centre Strategy for         | 1,171               | 1,171             | 0                       |
| 0               | 0              | 5186 CCAG2 Administration                   | 23,519              | 23,519            | 0                       |
| <b>720,000</b>  | <b>720,000</b> | <b>Subtotal Cycle City Ambition Group 2</b> | <b>331,071</b>      | <b>(388,929)</b>  | <b>388,929</b>          |

| Approved Budget   | Current Budget    |  | Provisional Outturn | Forecast Variance   | Estimated Carry Forward |
|-------------------|-------------------|--|---------------------|---------------------|-------------------------|
| 0                 | 0                 | 5919 Danby Wood GNDP                       | 525                 | 525                 | 0                       |
| 0                 | 0                 | 5920 Marston Marsh GNGP                    | 640                 | 640                 | 0                       |
| 66,000            | 77,840            | 5921 Earlham Millenium Green               | 11,924              | (65,916)            | 65,916                  |
| 62,000            | 65,639            | 5922 Riverside Walk GNDP                   | 56,377              | (9,262)             | 6,520                   |
| 250,000           | 257,568           | 5923 Marriotts Way GNDP                    | 244,020             | (13,548)            | 13,548                  |
| <b>378,000</b>    | <b>401,047</b>    | <b>Subtotal GNGP</b>                       | <b>313,486</b>      | <b>(87,561)</b>     | <b>85,984</b>           |
| 50,000            | 191,781           | 5305 Eco-Investment Fund                   | 21,101              | (170,680)           | 161,781                 |
| 400,000           | 1,094,452         | 5317 IT Investment Fund                    | 486,281             | (608,171)           | 593,000                 |
| 0                 | 20,202            | 5328 Citizen Gateway Permits               | 9,515               | (10,687)            | 0                       |
| 50,000            | 50,000            | 6049 Investment in UK Management           | 50,000              | 0                   | 0                       |
| 0                 | 415,777           | 6054 DECC Green Deal Communities           | 395,389             | (20,388)            | 20,240                  |
| 0                 | 132,250           | 6057 Third Party Loan                      | 0                   | (132,250)           | 132,250                 |
| <b>500,000</b>    | <b>1,904,462</b>  | <b>Subtotal Initiatives Funding</b>        | <b>962,286</b>      | <b>(942,176)</b>    | <b>907,271</b>          |
| 0                 | 0                 | 5300 Norwich Connect 2                     | (685)               | (685)               | 0                       |
| 0                 | 231,255           | 5314 Ass Inv - Mile Cross Depot            | 71,507              | (159,748)           | 40,493                  |
| 0                 | 0                 | 5319 Riverside Path Work                   | (12)                | (12)                | 0                       |
| 0                 | 6,499,814         | 5320 Rose Lane MSCP Construction           | 5,280,497           | (1,219,317)         | 1,024,063               |
| 0                 | 260,000           | 5322 Riverside Walk (adj NCFC)             | 25,387              | (234,613)           | 234,613                 |
| 587,000           | 587,000           | 5325 Mountergate Phase 2                   | 1,183               | (585,817)           | 585,817                 |
| 0                 | 265,000           | 5327 Park Depots demolition                | 1,525               | (263,475)           | 263,475                 |
| 39,000            | 39,000            | 5333 Magpie Road city wall landscape       | 39,492              | 492                 | 0                       |
| 0                 | 1,670,406         | 5512 NaHCASP Threescore                    | 2,471,139           | 800,733             | 0                       |
| 4,333,000         | 4,399,539         | 8805 New Build - Threescore 2              | 291,943             | (4,107,596)         | 3,306,863               |
| 1,884,000         | 1,884,000         | 8807 New Build - Airport                   | 72,526              | (1,811,474)         | 1,811,474               |
| <b>6,843,000</b>  | <b>15,836,014</b> | <b>Subtotal Regeneration</b>               | <b>8,254,501</b>    | <b>(7,581,513)</b>  | <b>7,266,799</b>        |
| 0                 | 6,019             | 5701 s106 Chapelfield Gardens Play         | (298)               | (6,317)             | 6,317                   |
| 0                 | 0                 | 5704 s106 Stylman Road Play Provision      | 1,103               | 1,103               | 0                       |
| 99,000            | 188,000           | 5705 s106 The Runnel Play Provision        | 2,580               | (185,420)           | 185,420                 |
| 0                 | 0                 | 5717 s106 Wensum Comm Centre Play          | 6,043               | 6,043               | 0                       |
| 19,000            | 37,485            | 5723 Pointers Field Playbuilder Capital    | 1,218               | (36,267)            | 0                       |
| 0                 | 7,000             | 5730 S106 Midland Street Open Space        | 0                   | (7,000)             | 7,000                   |
| 0                 | 9,853             | 5731 s106 Wooded Ridge project             | 5,906               | (3,947)             | 3,947                   |
| 17,000            | 30,000            | 5732 s106 Wensum View Play                 | 30,000              | 0                   | 0                       |
| 0                 | 42,838            | 5733 s106 Sarah Williman Close             | 33,394              | (9,444)             | 9,444                   |
| 9,000             | 90,000            | 5735 s106 Castle Green Play                | 16,590              | (73,410)            | 73,410                  |
| 0                 | 40,367            | 5737 S106 Heartsease Play Area             | 4,333               | (36,034)            | 36,034                  |
| 66,000            | 66,000            | 5740 Bowthorpe Southern park               | 8,966               | (57,034)            | 57,034                  |
| 0                 | 50,000            | 5801 s106 Hurricane Way Bus Link           | 0                   | (50,000)            | 49,852                  |
| 0                 | 22,000            | 5806 Threescore, Bowthorpe - sustainable   | 0                   | (22,000)            | 22,000                  |
| 0                 | 29,929            | 5813 S106 Green Infrastructure Imps        | 0                   | (29,929)            | 29,929                  |
| 44,000            | 163,000           | 5821 S106 Livestock Mkt Cycle/Walkway      | 1,030               | (161,970)           | 31,152                  |
| 0                 | 87,000            | 5823 BRT & Cycle Route Measures            | 10,718              | (76,283)            | 76,283                  |
| 38,000            | 53,000            | 5825 Sustainable Transport Car Club        | 53,000              | 0                   | 0                       |
| 0                 | 3,259             | 5826 Goals Soccer Centre Ped Refuse        | 0                   | (3,259)             | 0                       |
| <b>292,000</b>    | <b>925,750</b>    | <b>Subtotal Section 106</b>                | <b>174,582</b>      | <b>(751,168)</b>    | <b>587,822</b>          |
| <b>12,168,000</b> | <b>27,425,636</b> | <b>Total Non-Housing Capital Programme</b> | <b>14,900,953</b>   | <b>(12,524,683)</b> | <b>10,166,659</b>       |

## Housing Capital Programme

| Approved Budget   | Current Budget    |  | Provisional Outturn | Forecast Variance  | Estimated Carry Forward |
|-------------------|-------------------|--|---------------------|--------------------|-------------------------|
| 92,900            | 170,000           | 7460 Sheltered Housing Redevelopment   | 192,382             | 22,382             | 0                       |
| 0                 | 1,817,135         | 7461 Sheltered Hsg redevelopment - St  | 2,458,830           | 641,695            | 0                       |
| 0                 | 1,748,392         | 7462 Sheltered Hsg redevelopment -     | 989,473             | (758,919)          | 94,843                  |
| 500,000           | 500,000           | 7930 Capital Buybacks                  | 0                   | (500,000)          | 0                       |
| 355,000           | 390,000           | 8800 New Build - Riley Close           | 84,273              | (305,727)          | 305,727                 |
| 11,000            | 13,000            | 8801 New Build - Pointers Field        | 12,658              | (342)              | 0                       |
| 5,000,000         | 6,139,718         | 8802 New Build - Goldsmith Street      | 965,599             | (5,174,119)        | 5,174,119               |
| 850,000           | 1,788,037         | 8803 New Build - Brazengate            | 1,294,713           | (493,324)          | 493,324                 |
| 925,000           | 1,283,230         | 8804 New Build - Hansard Close         | 83,466              | (1,199,764)        | 1,199,764               |
| 1,763,787         | 1,763,787         | 8805 New Build - Threescore 2          | 1,342,578           | (421,209)          | 421,209                 |
| 0                 | 245,010           | 8807 New Build - Airport               | 35,939              | (209,071)          | 209,071                 |
| <b>9,497,687</b>  | <b>15,847,709</b> | <b>Subtotal Housing Investment</b>     | <b>7,459,909</b>    | <b>(8,398,400)</b> | <b>7,898,057</b>        |
| 1,422,900         | 1,449,334         | 7010 Electrical - Internal             | 1,399,446           | (49,888)           | 0                       |
| 521,450           | 678,450           | 7040 Whole House Improvements          | 807,212             | 128,762            | 0                       |
| 8,324,350         | 8,324,350         | 7070 Kitchen Upgrades                  | 8,343,820           | 19,470             | 0                       |
| 4,015,750         | 4,615,750         | 7080 Bathroom Upgrades                 | 4,340,706           | (275,044)          | 0                       |
| 614,300           | 1,409,300         | 7100 Boilers - Communal                | 517,014             | (892,286)          | 650,000                 |
| 4,180,050         | 4,355,050         | 7110 Boilers - Domestic                | 3,286,215           | (1,068,835)        | 0                       |
| 957,150           | 1,027,150         | 7150 Insulation                        | 982,344             | (44,806)           | 44,806                  |
| 507,150           | 507,150           | 7170 Solar Thermal & Photovoltaic      | 529,168             | 22,018             | 0                       |
| 228,600           | 561,563           | 7200 Windows - Programme               | 365,029             | (196,534)          | 0                       |
| 1,624,300         | 1,624,300         | 7280 Composite Doors                   | 1,610,424           | (13,876)           | 0                       |
| 64,300            | 64,300            | 7300 Comm Safe - DES                   | 324                 | (63,976)           | 45,000                  |
| 514,300           | 514,300           | 7310 Estate Aesthetics                 | 283,664             | (230,636)          | 50,000                  |
| 289,300           | 309,300           | 7470 Sheltered Housing Comm Facilities | 0                   | (309,300)          | 0                       |
| 514,300           | 514,300           | 7480 Sheltered Housing Redevelopment   | 458,081             | (56,219)           | 0                       |
| 714,300           | 939,300           | 7520 Planned Maint - Roofing           | 805,107             | (134,193)          | 134,193                 |
| 0                 | 65,000            | 7530 Boundary Walls & Access Gates     | 2,749               | (62,251)           | 0                       |
| 6,114,450         | 6,114,450         | 7540 Planned Maint - Structural        | 4,422,619           | (1,691,831)        | 350,000                 |
| 1,264,300         | 1,264,300         | 7570 Tower Block Regeneration          | 0                   | (1,264,300)        | 0                       |
| 64,300            | 64,300            | 7580 Planned Maint - Lifts             | 7,443               | (56,857)           | 0                       |
| 907,250           | 907,250           | 7600 Dis Ad - Misc                     | 881,822             | (25,428)           | 0                       |
| 207,150           | 207,150           | 7630 Dis Ad - Stairlifts               | 61,490              | (145,660)          | 0                       |
| 277,150           | 277,150           | 7700 HRA Shops                         | 81,957              | (195,193)          | 77,150                  |
| 0                 | 40,283            | 7950 Other - Communal Bin Stores       | 58,482              | 18,199             | 0                       |
| 250,000           | 469,400           | 7960 Demolition & Site Maintenance     | 5,542               | (463,858)          | 120,000                 |
| <b>33,327,100</b> | <b>35,833,780</b> | <b>Subtotal Neighbourhood Housing</b>  | <b>29,250,659</b>   | <b>(7,052,521)</b> | <b>1,471,149</b>        |



| Approved Budget   | Current Budget    |  | Provisional Outturn | Forecast Variance   | Estimated Carry Forward |
|-------------------|-------------------|--|---------------------|---------------------|-------------------------|
| 0                 | 0                 | 6011 Minor Works Grant                 | 1,090               | 1,090               | 0                       |
| 0                 | 68,606            | 6012 Empty Homes Grant                 | 0                   | (68,606)            | 68,606                  |
| 0                 | 0                 | 6014 Discretionary Assistance          | 1,595               | 1,595               | 0                       |
| 800,000           | 800,000           | 6018 Disabled Facilities Grant         | 689,664             | (110,336)           | 0                       |
| 0                 | 0                 | 6019 Capital Grants to Housing         | 0                   | 0                   | 0                       |
| 0                 | 0                 | 6029 Small Adaptation Grants           | 3,664               | 3,664               | 0                       |
| 0                 | 0                 | 6030 Home Improvement Loans            | 0                   | 0                   | 0                       |
| 0                 | 0                 | 6031 Survey Costs                      | (8)                 | (8)                 | 0                       |
| 50,000            | 50,000            | 6044 Works in Default                  | 3,284               | (46,716)            | 25,000                  |
| 23,000            | 23,000            | 6047 DFG Residents Contribution        | 61,641              | 38,641              | 0                       |
| 96,000            | 96,000            | 6050 Strong & Well Project             | 1,101               | (94,899)            | 94,899                  |
| 282,200           | 282,200           | 6052 HIA - Housing Assistance          | 0                   | (282,200)           | 182,200                 |
| <b>1,501,200</b>  | <b>1,799,806</b>  | <b>Subtotal Strategic Housing</b>      | <b>762,030</b>      | <b>(557,776)</b>    | <b>370,705</b>          |
| <b>44,325,987</b> | <b>53,481,295</b> | <b>Total Housing Capital Programme</b> | <b>37,472,598</b>   | <b>(16,008,697)</b> | <b>9,739,910</b>        |



|                  |  |             |
|------------------|--|-------------|
| <b>Report to</b> | Cabinet  | <b>Item</b> |
|                  | 08 June 2016   |             |
| <b>Report of</b> | Head of planning services  | <b>11</b>   |
| <b>Subject</b>   | Re-establishment of the Greater Norwich Development Partnership and update to the Local Development Scheme 2016-18 |             |

## Purpose

To consider the re-establishment of the Greater Norwich Development Partnership (GNDP) Board to provide a forum for member oversight and discussion in relation to the preparation of the Greater Norwich Local Plan (GNLP). Also to consider the revised timetables envisaged for the production of the GNLP and approve the update to the Local Development Scheme required as a consequence of these changes.

## Recommendation

To:

- (1) endorse the re-establishment of the GNDP in accordance with the terms of reference attached at Appendix 1 to exercise political leadership for the planning activities carried out jointly by the Greater Norwich local planning authorities, in particular in relation to the Greater Norwich Local Plan; and,
- (2) approve an updated Local Development Scheme, by substitution of the contents of Appendix 2, in place of the relevant sections of the previous Local Development Scheme, for publication under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by section 111 of the Localism Act 2011).

## Corporate and service priorities

The report helps to meet the corporate priorities for a prosperous and vibrant city, a safe, clean and low carbon city and a healthy city with good housing.

## Financial implications

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Bremner – Environment and sustainable development

## Contact officers

|   |              |
|---|--------------|
| Mike Burrell, planning team leader (policy) | 01603 212525 |
| Graham Nelson, head of planning             | 01603 212530 |

## **Background documents**

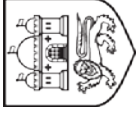
None

# Report

## Introduction

1. The Greater Norwich Growth Board at its meeting of 24 September 2015 agreed that the greater Norwich authorities would commence working together on a new local plan for the Norwich area to roll forward and replace the JCS (to be known as the Greater Norwich Local Plan, or GNLP). This was subsequently endorsed by individual councils in accordance with their constitutions. In the case of the city council this was formally endorsed by cabinet on 9 March 2016 by approving the publication of a revised Local Development Scheme (LDS) that included the timetable for the GNLP. This was preceded by a debate at the sustainable development panel on 24 February who recommended this course of action to cabinet.
2. Further to this agreement, work has been continuing with partners on: the preparation of the GNLP (particularly in relation to the call for sites and matters relating to the Sustainability Appraisal), the resourcing of the exercise (with closer working across the local authorities being embedded), and discussion of providing appropriate opportunities for joint member discussion of emerging documents.
3. The latter discussion has resulted in an agreement between the local authority partners to seek authority to establish an appropriate joint member group to provide oversight of the development of the joint Local Plan. Although there is some uncertainty due to the ongoing discussion about devolution and a rapidly changing national framework for planning, the partners have agreed to seek authority to re-establish a GNLP Board to do this. A similar mechanism was considered effective in the preparation of the Joint Core Strategy although it should be noted that some modifications to the previous structure are being proposed to reflect the fact that the Greater Norwich Growth Board now exists.
4. The re-established GNLP Board will meet in public and will make recommendations to the constituent authorities. The board would be made up of three elected members from each of the three constituent district authorities (Broadland, Norwich and South Norfolk) and one member from the Broads Authority. For Norwich the relevant GNLP board members would be the leader of the council, the cabinet member for environment and sustainable development and the cabinet member for resources and business liaison. Decision making remains with the responsible councils. In the case of Norwich City Council this will mean that reports will need to be considered by sustainable development panel, cabinet and full council at various stages of the plan preparation process in accordance with the constitution.
5. The proposed terms of reference for the GNLP Board are attached as Appendix 1.
6. The expectation is that GNLP Board will only be an interim measure and a more permanent arrangement will be established in due course for member oversight and possibly decision making on the GNLP. This is likely to be considered in the autumn following clarity being gained over the nature of any possible devolution agreement. But in the meantime there remains a need to progress work on the GNLP through current procedures so the re-establishment of the GNLP Board is considered necessary to do this.

7. It should also be noted that the programme to produce the GNLP will also require closer working between the Councils at officer level. It is the intention that work on the joint plan will be led by a single joint team of officers seconded from the partner authorities for the duration of plan preparation.
8. Whilst this matter has been under debate with partners, a revised and updated timetable for the preparation of the GNLP has been agreed. This timetable necessitates some update to the existing Local Development Scheme.
9. The opportunity has also been taken to make additional selected updates to the Local Development Scheme to reflect revisions to the programme. The most significant of these is the addition of a new supplementary planning document (SPD) in the form of a policy and design framework to inform the emerging proposals for the comprehensive regeneration of Anglia Square. The necessary updates are attached as Appendix 2.
10. The proposed terms of reference and necessary revisions to the Local Development Scheme were reported to sustainable development panel on 25 May 2016, including the intention to take forward the Anglia Square (SPD) which was reported verbally. The panel recommended that cabinet approve the changes to the LDS timetable and endorse the reestablishment of the GNLP board as proposed.

|   |  |  |
|---|--|--|
| <b>Integrated impact assessment</b>   |  |  <b>NORWICH</b><br>City Council |
| <p>The IIA should assess <b>the impact of the recommendation</b> being made by the report</p> <p>Detailed guidance to help with completing the assessment can be found <a href="#">here</a>. Delete this row after completion</p> |  |  |
| <b>Report author to complete</b>  |  |  |
| <b>Committee:</b>   | Cabinet  |  |
| <b>Committee date:</b>  | 8 June 2016  |  |
| <b>Head of service:</b>   | Graham Nelson, Head of Planning  |  |
| <b>Report subject:</b>  | Re-establishment of the Greater Norwich Development Partnership and update to the Local Development Scheme 2016-18   |  |
| <b>Date assessed:</b>   | 23 May 2016  |  |
| <b>Description:</b>   | <p>The report is about the re-establishment of the Greater Norwich Development Partnership Board. The GNDP Board is considered the most effective and appropriate mechanism to direct (and give democratically accountable political oversight to) the production of the emerging Greater Norwich Local Plan, which will become part of the statutory development plan for Norwich to guide and manage new development in the area until 2036. Also outlines a revised timetable for the production of the new plan, seeking approval for the necessary changes to the Norwich Local Development Scheme - the statutory timetable for the production of key planning documents which planning legislation requires the council to publish and keep up to date.</p> |  |

|  | Impact                              |                                     |                          | Comments   |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
|  | Neutral                             | Positive                            | Negative                 |  |
| <b>Economic</b><br>(please add an 'x' as appropriate)                      |                                     |                                     |                          |  |
| Finance (value for money)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The re-establishment of the GNDP will facilitate efficient and effective joint working on strategic planning issues across the Norwich area and reduce costs for individual councils |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Economic development   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will enable more effective coordination and planning of strategic issues in relation to economic development   |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <b>Social</b><br>(please add an 'x' as appropriate)                        | Neutral                             | Positive                            | Negative                 | Comments   |
| Safeguarding children and adults   | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <u>S17 crime and disorder act 1998</u>                                     | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Health and well being  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <b>Equality and diversity</b><br>(please add an 'x' as appropriate)        | Neutral                             | Positive                            | Negative                 | Comments   |
| Relations between groups<br>(cohesion)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |

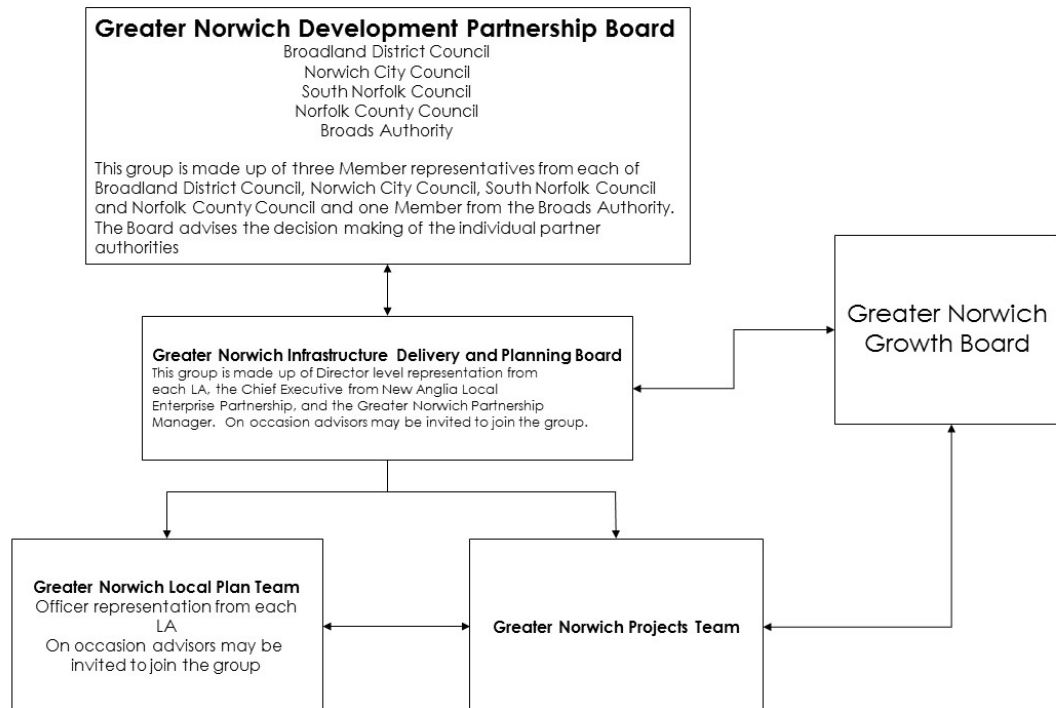


|   | Impact                              |                                     |                          |   |
|---|-------------------------------------|-------------------------------------|--------------------------|---|
| Eliminating discrimination & harassment                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Advancing equality of opportunity                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will ensure that there is a transparent and democratically accountable process to ensure full and fair public involvement in decisions on the production of the statutory development plan for the Norwich area and in influencing its form and content |
| <b>Environmental<br/>(please add an 'x' as appropriate)</b> | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| Transportation  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will enable more effective coordination and planning of strategic issues in relation to transport   |
| Natural and built environment                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will enable more effective coordination and planning of strategic issues in relation to the natural and built environment   |
| Waste minimisation & resource use                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |   |
| Pollution   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |   |
| Sustainable procurement                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Energy and climate change                                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The proposals will enable more effective coordination and planning of new development and ensure it is located and planned in a sustainable manner to reduce energy consumption and minimise impacts for climate change   |
| <b>(Please add an 'x' as appropriate)</b>                   | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| Risk management   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

| Recommendations from impact assessment |  |
|--|--|
| <b>Positive</b>                        |  |
|  | The proposals will have a generally positive impact in providing a more effective focus for spatial planning in the Norwich area, reducing potential waste and duplication and providing democratically accountable political oversight to manage the process for the benefit of local people and ensuring full involvement in that process. |
| <b>Negative</b>                        |  |
|  |  |
| <b>Neutral</b>                         |  |
|  |  |
| <b>Issues</b>                          |  |
|  |  |

# Proposed Terms of Reference for Greater Norwich Development Partnership Board

## Governance and Support Arrangements



### The Greater Norwich Development Partnership Board

The Greater Norwich Development Partnership Board will exercise political Leadership for the planning activities carried out jointly by the Greater Norwich Local Planning authorities. This group is made up of three members from Broadland, Norwich City Council, South Norfolk Council, Norfolk County Council and a member from the Broads Authority. The group is supported in its role by the Director level representation from each Local Authority and a series of advisors who will be seconded into the group when necessary.

### Membership of the GNDP Board

|                            |   |  |
|----------------------------|---|--|
| Broadland District Council | } | up to three members from each Council, including Leader and Planning Portfolio |
| Norwich City Council       |   |  |
| South Norfolk Council      |   |  |
| Norfolk County Council     |   |  |
| Broads Authority           |   | up to three members including the Chair of EDT committee<br>one member         |

**Substitutes:** Members may submit substitutes when unable to attend themselves in agreement with the chair

**Frequency:** Meetings are held quarterly or more frequently as required.

**Responsibilities**

- To prepare and monitor a joint Local Plan for the three district local planning authority areas of Broadland, City of Norwich and South Norfolk, to include integrated land-use and transport policies.
- To oversee the work of the Greater Norwich Local Plan team and associate bodies and ensure all bodies work effectively
- To make recommendations to the Councils and Broads Authority on any wider planning matter affecting the Broadland, City of Norwich and South Norfolk administrative areas.
- To advise on the development of the Local Transport Plan (LTP) implementation strategies and on future reviews of the LTP relevant to the area, including the Norwich Area Transportation strategy (NATS).
- To facilitate joint working between the local planning authorities and the local transportation authority on matters of common interest and benefit
- To ensure the Greater Norwich Infrastructure Plan reflects the needs of the Greater Norwich Local Plan

**The Greater Norwich Infrastructure Delivery and Planning Board**

The Directors are responsible for directing the Greater Norwich strategic planning activity on behalf of the Authorities and ensuring it meets the objectives.

**Membership of the Greater Norwich Infrastructure Delivery and Planning Board**

|   |  |
|---|--|
| Broadland District Council              | Head of Planning   |
| Norwich City Council                    | Executive Head of Regeneration & Development               |
| South Norfolk Council                   | Director of Growth and Localism                            |
| Norfolk County Council                  | Executive Director of Community and Environmental Services |
| Broads Authority                        | Director of Planning and Resources                         |
| New Anglia Local Enterprise Partnership | Managing Director  |
| Greater Norwich Partnership             | Partnership Manager  |

**Substitutes:** Director's may submit substitutes when unable to attend themselves

**In attendance at Board meetings**

Representatives from the Greater Norwich Local Plan Group and the Greater Norwich Projects Team will attend when required.

## Key changes to the published Local Development Scheme for Norwich

The Local Development Scheme for Norwich was published in March 2016. As a result of the ongoing discussions on the revised administrative and governance arrangements for the Greater Norwich Local Plan (as detailed in the report), an amended timetable and production milestones for the plan have been agreed and need to be reflected in the LDS. Accordingly, the following changes are proposed to the Local Development Scheme for Norwich. Subject to agreement by Cabinet, these would have effect from June 2016. The remainder of the Local Development Scheme remains unchanged.

- a) In Section 5 (Key Document Profiles), **delete** the Key Document Profiles table on pages 13 to 15 relating to the Greater Norwich Local Plan and **substitute** the table below. The amended sections are shaded.

### 5. Key document profiles

| Document Title                             | Greater Norwich Local Plan (GNLP)  |
|--|--|
| <b>Role and content</b>                    | To provide the strategic vision, objectives and strategy for future development of the greater Norwich area, to accommodate objectively assessed needs for growth and to identify specific sites for development in the period to 2036. The GNLP provides the strategic context for the preparation of lower level policy documents prepared by the three constituent district planning authorities. |
| <b>Status</b>                              | Statutory Development Plan Document (DPD)  |
| <b>Conformity</b>                          | The document must conform with the National Planning Policy Framework 2012 (the NPPF) and with any subsequent review of the Framework. It should also accord with standing advice in national Planning Practice Guidance (PPG).  |
| <b>Geographical coverage</b>               | The three districts of Broadland, Norwich and South Norfolk, excluding the parts of those districts falling within the Broads Authority area.  |
| <b>Joint working arrangements (if any)</b> | The plan will be prepared jointly with Broadland and South Norfolk district councils with the support of Norfolk County Council.   |

| Document Title   |  | Greater Norwich Local Plan (GNLP)   |  |
|--|--|---|--|
| <b>Relationship with adopted local plan(s)</b>   |  | <p>The GNLP will supersede</p> <ul style="list-style-type: none"> <li>a) the <b>Joint Core Strategy (JCS)</b> for Broadland, Norwich and South Norfolk (adopted March 2011, amendments adopted 2014)</li> <li>b) the <b>Norwich Site Allocations and Site Specific Policies Local Plan</b> (adopted December 2014)</li> </ul>   |  |
| <b>Evidence required</b><br><i>May include selective reviews of the evidence base already in place for the JCS and new and/or updated studies where necessary, dependent on the eventual scope and coverage of the plan.</i>   |  | <p>This is likely to include (but not be limited to):</p> <ul style="list-style-type: none"> <li>- The published <i>Central Norfolk Strategic Housing Market Assessment</i> (SHMA) 2016, and future updates which may be integrated into a combined Housing and Economic Development Needs Assessment (HEDNA);</li> <li>- The emerging <i>Norfolk Housing and Economic Land Availability Assessment</i> (HELAA);</li> <li>- An economic growth study (if not part of the HEDNA);</li> <li>- An infrastructure study;</li> <li>- A new or updated strategic flood risk assessment (SFRA);</li> <li>- An updated retail study;</li> <li>- A new or updated water cycle study;</li> <li>- A new or updated green infrastructure study;</li> <li>- A new or updated open space study;</li> </ul> <p>The plan must be accompanied by an independent Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) which will draw on, and themselves be part of, the evidence base.</p> |  |
| <b>Production milestones</b><br><br><b>Commence document production</b><br>Publication of Local development scheme<br><br>Review, consult on and revise (where necessary) the Statements of Community Involvement for participating districts<br>Call for sites – invitation to put forward specific development sites for inclusion in the GNLP Commission, prepare and publish evidence studies required to support the GNLP |  | <p><b>December 2015</b></p> <p>March 2016<br/>(GNLP timetable amended May 2016)<br/>by Summer 2016</p> <p>May – July 2016</p> <p>March 2016 – May 2017</p>  |  |

| Document Title  | Greater Norwich Local Plan (GNLP)   |
|---|---|
| Complete and publish draft ( <b>Regulation 18</b> ) plan for consultation: to include issues and policy options and shortlisted development sites   | October-December 2017   |
| Complete and publish pre-submission draft ( <b>Regulation 19</b> ) plan for consultation: to include agreed strategic policies, sites and site-specific proposals.  | Feb-March 2019  |
| Assess representations in response to Regulation 19 draft, prepare all formal submission documents  | April 2019 – June 2019  |
| Formal submission of GNLP to Secretary Of State ( <b>Regulation 22</b> )  | August 2019   |
| Examination in public   | February 2020   |
| Consultation on inspector's proposed main modifications   | June-July 2020  |
| Publication of Inspectors' Report   | October 2020  |
| Adoption of the Greater Norwich Local Plan  | <b>December 2020</b>  |
| <b>Monitoring and review</b>  | Annual Monitoring report and five year housing land supply updates  |
| <b>Governance and Resources</b><br><br><i>Note: The expectation is that the GNDP Board will only be an interim measure and a more permanent arrangement will be established in due course for member oversight and possibly decision making on the GNLP. This is likely to be considered in the Autumn following clarity being gained over the nature of any possible devolution agreement.</i> | <b>Resources</b><br>A dedicated <b>Greater Norwich Local Plan Team</b> comprising officers from the three constituent district authorities and Norfolk County Council, initially working alongside a Greater Norwich Project Team responsible for wider planning and implementation matters across the area.<br><br><b>Governance</b><br>The <b>Greater Norwich Development Partnership Board</b> will exercise political leadership and oversight for the planning activities carried out jointly by the Greater Norwich local planning authorities. This group is made up of three elected members from Broadland, Norwich City Council, South Norfolk Council, Norfolk County Council and a member from the Broads Authority. The group is supported in its role by the <b>Greater Norwich Infrastructure Delivery and Planning Board</b> with Director level representation from each Local Authority and a series of advisors who will be seconded into the group when necessary. The Directors are responsible for directing the Greater Norwich strategic planning activity on behalf of the Authorities and ensuring it meets the objectives. |











- b) On page 18, **substitute** the Key Document Programme diagram with the revised programme diagram overleaf.

In addition, the proposals for new supplementary planning guidance for Anglia Square require selected changes to the commentary in relation to SPD, as follows:

- c) On Page 10, add the following commentary after the Bethel Hospital Planning Brief:
- **Anglia Square Planning Policy and Design Framework.** The important but dated neighbourhood shopping centre of Anglia Square provides a critical focus for and establishes the image of the northern city centre and the role it plays within Norwich. A comprehensive redevelopment of Anglia Square has the potential to change the whole of the northern city centre area for the better, attract new commercial and residential development and address issues of long term decline and multiple deprivation. Changes to market conditions and the expiry of the Northern City Centre Area Action Plan mean that more detailed and updated guidance is now needed to inform future proposals for the regeneration of the area. The will provide supplementary policy building on the approach set out in policy 11 of the Joint Core Strategy and illustrated on the Norwich City Centre key diagram. It is intended to inform an application for the comprehensive redevelopment of Anglia Square which is expected to be submitted in early 2017.
- d) On Page 12, amend the commentary re Northern City Centre Area Action Plan Legacy Work as follows:
- **Northern City Centre Area Action Plan legacy work.** Now that the NCCAAP has expired, a policy and design framework interpreting JCS policy for Anglia Square is intended to be produced (see above), whilst there may be a need for additional site specific briefs, guidelines and masterplans in the LDS period, potentially to assist the delivery of housing and mixed use development on sites previously allocated by the NCCAAP and to support other regeneration opportunities elsewhere in the city. The detail to be produced by government on the role of the Brownfield Register is likely to determine the best approach. Until that detail is forthcoming, it is not practical to commit to any particular approach or include specific documents in the LDS.



**LOCAL DEVELOPMENT SCHEME FOR NORWICH, 2016-19  
KEY DOCUMENT PROGRAMME - UPDATED JUNE 2016**

| KEY | General   | Adopted development plan documents  | Adopted DPD (local plans) in use  | Adopted DPD (local plans) expiry  | Policies map update (to delete redundant NCCAAP policies)                               |
|-----|---|---|---|---|---|
|     |  R  |  E |  E |  E |  E |
|     |  . |  & |  & |  & |  & |



**Report to** Cabinet

**Item**

08 June 2016

**Report of** Head of planning services

12

**Subject** Technical Consultation on the Greater Norwich Local Plan  
Draft Sustainability Appraisal Scoping Report

---

### **Purpose**

To seek approval to publish the Greater Norwich Local Plan draft Sustainability Appraisal Scoping Report for technical consultation.

### **Recommendation**

To approve the draft Sustainability Appraisal Scoping Report for the Greater Norwich Local Plan and to publish it for technical consultation.

### **Corporate and service priorities**

The report helps to meet the corporate priority a safe, clean and low carbon city and the service plan priority to implement the local plan.

### **Financial implications**

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Bremner – Environment and sustainable development

### **Contact officers**

Mike Burrell, Planning Policy Team Leader

01603 212525

### **Background documents**

None

## Report

1. Norwich City Council is working with Broadland District Council and South Norfolk Council, with the support of Norfolk County Council, to produce the Greater Norwich Local Plan (GNLP).
2. This report seeks cabinet approval to publish the Greater Norwich Local Plan draft Sustainability Appraisal Scoping Report in appendix A for technical consultation as recommended by Sustainable Development Panel on 25th May 2016. As a minimum this consultation must invite comments from Natural England, Historic England and the Environment Agency. The consultation must be open for a minimum of five weeks.
3. The views of elected members on the draft Scoping Report from each of Broadland, Norwich and South Norfolk are being sought prior to the technical consultation.
4. Legislation requires that a Sustainability Appraisal is produced for plans or programmes such as the GNLP. Failure to properly complete a Sustainability Appraisal could lead to the GNLP being found unsound at examination by a Planning Inspector or being subject to legal challenge.
5. The key stages of preparing a Sustainability Appraisal are:
  - a) Develop a scoping report that sets out the context of the Local Plan, describes the baseline economic, social and environmental conditions and establishes a framework of objectives against which the Local Plan policies are evaluated.
  - b) During production of the Local Plan, develop and refine reasonable policy alternatives, discount unreasonable alternatives and assess the effect of policies on the baseline conditions.
  - c) Prepare the Sustainability Appraisal Report, to be published prior to the submission of the Local Plan for Examination in Public.
  - d) Reporting and monitoring after the adoption of the Local Plan.
6. The draft GNLP SA Scoping Report, stage a) above, is included as Appendix A. The draft Scoping Report has taken into account the comments of Lepus Consulting. Lepus Consulting has been appointed as expert advisors for the production of the GNLP SA Report.
7. The appended version of the Scoping Report includes minor amendments to the version of the Scoping Report considered by the panel to include more up-to-date information on housing delivery which has recently been made available and other minor amendments to strengthen the text in relation to landscape, education, people and communities and transport.

## Integrated impact assessment



**NORWICH**  
City Council

|                           |  |
|---------------------------|--|
| Report author to complete |  |
| Committee:                | Cabinet  |
| Committee date:           | 8 <sup>th</sup> June   |
| Head of service:          | Head of Planning Services  |
| Report subject:           | Technical Consultation on Greater Norwich Local Plan Draft Sustainability Appraisal Scoping Report |
| Date assessed:            | 25 <sup>th</sup> May 2016  |
| Description:              | Integrated Impact Assessment of the Draft Sustainability Appraisal Scoping Report                  |

|  | Impact                              |                                     |                          | Comments  |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
|  | Neutral                             | Positive                            | Negative                 |   |
| <b>Economic</b><br>(please add an 'x' as appropriate)                      |                                     |                                     |                          |   |
| Finance (value for money)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The draft SA Scoping Report, required as part of the local plan making process, has been produced in house rather than by consultants leading to cost reductions. |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| Economic development   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan which this Scoping Report forms a part of will help to ensure that the plan promotes sustainable economic development.                   |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| <b>Social</b><br>(please add an 'x' as appropriate)                        |                                     |                                     |                          |   |
| Safeguarding children and adults   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| <u>S17 crime and disorder act 1998</u>                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan promotes healthy and active lifestyles   |

|   | Impact                              |                                     |                          | Comments   |
|---|-------------------------------------|-------------------------------------|--------------------------|--|
|   | Neutral                             | Positive                            | Negative                 |  |
| <b>Equality and diversity</b><br>(please add an 'x' as appropriate) |                                     |                                     |                          |  |
| Relations between groups<br>(cohesion)                              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan promotes equality and reduces deprivation.  |
| Eliminating discrimination & harassment                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Advancing equality of opportunity                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <b>Environmental</b><br>(please add an 'x' as appropriate)          |                                     |                                     |                          |  |
| <b>Transportation</b>   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan promotes sustainable transport including provision for footpaths and cycle routes, public transport promotion and an integrated approach to green infrastructure. |
| <b>Natural and built environment</b>                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan protects and enhances the natural and built environment.  |
| <b>Waste minimisation &amp; resource use</b>                        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan promotes waste minimisation and sustainable resource use.   |
| <b>Pollution</b>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan minimises pollution from new development.   |
| <b>Sustainable procurement</b>                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impacts identified.   |
| <b>Energy and climate change</b>                                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SA of the local plan will help to ensure that the plan addresses climate change and promotes sustainable energy production.  |

|                                    | Impact                              |                          |                          |                                    |
|------------------------------------|-------------------------------------|--------------------------|--------------------------|------------------------------------|
| (Please add an 'x' as appropriate) | Neutral                             | Positive                 | Negative                 | Comments                           |
| Risk management                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No significant impacts identified. |

| Recommendations from impact assessment   |  |
|--|--|
| <b>Positive</b>  |  |
| The SA Scoping Report will help to ensure that the Greater Norwich Local Plan will minimise negative impacts and in many cases have positive impacts on the natural and the built environment, transport, health and wellbeing, sustainable energy production, climate change, pollution, waste minimisation and resource use, economic development and value for money. |  |
| <b>Negative</b>  |  |
| There are no significant negative effects from the SA.   |  |
| <b>Neutral</b>   |  |
| A number of the impacts of the SA are assessed as neutral.   |  |
| <b>Issues</b>  |  |
| No significant issues are highlighted as a result of the SPD.  |  |



**DRAFT SUSTAINABILITY APPRAISAL SCOPING REPORT  
FOR THE GREATER NORWICH LOCAL PLAN**

**JUNE 2016**



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## **INTRODUCTION**

### **Purpose of the SA**

The effect of local plans on the environment and people's quality of life, both now and in the future, is an essential consideration in plan making.

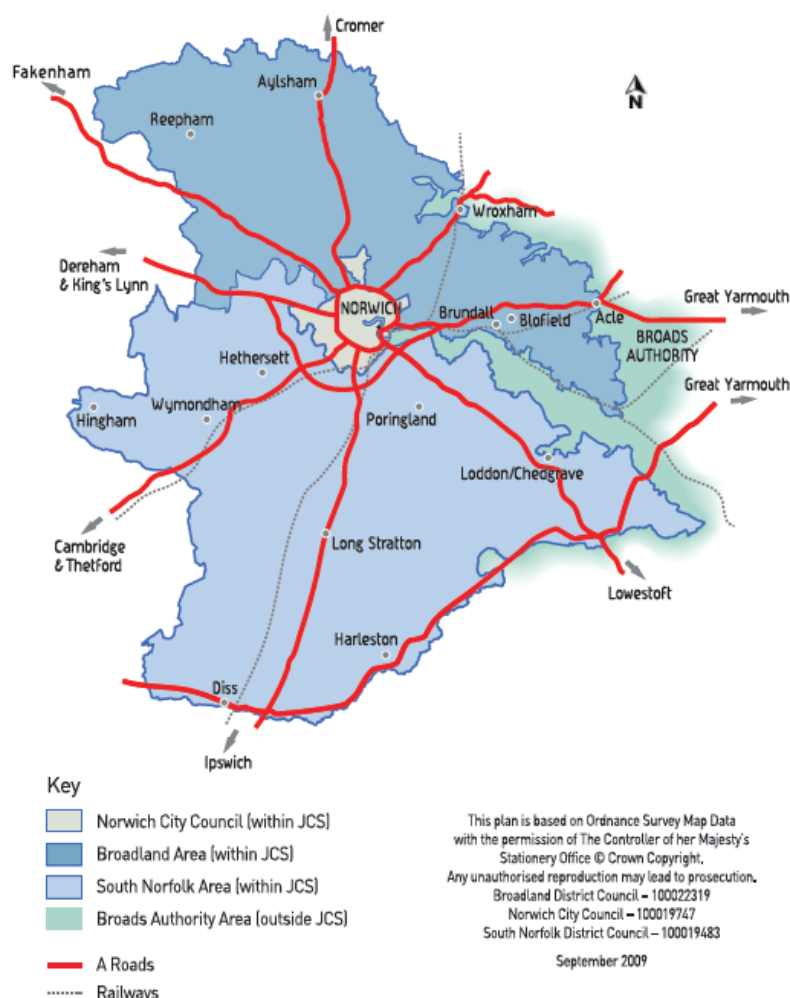
To help address this, a Sustainability Appraisal (SA), incorporating a Strategic Environmental Assessment (SEA), must be carried out alongside the preparation of local plans. The SA aims to ensure that environmental, social and economic sustainability objectives are complied with and to avoid or minimise any potential adverse impacts of the plan.

This report is the first stage of the Sustainability Appraisal, the Scoping Report, of the Greater Norwich Local Plan (GNLP). The Scoping Report identifies the scope and level of detail of the information to be included in the sustainability appraisal report. It sets out the context, objectives and approach of the assessment and identifies relevant sustainability issues and objectives. Its main output is a sustainability framework. GNLP policies will be tested against this framework to assess their likely sustainability effects.

The GNLP will guide development in Greater Norwich up to 2036, providing both strategic policies and site allocations to meet evidence based needs for land for development. It is being produced by the three councils of Broadland, Norwich and South Norfolk, supported by Norfolk County Council. It takes the adopted Joint Core Strategy for Broadland, Norwich and South Norfolk (JCS), which covers all three districts from 2008 up to 2026, as its starting point.

Figure 1 below is a map showing the local plan area. The GNLP will not cover the Broads Authority area which is a separate planning authority.

**Figure 1 The GNLP area**



## **Legislative Requirements**

### **Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA)**

Section 19 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to carry out a sustainability appraisal of local plans and to prepare a report of the findings. As stated under Section 39 of the Act 2004, this is "with the objective of contributing to the achievement of sustainable development" by assessing the extent to which the emerging plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives".

There is also a requirement for development plan documents to undergo an environmental assessment, known as a Strategic

Environmental Assessment or SEA, under European Directive 2001/42/EC (transposed into UK legislation by the Environmental Assessment of Plans and Programmes Regulations 2004).

Under UK law, Sustainability Appraisal incorporates SEA. This means that in addition to environmental issues, on which an SEA focuses, social and economic matters are also addressed as part of the overall assessment of sustainability, within a single joint appraisal.

To comply with these legal requirements, the SA of the Greater Norwich Local Plan will:

- Adopt a long-term view of development within the area covered by the plan, with particular focus on the social, environmental, and economic effects of the proposed plan;
- Develop an effective system for ensuring that sustainability objectives are transformed into sustainable planning policies;
- Reflect global and national concerns, as well as concerns at the local level;
- Provide an audit trail of how the local plan has been revised to take into account the findings of the sustainability appraisal;
- Incorporate the requirements of the SEA Directive (see Appendix 2) Demonstrating Compliance with SEA Directive – this appendix will be completed and included in the SA Report to accompany submission of the GNLP);
- Involve consultation on this Scoping Report early in the plan making process.

To demonstrate compliance with the SEA Directive, the SA Report which accompanies the draft plan at publication should include an outline of the plan's content including its strategic objectives.

Since the specific objectives for the GNLP are yet to be established, at this stage it is only possible to set out broad objectives based on NPPF local plan requirements.

The broad objectives of the documents which comprise the councils' Local Plan are: "The Local Plan will set out policies for the use and development of land to 2036. The GNLP will set out strategic and site allocations policies for the three districts to provide for:

- homes, jobs, retail, leisure and other commercial development needed in the area;
- Infrastructure needed to support development including green infrastructure, transport, telecommunications, waste management, water supply, waste water, flood risk and energy;

- health, community and cultural infrastructure and other local facilities;
- climate change mitigation and adaptation; and
- conservation and enhancement of the natural and historic environment, including landscape."

Each district will separately produce a development management policies document that will sit alongside the GNLP and set out land use policies necessary to address district specific issues.

### **The Habitats Directive**

Local plans must also ensure that they comply with the requirements of the Directive on Conservation of Natural Habitats and of Wild Fauna and Flora 92/43/EEC (Habitats Directive). This involves undertaking an Appropriate Assessment into any potential effects of the plan on 'European sites' or 'Natura 2000 sites' of nature and habitat value, namely Special Areas of Conservation (SACs), Special Protection Areas (SPAs), and Ramsar sites of international wetland importance. There are a number of such sites within and close to Greater Norwich.

Even a plan that is not directly concerned with protected sites can still indirectly affect Natura 2000 sites. Consequently, Appropriate Assessment must determine the likely significance of the plan on protected sites and suggest alternatives where possible. A plan should seek to avoid adverse effects on the integrity of designated sites, mitigate those impacts that remain and, if necessary, put in place compensatory measures. The reasons for designation as a protected site, such as the habitats and species present, and the conservation objectives of management plans in place to preserve these are assessed. If these are compromised directly by the plan or through 'in combination' effects with other plans or developments, the plan must explain how it intends to avoid or mitigate the impacts. If the initial Appropriate Assessment shows that further work will be required, "reasonable alternative" approaches to addressing Habitats Directive requirements will need to be addressed through the SA process.

Work to address Habitats Directive requirements for the Greater Norwich Local Plan will be done at a later stage of the overall GNLP process, after the production of this Scoping Report.

### **The SA Process**

This SA Scoping Report forms the starting point for the sustainability appraisal which will guide the evolution and assessment of the emerging GNLP. A key aim of scoping is to

help ensure the sustainability appraisal is proportionate and relevant to the local plan being assessed.

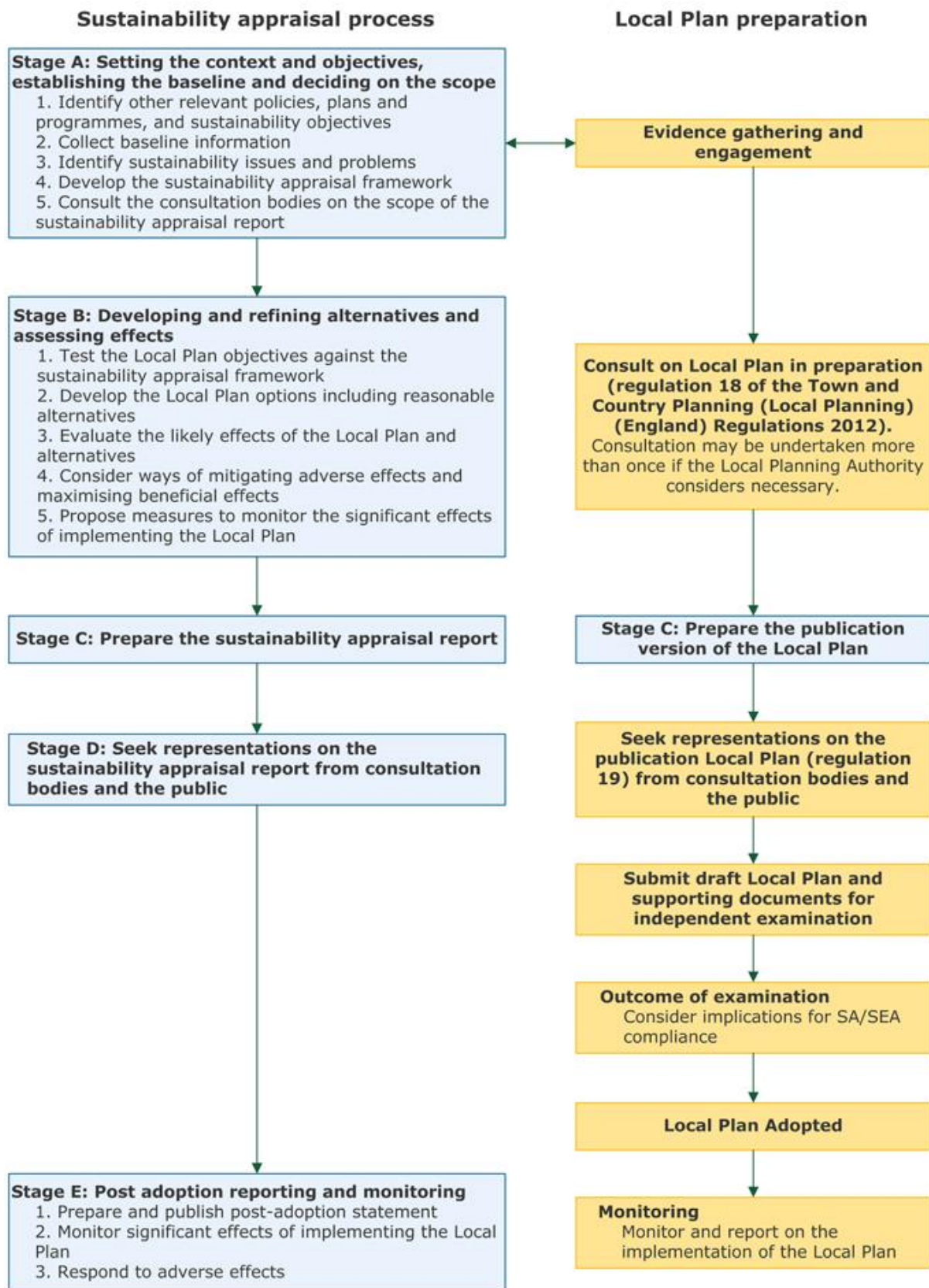
SA is an iterative process which runs concurrently with local plan making (see figure 2). After the initial scoping for the SA has been carried out the next stage are developing and refining of options and assessing their effects. The sustainability appraisal framework produced as part of the Scoping Report will be used to consider the effects of the different plan options, the "reasonable alternatives" required to be assessed by SEA Directive, to assist in the identification of the plan's favoured option. The framework includes sustainability objectives, along with indicators to assess progress.

A local plan draft containing a favoured option and the reasonable alternatives to that option, along with a draft sustainability appraisal report assessing the plan, will be consulted on prior to the publication of the local plan for submission. The "final" SA report will then be submitted with the GNLP to the Secretary of State for examination in public.

The Government's Planning Practice Guidance (PPG) on sustainability appraisal of local plans, as set out in figure 2 below, establishes a five-stage SA process to be undertaken alongside plan making. This report, the Scoping stage, is Stage A of the SA:



**Figure 2 The SA and local plan preparation processes**



## **The Scoping Stage (Stage A)**

The Scoping stage of SA production comprises the five steps set out in figure 2 and detailed further below.

### **Step 1 - Identifying relevant plans and programmes**

Step 1 provides an analysis of the context in which the plan is being prepared. It includes a summary of the key plans and programmes along with the elements relevant to the specific topic of the National Planning Policy Framework (NPPF).

The purpose of the NPPF is to promote sustainable development through planning. The NPPF takes into account the International and European Directives, along with the UK Sustainable Development Strategy, stating that

'International and national bodies have set out broad principles for sustainable development. Resolution 42/187 of the United Nations General Assembly defined sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs. The UK Sustainable Development Strategy Securing the Future set out five 'guiding principles of sustainable development : living with the planet's environmental limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly'.

Since the adopted JCS applies until 2026 and provides both current strategic policy context for the area the starting point for the GNLP and , the JCS's policies and objectives, along with other relevant local plan policies, are covered on a topic by topic basis. The plan objectives for the GNLP itself are not available to inform the SA scoping stage, but will be incorporated into the SA report when available.

Appendix 1 provides a summary of other relevant policies, plans, programmes, strategies and initiatives with an influence on the content of the plan. Where relevant this includes their sustainability objectives.

The above sources inform the identification of sustainability issues and the development of the sustainability framework for this SA.

### **Step 2 - Collecting Baseline Data**

The second step of stage A involves collecting data on the existing environmental, economic and social characteristics of the Greater Norwich area likely to be affected by the local plan and the likely evolution of that baseline without the implementation of the GNLP. The baseline information referred to in this scoping report is intended to act as a 'benchmark' for

the appraisal and monitoring of 'significant' effects<sup>1</sup>. In determining the likely significance of effects there is a requirement to consider the:

- Probability , duration , frequency and reversibility of the effects;
- Cumulative nature of effects;
- "the transboundary nature of effects"
- Risks to human health or the environment;
- Magnitude and spatial extent of effects (geographical area and size of the population likely to be affected);
- Value and vulnerability of the area likely to be affected due to:
  - Special natural characteristics or cultural heritage,
  - Exceeded environmental quality standards or limit values,
  - Intensive land-use
- The effects on areas or landscapes which have a recognised national community or international protection status.

### **Step 3 - Identifying Sustainability Issues**

The third step is to establish the relevant sustainability issues the SA will concentrate on. This has clear parallels with plan-making process where the aim is to identify key issues for the area and focus the plan on addressing these. The iterative SA process will take account of emerging evidence as it is produced to support plan making, as well as the scoping evidence in this report.

### **Step 4 - Developing the SA Framework**

The fourth step of stage A is to develop the SA Framework. This will be used in stage B of the SA to appraise the reasonable alternative options identified in plan making and to assist in identifying the favoured option. The framework will also contribute to identifying the best means of monitoring the effects of the plan.

### **Step 5 - Consulting on the Scope of the Sustainability Appraisal**

The fifth and final step of the Scoping Report is the legal requirement to consult on the SA's scope with the organisations prescribed by regulations, Historic England, Natural England and the Environment Agency. In addition, selected stakeholders will be notified of the consultation, which will be published on the Greater Norwich website and open to all to respond to.

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<sup>1</sup> Annex II – SEA Directive

## **The Scoping Report's format**

Taking account of the requirements in this introduction, sections 1 to 15 of the Scoping Report provide commentary and data on a topic by topic basis. The sections cover:

- Air Quality and Noise
- Climate Change (including flood risk)
- Biodiversity, Geodiversity and Green Infrastructure
- Landscape
- Water
- Built Heritage
- People and Communities
- Deprivation
- Health
- Crime
- Education
- Transport and Access to Services
- Natural Resources, Waste and Contaminated Land
- Employment and the Economy
- Housing

Taken together, the topics cover the main sustainability issues relevant to the Greater Norwich Local Plan. This approach follows advice in the PAS Good Plan Making Guide (2014)<sup>2</sup> and the PAS SA Advice note (2010) as an effective way of facilitating stakeholder engagement.

For each of sections there is a common format: introduction; context; current and projected baseline; and issues.

**Introduction:** This provides an outline of topic area covered in the section.

**Context:** This draws from the relevant plans, policies, strategies and initiatives at national and local level focusing on the issues, objectives or aspirations as outlined above. This section is augmented by appendix 1.

**Current and Projected Baseline:** This section reviews the current situation and policy approaches to predict how the area is likely to change without a new plan beyond 2026, the end date for the JCS. This 'baseline information' helps to enable identification of the key sustainability issues that should be a particular focus of the appraisal in order to provide benchmarks for the appraisal of 'significant effects'. As well as Office of National Statistics (ONS) data from the Census and other national and local data sources, much of which is sourced from the Annual Monitoring Report (AMR) of the Joint Core Strategy for Broadland, Norwich and South Norfolk (JCS), particular use is made of data from the

---

<sup>2</sup> PAS – Good Plan Making Guide (2014)

English Indices of Deprivation 2015. This is a consolidated dataset which compiles a wide range of statistical data to derive a common Index of Multiple Deprivation (IMD) – a ranking showing in relative terms how deprived a given area is. The Index enables reliable comparisons of levels of deprivation and disadvantage to be made across standard administrative areas and other geographies. The index is made up of several separate and distinct aspects (domains) of deprivation. The domains are:

- Income deprivation;
- Employment deprivation;
- Education, skills and training deprivation;
- Health deprivation and disability;
- Crime;
- Barriers to housing and services; and
- Living environment.

The baseline sections make as much use of mapped data, much of it from the IMD, as possible to aid understanding.

**Issues:** This section draws together the context and baseline to identify the issues that the GNLP should seek to address in order to help deliver sustainable development in the three districts, focusing on the specific character of the area where relevant.

Section 16 sets out the limitations in the data that has been used for the report and section 17 is a summary table of the issues identified in sections 1 to 15.

Section 18 is the Sustainability Framework, the main output of this Scoping Report. It will be used in later stages of the SA/SEA process to assess the sustainability of the strategy, policies and possible growth locations set out in the GNLP.

## **1. SECTION 1 – AIR QUALITY AND NOISE**

- 1.1.2. This section covers air quality issues and the noise environment in Greater Norwich.

### **1.2. Context**

#### **1.2.1. National**

- 1.2.2. The Environment Act 1995 introduced a system of Local Air Quality Management (LAQM). This required local authorities to assess air quality within their boundary and to evaluate development and transport plans against these assessments.
- 1.2.3. National Air Quality Objectives are set out in regulations. If an objective is unlikely to be met, the local authority must designate an Air Quality Management Area (AQMA) and draw up an Air Quality Action Plan.
- 1.2.4. The Air Quality Strategy (2007) establishes the policy framework for ambient air quality management and assessment in the UK which includes the National Air Quality Objectives.
- 1.2.5. In 2009, Defra issued Local Air Quality Management Policy Guidance, Practice Guidance and Technical Guidance to help local authorities carry out their duties under the Environment Act 1995. The combined guidance covers a wide range of topics, from how to declare an AQMA, to the locations of monitoring sites, duration of monitoring and implementing low emissions zones.
- 1.2.6. The Air Quality Standards Regulations 2010 (which enact the EC Air Quality Directive 2008/50/EC) require the assessment of sulphur dioxide, nitrogen dioxide and oxides of nitrogen, particulate matter, lead, benzene and carbon monoxide in ambient air.
- 1.2.7. The NPPF sets out a number of requirements:
- Paragraph 17 states: .... planning should: ...contribute to conserving and enhancing the natural environment and reducing pollution."
  - Paragraph 109 states: "The planning system should contribute to and enhance the natural and local environment by: ... preventing both new and existing development from contributing to or being put at unacceptable risk from, or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability."
  - Paragraph 124 states: "Planning policies should sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in

local areas. Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local air quality action plan."

1.2.8. These requirements are supplemented by the PPG, which states that local plans may need to consider:

- The potential cumulative impact of a number of smaller developments on air quality...;
- The impact of pollution that originates from one place;
- Ways in which new development would be appropriate in locations where air quality is or likely to be a concern and not give rise to unacceptable risks from pollution. This could be through, for example, identifying measures for offsetting the impact on air quality arising from new development.

1.2.9. On the subject of noise, paragraph 123 of the NPPF states:

*"Planning policies and decisions should aim to:*

- *Avoid noise from giving rise to significant adverse impacts on health and quality of life as a result of new development;*
- *Mitigate and reduce to a minimum other adverse impacts on health and quality of life arising from noise from new development, including through the use of conditions;*
- *Recognise that development will often create some noise and existing businesses wanting to develop in continuance of their business should not have unreasonable restrictions put on them because of changes in nearby land uses since they were established; and*
- *Identify and protect areas of tranquillity which have remained relatively undisturbed by noise and are prized for their recreational and amenity value for this reason."*

1.2.10. The footnote to paragraph 123 of the NPPF refers to Defra's Noise Policy Statement for England (March 2010) for a definition of 'significant adverse impacts'. The statement sets out the long term vision of government noise policy, to promote good health and a good quality of life through the management of noise. Its aim is to "*clarify the underlying principles and aims in existing policy documents, legislation and guidance that relate to noise.*" It requires noise to be properly considered, but does not ignore the wider benefits of development which may have noise implications.

1.2.11. This statement also incorporates the Environmental Noise Regulations 2006 which requires non-major airports such as Norwich International Airport to produce strategic noise maps and a noise action plan to show how noise effects will be mitigated where the Lden noise level exceeds 55dBA.

1.2.12. The PPG suggests that light pollution could be an issue where a new development could materially alter light levels outside the

development; where existing light installation makes the proposed location for development unsuitable; if the development is in or near a protected area of dark sky or an intrinsically dark landscape; where there could be ecological impacts.

### **1.2.13. Local**

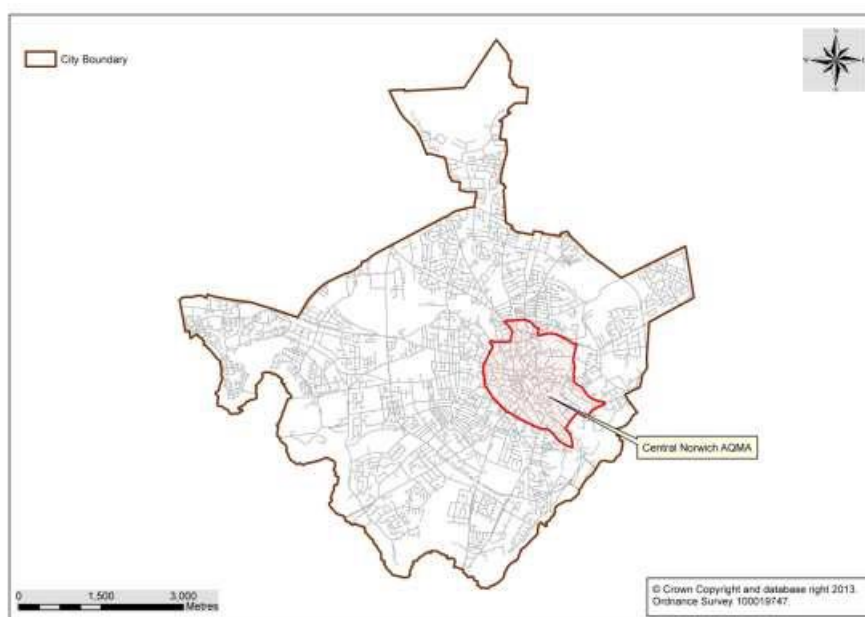
- 1.2.14. Technical Guidance on Air Quality and Land Use Planning was developed by Norfolk Local Air Quality Management Group. It sets out the circumstances when an assessment may be required and provides details of the information required to undertake such an assessment.
- 1.2.15. Norfolk's adopted 3<sup>rd</sup> Transport Plan describes the county's strategy and policy framework for delivery up to 2026. The plan identifies six priorities for transport, including reducing emissions.
- 1.2.16. Norwich Area Transport Strategy (NATS) is the means of co-ordinating and delivering transport infrastructure investment in and around the Norwich Urban Area. It also aims to reduce emissions.
- 1.2.17. Norwich International Airport (NIA) has an Environmental Policy and a Noise Policy and has three noise monitors on the site boundary at Catton, Spixworth and Hellesdon. Defra have determined that NIA is not required to produce a Noise Action Plan.
- 1.2.18. Spatial planning objective 9 of the JCS includes protection, management and enhancement of the natural, built and historic environment. One of the indicators for monitoring this through the JCS relates to designated Air Quality Management Areas (AQMAs).

### **1.3. Current Baseline**

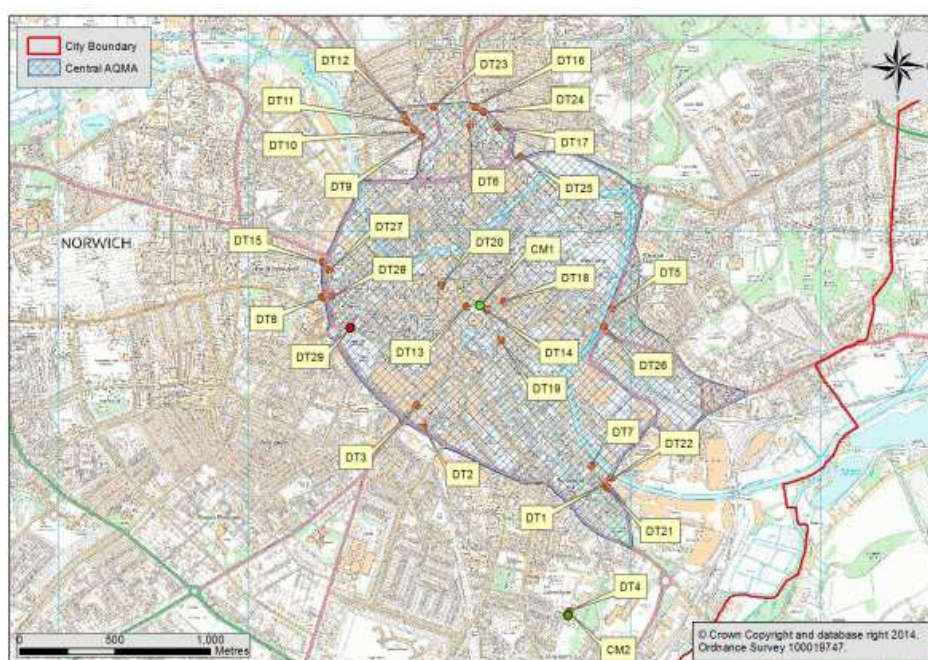
- 1.3.1. There are no AQMAs in South Norfolk or Broadland, but there is one AQMA covering central Norwich, which encompasses some smaller areas previously identified. The air quality issues are particularly related to Nitrogen Dioxide (NO<sub>2</sub>) emissions. The 2015 Draft Action plan shows that road infrastructure changes, to be implemented through NATS, would have the greatest impact on tackling air pollution issues, along with longer term measures such as travel planning. The Action Plan therefore concentrates significantly on road changes, with the overall aim of diverting non-essential traffic out of the city centre by way of restricted road access measures and re-routing of main traffic flows. In addition, bus lanes and cycle routes are increased to give greater connectivity.



**Figure 3 Map showing Norwich Central AQMA Boundary**



**Figure 4 Map showing Norwich automatic and non-automatic monitoring locations**

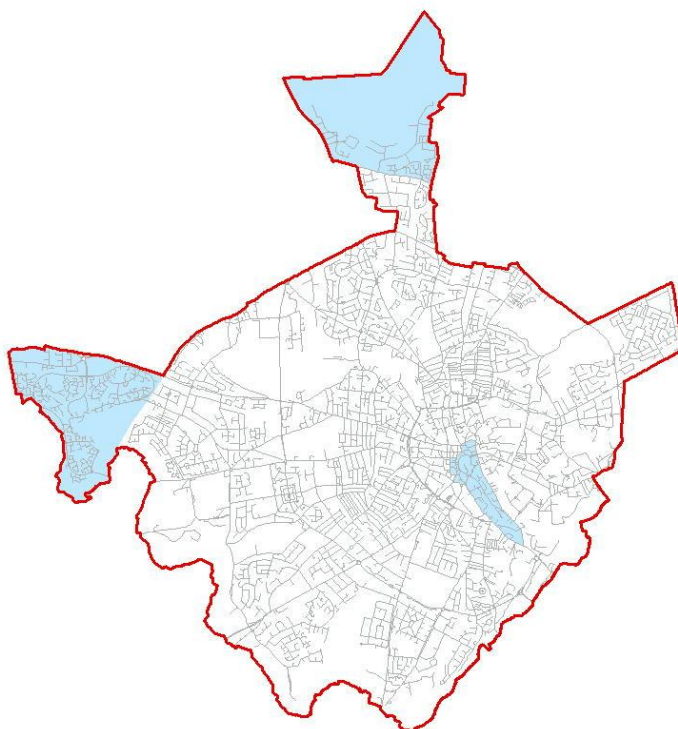


- 1.3.2. There is also an AQMA in Hoveton, which is just outside the boundary of the study area. Hoveton (in North Norfolk) and Wroxham (in Broadland) are separated only by the River Bure. Therefore, development in Wroxham may impact on the air quality of Hoveton, and the air quality in Hoveton may impact on the residents of Wroxham.
- 1.3.3. Other than the above AQMAs, there are isolated sites of reduced air quality around, for example, sewage treatment works, intensive

farming sites and landfill sites. These are monitored by the Environment Agency.

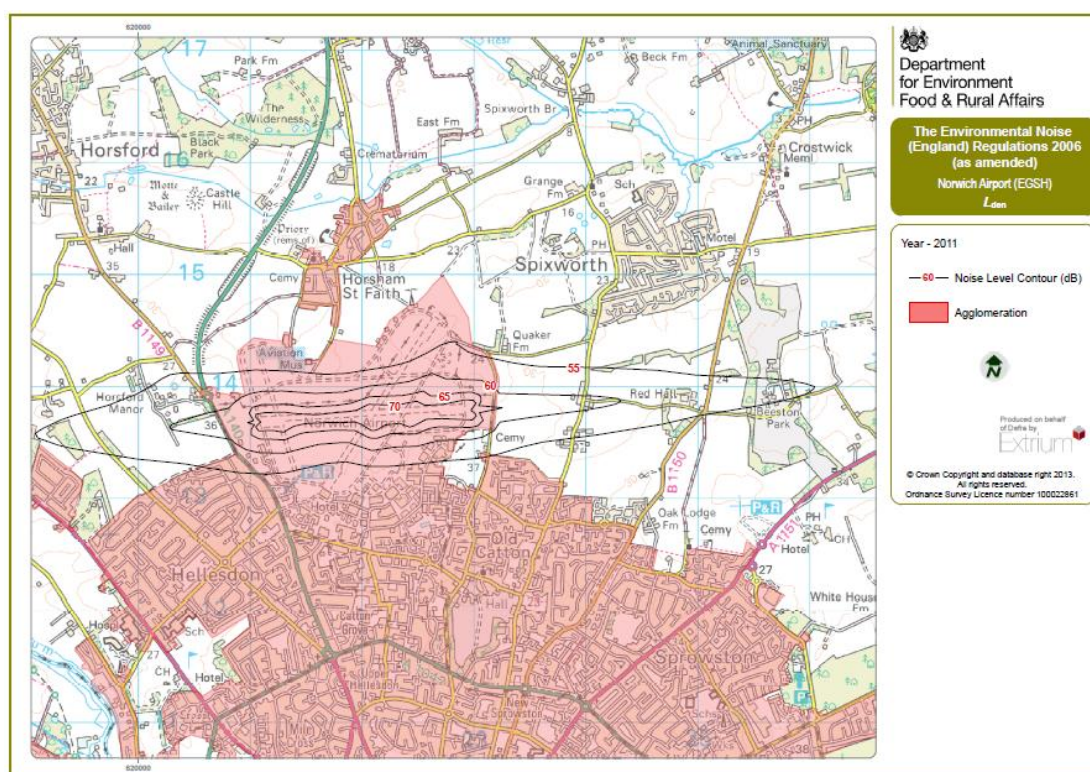
- 1.3.4. There are no smoke control areas in South Norfolk or Broadland, but there are three areas in Norwich – at King Street, Bowthorpe, and Norwich Airport which have been in place since 1968, 1972, and 1972 respectively.

**Figure 5 Map showing three Norwich smoke control areas**



- 1.3.5. The principal noise sources in the Greater Norwich area are from road traffic, most particularly on the A11 and A47 trunk roads, the A140, outdoor events, and Norwich International Airport (NIA). Approximately 100 dwellings are currently within the 55dBA Lden contour of the airport (see figure 6 below). Expansion of airport operations is planned and the Norwich Northern Distributor Road (NDR) is under construction, with completion scheduled for early 2018.

**Figure 6 Norwich Airport Noise Contour Map (2011)**



1.3.6. There are no protected dark sky areas around Greater Norwich, but the rural parts of the area and the adjacent areas would benefit from consideration of light pollution.

### 1.3.7. Evolution of the baseline

1.3.8. While air quality in Norwich city centre is likely to remain a major issue during the plan period to 2036, improvements may be expected resulting from traffic management measures set out in NATS and promoted by the JCS (see section x of this report) and by other measures prioritised by Norwich city centre AQMA Action Plan. Noise from Norwich International Airport and existing and new main roads is also likely to remain a long term issue which should be taken account of in the location of new development.

## 1.4. Issues

- Although air quality is generally good in the area, there are Air Quality Management Areas (AQMA) in Norwich City Centre and in Hoveton, adjacent to the plan area, along with other isolated sites of reduced air quality.
- There are high noise levels around Norwich International Airport and main roads in the area and light pollution from urbanised areas.

## **2. SECTION 2 – CLIMATE CHANGE**

2.1.1. This section considers both climate change mitigation and adaptation. Mitigation focuses on details of current carbon emission within the Greater Norwich area, while adaptation concentrates on flood risk issues.

### **2.2. Context**

#### **2.2.1. National**

2.2.2. Taking account of international agreements set out in appendix 1, Climate Change policy is integral to the NPPF:

- Paragraph 7 emphasises the importance of planning in helping to address climate change as part of delivering sustainable development;
- Paragraph 94 states: "Local planning authorities should adopt proactive strategies to mitigate and adapt to climate change..."
- Paragraph 95 states: "to support the move to a low carbon future, local planning authorities should plan for new development in locations and ways which reduce greenhouse gas emissions..."
- Paragraph 97 states: "To help increase the use and supply of renewable and low carbon energy, local planning authorities should... have a positive strategy to promote energy from renewable and low carbon sources..."
- The NPPF also states that inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk, but where development is necessary, making it safe without increasing flood risk elsewhere (paragraph 100).

2.2.3. The footnote to paragraph 94 of the NPPF refers to the Climate Change Act 2008. This establishes a legally binding climate change target to reduce the UK's greenhouse gas emissions by at least 80% (from a 1990 baseline) by 2050. This includes, at section 5 (1) (a) achieving an interim target of 34% reduction by 2020. The Carbon Plan, published by the Department of Energy and Climate Change in December 2011, sets out how the Government aims to achieve these reductions.

2.2.4. The Flood Risk Regulations 2009 implement the European Floods Directive, and require the Environment Agency (EA) to assess, map and plan for flood risk from the sea, main rivers and large raised reservoirs, and Lead Local Flood Authorities (LLFAs) for all other sources of flooding, including where the two interact. The output of EA work in this area is to identify strategic flood risk areas from, for example, main rivers. The LLFA is responsible for identifying local sources of flooding, such as surface water flooding from heavy rainfall events.



- 2.2.5. The Flood and Water Management Act 2010 gives the EA a strategic overview of the management of flood and coastal erosion risk in England; and gives LLFAs responsibility for putting in place flood management strategies. The Act defines 'risk' and includes district councils as Risk Management Authorities. It also sets out approaches to flood risk management, including: at section 32, sustainable drainage requirements; and at section 40, changing Building Regulations to incorporate greater flood resilience.
- 2.2.6. Under this Act, Defra issued guidance and information notes on a number of different aspects, and the Environment Agency has produced tools to help LLFAs consider the impacts of climate change on sources of local flood risk.
- 2.2.7. The National Flood & Coastal Erosion Risk Management Strategy for England was published in 2011. The strategy builds on existing approaches to flood and coastal risk management and promotes the use of a wide range of measures to manage risk. It identifies the wider benefits of managing floodwater by utilising the environment (wetlands and other areas suitable for inundation) including improved biodiversity and water quality. The strategy encourages more effective risk management by enabling people, communities, business, infrastructure operators and the public sector to work together. In practice, this means that Local Plans should be consistent with Flood and Coastal Erosion Risk Management strategies and plans.

#### **2.2.8. Local**

- 2.2.9. The overall ambition of the New Anglia Local Enterprise Partnership (LEP) Green Economy Pathfinder is to achieve sustainable, low carbon growth, skills development and employment in Norfolk and Suffolk. Priorities set out in the manifesto include reducing carbon and greenhouse gas emissions and encouraging investment in renewable and low-carbon technologies.
- 2.2.10. Tomorrow's Norfolk, Today's Challenge, Norfolk's Climate Change Strategy was produced by Norfolk Climate Change Partnership, and identifies priorities for transport, energy, housing and the economy to which all district councils have signed up, including increasing resilience of new development to the impacts of climate change.
- 2.2.11. The Carbon Reduction Target for Norwich City Council, set in its second Carbon Management Plan, is to achieve a total reduction of 40% in carbon emissions from the 2006/7 baseline by 2019<sup>3</sup>. South Norfolk's Carbon Management Plan sets a target of 20% reduction from a 2008/9 baseline by 2013/14<sup>4</sup> for its own operations. Broadland

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<sup>3</sup> <http://www.norwich.gov.uk/Environment/Ecolssues/Documents/CarbonFootprintReport.pdf>

<sup>4</sup> <http://www.south-norfolk.gov.uk/CARMS/meetings/cab2010-04-19ag11app1.pdf>

has an Environmental Strategy and Action Plan which aims to reduce carbon emissions (but no target has been agreed<sup>5</sup>).

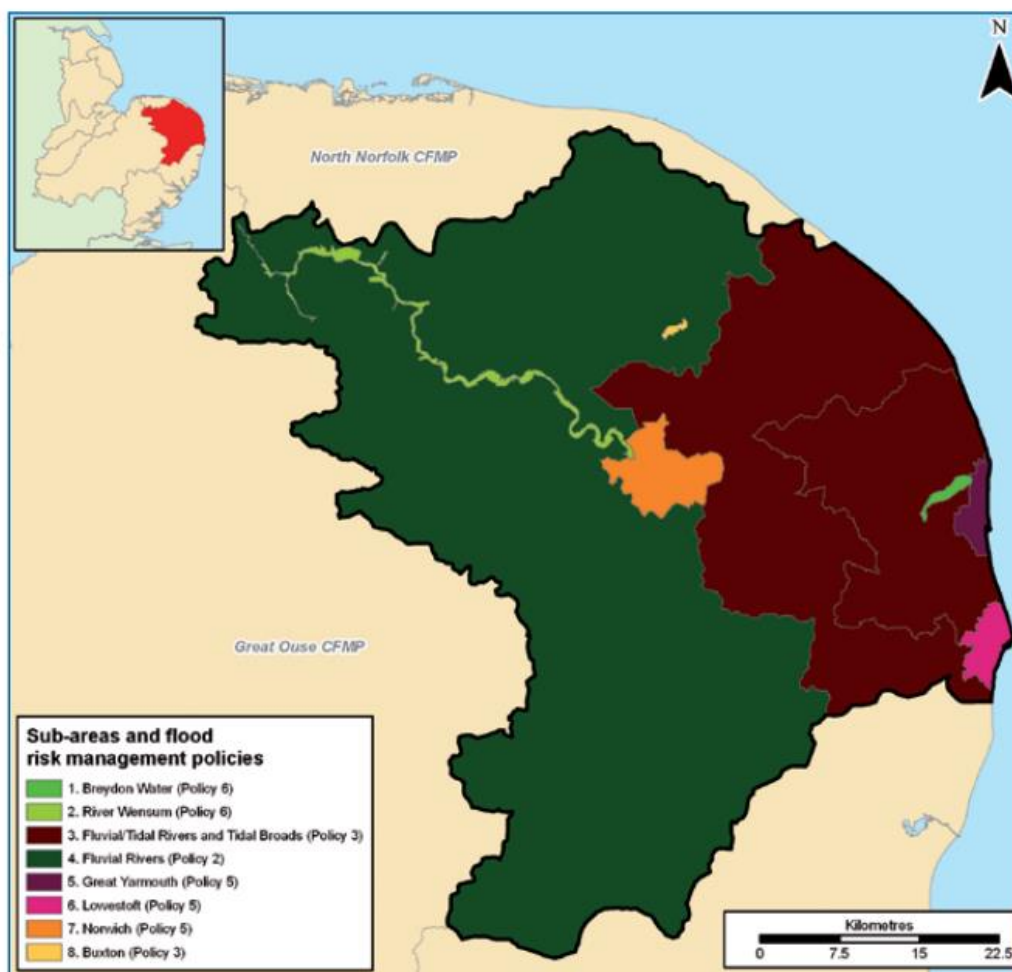
- 2.2.12. Although there is no coast within the greater Norwich area, the flat and low-lying nature of some of the surrounding landscape means the impact of coastal erosion is an issue which should be considered. There are two Shoreline Management Plans for Norfolk: SMP 5 Hunstanton to Kelling and SMP 6 Kelling to Lowestoft Ness<sup>6</sup>. These long-term plans promote greater sustainability of the shoreline and one more in keeping with the natural character of this coast. The purpose of an SMP is limited to coastal defence, and it does not seek to address the consequences of coastal change; however it does seek to highlight those issues that will need to be addressed.
- 2.2.13. The Broadland Rivers Catchment Flood Management Plan (BRCFMP) was produced by the Environment Agency in 2009 and covers the Greater Norwich area. This deals mainly with fluvial flooding, and sets policies for managing flood risk within the catchment and should inform the production of the Local Plan. Policies affecting the Greater Norwich area (and the actions proposed) are: Policy 2 – Fluvial Rivers (mitigation on land, protect flood plain, flood resilience); Policy 3 – Buxton (investigate alternative flood risk management actions); Policy 5 – Norwich (flood resilience, emergency response plan); Policy 3 – Fluvial/Tidal Rivers and Tidal Broads (maintain flood embankments, flood storage, resilience plan for most at risk properties); and Policy 6 – River Wensum (flood storage on natural floodplain, river restoration, and flood resilience).

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<sup>5</sup> [http://www.broadland.gov.uk/PDF/Environmental\\_strategy\\_low\\_res\\_1\(1\).pdf](http://www.broadland.gov.uk/PDF/Environmental_strategy_low_res_1(1).pdf)

<sup>6</sup> [http://www.eacg.org.uk/default\\_smp.asp](http://www.eacg.org.uk/default_smp.asp)

**Figure 7 Map of the Broadland Rivers Catchment Flood Management Plan Sub-areas**



2.2.14. The policies in the BRCFMP have been carried forward to the new Flood Risk Management Plan, about to be published. This document will co-ordinate the actions from all flood risk management authorities in the River Basin District.

2.2.15. Norfolk County Council, as Lead Local Flood Authority, is required to develop a Local Flood Risk Management Strategy (LFRMS). As the Environment Agency has responsibility for main rivers and the sea, this strategy addresses the risk from surface water run-off, groundwater and ordinary watercourses. Data has been collected through Surface Water Management Plans, and after producing a Preliminary Flood Risk Assessment, the LFRMS was adopted in 2015. It aims to inform all groups and individuals who may have an interest in, or an ability to influence or manage flood risk. It sets seven objectives covering a range of topics such as water quality, partnership working and flood risk and development. These objectives will filter through to the Flood Risk Management Plan mentioned in paragraph 67 above.

2.2.16. From April 2015, planning policy and decisions on planning applications for major developments have been required to ensure

that sustainable drainage systems (SuDS) are used for the management of surface water. Norfolk County Council is required to comment on planning applications for major developments in respect of surface water drainage.

2.2.17. Spatial Planning Objective 1 of the JCS is "To minimise the contributors to climate change and address its impact". Accordingly, the objective promotes:

- high standards of design and sustainable access;
- reduction of greenhouse gases and adaptation to the impact of climate change;
- zero and low - carbon developments;
- guiding new development away from areas with a high probability of flooding. Where new development in such areas is desirable for reasons of sustainability (e.g. in the city centre), flood mitigation will be required and flood protection will be maintained and enhanced.

2.2.18. Policies throughout the JCS support these objectives, most notably policy 1 (Climate change), policy 2 (Good design) and policy 3 (Energy and water), with the latter requiring 10% of the energy supply for new development to be from renewable sources. Detailed approaches to mitigating flood risk in new development, agreed with the LLFA, are in development management policies for each district.

### **2.3. Current Baseline**

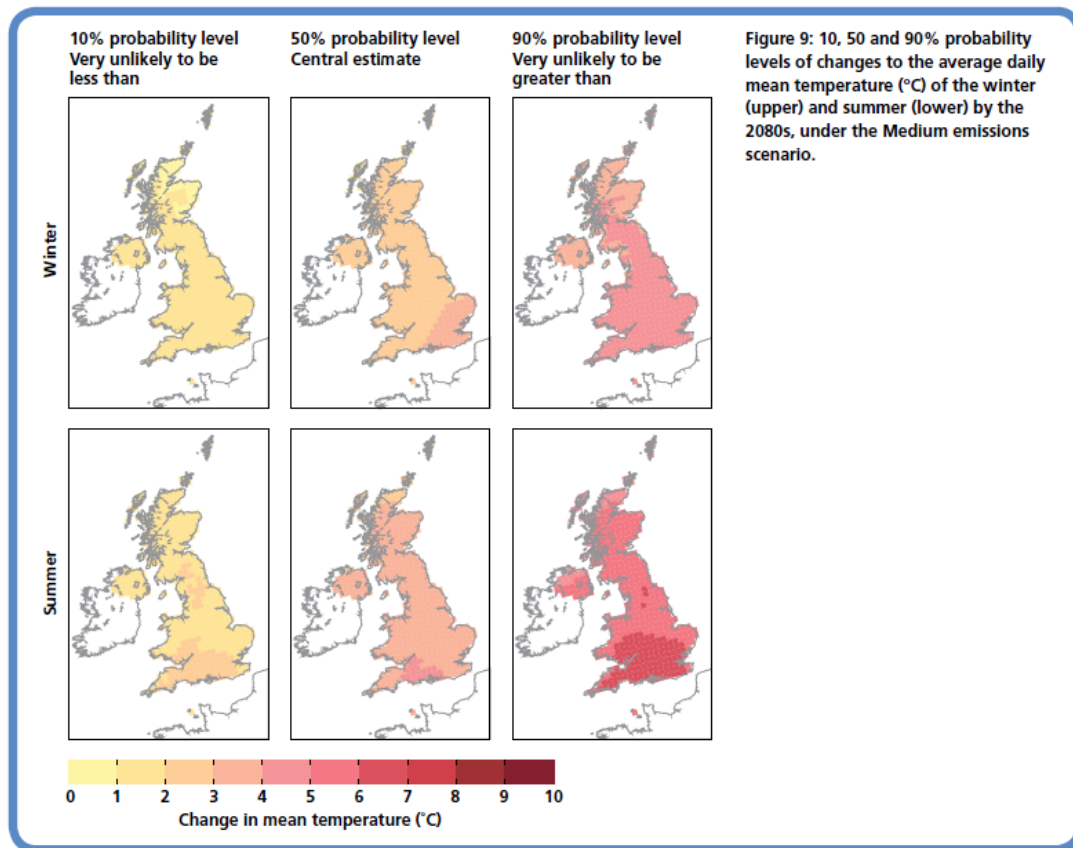
2.3.1. According to UK Climate projections 2009 (UKCP09) <sup>7</sup> overall the long term projection is that the area is likely to have wetter winters, drier summers, and higher average temperatures.

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<sup>7</sup> <http://ukclimateprojections.metoffice.gov.uk/21678>



**Figure 8 UK Climate projections 2009 temperature projections under various probability scenarios**



- 2.3.2. Although the area has no coastline, as noted above, the low-lying nature of parts of the surrounding area mean that coastal erosion and tidal flooding could impact on both the Broads and Greater Norwich.
- 2.3.3. Figure 9 below illustrates the main areas at risk of flooding in Greater Norwich, as defined by the Environment Agency. Although protected, the Wensum valley in Norwich city centre is an area where flooding could be a risk to development potential. As the map demonstrates, there are areas of functional flood plain in and around Norwich city centre, to the west on the River Wensum and to the east and south on the River Yare. There are extensive areas where flood risk is relatively high, particularly along the rivers Waveney, Yare and Bure, though these are largely covered by the Broads as the local planning authority.

**Figure 9 Environment Agency Flood Zones 2 & 3**



2.3.4. The main sources of flood risk<sup>8</sup> in the area are identified as, among other things: flooding from the River Wensum in Norwich, the River Bure and Camping Beck at Buxton; combined river and tidal flooding in Wroxham/Hoveton and Brundall; failure or overwhelming of pumping stations causing localised flooding in Wymondham, Aylsham, and Upton; breaching/failure of embankments in Norwich; and surface water and sewer flooding in a range of places. Based on the whole catchment area, which is wider than the study area, the largest concentration of people currently at risk from the 1% annual probability river flood are located in Buxton with Lamas, but by 2100 the largest increase in flood risk from rivers is in Norwich.

2.3.5. Regarding local sources of flooding, such as surface water, ground water and ordinary water courses, no *nationally significant* indicative Flood Risk Areas have been identified in the Greater Norwich area by the Environment Agency. However, Norwich was identified as having approximately 14,000 people at risk of surface water flooding and was ranked 19<sup>th</sup> in a list of English settlements outside the indicative Flood Risk Areas<sup>9</sup>.

<sup>8</sup> Broadland Rivers Catchment Flood Management Plan

<sup>9</sup> According to the Norfolk Preliminary Flood Risk Assessment, 2011

- 2.3.6. The Norfolk Flood Risk Management Strategy identifies the top 39 settlements at risk from surface water flooding based on flood risk, and grouped them into four priority bands based on the potential numbers of people at risk. Those settlements in the Greater Norwich Area have been extracted into the following table:

**Figure 10 Flood Risk Settlement Priority Ranking**

| Priority Band | Settlement   | Potential impact within the Places above the Flood Risk Thresholds |                         |                            |
|---------------|--|--|-------------------------|----------------------------|
|               |  | Number of people   | Critical Infrastructure | Non residential properties |
| 1             | Norwich (inc. Drayton, Taverham and Cringleford)         | 22,273   | 58                      | 1,909                      |
| 2             | <b>No settlements in Greater Norwich in this ranking</b> |  |                         |                            |
| 3             | Wymondham  | 1,381  | 0                       | 177                        |
| 4             | Diss   | 534  | 2                       | 111                        |
| 5             | Long Stratton  | 264  | 3                       | 79                         |
| 6             | Aylsham  | 339  | 2                       | 84                         |
| 7             | Harleston  | 597  | 2                       | 23                         |
| 8             | Spixworth  | 241  | 2                       | 0                          |
| 9             | Buxton   | 260  | 0                       | 0                          |

- 2.3.7. Potential measures to mitigate for and adapt to this risk are described in Appendix 1 of the Norfolk Local Flood Risk Management Strategy<sup>10</sup>. Such mitigation measures will be directed towards areas where the most benefit might be achieved, and include retrofitting sustainable drainage (SuDS), flood defences, increased capacity and conveyance of drainage systems and improved land management practices. They include:

**Figure 11 Potential Flood Mitigation Measures**

| Settlement/area   | Mitigation  |
|-------------------|---|
| Diss              | Protection of 205 properties to a 1 in 100 standard |
| Harleston         | Protection of 140 properties to a 1 in 100 standard |
| Catton Grove      | Protection of 847 properties to a 1 in 100 standard |
| Drayton           | Protection of 86 properties to a 1 in 100 standard  |
| Nelson/Town Close | Protection of 667 properties to a 1 in 100 standard |
| Wymondham         | Protection of 217 properties to a 1 in 100 standard |

<sup>10</sup>

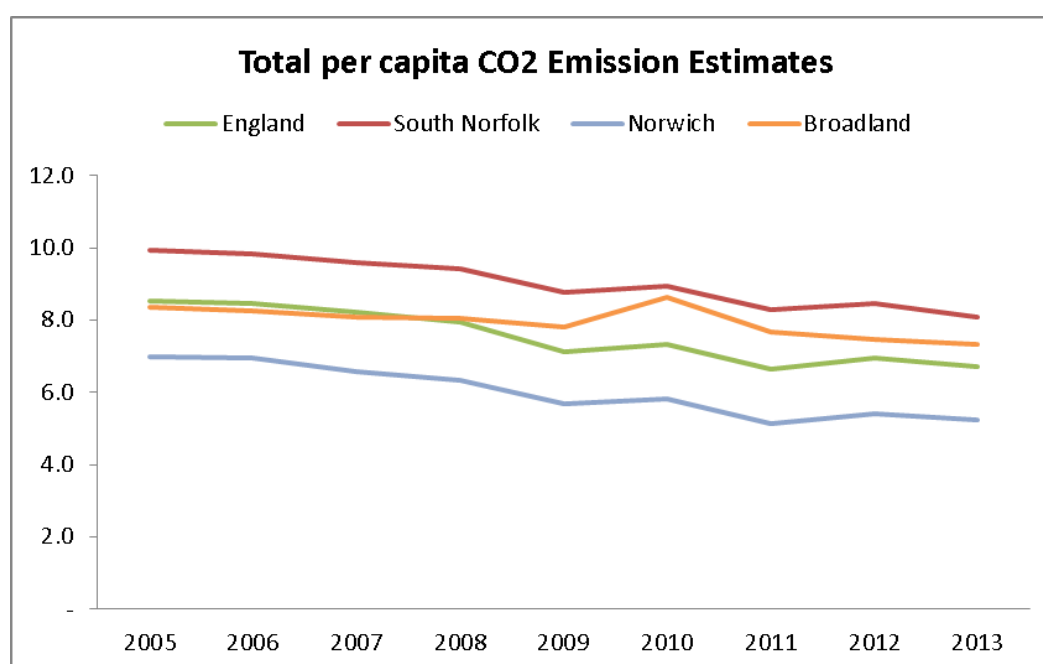
<http://norfolkcc.cmis.uk.com/norfolkcc/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/401/Committee/18/Default.aspx>

- 2.3.8. Broadland and South Norfolk CO<sub>2</sub> per capita emissions are above the national (England) average but have steadily reduced in recent years, in line with national trends. Emissions are lower in Norwich, reflecting the urban nature of the district with shorter and fewer car journeys needed.

**Figure 12 2013 Per Capita CO<sub>2</sub> emission estimates<sup>11</sup>**

| Area            | Industry & commercial | Domestic | Transport | Total |
|-----------------|-----------------------|----------|-----------|-------|
| Broadland       | 2.9                   | 2.2      | 1.9       | 7.3   |
| Norwich         | 2.4                   | 1.8      | 0.9       | 5.2   |
| South Norfolk   | 2.2                   | 2.2      | 3.1       | 8.1   |
| Norfolk         | 3.0                   | 2.2      | 2.2       | 7.5   |
| East of England | 2.0                   | 2.0      | 1.9       | 6.0   |
| England         | 2.8                   | 2.0      | 1.9       | 6.7   |

**Figure 13 Per Capita Emission Trends**



- 2.3.9. The general trend for CO<sub>2</sub> emissions is a reduction since 2005 at all geographic levels.

- 2.3.10. There has been an increase in renewable energy generation in recent years, predominantly in the form of solar and wind, along with some biomass generation. In January 2016, the Department for Energy and Climate Change (DECC) Renewable Energy Planning Database<sup>12</sup> showed that there are eleven operational large scale

<sup>11</sup> 2005 to 2013 UK local and regional CO<sub>2</sub> emissions, DECC & ONS

<sup>12</sup> <https://www.gov.uk/government/publications/renewable-energy-planning-database-monthly-extract>

renewable energy developments, two under construction and four awaiting construction in the Greater Norwich area.

2.3.11. Whilst the above developments illustrate that there is potential for major renewable energy development in the area, future growth in major renewable energy schemes is difficult to predict. It is likely to be dependent on government policy on planning and subsidies for the industry, changes in technology and the cost of other sources of energy, though a positive approach to renewable energy development through the GNLP would be likely to assist in bringing sites forward.

**Figure 14 Renewable Energy Schemes**

| <b>Operational</b>                          | <b>Under Construction</b>           | <b>Awaiting Construction</b>                |
|---|-------------------------------------|---|
| Avenue Solar Farm, Yelverton                | Scottow Moor Solar Farm phase 2     | Banningham Road, Aylsham                    |
| Bungay Road Solar Farm, Tasburgh            | White Horse Lane Solar Farm, Trowse | Brick Kiln Road Solar Farm, Mulbarton       |
| Costessey Landfill Gas Project              |                                     | New Road Solar Farm, Bawburgh               |
| Old Airfield Solar Farm, Weston Longville   |                                     | Oulton Airfield Solar Farm                  |
| Reepham Road Biomass                        |                                     | Rookery Business Park Solar Farm, Besthorpe |
| Salhouse Solar Farm                         |                                     |   |
| Scottow Moor Solar Farm phase 1             |                                     |   |
| Spring Farm biomass, Taverham               |                                     |   |
| UEA Combined Heat and Power                 |                                     |   |
| Weston Airfield Wind Farm, Weston Longville |                                     |   |
| Woodforde Solar Farm                        |                                     |   |

2.3.12. The DECC interactive maps<sup>13</sup> show that in September 2015, although Norwich had fewer than the GB average domestic solar photovoltaic (PV) installations, both Broadland and South Norfolk had over the GB average number of installations. However, this still represents a minority of the housing stock.

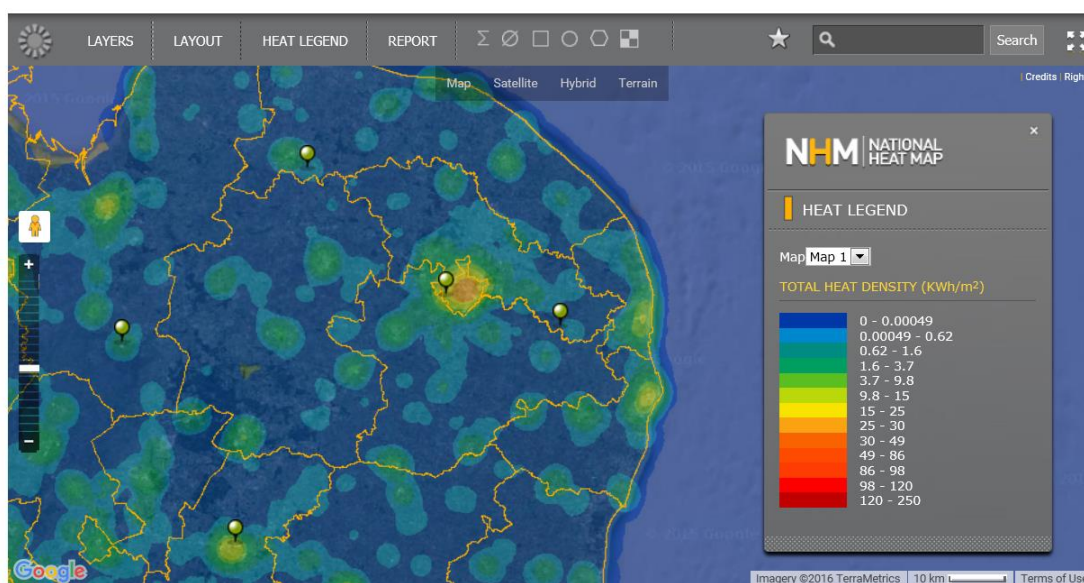
2.3.13. As with major renewable energy generation, the potential for further growth in solar PV installations is difficult to predict. It is likely to be dependent on national issues such as government policy on

<sup>13</sup> [http://tools.decc.gov.uk/en/content/cms/statistics/local\\_auth/interactive/domestic\\_solar/index.html](http://tools.decc.gov.uk/en/content/cms/statistics/local_auth/interactive/domestic_solar/index.html)

subsidies, changes in technology, the cost of panels and the cost of other sources of energy.

- 2.3.14. The DECC national heat map<sup>14</sup> for Greater Norwich shows heat demand by area. It is primarily intended to help identify locations where local heat distribution is most likely to be beneficial and economic, and is a tool for prioritising locations for more detailed investigation. The map below also shows two Combined Heat and Power (CHP) installations in the area. Consideration is currently being given to the potential for developing a CHP network in Norwich.

**Figure 15 Extract of National Heat Map**



## 2.4. Projected Baseline

- 2.4.1. While the JCS contains policies to address climate change issues, including flood risk, since climate change is a global issue it is difficult to predict longer term changes in the baseline. However, it is important that after 2026, the end date of the JCS, the GNLP provides a strategic plan for the Greater Norwich area to minimise emissions in the area and to assist adaptation to climate change. Without such a plan, there is the potential for emissions to increase and for more development to be located in, for example, areas prone to flood risk or to not be adapted to climate change.

## 2.5. Issues

- Climate change is expected to increase the frequency and intensity of extreme weather events such as heat waves, drought and intense rainfall.

<sup>14</sup> <http://tools.decc.gov.uk/nationalheatmap/>

- Fluvial/tidal flooding is a risk affecting limited parts of the area, while surface water and sewer flooding is a risk in a number of places.
- Although per capita CO2 emissions have been declining in line with national trends, they are above the national average in rural parts of the area.
- There is potential to increase renewable energy production chiefly from solar, wind and biomass developments, as well as from micro-renewables.



### **3. SECTION 3 – BIODIVERSITY, GEODIVERSITY AND GREEN INFRASTRUCTURE**

- 3.1.1. This section identifies the biodiversity and geodiversity assets, including designated sites and wider information on the natural environment, including the green infrastructure network, in the Greater Norwich area.

#### **3.2. Context**

##### **3.2.1. National/International**

- 3.2.2. The EU Habitats Directive (92/43/EEC) requires the UK to create an ecological network to protect threatened habitats and species. Special Areas of Conservation (SACs) and Special Protection Areas (SPAs) form part of this network. However, if a development affects European protected species Natural England could issue a licence and seek proportionate mitigation and compensation measures.
- 3.2.3. The NPPF recognises the need for planning to contribute to and enhance the natural and local environment. It emphasises the need to minimise the impact on, and provide net gains in, biodiversity. The planning system should establish coherent ecological networks that are more resilient to current and future pressures. The NPPF also identifies how the planning system should protect and enhance geological conservation interests.
- 3.2.4. The Natural Environment and Rural Communities Act of 2006, Section 40: Duty to conserve biodiversity states: "Every public authority must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity". In Section 41, the Act requires a list of species and habitats which are of principal importance for conserving biodiversity.
- 3.2.5. The Natural Environment White Paper of 2011 states the need to stop the decline in biodiversity and the degradation of ecosystems and services, and restore them as far as is feasible, and seek to deliver net gains in biodiversity where possible. One of the commitments was to publish a biodiversity strategy for England.
- 3.2.6. Biodiversity 2020 is the Government's strategy for England's wildlife and ecosystems. It encapsulates the aims of the EU Biodiversity Strategy and seeks to achieve, by 2020:
- More, bigger and less fragmented areas for wildlife, no net loss of priority habitat and a net increase in priority habitats.
  - Restoration of at least 15% of degraded ecosystems as a contribution to climate change mitigation and adaptation.
  - An overall improvement in the status of species and prevention of further human-induced extinctions.
  - Improved engagement in biodiversity issues.



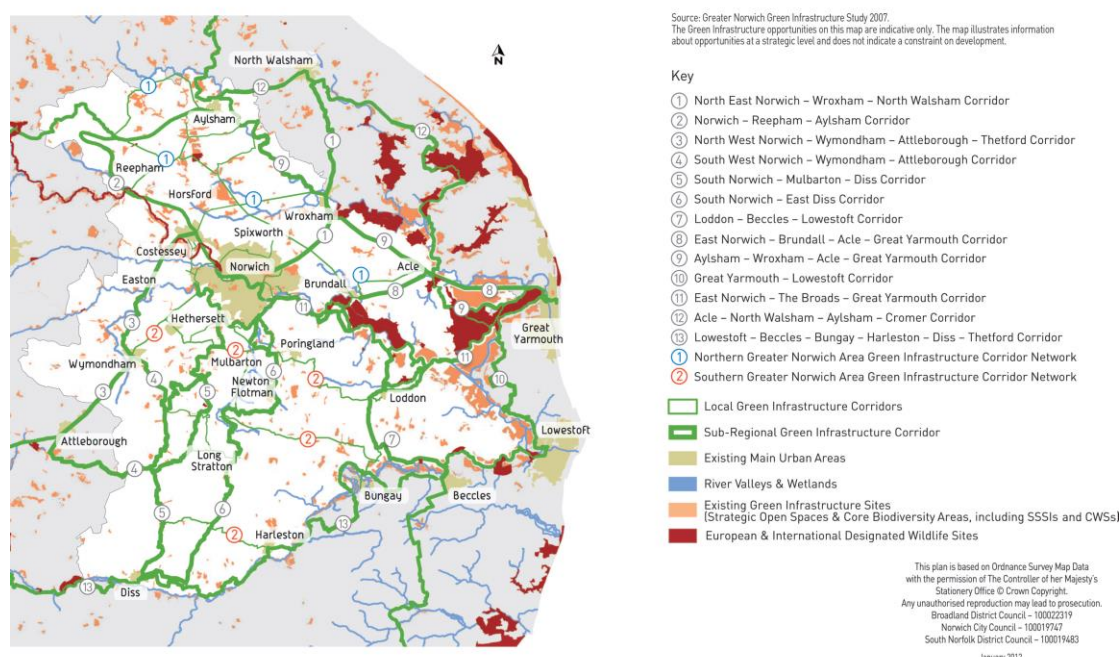
- 3.2.7. The UK post-2010 Biodiversity Framework was published in 2012. It covers the period to 2020 and replaces the UK Biodiversity Action Plan process. However, many of the tools and background information developed under UK BAP still form the basis of much biodiversity work.
- 3.2.8. The EU published guidance in 2013 on Integrating Climate Change and Biodiversity into Strategic Environmental Assessment. This suggests that an SEA should focus on ensuring “no net loss” of biodiversity before considering mitigation and compensation. The assessment should also take account of ecosystem services and the links between the natural environment and the economy.
- 3.2.9. The UK Geodiversity Action Plan provides a shared context and direction for geodiversity through a common aim, themes, objectives and targets, linking national, regional and local activities. To help deliver this in England, the Geodiversity Charter (2015), developed by the English Geodiversity Forum, sets out the ambition that geodiversity is recognised as an integral and vital part of the environment, economy and heritage that must be safeguarded and managed for current and future generations.
- 3.2.10. Good Practice Guidance for Green Infrastructure and Biodiversity (2012) while not a strategy, has been endorsed by a range of organisations including the Town and Country Planning Association and the Wildlife Trusts. It emphasises the importance of a strategic approach to green infrastructure (GI), which should be multi-functional and emphasise the area's locally distinctive character. GI should protect, enhance, restore and create wildlife habitats, and connect sites at a strategic and a local level.

### **3.2.11. Local**

- 3.2.12. The Local Nature Partnership, Wild Anglia's core strategic document is their manifesto, setting out four strategic aims: economic growth; exemplary green infrastructure; strengthening nature; and a healthy, happy society.
- 3.2.13. The Norfolk Biodiversity Partnership has collated the 22 habitat action plans and 15 species action plans for the most threatened species/habitats in the Greater Norwich Area. These form a useful foundation for related policies. The Biodiversity Supplementary Planning Guidance for Norfolk was produced in 2004. Despite its age, it contains useful practical examples of how biodiversity can be incorporated into development.
- 3.2.14. The River Wensum Restoration Strategy (2009) was a pilot for Natural England's national approach to whole-river restoration planning. This identifies and prioritises physical restoration measures that will help to achieve the SAC's conservation objectives in the most cost-effective way.

- 3.2.15. Norfolk Geodiversity Partnership has produced the Norfolk Geodiversity Action Plan (2010-2015). Among other aims, the document seeks to embed geo-conservation in official plans and policies. A Supplementary Planning Guide, Geodiversity in Planning, has also been produced. This recommends reference to British Geological Survey maps and the Norfolk Geodiversity Audit for plan-making purposes.
- 3.2.16. The Greater Norwich Green Infrastructure Strategy was part of the evidence base of the Joint Core Strategy. It brings together various strands of green infrastructure work across the Greater Norwich area into a single vision, and makes recommendations for investing in the provision of multi-functional green infrastructure. Among other things, it identifies indicative sub-regional and local green infrastructure corridors. The Greater Norwich Green Infrastructure Delivery Plan post-dates the Greater Norwich Green Infrastructure Strategy, providing a more focussed study of the key growth areas of south-west and north-east of Norwich.
- 3.2.17. The JCS identifies "Enhancing our special environment and mitigating against any adverse impacts of growth" as one of the 'grand challenges' it faces. To address this, the strategy aims both to locate development in places that will minimise adverse impact on the environment and to look after and improve the natural qualities of the area, taking the opportunities which development brings to expand and create even more.
- 3.2.18. To enable this, policy 1 of the JCS sets out the proposed green infrastructure network for the Greater Norwich area (see figure 16 below), including links with neighbouring areas. As Greater Norwich is located adjacent to the Broads and other areas of national and international importance, the JCS and other Local Plan documents seek to provide sufficient high quality green infrastructure to provide buffer zones and alternative destinations to help manage visitor pressure on biodiversity.
- 3.2.19. Due to proximity to Natura 2000 protected habitats in the Broads, Local Plan policies in Broadland require developments to provide Suitable Alternative Natural Greenspace (SANG). The aim of this policy approach is to provide viable alternatives to Natura 2000 sites to meet every day recreational needs.

**Figure 16 Proposed green infrastructure network for the Greater Norwich area**



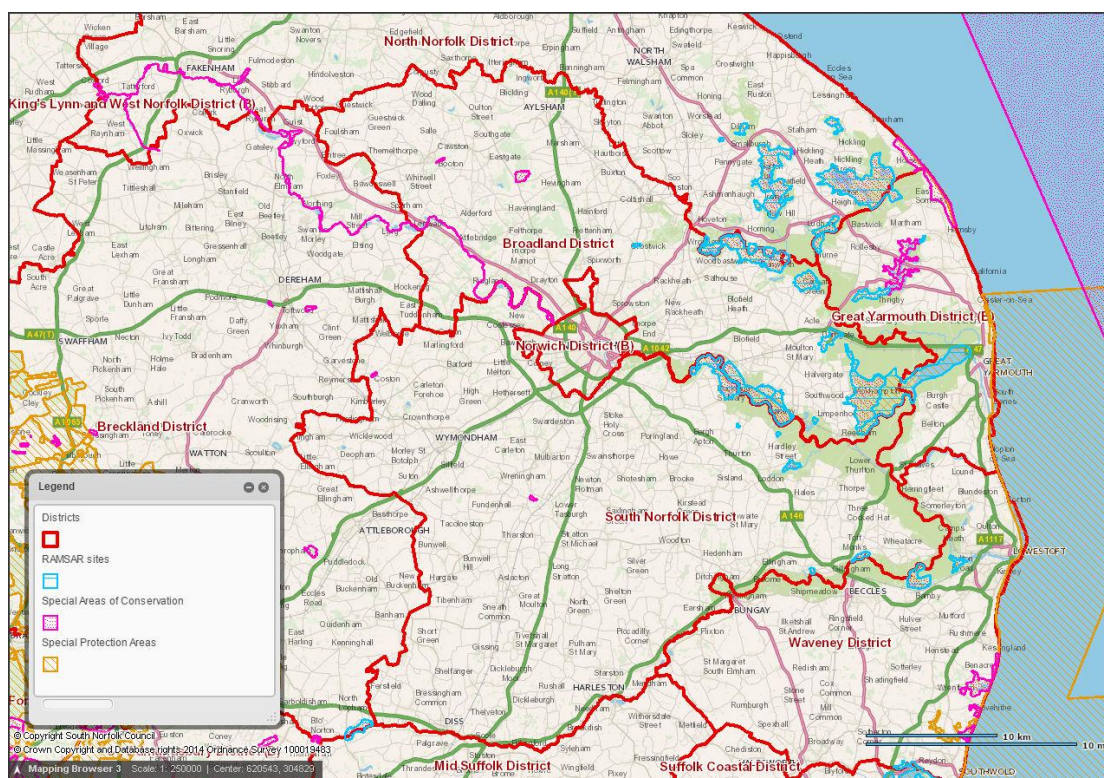
### 3.3. Current Baseline

3.3.1. The Greater Norwich area is home to some significant nature conservation interests. The table below summarises these and establishes the baseline. There are large areas of internationally important wildlife sites across the area designated for both habitat and species protection, these being Special Areas of Conservation (SACs), Special Protection Areas (SPAs) and Ramsar sites for wetland importance. Most of these are marshland, rivers or broads, so water quality is a key issue. There are also many nationally important Sites of Special Scientific Interest (SSSIs) and national and local wildlife sites dispersed widely across the area. Their number and locations are set out in figures 17 to 21 below.

**Figure 17 Numbers of locally, nationally and internationally designated nature conservation sites, 2015<sup>15</sup>**

| Feature                         | Norwich          | Broadland         | South Norfolk     | Greater Norwich |
|---------------------------------|------------------|-------------------|-------------------|-----------------|
| <b>SAC</b>                      | 0                | 3 (2 shared)      | 2 (2 shared)      | <b>3</b>        |
| <b>SPA</b>                      | 0                | 2 (1 shared)      | 1 (shared)        | <b>2</b>        |
| <b>Ramsar</b>                   | 0                | 2 (1 shared)      | 1 (shared)        | <b>2</b>        |
| <b>SSSI</b>                     | 6                | 15 (3 shared)     | 27(3 shared)      | <b>45</b>       |
| <b>National Nature Reserves</b> | 0                | 2 (1 shared)      | 1 (shared)        | <b>2</b>        |
| <b>Local Nature Reserves</b>    | 8                | 2                 | 8                 | <b>18</b>       |
| <b>Roadside Nature Reserves</b> | 1                | 8                 | 43                | <b>52</b>       |
| <b>County Wildlife Sites</b>    | 30 <sup>16</sup> | 130 <sup>17</sup> | 268 <sup>18</sup> | <b>428</b>      |

**Figure 18 SAC, SPA & Ramsar sites in Greater Norwich**



<sup>15</sup> Sources: Norfolk County Council Biodiversity Information Service and Natural England. Some sites have several designations, so will be counted more than once in the table.

<sup>16</sup> <http://www.nbis.org.uk/sites/default/files/documents/CWSinNorwich2013.pdf>

<sup>17</sup> <http://www.nbis.org.uk/sites/default/files/documents/CWSinBroadland2013.pdf>

<sup>18</sup> <http://www.nbis.org.uk/sites/default/files/documents/CWSinSouthNorfolk2013.pdf>



Figure 19 SSSIs in Greater Norwich

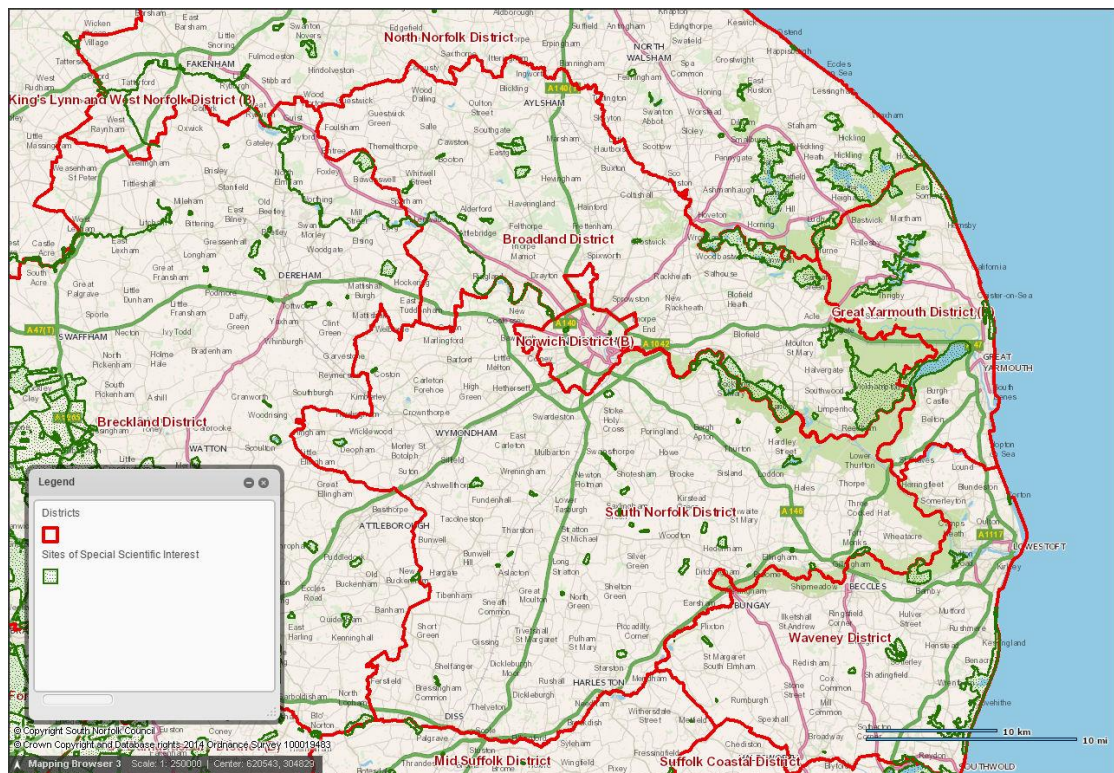
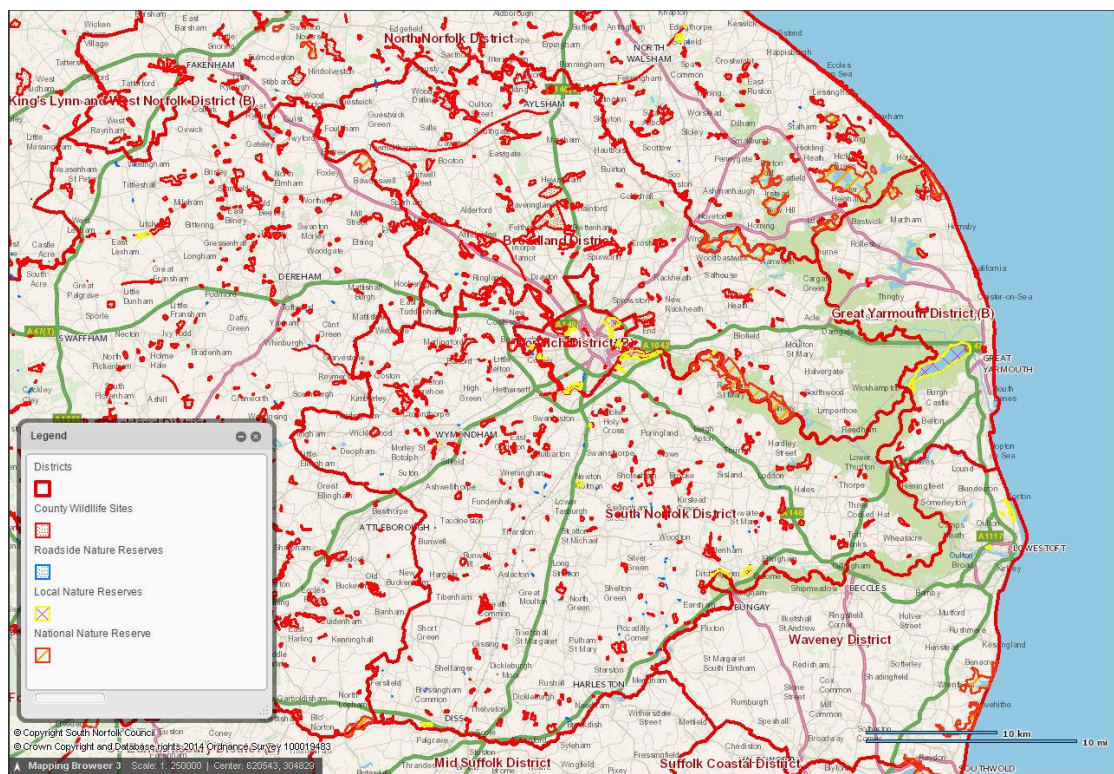


Figure 20 National Nature Reserves, Local Nature Reserves, Roadside Nature Reserves & County Wildlife Sites in Greater Norwich



- 3.3.2. Natural England's database of SSSIs includes those for geo-diversity, and records their condition<sup>19</sup>. There are 45 SSSIs in the Greater Norwich area, including 6 geological designations. Of the 45 SSSIs, 11 have elements that are either in 'unfavourable – no change' or 'unfavourable – declining' condition.

**Figure 21 The percentage of SSSIs in 'favourable condition' or 'unfavourable recovering condition' and CWS/CGS in 'positive conservation management', at March 2015<sup>20</sup>**

| District      | SSSI | CWS/CGS |
|---------------|------|---------|
| Broadland     | 94%  | 75%     |
| Norwich       | 75%  | 93%     |
| South Norfolk | 78%  | 70%     |

- 3.3.3. Norfolk Biodiversity Partnership defines 22 habitats and 15 species which are the most threatened species/habitats in the Greater Norwich Area (previously described as BAP habitats and species). These are shown in, figure 22, below<sup>21</sup>.

**Figure 22 Most threatened habitats and species on Greater Norwich area**

| Habitat Action Plans                              | Species Action Plans |
|---|----------------------|
| Allotments  | Mammals              |
| Cereal field margins                              | Birds                |
| Churchyards and cemeteries                        | Butterflies          |
| Coastal and floodplain grazing marsh              | Crustaceans          |
| Coastal sand dunes                                | Molluscs             |
| Fens  | Sea Anemone          |
| Hedgerows   | Fungus               |
| Littoral and sublittoral chalk                    | Lichen               |
| Lowland calcareous grassland                      | Liverwort            |
| Lowland heathland and dry acid grassland          | Vascular Plants      |
| Lowland meadow and pastures                       | Beetles              |
| Lowland mixed deciduous woodland                  | Stoneworts           |
| Lowland wood-pasture and parkland                 | Fish                 |
| Maritime cliff and slopes                         | Dragonflies          |
| Mesotrophic lakes                                 | Amphibians           |
| Open mosaic habitats on previously developed land |                      |

<sup>19</sup>

<https://designatedsites.naturalengland.org.uk/SiteList.aspx?siteName=&countyCode=29&responsiblePerson=>

<sup>20</sup> JCS AMR 2014/15

<sup>21</sup> <http://www.norfolkbiodiversity.org/actionplans/>

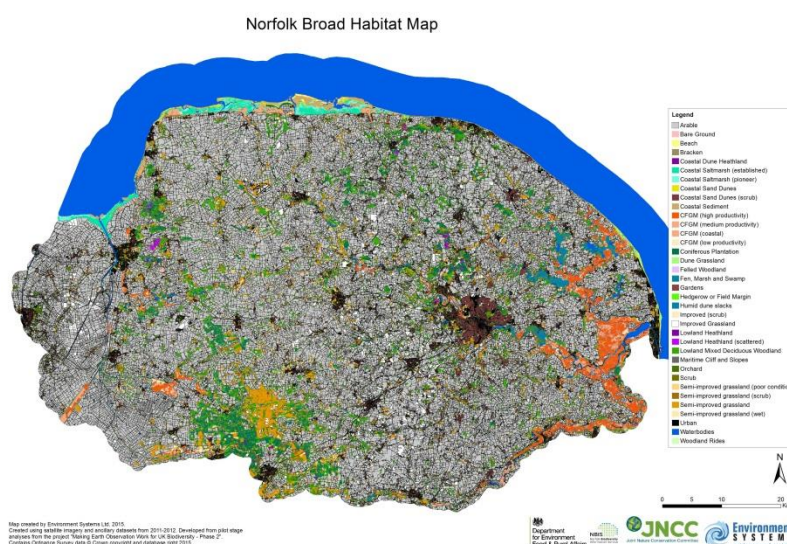


|                      |  |
|----------------------|--|
| Ponds                |  |
| Reed beds            |  |
| Saline lagoons       |  |
| Seagrass beds        |  |
| Traditional orchards |  |
| Wet woodlands        |  |

3.3.4. Norfolk Biodiversity Information Service (NBIS) has mapped habitat in Norfolk at a field-by-field scale. The resultant map, shown at figure 23 below, is currently being ground-truthed<sup>22</sup>. The map can be viewed in more detail using this link:

[www.nbis.org.uk/sites/default/files/images/Norfolk\\_main\\_map\\_150dpi.png](http://www.nbis.org.uk/sites/default/files/images/Norfolk_main_map_150dpi.png).

**Figure 23 Norfolk Broad Habitat Map**



3.3.5. Across the Greater Norwich Area, there are 114 audited significant geological and geomorphological sites and features, including SSSIs<sup>23</sup>. There is also a designated County Geological Site (CGS) at Pinebanks Pit, Thorpe St Andrew<sup>24</sup>.

3.3.6. Work, which it is anticipated will continue into the long term, has begun on implementing the Green Infrastructure network, both through the design of new development providing new green infrastructure and the use of CIL funding to provide new and improve existing green infrastructure. For example, demonstration projects are underway to strengthen the role of Marriotts Way; to provide a pedestrian bridge across the River Yare between Bowthorpe and Colney; and to develop the Wensum River Parkway.

<sup>22</sup> [http://www.nbis.org.uk/sites/default/files/images/Norfolk\\_main\\_map\\_150dpi.png](http://www.nbis.org.uk/sites/default/files/images/Norfolk_main_map_150dpi.png)

<sup>23</sup> <https://sites.google.com/site/norfolkgeodiversity/action-ngap/1-understanding>

<sup>24</sup> <http://www.nbis.org.uk/CGS>

### **3.4. Projected Baseline**

- 3.4.1. Beyond the JCS end date in 2026, long term prospects for protecting and enhancing the wealth of habitats and species in the area, and for further developing the existing green infrastructure network, would be reduced without a strongly policy framework being established in the Greater Norwich Local Plan.

### **3.5. Issues**

- There is a need to protect and enhance nationally and internationally protected nature conservation interests and geodiversity sites in and adjacent to the area, with particular emphasis on reducing visitor pressure on and improving water quality in Natura 2000 sites and the wider habitats of the Broads.
- There are a number of locally important biodiversity sites that should be protected and enhanced.
- Long term investment in improvements to the defined green infrastructure network is required.



## **4. SECTION 4 – LANDSCAPE**

- 4.1.1. This chapter covers the character of the landscape in Greater Norwich.

### **4.2. Context**

#### **4.2.1. National/International**

- 4.2.2. The European Landscape Convention, 2000, promotes the protection, management and planning of landscapes, and is the first international treaty to be exclusively concerned with all dimensions of the European landscape.
- 4.2.3. The NPPF states at paragraph 156 that Local Planning Authorities should set out strategic policies within the Local Plan for the 'conservation and enhancement of the natural and historic environment, including landscape'.
- 4.2.4. Natural England has produced National Character Area profiles, which provide a valuable resource for understanding the wider landscape context. They provide a strong environmental evidence base and inform local Landscape Character Assessments.

#### **4.2.5. Local**

- 4.2.6. Objective 9 of the Joint Core Strategy aims to protect, manage and enhance key landscapes in Greater Norwich. Policies 1 and 2 recognise the importance of maintaining strategic gaps between settlements, respecting landscape settings and of development making efficient use of land, including developing brownfield sites.
- 4.2.7. A Local Landscape Designations Review for South Norfolk Council concluded that there is a strong justification for retaining Strategic Gaps/Important Breaks, between Wymondham and Hethersett and Hethersett and Cringleford to maintain a separation between settlements which are under threat of coalescence . This approach is implemented through South Norfolk's Local Plan policy DM 4.7. The location of the gaps is shown in figures 24 and 25 below.
- 4.2.8. A Local Landscape Designations Review for South Norfolk Council <sup>25</sup> concluded that there is a strong justification for retaining Strategic Gaps/Important Breaks, between Wymondham and Hethersett and Hethersett and Cringleford to maintain a separation between settlements which might otherwise coalesce . This approach is implemented through South Norfolk's Local Plan policy DM 4.7.

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<sup>25</sup> [http://www.south-norfolk.gov.uk/planning/media/11115104R\\_Strategic\\_Gaps\\_Review\\_FINAL\\_SK\\_28-09-2012.pdf](http://www.south-norfolk.gov.uk/planning/media/11115104R_Strategic_Gaps_Review_FINAL_SK_28-09-2012.pdf)

Figure 24 Strategic Gap between Wymondham and Hethersett

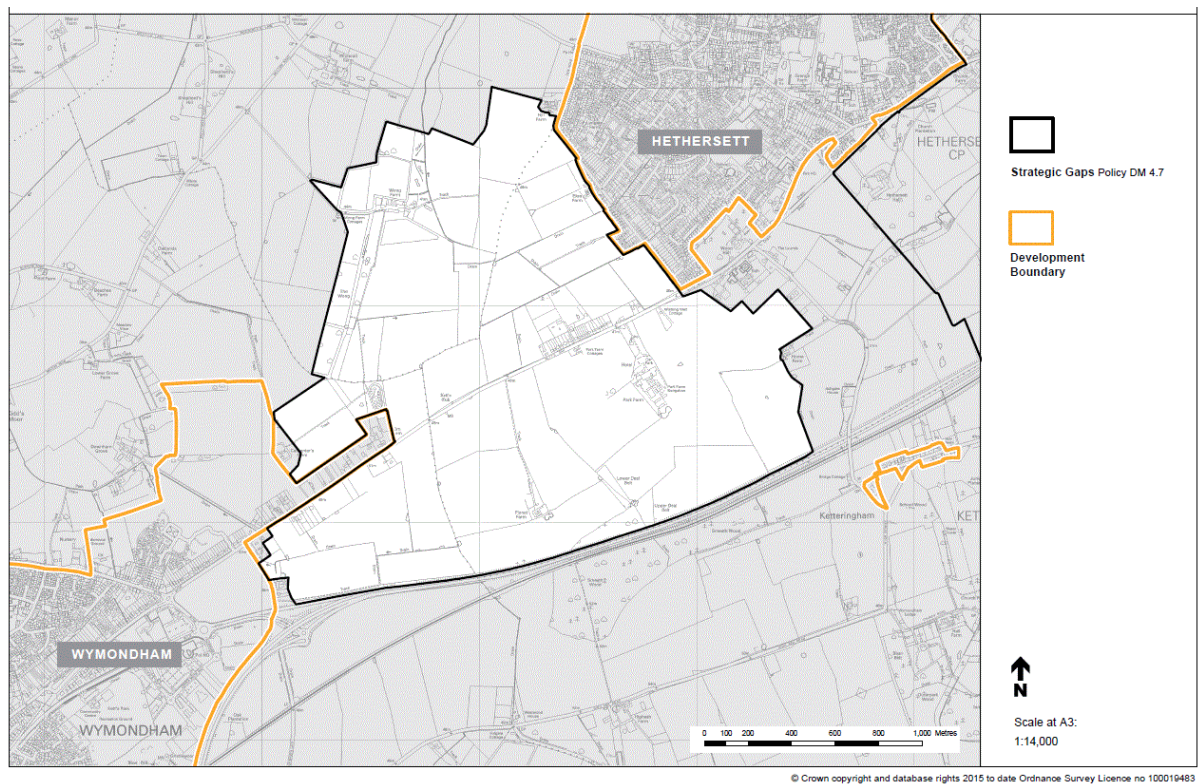
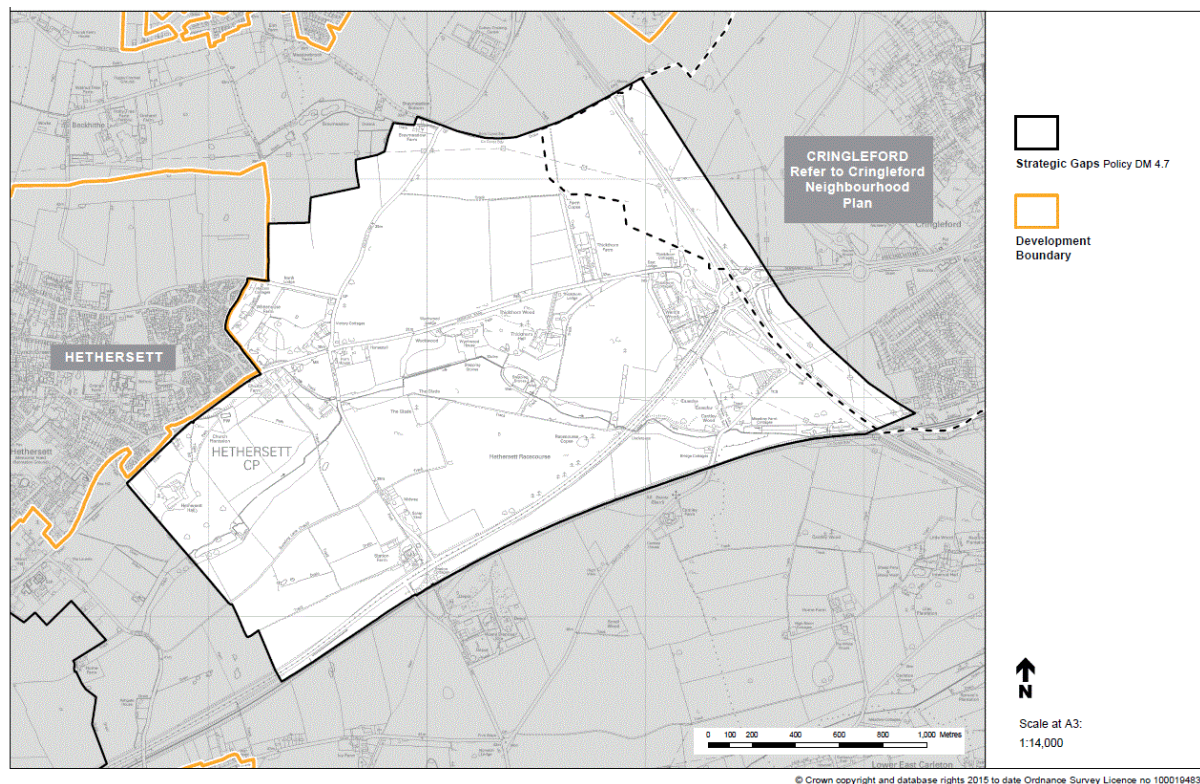


Figure 25 Strategic Gap between Hethersett and Cringleford



Landscape Designation Review provide an up-to-date integrated assessment of the landscape character of the districts in accordance with current guidance and best practice. Between them they cover both districts, excluding the Broads Authority Executive Area and can be used to inform and underpin planning policy and decision making. Norwich City Council has a draft Trees and Landscape SPD.

#### **4.3. Current Baseline**

- 4.3.1. Broadland district is predominantly rural, covering an area of 55,167 hectares to the north and east of Norwich. It embraces large areas of low lying arable land, and to a lesser extent, pasture farmland. It also contains numerous woodlands and plantations along the areas of historic parkland. For the most part, the boundaries of the district are roughly defined by the river valleys of the Bure, Wensum and Yare. In the west, the boundary follows the edge of and the elevated Till Plateau<sup>26</sup>.
- 4.3.2. South Norfolk is also a predominantly rural district which is 90,891 hectares in area. While its northern boundary borders Norwich, the district is largely a rural area of subtle contrasts, ranging from large scale and open plateau landscapes to the more enclosed and intimate character of the low-lying river valley landscapes. The landscape is predominantly arable farmland, interspersed with woodland, historic parkland and settlements<sup>27</sup>.
- 4.3.3. Norwich is a more urbanised environment, but its historic landscape is visible in its parks and the remnants of historic woodland and heathland, including Mousehold Heath.
- 4.3.4. The eastern edges of both Broadland and South Norfolk are within the executive area of the Broads Authority, which is the local planning authority for this nationally important landscape designated by Government which has an equivalent status of a National Park. Although the Broads Executive Area is outside the area covered by the Greater Norwich Local Plan, it contains some of the primary environmental assets within the region. Regard must be had to its national status as a landscape, nature and recreation resource, the implications of which extend beyond the Broads area boundary to include its setting. The Broads Authority Local Plan will work to preserve these qualities, but it will need support from its neighbours.
- 4.3.5. The diversity of landscapes in the Greater Norwich area is reflected by the fact that five nationally defined landscape character areas converge around Norwich, a level of complexity unique within the

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<sup>26</sup> Based on the Broadland Landscape Character Assessment SPD, paragraph 1.2.2, page 1  
[http://www.broadland.gov.uk/housing\\_and\\_planning/618.asp](http://www.broadland.gov.uk/housing_and_planning/618.asp)

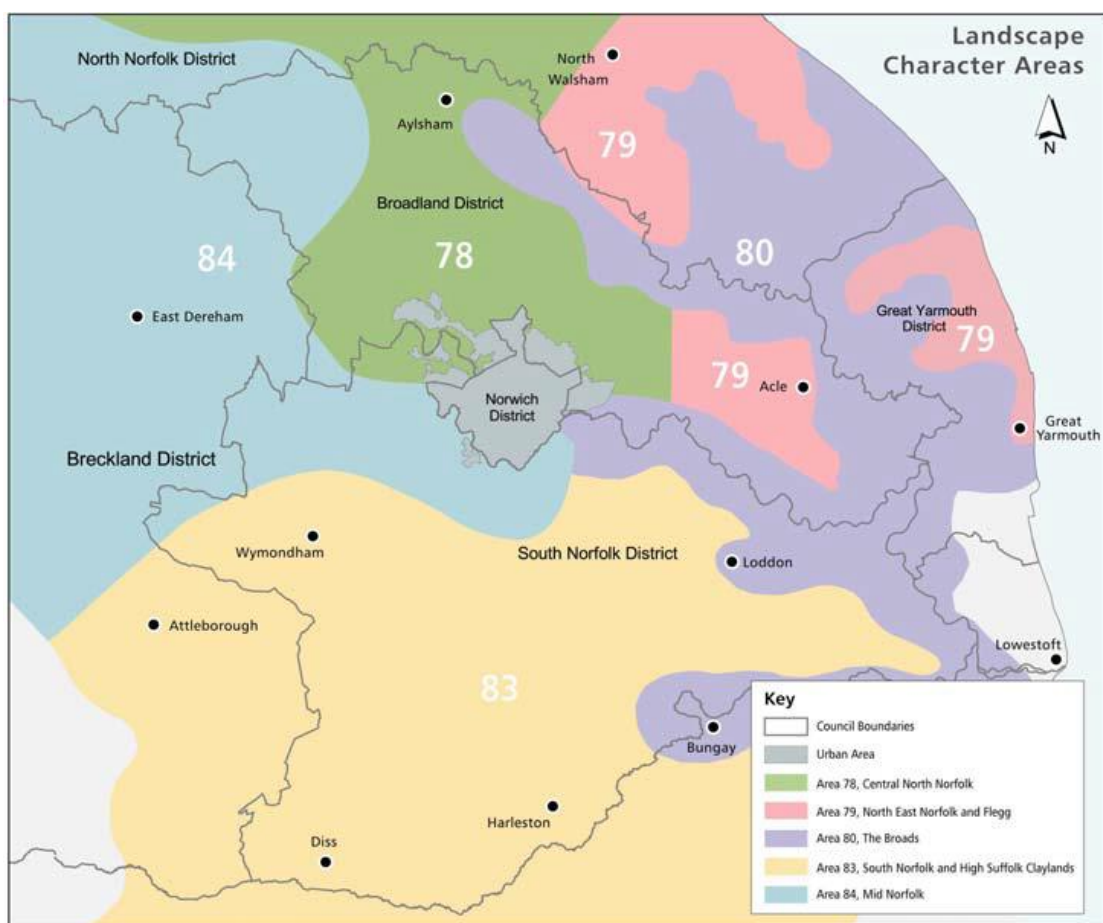
<sup>27</sup> Based on South Norfolk Local Landscape Designations Review 2012 [http://www.south-norfolk.gov.uk/planning/media/11115101R\\_Final\\_DW\\_06-12.pdf](http://www.south-norfolk.gov.uk/planning/media/11115101R_Final_DW_06-12.pdf)



region. Figure 26 below illustrates this. The National Landscape Character Areas cover:

- the fens and marshes of the Broads (character area 80);
- rolling landscapes of varied geology including woodland, heath and former parkland estates in the west and north of the area (78 and 84);
- an extensive open clay plateau incised by rivers in the south (83); and
- a more intimate landscape of small fields and hedgerows in the east (79).

**Figure 26 National Landscape Character Areas covering the Greater Norwich area**



4.3.6. At a local level, the landscape has been defined as various local Landscape Character Areas as figures 27 to 28 below illustrate.

Figure 27 Landscape Character Areas in Broadland<sup>28</sup>

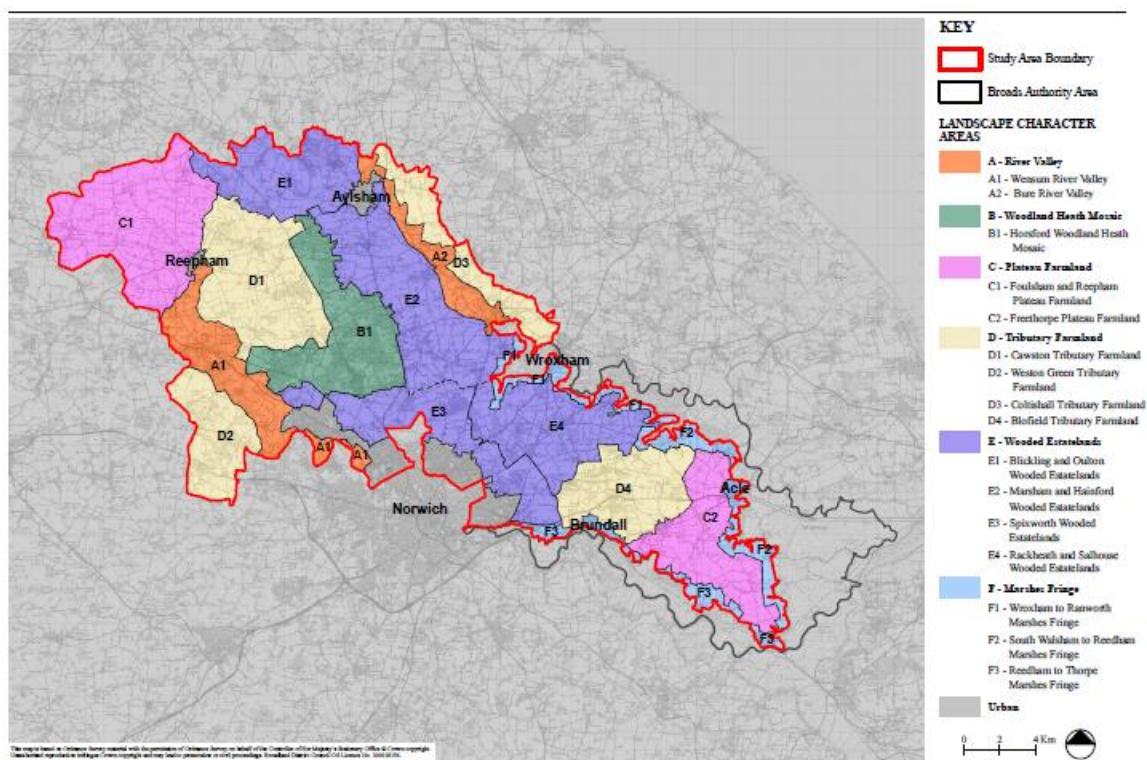
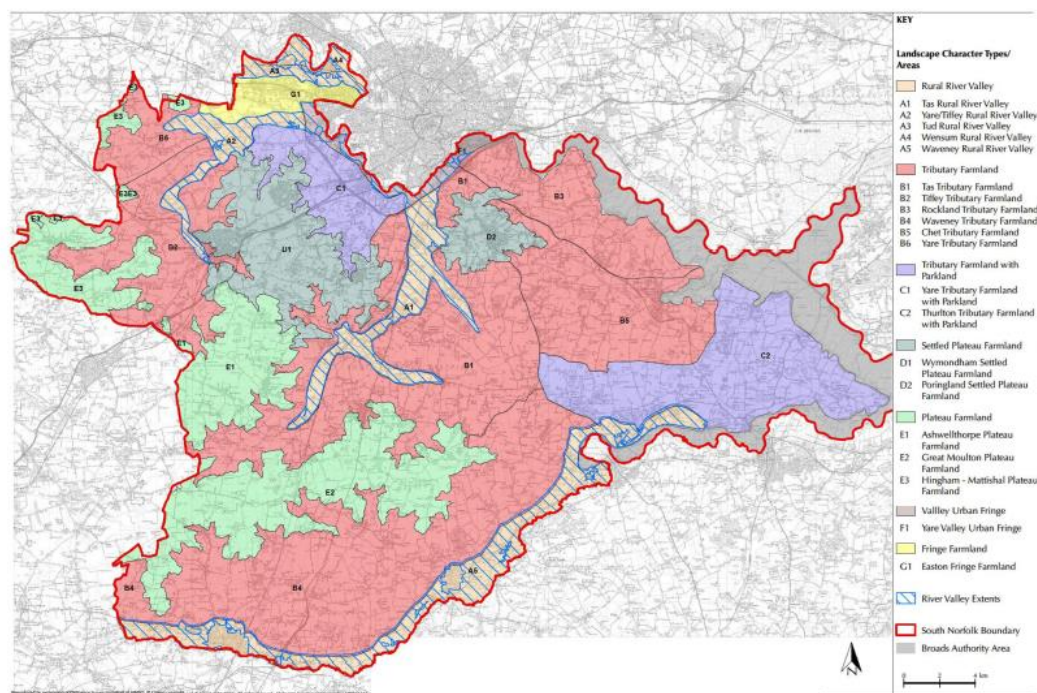


Figure 28 Landscape Character Areas in South Norfolk<sup>29</sup>



<sup>28</sup> [http://www.broadland.gov.uk/PDF/LCA\\_SPD\\_Adopted\\_FINAL.pdf](http://www.broadland.gov.uk/PDF/LCA_SPD_Adopted_FINAL.pdf)

<sup>29</sup> [http://www.south-norfolk.gov.uk/planning/media/11115101R\\_Final\\_DW\\_06-12.pdf](http://www.south-norfolk.gov.uk/planning/media/11115101R_Final_DW_06-12.pdf)

- 4.3.7. An important element of the character of the landscape of Greater Norwich is the range of historic parks, gardens and woodlands, and the number of important trees in each district, as set out and mapped in figures 29 to 32 below.

**Figure 29 Numbers of Historic Parks and Gardens and Ancient Woodlands in Greater Norwich**

| <b>Feature</b>  | <b>Norwich</b> | <b>Broadland</b> | <b>South Norfolk</b> | <b>Greater Norwich</b> |
|---|----------------|------------------|----------------------|------------------------|
| <b>Historic Parks &amp; Gardens<sup>30</sup><br/>(Historic England)</b> | 9              | 5                | 7                    | 21                     |
| <b>Historic Parks &amp; Gardens<sup>31</sup><br/>(locally listed)</b>   | 10             | 18               | 17                   | 45                     |
| <b>Ancient Woodland</b>   | 2              | 44<br>(1 shared) | 108 (1<br>shared)    | 153                    |
| <b>TPO trees<sup>32</sup></b>   | 438            | 651              | 538                  | 1627                   |

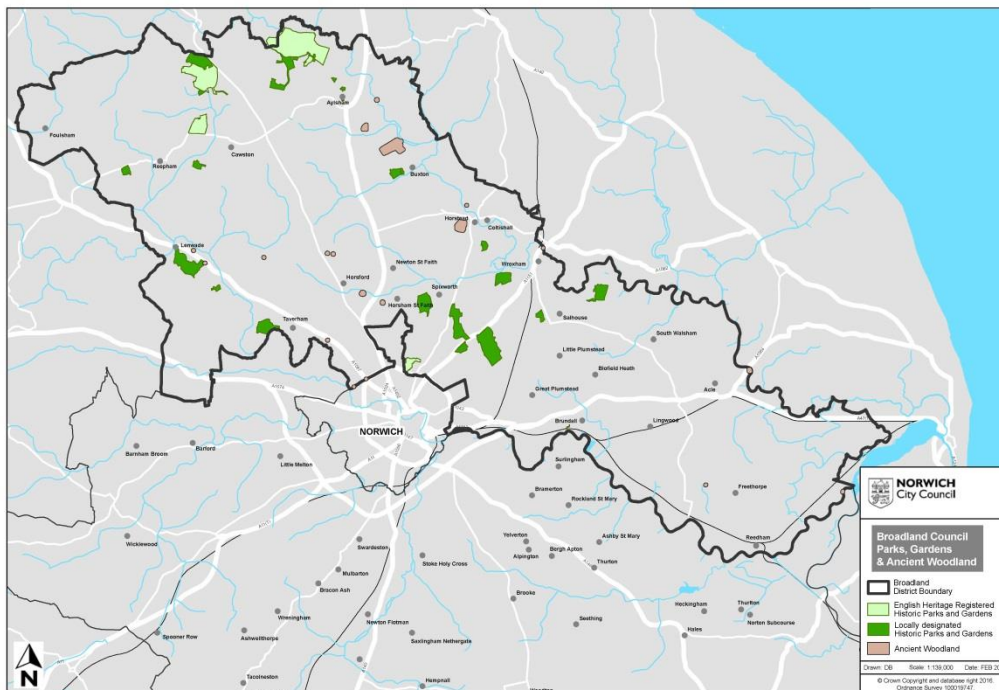
<sup>30</sup> <http://historicengland.org.uk/listing/the-list/results>

<sup>31</sup> <http://www.heritage.norfolk.gov.uk/advanced-search>

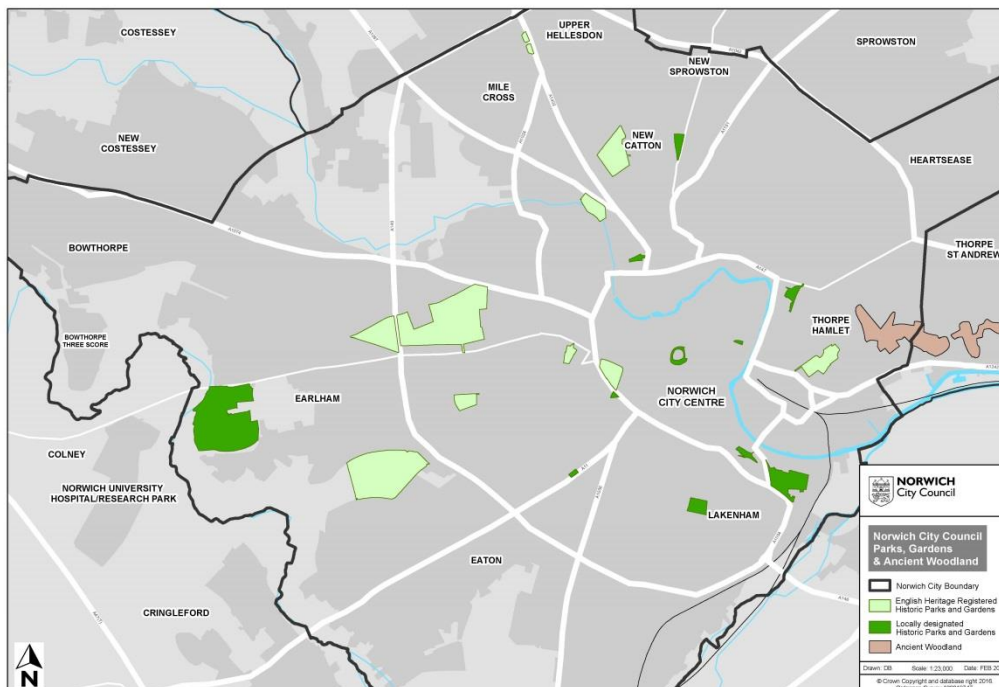
<sup>32</sup> TPO trees can be individual trees or tree groups so the number in the table is not indicative of the number of individual trees which are covered by TPOs in each district.



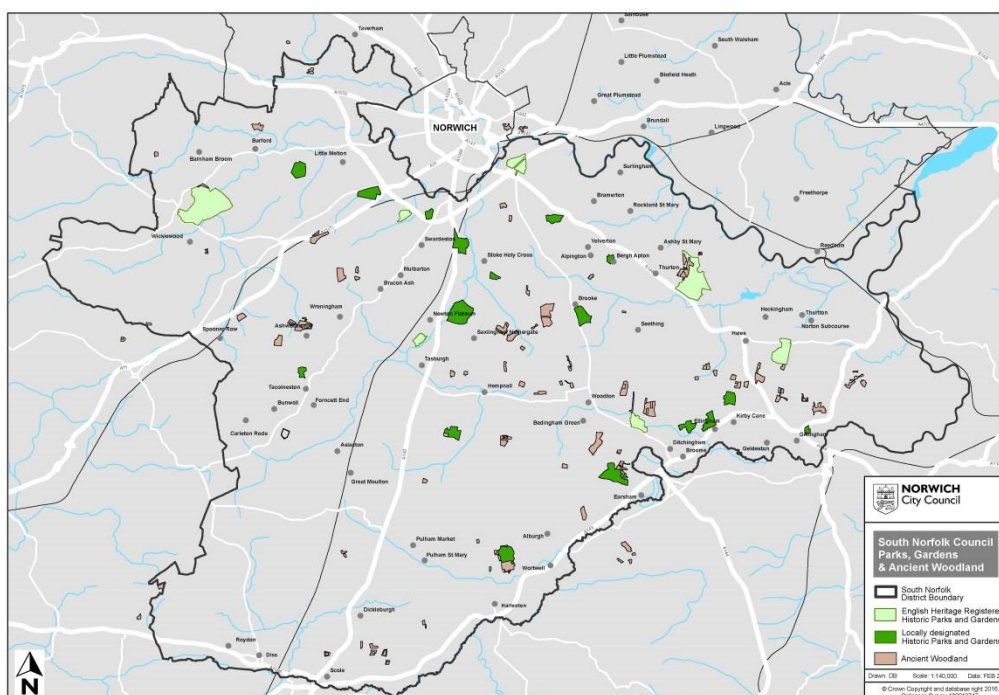
**Figure 30 Map of Historic Parks and Gardens and Ancient Woodlands in Broadland**



**Figure 31 Map of Historic Parks and Gardens and Ancient Woodlands in Norwich**



**Figure 32 Map of Historic Parks and Gardens and Ancient Woodlands in South Norfolk**



#### **4.4. Projected Baseline**

- 4.4.1. Long term protection of the distinctive landscapes of the area will require policy protection beyond the end date of the JCS in 2026.

#### **4.5. Issues**

- Development should maintain important aspects of Greater Norwich's varied landscapes, including historic parks and gardens and ancient woodlands.
- Defined strategic gaps, including those between Wymondham and Hethersett and Hethersett and Cringleford, are important to maintain the settlement pattern in rural areas.
- Regard must be had to the distinctive landscape of the Broads.



## 5. **SECTION 5 - WATER**

- 5.1.1. This section covers issues relating to water availability, waste water and water quality. Flooding is covered in section 2 on climate change.

### 5.2. **Context**

#### 5.2.1. **National**

- 5.2.2. The legislative responsibility for an integrated approach to water management is set out in the European Water Framework Directive (WFD), which seeks to reverse deterioration of water quality and to improve environmental standards.<sup>33</sup> The aim is for each inland and coastal water area to achieve at least Good Ecological Status over a range of different timescales between 2015 and 2027.
- 5.2.3. The policy-making context for managing water resources is set by the Government's strategy Future Water, published in 2011. The strategy aims to achieve "sustainable delivery of secure water supplies, an improved and protected water environment, fair, affordable and cost-reflective water charges, reduced water sector greenhouse gas emissions and more sustainable and effective management of surface water."<sup>34</sup>
- 5.2.4. The organisation responsible for the protection and management of groundwater in England is Environment Agency. Their strategy Groundwater Protection: Principles and Practice (GP3) is intended for anyone interested in proposing or carrying out an activity that may cause groundwater impacts<sup>35</sup>. The document sets out the Environment Agency's approach to management and protection of groundwater, its position on applying relevant legislation, and technical guidance for those dealing with groundwater issues. Essential to the Environment Agency's work is addressing climate change and its consequences, working with people and communities to create better places, and working with businesses and other organisations to use resources wisely.
- 5.2.5. The NPPF provides several points in relation to water resources. Paragraph 99 states Local Plans should take account of climate change, including its relationship to water supply. Paragraph 109 says that both new and existing development should not place an unacceptable risk upon water resources. Paragraph 156 requires local planning authorities to set out strategic priorities for water supply and the management of waste water for their area.

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<sup>33</sup> The EU Water Framework Directive - Integrated River Basin Management for Europe  
[http://ec.europa.eu/environment/water/water-framework/index\\_en.html](http://ec.europa.eu/environment/water/water-framework/index_en.html)

<sup>34</sup> Future Water - The Government's Water Strategy for England  
<https://www.gov.uk/government/publications/future-water-the-government-s-water-strategy-for-england>

<sup>35</sup> Environment Agency, Groundwater Protection: Principles and Practice GP3  
<https://www.gov.uk/government/publications/groundwater-protection-principles-and-practice-gp3>

### **5.2.6. Local**

- 5.2.7. In response to the Water Framework Directive (WFD), England and Wales are divided into 10 River Basin Districts, each of which is managed through a River Basin Management Plan. Greater Norwich is situated within the Broadland Rivers catchment which is one of 11 catchments within the Anglian Rivers Basin District. The catchment is described as follows.
- 5.2.8. "...a relatively flat area of approximately 3,188 km<sup>2</sup>. The area is mostly rural with a few larger urban areas including the City of Norwich, Great Yarmouth and Lowestoft. The main land use in the catchment is arable agriculture there are pockets of water-dependent industries around Norwich. Tourism and water-based recreational pursuits such as boating and angling are vitally important to the Broadland River economy. The tidal rivers in the Broadland Rivers area form the third largest in navigation in Britain."<sup>36</sup>
- 5.2.9. The main rivers in the area are the Rivers Wensum, Yare, Tud, Ant and Bure to the north and the Rivers Tas and Waveney to the south. The Broadland rivers catchment area encompasses the Broads Executive Area (status equivalent to a National Park Area) and has a high density of local and nationally important protected sites, including the Broads and River Wensum SACs and the Broadland SPA, which are protected under European law (the Habitats Directive).<sup>37</sup>

### **5.3. Current Baseline**

- 5.3.1. Relatively low rainfall totals mean that the whole area covered by Anglian Water, the company responsible for water supply and waste water disposal in Greater Norwich, is defined by the Environment Agency as suffering from serious water stress<sup>38</sup>.
- 5.3.2. As well having low rainfall, the rurality of much of Greater Norwich means there are challenges in dealing with the pollution of fertilisers and pesticides from agriculture that can leach into ground water and surface water sources. This has particular significance locally as water quality is a key issue for the Broads, the only lowland area in the country with the equivalent status to a national park.
- 5.3.3. As a consequence the Greater Norwich authorities have worked closely with Anglian Water, along with the Environment Agency and Natural England, on water issues for a number of years. This close working partnership included the production of a Water Cycle Study

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<sup>36</sup> Ibid, 43

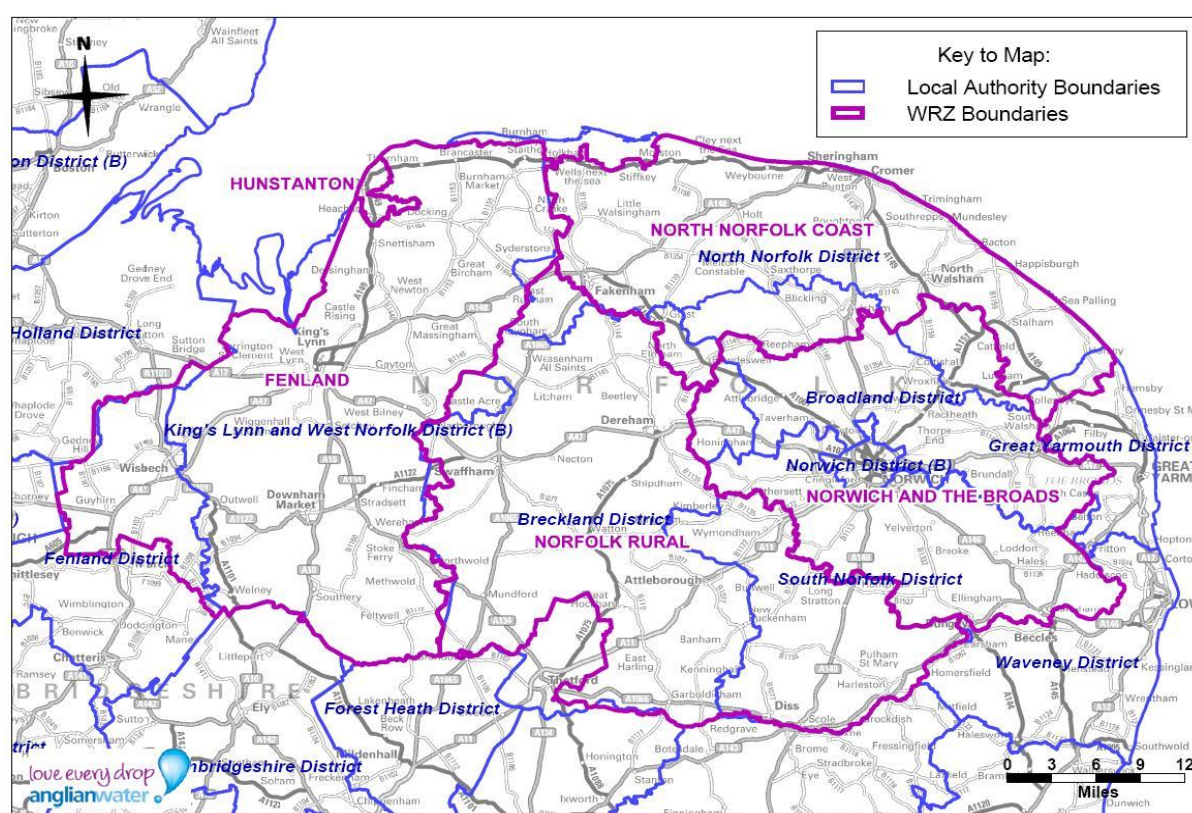
<sup>37</sup> Greater Norwich Development Partnership Water Cycle Study – Stage 2b, page 148

<sup>38</sup> Water Stressed area – final classification, Environment Agency 2013  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/244333/water-stressed-classification-2013.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/244333/water-stressed-classification-2013.pdf)

between 2008 and 2010 as part of the evidence base for the JCS. This evidence has led to the JCS placing a particular focus on promoting water efficiency in new development (see paragraph 147) and on the relevant agencies promoting improved water quality (see paragraph 151).

- 5.3.4. Anglian Water published its Water Resources Management Plan (WRMP) in 2015 which covers the period to 2040. Most of Greater Norwich is covered by Anglian Water's Norwich and the Broads Water Resource Zone (WRZ), whilst the north of Broadland (including Aylsham) is in the North Norfolk Coast area and the south and west of South Norfolk (including Wymondham and Diss), is in the Norfolk Rural area. Figure 33 below shows the WRZ boundaries.

**Figure 33 Map of district boundaries and Water Resource Zones (WRZs)**



### 5.3.5. Water Supply

- 5.3.6. Anglian Water supplies from a combination of surface and groundwater sources, the most significant of these being from the River Wensum at Costessey to the west of Norwich. Raw water abstracted is transferred to Heigham Water Treatment Works in Norwich for treatment and pumping into the network<sup>39</sup>. The distribution network serving Greater Norwich includes a large diameter ring main in Norwich and a number of strategic mains that

<sup>39</sup> Broadland District North East Growth Triangle (Supply and Demand Balance) (GTB37)  
[http://www.broadland.gov.uk/housing\\_and\\_planning/5984.asp](http://www.broadland.gov.uk/housing_and_planning/5984.asp)

branch off to supply surrounding settlements. The network is also supported by abstractions from boreholes at Colney, on the River Yare, and at Thorpe St Andrew. Water from Heigham supplies Aylsham, Long Stratton, Reepham and Wymondham as well as the Norwich urban area<sup>40</sup>.

- 5.3.7. The 2015 WRMP concludes that no significant water supply investment will be required in the North Norfolk and Norfolk Rural WRZs. However, large deficits are forecast in the Norwich and the Broads WRZ for the AMP6 period (2015-20) as a result of the need to reduce the amount of water taken from the River Wensum Special Area of Conservation (SAC), which is an internationally protected lowland chalk river habitat.
- 5.3.8. Consequently, investment of £18.9 million is planned between 2015 and 2020 on a scheme to relocate the abstraction point on the Wensum from Costessey to Heigham, which is outside the SAC. Investment of £5.5 million in metering and £1.3 million on water efficiency is also planned. Taken together, these measures form approximately 60% of the total expenditure in the AMP 6 period in the whole WRMP area, which covers much of eastern England. This investment is necessary to address current water quality issues to ensure that Habitats Regulations Assessment requirements for the River Wensum SAC are met and to support growth.
- 5.3.9. To complement efforts by Anglian Water to reduce water usage within the existing housing stock, Objective 1 of the JCS prioritises water efficiency in new and existing development, while policy 3 requires new development to be as water efficient as higher nationally set housing standards allow. An advice note published by the Greater Norwich authorities sets out how development can be made water efficient and emphasises the importance of maximising water efficiency.<sup>41</sup>

### **5.3.10. Waste Water Disposal**

- 5.3.11. There are 14 wastewater treatment works in Greater Norwich. Significant parts of Greater Norwich are served by the Whitlingham works, to the east of Norwich, which discharges water into the tidal River Yare.
- 5.3.12. Other treatment works, with the rivers they discharge into, are at:
- Acle-Damgate, Aylsham, Belaugh (River Bure);
  - Rackheath (Dobbs Beck, a tributary of the Bure);
  - Diss and Harleston (River Waveney);
  - Long Stratton (Hempnall Beck);

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<sup>40</sup> Greater Norwich Development Partnership

Stage 2b Water Cycle Study, 2010 <http://www.greaternorwichgrowth.org.uk/>

<sup>41</sup> GNGB, Water Efficiency Advice Note <http://www.greaternorwichgrowth.org.uk/dmsdocument/2147>

- Sisland and Poringland (River Chet);
- Reepham (Blackwater Drain, a tributary of the Wensum);
- Stoke Holy Cross (River Tas);
- Swardston-Common (Intwood Stream, a tributary of the Yare); and
- Wymondham (River Tiffey).

5.3.13. Capacity for the treatment of waste water varies across the area. In some locations there is ample capacity relative to current demand and coping with increased demand from new development is unlikely to be a significant issue. In other locations, such as Long Stratton, demand and capacity are much closer, and so a process of detailed analysis and infrastructure planning is needed between the organisations responsible<sup>42</sup>.

#### **5.3.14. Water Quality**

5.3.15. The River Wensum, which is a Natura 2000 site, is currently in unfavourable ecological condition. The factors causing this are the high levels of phosphate which affect water quality, water abstraction affecting water resources, siltation (caused mainly by agricultural run-off) and modifications to deepen, widen and straighten the channel<sup>43</sup>. An alliance of organisations including Anglian Water, the Environment Agency and Natural England are working towards the improvement of the river and, as set out above, efforts are being made to reduce the water abstraction levels from the Wensum. Likewise, in the Broads a programme is taking place to improve water quality, reducing the harmful nutrients and contaminants<sup>44</sup>.

#### **5.4. Projected Baseline**

- 5.4.1. Over the coming years, demand from development, climate change, and attempts to reduce ecological impact will reduce the amounts of water that can be sustainably abstracted in the Greater Norwich area.
- 5.4.2. The WRMP contains longer term proposals for the Norwich and the Broads WRZ to reduce leakage and consider alternative sources of water supply from 2035/40, which may include water re-use, involving treating waste water to a high standard before pumping it upstream to support further abstraction from the River Wensum.

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<sup>42</sup> Joint Anglian Water – Environment Agency Position Statement on Growth in Long Stratton Water Recycling Centre [http://www.south-norfolk.gov.uk/planning/media/G12\\_Joint\\_Anglian\\_Wate\\_and\\_Environment\\_Agency\\_statement\\_on\\_Long\\_Stratton\\_growth.pdf](http://www.south-norfolk.gov.uk/planning/media/G12_Joint_Anglian_Wate_and_Environment_Agency_statement_on_Long_Stratton_growth.pdf)

<sup>43</sup> Natural England and Environment Agency, *Factsheet: The River Wensum Restoration Strategy* <http://www.norfolk.gov.uk/view/ncc089250>

<sup>44</sup> The Broads Water Quality <http://www.broads-authority.gov.uk/looking-after/managing-land-and-water/water-quality>



- 5.4.3. Beyond the end of the JCS plan period in 2026, it will be important that the GNLP continues the positive policy approach to promoting water efficient development and that programmes to improve water quality are continued.

## **5.5. Issues**

- Since the area suffers from water stress, water efficiency is a significant issue locally.
- Water quality in Natura 2000 protected sites is an issue, particularly in relation to water abstraction from the River Wensum and water disposal at Long Stratton and into the River Yare. Consequently there is a need to improve water quality to achieve Water Framework Directive (WFD) targets and to protect habitats.

## 6. **SECTION 6 – BUILT HERITAGE**

- 6.1.1. This section focuses on the built character of Greater Norwich, including designated buildings, conservation areas and heritage at risk.

### 6.2. **Context**

#### 6.2.1. **National**

- 6.2.2. The Government's statement on the **Historic Environment for England** (2010) sets out its vision for the historic environment. It calls for those who have the power to shape the historic environment to recognise its value and to manage it in an intelligent manner in light of the contribution that it can make to social, economic and cultural life. Also of note is the reference to promoting the role of the historic environment with the Government's response to climate change and wider sustainable development agenda.

- 6.2.3. Section 12 of the **National Planning Policy Framework** details measures for Conserving and Enhancing the Historic Environment. In particular paragraph 126 states:

*"Local Planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. In doing so, they should recognise that heritage assets are an irreplaceable resource and conserve them in a manner appropriate to their significance."*

#### 6.2.4. **Local**

- 6.2.5. The **Norfolk Historic Environment Record** (NHER) is the comprehensive and definitive record of the historic environment of Norfolk<sup>45</sup>. The information held in the NHER provides a detailed framework to aid understanding of cultural heritage across Greater Norwich and provides an important tool that contributes to the planning decision-making processes, especially where issues affecting the landscape, both rural and urban, need to be considered.
- 6.2.6. Objective 8 of the **JCS** requires protection and enhancement of the character of the area, while objective 9 focuses specifically on protection, management and enhancement of the built and historic environment. Policy 2 (Promoting good design) requires development to create a strong sense of place and to respect local distinctiveness, including the historic environment, townscapes and gateways between urban and rural areas. A particular focus is

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<sup>45</sup> <http://www.heritage.norfolk.gov.uk/>

placed on the use of advice in conservation area appraisals to ensure that development in these protected areas is appropriate.

- 6.2.7. In addition, there are local requirements for archaeological assessments in defined areas of archaeological interest.

### 6.3. **Current Baseline**

- 6.3.1. Greater Norwich, as an area which has been relatively intensively settled historically, has a rich archaeological heritage. Centred on England's former second city, and containing a number of historic market towns and villages, it also has a rich built heritage reflecting its agricultural wealth and local industries, including cloth, leather and food production.
- 6.3.2. The Norfolk Mapping Browser identifies listed buildings and ancient monuments. District websites identify numbers of conservation areas, listed buildings and ancient monuments as set out in figure 34, below.

**Figure 34 Numbers of Conservation areas, Listed Buildings and Ancient Monuments in Greater Norwich**

| Feature                   | Norwich | Broadland | South Norfolk | Greater Norwich |
|---------------------------|---------|-----------|---------------|-----------------|
| <b>Conservation Areas</b> | 17      | 21        | 52            | <b>90</b>       |
| <b>Listed Buildings</b>   | 1500    | 980       | 3310          | <b>5790</b>     |
| <b>Ancient Monuments</b>  | 25      | 22        | 38            | <b>85</b>       |

#### 6.3.3. **Norwich**

- 6.3.4. Norwich's built heritage is defined by its Norman cathedral, and from the same era, the Castle Keep, but more modern architecture makes an enormous contribution too. **Norwich 12** is an initiative to develop 12 of Norwich's most iconic buildings into an integrated family of heritage attractions which act as an internationally recognised showcase of English urban and cultural development over the last 1,000 years.<sup>46</sup> The city has kept much of its historic street pattern, of which Elm Hill is a prime example.
- 6.3.5. Open space is important to the setting of the city, including the "Plains" in the city centre, several Grade II listed formal parks (including Eaton, Heigham, Wensum and Waterloo), along with extensive areas of natural open spaces, including Mousehold Heath and the Yare and Wensum valleys.
- 6.3.6. Norwich has 17 conservation areas which are varied in character and built form. The majority of these have conservation area

<sup>46</sup> 'A Journey Through the English City' <http://www.norwich12.co.uk/index.htm>



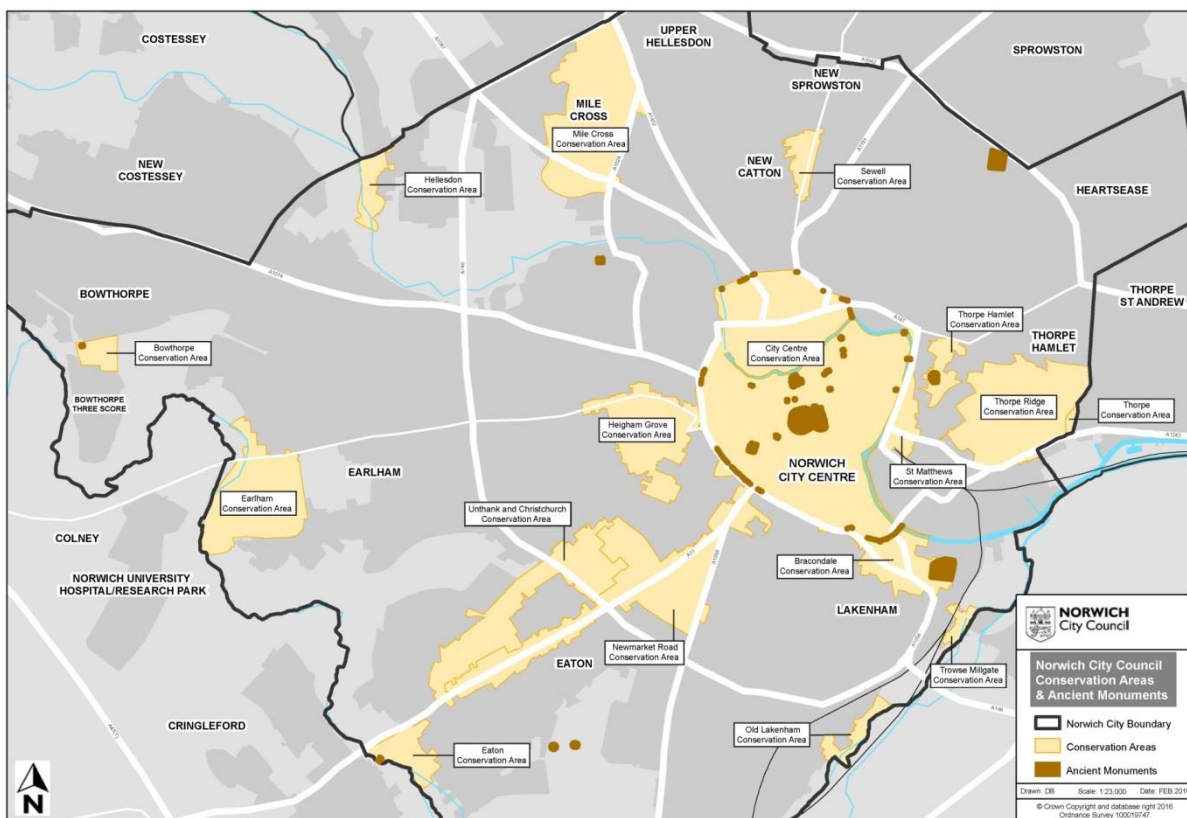
appraisals and there is an ongoing programme to produce appraisals for all of the conservation areas.

6.3.7. The city centre conservation area, which is divided into 13 areas reflecting historic characteristics through its appraisal, is the largest and contains some of the oldest and most significant heritage assets.

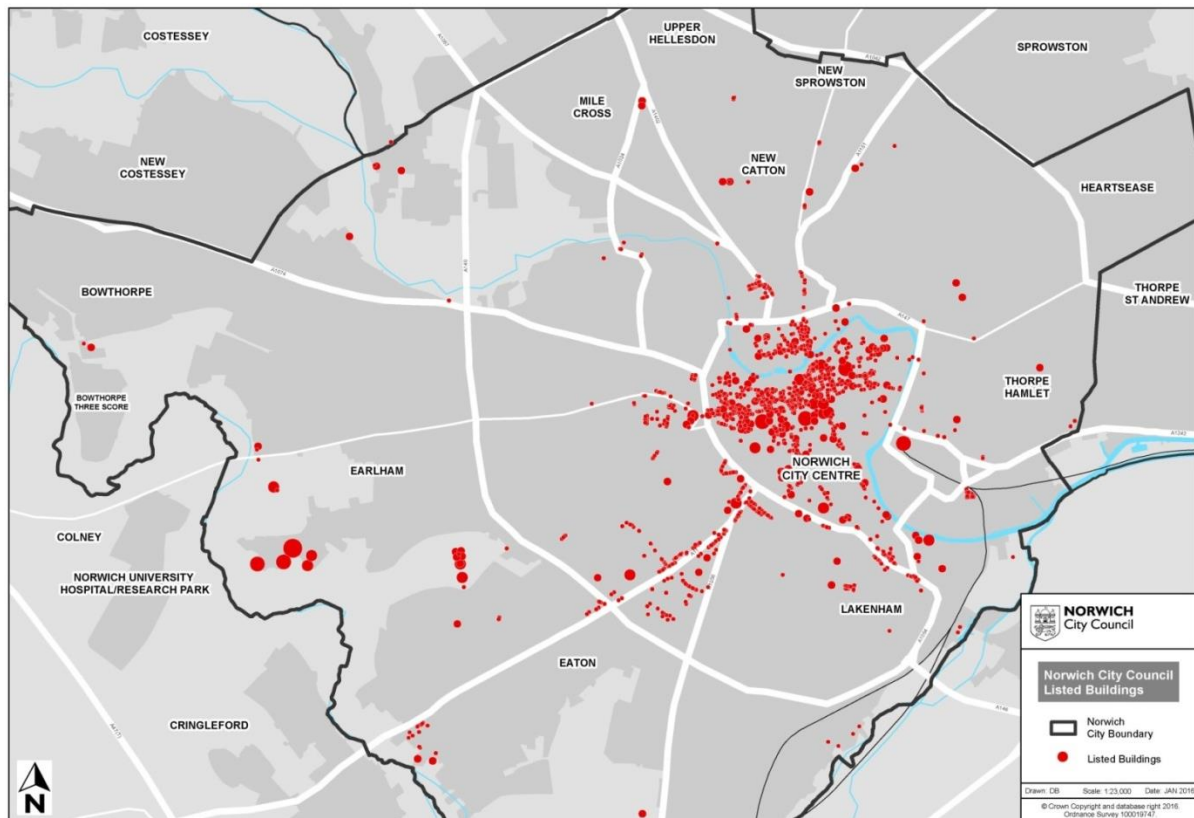
6.3.8. Many of the conservation areas fall in areas of the city which historically were detached village settlements that over time been largely incorporated into the suburban outer area of the city beyond the medieval city walls. The outer conservation area settlements vary in date with Hellesdon village being one of the earliest with mention in the Domesday Book, Heigham Grove mainly having origins from 19th century Victorian development and most recently Mile Cross Conservation area largely dating from the early part of the 20th Century.

6.3.9. The following maps, figures 35 and 36, show where designated heritage assets are located in Norwich.

**Figure 35 Map of Conservation Areas & Scheduled Ancient Monuments in Norwich**



**Figure 36 Map of Listed buildings in Norwich**



#### **6.3.10. Broadland**

6.3.11. Broadland contains 21 conservation areas. The majority of these also have conservation area appraisals and there is an ongoing programme to produce appraisals.

6.3.12. The nature of these conservation areas is varied and reflects the diverse character of the district. Thorpe End was a planned garden village, Wroxham Conservation Area is unusual in containing a large 20th century open plan estate within a landscaped setting and RAF Coltishall (within both North Norfolk and Broadland districts) is a former airbase. Many of the district's town and village centres are designated as are country estates such as Blickling and Heydon and settlements such as Old Catton and Thorpe St Andrew which have become outer suburbs of Norwich. The district shares some of its conservation areas with the Broads Authority (for example Halvergate) and Norwich City Council (Hellesdon). The following maps, figures 37 and 38, show where designated heritage assets are located in Broadland.

Figure 37 Map of Conservation Areas & Scheduled Ancient Monuments in Broadland

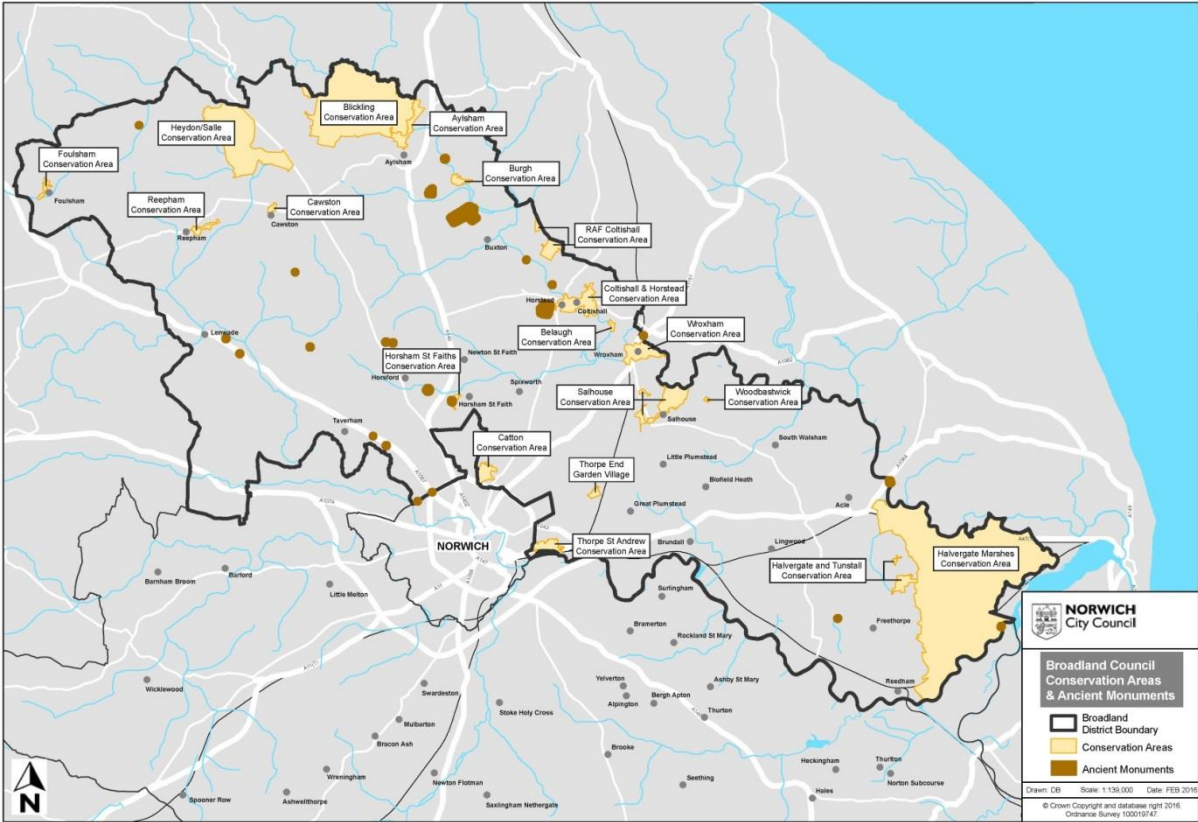
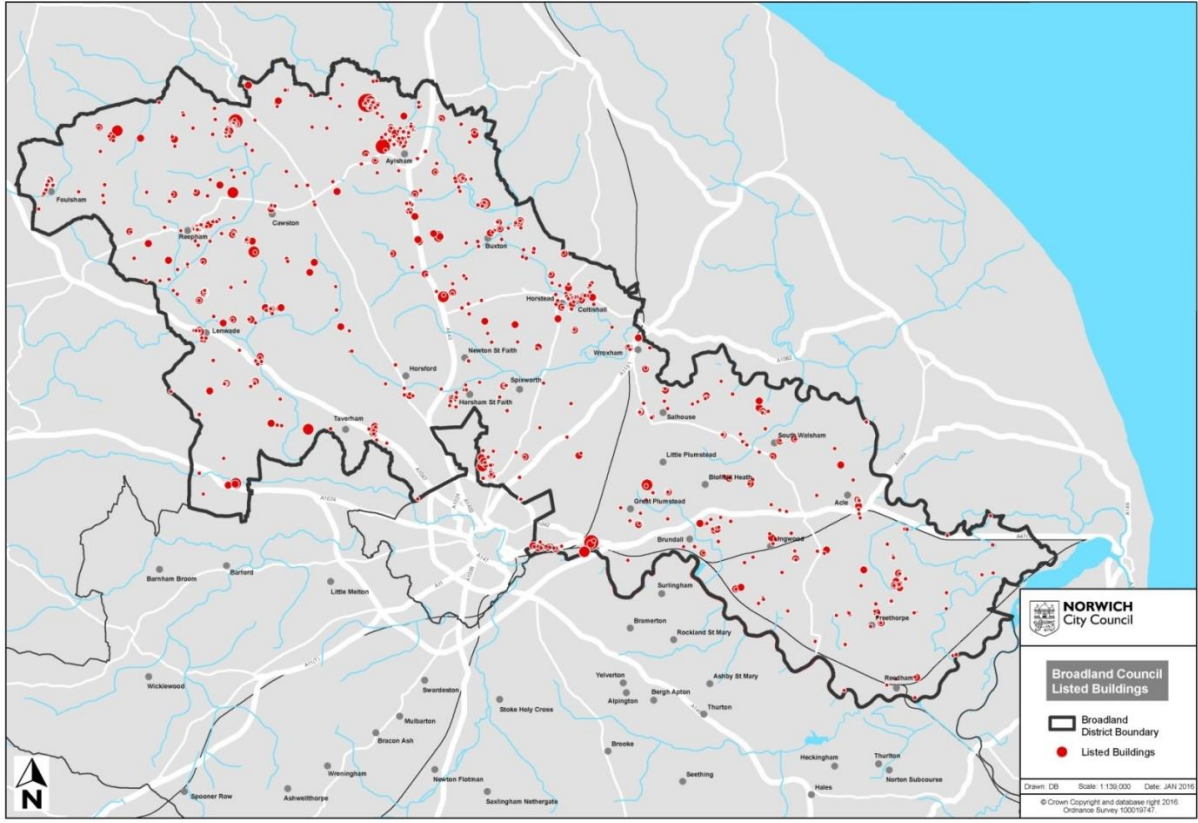


Figure 38 Map of Listed buildings in Broadland



### **6.3.13. South Norfolk**

- 6.3.14. The district of South Norfolk contains 53 conservation areas. Only a limited number currently have appraisals, though there is a programme to produce them.
- 6.3.15. Four key market towns, Diss, Harleston, Loddon and Wymondham, have conservation areas with retail, service and residential uses and so have diverse urban characters and appearances. Hingham is another market town but its centre is largely residential.
- 6.3.16. The remaining conservation areas are mostly centred on villages throughout the district, some of the areas having more of a rural character than others. The villages of Fritton and Mulbarton have very large commons with houses widely dispersed in the surrounding area whereas Pulham Market has a much smaller common, which is enclosed by buildings on all sides. Shotesham is one of the most rural in character, much of the conservation area being the park/farm land belonging to the Shotesham Park Estate.
- 6.3.17. The conservation areas of Cringleford, Old Costessey and Loddon and Chedgrave all stand out as they are situated either on or adjacent to a river which contributes much to their distinctive character.
- 6.3.18. A number of the conservation areas are shared with the Broads Authority.
- 6.3.19. The following maps, figures 39 and 40, show where designated heritage assets are located in South Norfolk.



Figure 39 Map of Conservation Areas and Scheduled Ancient Monuments in South Norfolk

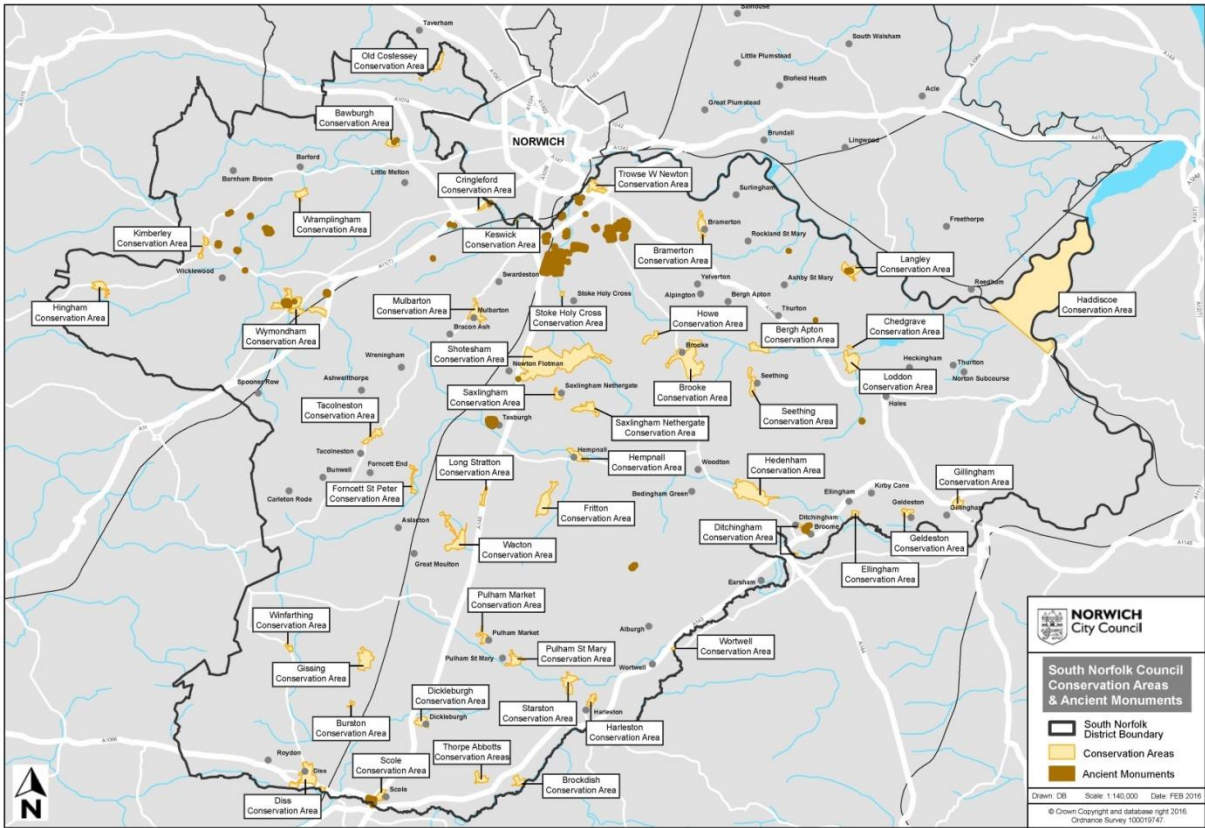
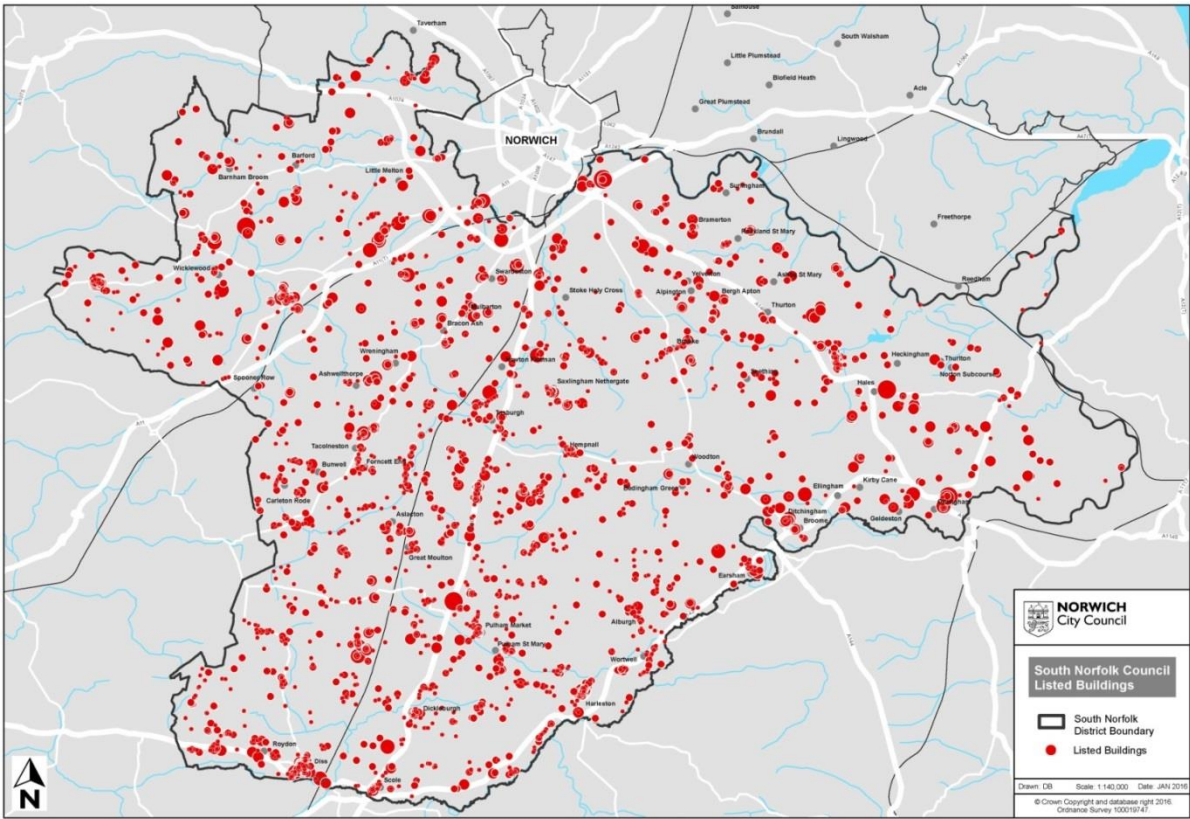


Figure 40 Map of Listed buildings in South Norfolk



### **6.3.20. Heritage at Risk**

- 6.3.21. There are 107 listed buildings recorded on the buildings at risk register within Greater Norwich.
- 6.3.22. In Norwich the 31 buildings and structures at risk, which range from the 16th century Church of St Mary the Less, on Queen Street, to the 20th century Pavilion at Waterloo Park<sup>47</sup>.
- 6.3.23. In Broadland there are the 36 buildings and structures at risk; examples of which are the brick and flint Bridewell building in Acle that dates from the 17th century; and, to Grade II\* and Scheduled Ancient Monument, Drayton Old Lodge, built in 1437.
- 6.3.24. In South Norfolk there are the 40 buildings and structures at risk that reflect the rural estates, agricultural heritage, and the many parish churches across the district. Examples of buildings at risk are: the Grade II remains of the Jacobean Melton Hall (in Greater Melton) that dates from the 17th century; the Grade II, but badly fire damaged, Church of St Wandregelius, Bixley; and, the Grade II timber-framed Kings Head Inn, Pulham St Mary, that has been unoccupied since 2007<sup>48</sup>.
- 6.3.25. It is reasonable to assume that those assets with no solution agreed could continue to be a risk in the future, although it is possible that funding could be secured to address such threats.

### **6.4. Issues**

- There is a great wealth of heritage assets in the area of both national and local significance. A limited number of these assets are on the heritage at risk register.
- Due to the long history of habitation in the area, there is significant potential for archaeological artefacts and finds throughout Greater Norwich.

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<sup>47</sup> Norwich Heritage at Risk Register

<http://www.norwich.gov.uk/Planning/HeritageAndConservation/Pages/BuildingsAtRisk.aspx>

<sup>48</sup> South Norfolk Buildings at Risk [http://www.south-norfolk.gov.uk/planning/1605\\_3330.asp](http://www.south-norfolk.gov.uk/planning/1605_3330.asp)  
[http://www.south-norfolk.gov.uk/planning/1605\\_3730.asp](http://www.south-norfolk.gov.uk/planning/1605_3730.asp) [http://www.south-norfolk.gov.uk/planning/1605\\_3730.asp](http://www.south-norfolk.gov.uk/planning/1605_3730.asp)

## 7. SECTION 7 – PEOPLE AND COMMUNITIES

7.1.1. The People and Communities chapter covers the population make-up of Greater Norwich and helps to inform the following chapters on deprivation, crime, education and health. The chapter sets out demographic evidence based on various sources including the 2011 Census and ONS estimates. No contextual review of plans and programmes is included as the topic area does not lend itself to such an approach.

### 7.2. Current Baseline

7.2.1. The estimated population of Greater Norwich in 2014 was 392,700<sup>49</sup>. Figure 41 below sets out the population for each district.

**Figure 41 Estimated district populations, 2014**

| Area                         | Estimated population 2014 |
|------------------------------|---------------------------|
| Broadland                    | 126,000                   |
| Norwich                      | 137,500                   |
| South Norfolk                | 129,200                   |
| <b>Greater Norwich total</b> | <b>392,700</b>            |

7.2.2. The population of the area increased by 31.7% between 1971 and 2011, from 289,500 to 381,200. This is an increase of 0.79% per year. While Broadland and South Norfolk's populations generally increased steadily through the 40 year period, Norwich's population declined slightly during the 1980s and 1990s, but has grown strongly since 2001.

7.2.3. The Greater Norwich annual rate of increase went up slightly in the last decade to 0.87%, with an increase of 30,400, or 8.7% between 2001 and 2011. This compares to a 7.7% increase in Norfolk and a 7 % increase in the United Kingdom.

7.2.4. This population rise was the result of a mixture of natural increase and migration, both internal and international. Natural change in both Broadland and South Norfolk was negative between 2001 and 2011, with internal migration from elsewhere in the United Kingdom being the main contributor to population increase in the last decade by a significant margin.

7.2.5. Figure 42 below shows the population of the largest settlements in Greater Norwich from the 2011 Census<sup>50</sup>. Approximately 70% of the

<sup>49</sup> Based on ONS estimates <http://www.norfolkinsight.org.uk/dataviews/view?viewId=53> as reported on the Norfolk Insight website, extracted 23/12/2015

<sup>50</sup> Source – ONS census 2011 from Appendix 1 Norfolk Compendium 2014 (\* Note: population figures for Horsford and Blofield are from the 2001 census). As the Norwich urban area is a single entity in terms of the planning settlement hierarchy, suburbs within Broadland and South Norfolk, such as Drayton, Cringleford and Sprowston, are not listed separately.



residents of Greater Norwich live in these larger settlements, with the remaining 30% living in smaller settlements.

**Figure 42 Population of the largest settlements in Greater Norwich, 2011**

| <b>Settlement</b>         | <b>Population 2011 census</b> |
|---------------------------|-------------------------------|
| <b>Norwich urban area</b> | 210,743                       |
| <b>Wymondham</b>          | 14,405                        |
| <b>Diss</b>               | 7,572                         |
| <b>Aylsham</b>            | 7,378                         |
| <b>Brundall</b>           | 5,790                         |
| <b>Long Stratton</b>      | 4,395                         |
| <b>Horsford</b>           | 3,965*                        |
| <b>Blofield</b>           | 3,537*                        |
| <b>Acle</b>               | 2,824                         |
| <b>Reepham</b>            | 2,709                         |
| <b>Loddon</b>             | 2,633                         |

#### **7.2.6. Age structure of the population**

7.2.7. Figures 43 to 45 below show the change in the age structure of the population for each Greater Norwich district between 2001 and 2011.

7.2.8. Norwich's age structure is markedly different from those of Broadland and South Norfolk, which display similar patterns.

7.2.9. Broadland and South Norfolk's age structures have two peaks, 60-64 year olds and 40-49 year olds. These result from, respectively, the baby booms of the late 1940s and the late 1960s/early 1970s.

7.2.10. As a city which has a large population of students and other younger adults, Norwich has a different pattern, with its peaks being the 20 to 34 year olds. The percentage of 20 to 29 year olds rose significantly between 2001 and 2011. This will have implications for housing provision for younger adults in Norwich.

7.2.11. The most significant change between 2001 and 2011 overall in Greater Norwich by age was the increasing numbers of older adults in the population, in particular 60-69 year olds. There is a higher proportion of older people than nationally and a significantly higher proportion of females than males in the oldest age groups as men tend to die at younger ages than women.

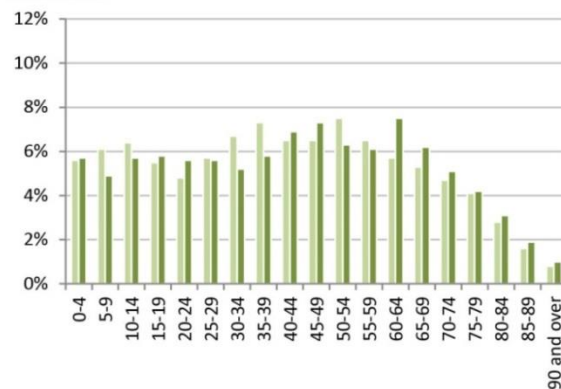
7.2.12. The birth rate increased between 2001 and 2011 and there are more 0 to 4 year olds than previously. During the same period the proportion of 5 to 14 year olds in the population fell.

**Figures 43 to 45 Change in the age structure of the population for each Greater Norwich district between 2001 and 2011<sup>51</sup>**

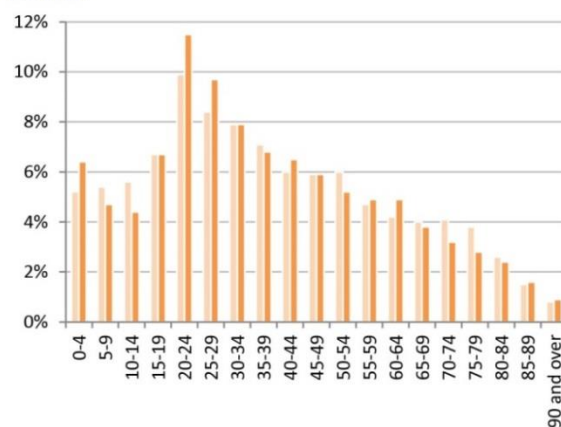
(Note: charts show change 2001 - 11 in age cohort as percentage of total population)

■ 2001 ■ 2011

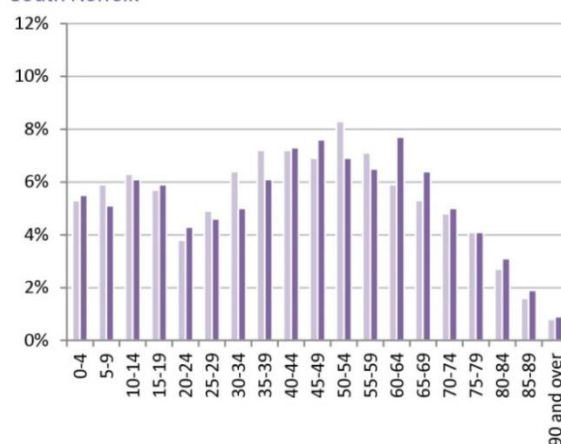
#### Broadland



#### Norwich



#### South Norfolk



<sup>51</sup> Source ONS Census

### 7.2.13. Household size

7.2.14. Average household size reduced by over 1% between 2001 and 2011. Average household size in 2011 was 2.34 in Broadland, 2.20 in Norwich and 2.35 in South Norfolk.<sup>52</sup>

### 7.2.15. Ethnicity

7.2.16. Figure 46 below shows that the area's ethnic composition changed between 2001 and 2011, with an increase in minority ethnic groups. This change was most marked in Norwich, which has a more ethnically diverse population than Broadland and South Norfolk. Nevertheless, the Greater Norwich area remains less ethnically diverse than England as a whole.

**Figure 46 - Percentage of resident population by ethnic group<sup>53</sup>**

| Area          | Census | White British | Other white | Asian | Mixed | Black | Other |
|---------------|--------|---------------|-------------|-------|-------|-------|-------|
| Broadland     | 2001   | 97.4          | 1.5         | 0.4   | 0.4   | 0.1   | 0.1   |
|               | 2011   | 95.9          | 1.8         | 1.0   | 0.9   | 0.3   | 0.2   |
| Norwich       | 2001   | 93.5          | 2.7         | 1.3   | 1.0   | 0.9   | 0.5   |
|               | 2011   | 84.7          | 6.1         | 4.4   | 2.3   | 1.6   | 0.8   |
| South Norfolk | 2001   | 97.2          | 1.7         | 0.4   | 0.5   | 0.1   | 0.1   |
|               | 2011   | 95.1          | 2.4         | 1.0   | 1.0   | 0.3   | 0.1   |
| England       | 2001   | 87.4          | 3.8         | 4.8   | 1.4   | 2.2   | 0.4   |
|               | 2011   | 80.6          | 5.4         | 7.5   | 2.2   | 3.3   | 1.0   |

### 7.3. Projected Baseline

7.3.1. Based on projections reported in the 2015 **Central Norfolk Strategic Housing Market Assessment (SHMA)**, the population of the Greater Norwich area at the end of the local plan period in 2036 will be between 455,000 and 458,000.<sup>54</sup> The projected annual rate of population growth to 2036, at between 0.75% and 0.78%, is very similar to that which took place between 1971 and 2011 and slightly less than 2001-2011.

7.3.2. Based on current trends, it seems likely that while the age profile of the population will increase overall, there will remain a marked difference in the demographic structure of the population within the area. It is likely that there will continue to be a higher proportion of young adults in Norwich, a higher proportion of people in older age

<sup>52</sup> ONS census 2011

<sup>53</sup> ONS Census 2011 (figures may not sum to 100 due to rounding)

<sup>54</sup> Population projection to 2036 455,142 (based on sub national population projection) and is 458,158 (based on 10 year migration trend) – see Central Norfolk Strategic Housing Market Assessment at [http://www.south-norfolk.gov.uk/housing/media/SHMA\\_Central\\_Norfolk\\_Part\\_1.pdf](http://www.south-norfolk.gov.uk/housing/media/SHMA_Central_Norfolk_Part_1.pdf)

groups in Broadland and South Norfolk, and increasing ethnic diversity.

- 7.3.3. The implications of the population growth and likely changes in demographic profile of the area will be key considerations for the GNLSP. Without the plan, it would be unlikely to be possible to address the housing and growth needs identified in the plan's evidence base in a sustainable manner.

#### **7.4. Issues**

- There is a need to provide for continued growth in the population of approximately 15-16% from 2012 to 2036.
- It is necessary to provide services and housing to meet the needs across the area, particularly those of younger adults in Norwich, of remote rural communities and of the growing older population throughout the area.
- The needs of the small but growing ethnic groups in the area will need to be taken into account.

## 8. **SECTION 8 – DEPRIVATION**

- 8.1.1. This section covers existing and projected deprivation within Greater Norwich.

### 8.2. **Context**

#### 8.2.1. **National**

- 8.2.2. **A New Approach to Child Poverty: Tackling the Causes of Disadvantage and Transforming Families' Lives** is the government's first child poverty strategy, produced in 2011. It is set against the backdrop of the Child Poverty Act 2010, which established a duty to minimise socio-economic disadvantage. It aims to strengthen families, encourage responsibility, promote work, guarantee fairness and provide support to the most vulnerable.

- 8.2.3. The **NPPF** states that local planning authorities should use their evidence base to assess locations of deprivation which may benefit from planned remedial action.

#### 8.2.4. **Local**

- 8.2.5. Objective 4 of the **JCS** is to promote regeneration and reduce deprivation both in the significant concentrations of deprivation in Norwich, and in serious pockets of deprivation in surrounding towns, villages and rural areas.
- 8.2.6. Policy 7 (Supporting communities) aims to tackle social deprivation through a multi-agency approach to ensure that facilities and services are available as locally as possible, considering the potential for colocation, and are accessible on foot, by cycle and public transport.
- 8.2.7. This is supported by area focussed policies. Policy 11 (City centre) promotes an integrated approach to economic, social, physical and cultural regeneration to enable greater use of the city centre, including redevelopment of brownfield sites. Policy 12 (The remainder of the Norwich urban area, including the fringe parishes) prioritises area wide regeneration in east, west and north Norwich.

### 8.3. **Current Baseline**

- 8.3.1. According to the **Index of Multiple Deprivation (IMD)** for all domains, Norwich was ranked the 47th most deprived out of 324 district authorities in England in 2015, with South Norfolk ranked 241st and Broadland ranked 280th based on average deprivation scores. Norwich is the second most deprived district in Norfolk behind Great Yarmouth, which is ranked 29th.
- 8.3.2. Figure 47 below shows the relative changes in overall deprivation ranking of the Greater Norwich districts between 2004 and 2015,

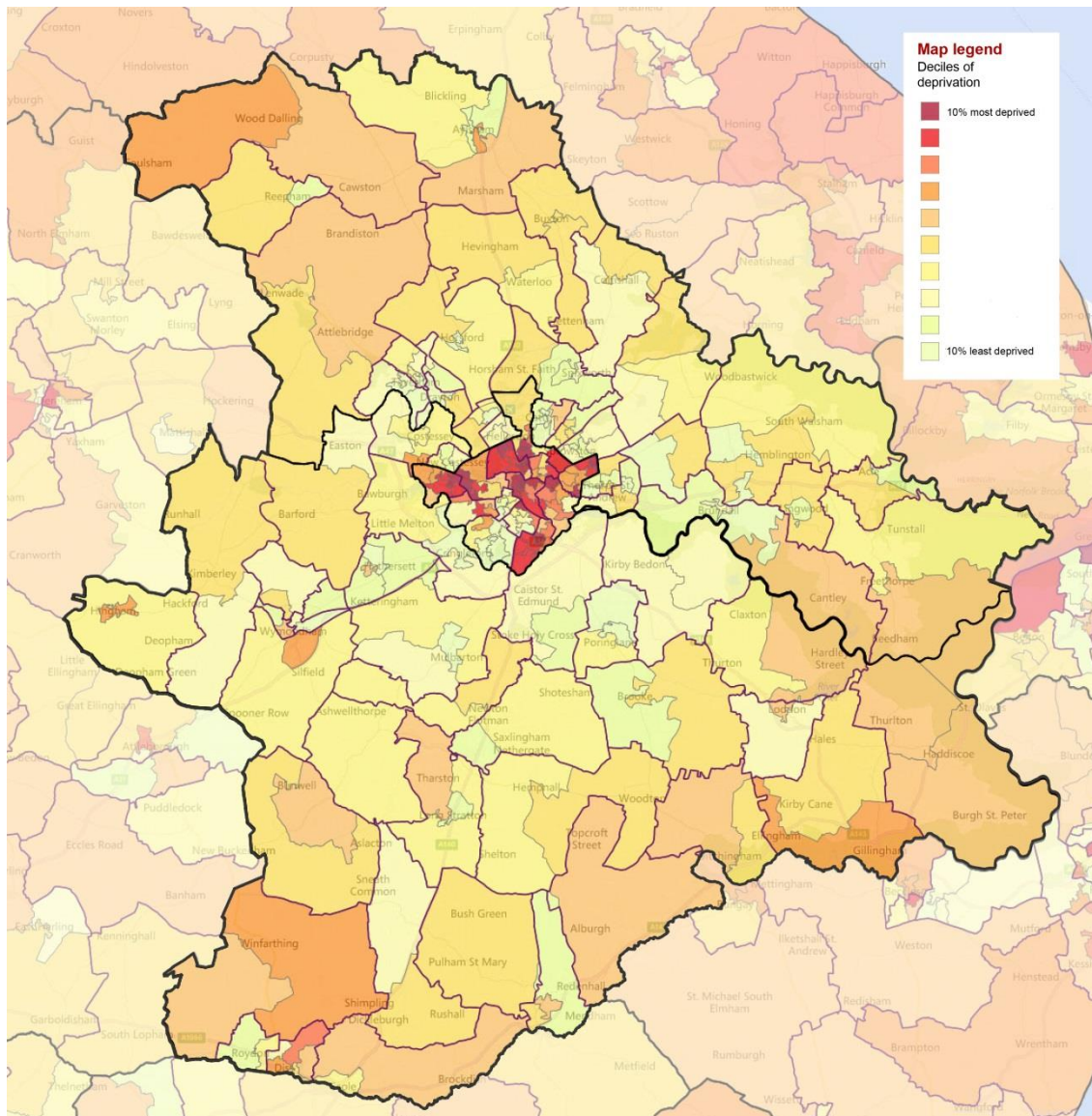
according to the average rank of scores from the IMD in the year shown.

**Figure 47 – Indices of multiple deprivation rank of average scores for Greater Norwich districts**

| Indices of multiple deprivation rank of average scores                             |      |      |      |      |
|--|------|------|------|------|
| <i>The lower the figure the more deprived relative to other districts/boroughs</i> |      |      |      |      |
|  | 2004 | 2007 | 2010 | 2015 |
| <b>Norwich</b>   | 61   | 62   | 70   | 47   |
| <b>South Norfolk</b>   | 281  | 286  | 259  | 241  |
| <b>Broadland</b>   | 302  | 301  | 279  | 280  |

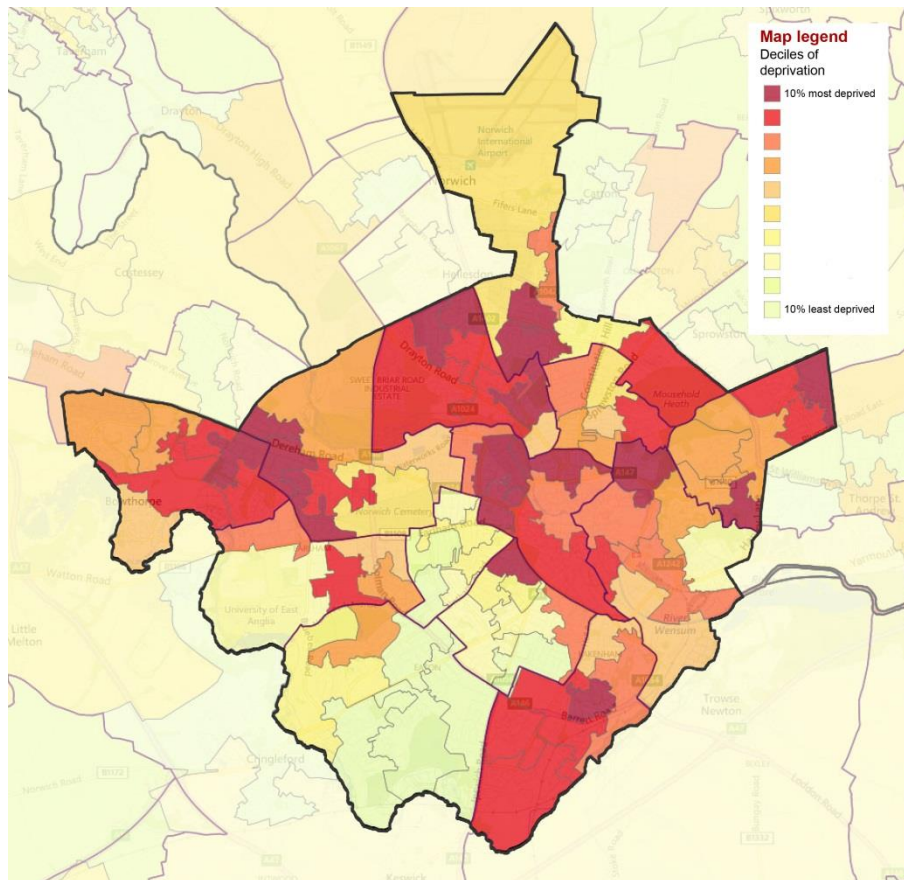
- 8.3.3. The overall ranking of Norwich City has risen from 70<sup>th</sup> most deprived in 2010 to 47<sup>th</sup> most deprived in 2015, with Broadland and South Norfolk also having shown a relative increase in deprivation when compared to national averages. However it should be noted that the data is not directly comparable over a long period because of changes in data definition and the indicators used.
- 8.3.4. The maps at figures 48 and 49 below show the distribution of relative levels of overall deprivation across Greater Norwich, mapped to the smallest geographic areas for which data is published – that is *Lower Super Output Areas (LSOAs)*, or neighbourhoods.
- 8.3.5. The neighbourhoods with the highest level of deprivation – those that fall within the most deprived 10% nationally – are within Norwich City, which also shows marked polarisation within a relatively small geographic area between its most deprived and least deprived areas. There are particular concentrations of deprivation evident in parts of Bowthorpe, Catton Grove, Crome, Lakenham, Mancroft, Mile Cross, Town Close and Wensum wards, but also many areas which show very low levels of deprivation. Town Close ward is notable in that it includes one neighbourhood which is amongst the 10% *most* deprived nationally (broadly the Vauxhall Street and Suffolk Square area) and one amongst the 10% *least* deprived (broadly the area between Ipswich Road and Hall Road centred on Grove Walk).
- 8.3.6. There were also very high levels of income deprivation affecting children and older people (in terms of average score, Norwich was ranked 20<sup>th</sup> and 37<sup>th</sup> respectively).
- 8.3.7. In the suburban and rural parts of Greater Norwich, the majority of neighbourhoods do not suffer from significant levels of deprivation, with only a very few areas ranked within the most deprived 40% and only one neighbourhood – part of Diss ward – within the most deprived 30%.

**Figure 48: Indices of Deprivation 2015: Map showing overall Index of Multiple Deprivation in Greater Norwich**





**Figure 49: Indices of Deprivation 2015: Map showing overall Index of Multiple Deprivation in Norwich**



#### **8.4. Projected Baseline**

- 8.4.1. It is likely that without the continuation of the positive policies to reduce deprivation set out in the JCS to support vibrant centres and focus on regeneration of the most deprived neighbourhoods, relative deprivation could increase beyond the end of the JCS plan period in 2026.

#### **8.5. Issues**

- There is a need to minimise socio-economic disadvantage and reduce deprivation, which particularly affects a number of areas of Norwich and some rural areas.



## 9. **SECTION 9 – HEALTH**

9.1.1. This section covers the health of the population of Greater Norwich and the provision of health facilities.

### 9.2. **Context**

#### 9.2.1. **National**

9.2.2. The **NPPF** sets out the wide ranging ways in which planning should promote healthy communities, requiring Local Plans to:

- Involve work with other authorities and providers to assess the quality and capacity of infrastructure for health and its ability to meet forecast demands;
- Set strategic priorities for their area for the provision of health facilities, taking account of local health strategies;
- Involve work with public health leads and health organisations to understand and take account of the health status and needs of the local population (such as for sports, recreation and places of worship), including expected future changes, and any information about relevant barriers to improving health and well-being;
- Support safe, secure and healthy communities, with local services and employment accessible by active and sustainable travel modes;
- Promote good design of development and the provision of landscaping, open spaces and green links to enable people to lead healthy and active lifestyles.

9.2.3. In addition, the NPPF addresses other issues which can affect health, such as pollution and housing quality.

9.2.4. More recently, Fair Society, Healthy Lives ('The Marmot Review') and its supplementary report have identified actions needed to tackle health issues in England. The review found that poor environments contribute significantly to poor health and health inequalities. It therefore promotes integration of the planning and health systems, active travel, green spaces, sports facilities, local food production and energy efficient housing.

9.2.5. The Public Health Outcomes Framework for England 2013-2016 promotes two key outcomes:

- Increased healthy life expectancy - Taking account of health quality as well as length of life.
- Reduced differences in life expectancy and healthy life expectancy between communities - through greater improvements in more disadvantaged communities.

#### 9.2.6. Local

9.2.7. There are three local Clinical Commissioning Groups (CCGs) covering the area, each with its own commissioning budget and responsibility for commissioning the majority of health services for the population, including hospital treatment and community health care. The CCGs are:

- **North Norfolk** (covering rural parts of Broadland);
- **Norwich** (covering the city and its northern suburbs in Broadland);
- **South Norfolk** (covering the whole district).

9.2.8. In conjunction with NHS England, CCGs are required to produce Local Estates Strategies looking 5 years ahead. The strategies are intended to allow the NHS to rationalise its estates, maximise the use of facilities, deliver value for money and enhance patients' experiences. These are in production.

9.2.9. Health and Wellbeing Boards bring together local authorities, the NHS, communities and wider partners to share system leadership across the health and social care and have a duty to encourage integrated working between commissioners of services, and between the functions of local government (including planning). Each Health and Wellbeing Board is responsible for producing a Health and Well-being Strategy.

9.2.10. The **Norwich CCG** Health & Wellbeing Strategy 2013-2018 has four strategic goals:

- Continuously improve and assure the quality and safety of healthcare;
- Continuously improve the health & wellbeing of the population;
- Reduce health inequalities – the health gap between different communities;
- Manage resources responsibly and ethically, and deliver value for money for the taxpayer.

9.2.11. The **South Norfolk CCG** Health & Wellbeing Strategy 2014-2017 has three strategic outcomes:

- Younger people securing the best chances in life through health and wellbeing;
- Older people live independently in their own homes with peace of mind;
- Residents of South Norfolk enjoy increased health and wellbeing and avoid or delay demand on higher cost health and social care services.

9.2.12. **North Norfolk CCG** has produced a Strategic Vision, Operational Plan and Financial Plan for 2014/15 to 2015/16. It aims to focus care

on 4 hubs providing a variety of health services. It states that "General Practices will continue as the cornerstone of delivering high quality, locally accessible care for people living in relatively isolated communities at a distance from the many services in Norwich."

- 9.2.13. Public Health England identifies the local health priorities for Greater Norwich as the social and emotional wellbeing of children aged 0-5, obesity and dementia.
- 9.2.14. Objective 11 of the **JCS** is to encourage the development of healthy and active lifestyles. Policy 7 (Supporting communities) of the JCS requires appropriate and accessible health facilities and services to be provided across the area, along with care home provision. It also supports the promotion of healthy lifestyles through the design of development. To help to address this, a requirement for Health Impact Assessments to be undertaken by developers of larger scale housing developments is set out.
- 9.2.15. A "**Planning in Public Health**" **engagement protocol** is in production for Norfolk. It aims to link NHS organisations and public health agencies with planning, to plan effectively for housing growth and the health infrastructure required to serve that growth.

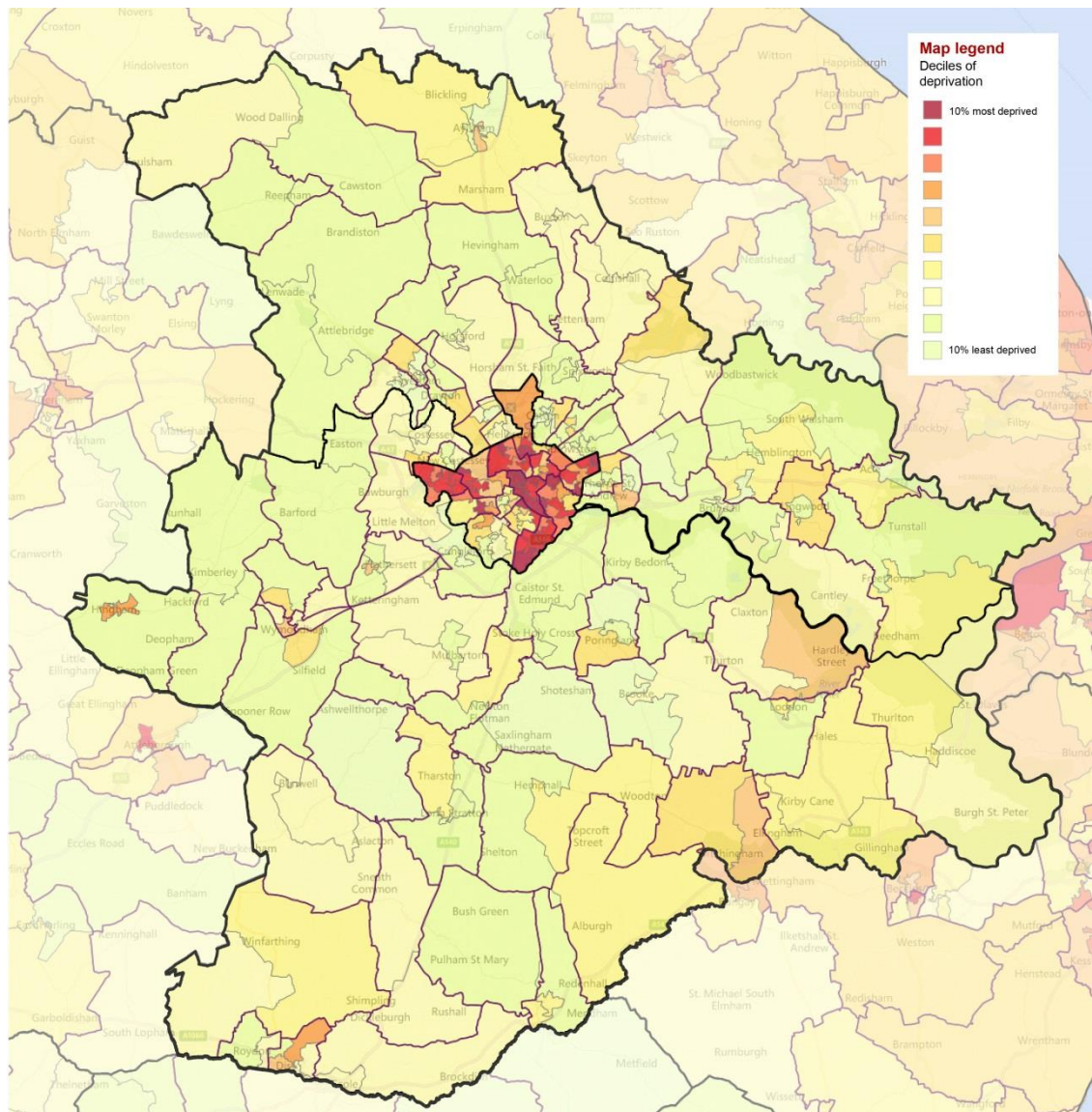
### 9.3. **Current Baseline**

- 9.3.1. Based on the 2015 **health profiles**<sup>55</sup> for the Greater Norwich districts produced by Public Health England, the health of people in Broadland and South Norfolk is generally better than the England average, whilst that in Norwich is worse.
- 9.3.2. Norwich also scores poorly on the IMD Health and Disability indicators. In 2015 the indices show Norwich as having 36% of its LSOAs ranked within the most deprived 10% nationally in terms of health. Only three other districts in England had higher relative proportions of health deprived neighbourhoods within their boundaries.
- 9.3.3. There are significant differences between areas within Greater Norwich and within Norwich itself. For example life expectancy is 10.9 years lower for men in the most deprived areas of the city than in the least deprived areas. The disparity in health between wards in Greater Norwich is illustrated in figure 50. This map shows that inner urban wards are considerably more deprived in terms of health than suburban and rural wards. The spatial patterns of health deprivation closely match those of overall deprivation illustrated in figures 48 and 49.

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<sup>55</sup> Health profiles for [Norwich](#), [Broadland](#), and [South Norfolk](#) 2015

**Figure 50 Index of Multiple Deprivation – Map showing Health deprivation in Greater Norwich**



- 9.3.4. People in Norwich score worse than the national average for approximately two-thirds of the indicators used by Public Health England, whilst people in Broadland and South Norfolk score better than average for the great majority of indicators.
- 9.3.5. The most notable health issues which are significantly worse than the national average in Norwich are the rate of alcohol related harm hospital stays, the rate of self-harm hospital stays and levels of adult smoking. Reflecting the relatively high proportions of older people, the most notable health issue which is worse than the national average in Broadland and South Norfolk is excess winter deaths.
- 9.3.6. The percentage of physically active adults is higher than the national average and obesity in both children and adults is lower than the national average in all three districts.

**9.4. Projected Baseline**

- 9.4.1. Without a plan beyond the end date of the JCS in 2026, there is a risk that the current policy focus on new development providing for additional health care services and facilities where needed, meeting care needs and promoting healthy lifestyles, will be reduced.

**9.5. Issues**

- It will be important to ensure that Greater Norwich's good levels of health are supported, with a particular focus on reducing the health gap between different areas and on providing the necessary health services and facilities for a growing and ageing population.

## **10. SECTION 10 – CRIME**

10.1.1. This section covers the amount and type of crime experienced within Greater Norwich.

### **10.2. Context**

#### **10.2.1. National**

10.2.2. The **NPPF** states that local plans and planning decisions should create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion.

#### **10.2.3. Local**

10.2.4. The **Police and Crime Plan for Norfolk 2014-16**<sup>56</sup> states that Norfolk is one of the safest counties in the country. It sets three crime and disorder reduction objectives:

- Reduce priority crime, anti-social behaviour and reoffending;
- Reduce vulnerability, promote equality and support victims;
- Reduce the need for service through preventative and restorative approaches and joined up working with partners, protecting the availability of frontline resources.

10.2.5. **JCS** objective 10 is for Greater Norwich to be a place where people feel safe in their communities. Policy 7 (Supporting communities) requires new police facilities to be provided to serve areas of major growth and areas which are deficient. It also requires the design of development to minimise crime and the fear of crime. Policy 11 for the city centre and other local plan policies in Norwich seek to extend leisure and hospitality uses across the city centre, while focussing late night activities in identified areas around Prince of Wales Road and Riverside, in the east of the city centre. This approach has been taken partly to enable the focussing of police resources and partly to enable the separation of office/residential uses from late night activities.

### **10.3. Current Baseline**

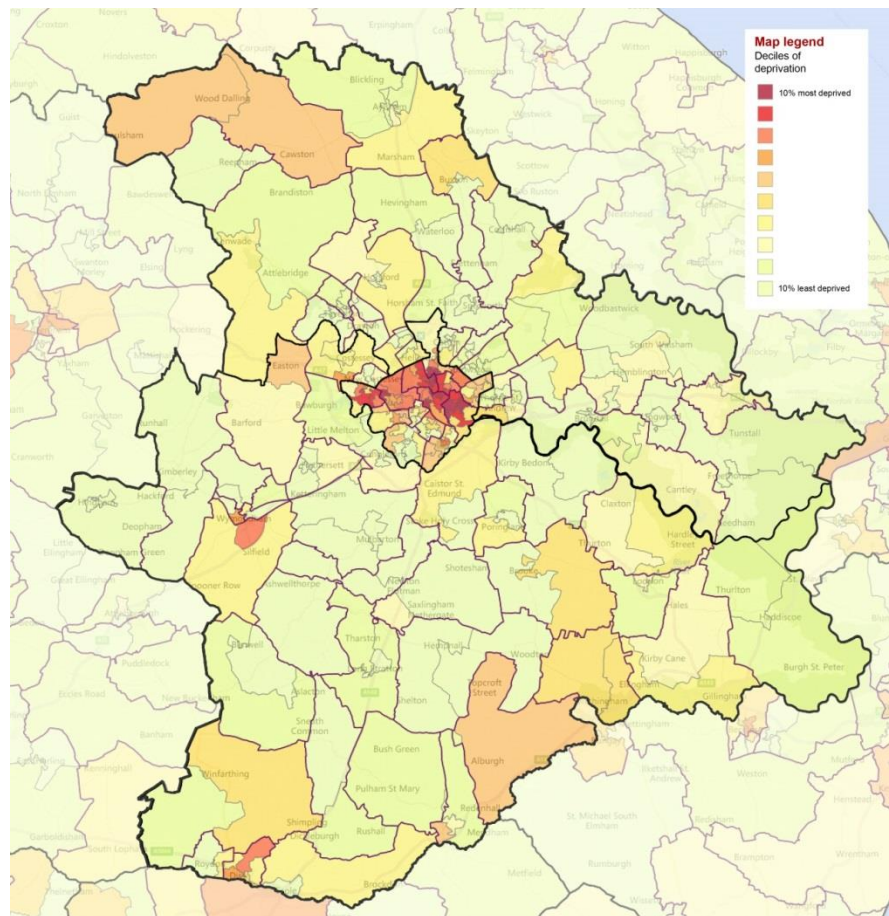
10.3.1. 2015 IMD crime domain data for Greater Norwich shows that levels of crime are generally lower in rural and suburban areas than in inner urban areas. Norfolk constabulary data shows the Norwich east policing area, which contains the whole of the city centre, including shopping and late night activity areas, has the highest crime rates in Greater Norwich by a significant margin.

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<sup>56</sup> January 2015 refresh of the [Police and Crime Plan for Norfolk](#)



**Figure 51 Index of Multiple Deprivation Map of Crime Domain data for Greater Norwich**



#### **10.4. Projected Baseline**

10.4.1. Dependent on behavioural patterns in society and the future policy approach to concentration of late night activities, the spatial patterns of higher crime in eastern parts of the city centre seem likely to continue. However, it is possible that changes to permitted development rights will lead to greater dispersal of such uses.

#### **10.5. Issues**

- Although levels of crime are generally low, there are higher crime levels in inner urban wards, particularly in areas with a concentration of late night drinking establishments.

## **11. SECTION 11 – EDUCATION**

11.1.1. This section covers educational attainment and facilities in Greater Norwich.

### **11.2. Context**

#### **11.2.1. National**

11.2.2. The **NPPF** states that local planning authorities should take a proactive, positive and collaborative approach to development that will widen choice in education.

#### **11.2.3. Local**

11.2.4. The over-arching strategic action plan for **A Good School for Every Norfolk Learner** contains four aims.

- Raise Standards at all Key Stages;
- Increase proportion of schools judged good or better;
- Improve leadership and management including corporate leadership and strategic planning; and
- Improve monitoring and evaluation of impact.<sup>57</sup>

11.2.5. Objective 5 of the JCS promotes the provision of educational facilities to support the needs of a growing population. Policy 7 (Supporting communities) states that provision will be made for appropriate and accessible education opportunities, including wider community use of schools, new schools to serve growth and the promotion of tertiary education at the University of East Anglia (UEA), Norwich University of the Arts (NUA), City College and Easton College.

### **11.3. Current Baseline**

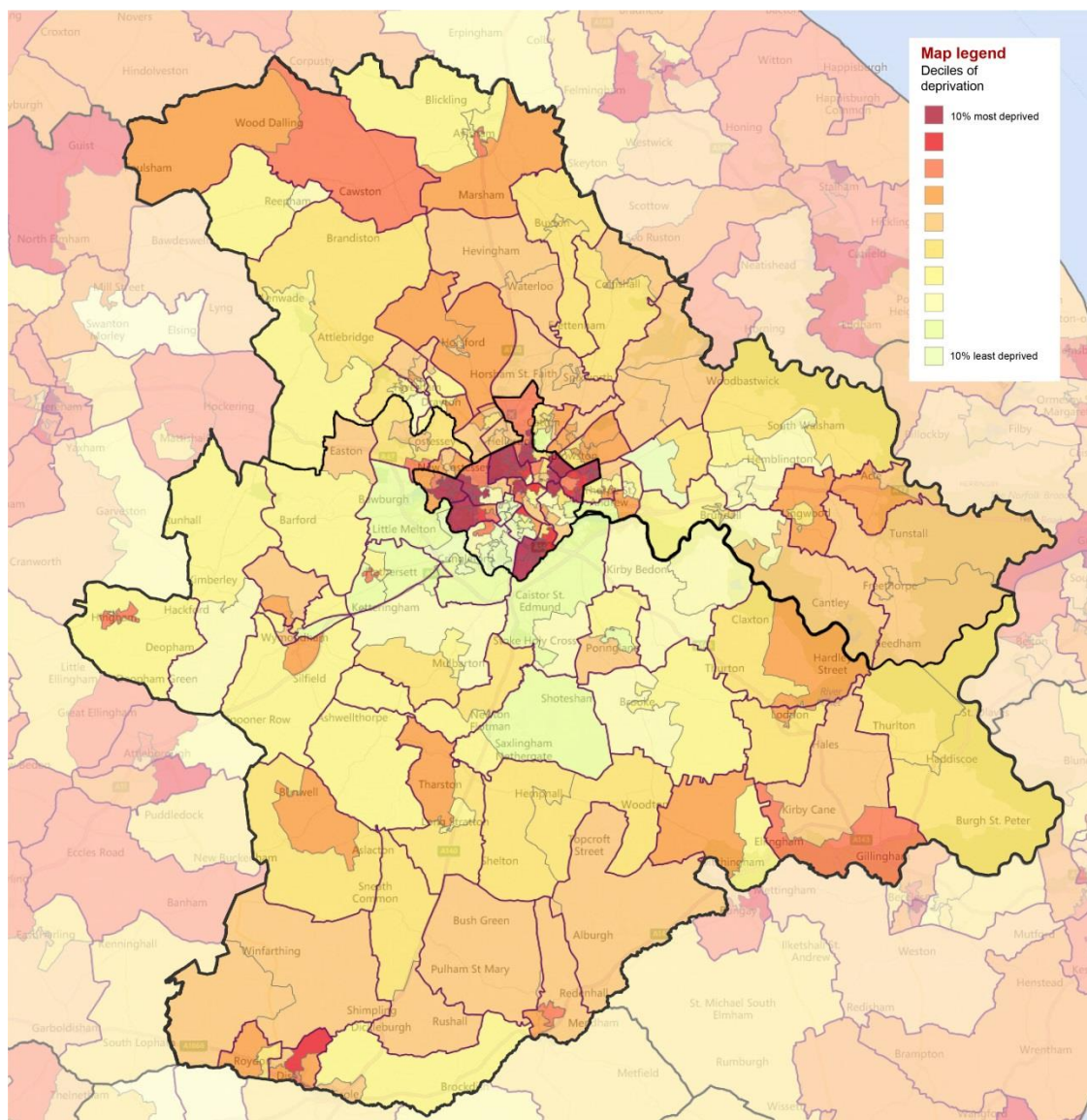
11.3.1. Norwich scores poorly in the Education, Skills and Training domain of the IMD, while in Broadland and South Norfolk the picture is significantly better. In 2015 the indices show Norwich as having 36% of its LSOAs ranked within the most deprived 10% nationally in terms of education. Like health, only three other districts in England had higher relative proportions of education- deprived neighbourhoods within their boundaries. The position in Norwich appears to have worsened since 2010, though the reasons for this decline are unclear. The indicators for this include (for young people) attainment at Key Stages 2, 3 and 4; secondary school absence, and entry into higher education; and (for adults) the proportion of working age adults aged 25-54 with no or low qualifications.

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<sup>57</sup> <http://www.schools.norfolk.gov.uk/view/NCC130259>



**Figure 52 Indices of Multiple Deprivation 2015 Education, Skills and Training in Greater Norwich**



**Figure 53 Education and employment across the districts**

| Indicator   | Broadland | Norwich | South Norfolk | National |
|---|-----------|---------|---------------|----------|
| <b>16 – 18 year olds who are not in education, employment or training (NEET)<sup>58</sup></b> | 2.8%      | 6.4%    | 2.2%          | 4.1%     |
| <b>Proportion of population aged 16-64 qualified to NVQ level 4 or higher<sup>59</sup></b>    | 29.3%     | 35.9%   | 35.7%         | 36%      |

<sup>58</sup> [Norfolk County Council](#), November 2015

<sup>59</sup> Source: ONS Annual Population Survey 2014

11.3.2. Figure 53, above, shows other education and skills statistics for the Greater Norwich area. Norwich's population is over-represented in the NEET category, and slightly fewer residents of Greater Norwich than the national average have high level educational qualifications, with the figure for Broadland being over 5% below the national average.

11.3.3. In addition, Norwich ranks poorly for social mobility (a geographical comparison of the chances of children from disadvantaged backgrounds doing well at school and getting a good job). In a recent government report<sup>60</sup>, Norwich ranked 323rd out of 324 lower-tier authorities, while Broadland and South Norfolk performed much better (163 and 110 respectively). This means, for deprived children in Norwich, there are limited opportunities to acquire the education and skills they need to achieve good outcomes as an adult, and even if they are able to overcome this, a weak labour market and/or high housing costs make it difficult to secure good outcomes in adult life.

11.3.4. The tertiary education sector plays an important role in the local economy and supports the growth of the knowledge economy.

#### **11.4. Projected Baseline**

11.4.1. The JCS focus on the development of knowledge based industries in the area, along with initiatives to increase opportunities for young people should, if successful, start to address issues of low educational performance in the area. Planned growth in the tertiary sector, particularly at the University of East Anglia, should increase Norwich's role as a "learning city", as promoted by the JCS. Beyond the end date of the JCS in 2026, education is likely to remain a key element of the local economy.

#### **11.5. Issues**

- The recent increase in the birth rate will increase demand for education and other children's services in the area.
- It is important to increase educational attainment and skill levels, particularly in the more deprived parts of the area and in other areas where there is low educational attainment.

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<sup>60</sup> <https://www.gov.uk/government/publications/social-mobility-index>

## **12. SECTION 12 – TRANSPORT AND ACCESS TO SERVICES**

12.1.1. This section covers the existing and planned transport network in the area and access to services.

### **12.2. Context**

#### **12.2.1. National**

12.2.2. Transport forms a key part of the **NPPF**. It states:

- Transport policies have a key role promoting sustainability and health objectives;
- Smarter use of technologies can reduce the need to travel;
- Local Plans should support a pattern of development which facilitates the use of sustainable transport modes and reduces greenhouse gas emissions and congestion;
- Developments that generate significant amounts of movement should be supported by a Transport Statement or Assessment;
- Planned growth should be located and designed to reduce the need for major transport infrastructure.

12.2.3. More detailed guidance in paragraph 35 requires developments to be located and designed where practical to:

- accommodate delivery of goods and supplies;
- give priority to pedestrians, cyclists and public transport;
- create safe and secure layouts which minimise conflicts, including home zones;
- incorporate facilities for low emission vehicles; and,
- consider the needs of people with disabilities.

12.2.4. The NPPF also promotes strong, vibrant and healthy communities, with accessible local services that reflect the community's needs, focussing the majority of services in defined centres.

12.2.5. The UK Broadband Impacts Study suggests that investment of substantial public funds in upgrading the UK's broadband infrastructure is likely to yield significant economic returns, generate employment and cut energy and carbon dioxide emissions.

#### **12.2.6. Local**

12.2.7. Norfolk County Council's 3<sup>rd</sup> local transport plan "**Connecting Norfolk**", which includes an implementation plan, was adopted in 2011 and runs to 2026.

12.2.8. The plan's vision is: "A transport system that allows residents and visitors a range of low carbon options to meet their transport needs and attracts and retains business investment in the county."

12.2.9. Six strategic aims underpin the vision: maintaining and managing the highway network; delivering sustainable growth; enhancing strategic connections; reducing emissions; improving road safety; and improving accessibility.

12.2.10. The following strategic connections identified in the plan for enhancement are most relevant to Greater Norwich:

- The A11, providing the main road connection to London and the south;
- A Norwich Northern Distributor Road (NDR) to facilitate strategic access to north-east Norfolk and Norwich International Airport, along with other connections to enhance the airport as a gateway;
- The A47, part of the European TEN-T network, providing the main east-west road connection and route to the Midlands and north of England;
- The Norwich to London rail line, providing links to London and the south;
- The Norwich to Cambridge and Peterborough rail line, providing links to the Midlands and the north of England.

12.2.11. Other plan priorities of particular significance to the GNLP are:

- Aiding a shift to a more efficient vehicle fleet through development and facilitation of necessary infrastructure like electric vehicle charging points;
- Promoting active and healthier travel options for short journeys to schools, services and places of employment;
- Enhancing integration between different travel modes, particularly at key bus and rail stations and Norwich International Airport;
- Tackling traffic problems where they result in poor air quality;
- Prioritising measures to reduce the number of people killed or seriously injured on Norfolk's roads;
- A shift towards more demand responsive transport in rural areas;
- Promoting shared travel options like car sharing;
- Achieving efficient movement into town and urban centres, favouring short term parking for car drivers, which benefits the local economy and supports alternative travel options;
- Providing opportunities for sustainable tourism, recognising the benefit of community and heritage rail lines;
- Providing accessible transport services;
- Encouraging alternatives to travel, such as supporting high quality broadband.

12.2.12. Connecting Norfolk sets the context for more local transport strategy in the **Norwich Area Transportation Strategy (NATS)** and its implementation plan.

- 12.2.13. NATS supports Norwich's role as a regional transport interchange and promotes a balanced transport policy, providing the opportunity to deliver a high quality living environment in sustainable developments based around walking, cycling and public transport, whilst providing road links to enable this.
- 12.2.14. NATS has been successful. Whilst the population of the area has increased significantly in the last ten years, traffic crossing the ring roads in Norwich has fallen, bus patronage has gone up by 35% and walking and cycling rates have also increased.
- 12.2.15. NATS is integral to the **JCS** – the proposed transport implementation plan, set out in figure 54 below, and a programme of capital works across the Greater Norwich area, form part of the planning strategy. Further detail on NATS and other measures to promote sustainable accessibility in Greater Norwich is in the current baseline and planned improvement section below.
- 12.2.16. Objective 6 of the JCS is "To make sure people have ready access to services." To achieve this, the strategy focusses development round existing service centres, requires new services to be provided to serve new growth where necessary and promotes taking innovative approaches to support rural service provision.
- 12.2.17. Objective 7 is "To enhance transport provision to meet the needs of existing and future populations while reducing travel need and impact." To achieve this, the strategy requires development to be located and designed to reduce the need to travel especially by private car. Greater use of sustainable modes of transport is encouraged through better public transport, footways and cycle networks, and by co-location of housing with services, jobs, shops, schools and recreational facilities. A Bus Rapid Transit system and general enhancement to bus infrastructure is promoted on key routes in the Norwich area. Improvement of the strategic road network is also promoted, including the construction of the NDR, along with encouraging newer communication and information technologies to reduce the need to travel.
- 12.2.18. Policy 6 of the JCS covers access and transportation. Reflecting the objectives above, the strategy focuses the majority of development in the Norwich Policy Area and the policy promotes Norwich as a regional transport node, along with improved access in rural areas. This is to be achieved by:
- The implementation of NATS including the NDR;
  - Improvements to the walking, cycling and bus networks, including a Bus Rapid Transit (BRT) network, Park and Ride and the links between main towns and service centres;
  - Enhanced rail services;
  - Provision of the A140 Long Stratton bypass;
  - Promoting improvements to the A11 and A47;
  - Supporting growth of Norwich International Airport;

- Concentrating development close to services and promoting local service delivery;
- Improved IT links including broadband;
- Protecting strategic transport corridors;
- Promoting rail freight;
- Recognising that in the most rural areas the car remains an important means of travel.

12.2.19. Policy 19 (The hierarchy of centres) emphasises the role of strong centres throughout the area in promoting regeneration.

### **12.3. Current Baseline**

12.3.1. This baseline section identifies the current transport network in Greater Norwich and sets out recent and planned improvements to that network.

12.3.2. The area's national and international transport links and proposed enhancements are set out in paragraph 257 above. The JCS Key Diagram in appendix 3 shows the main transport routes in the Greater Norwich area and local transport enhancement priorities.

12.3.3. Dualling of the A11 has been completed in recent years. There is a government commitment in its Roads Investment Strategy 2015/16 to 2019/20<sup>61</sup> to making improvements to the A47, including complete dualling between Dereham to the west of the area and Acle in the east, improvements to the A11/A47 junction at Thickthorn and safety measures on the A47 Acle Straight linking to Great Yarmouth.

12.3.4. The Northern Distributor Road, which is largely funded by central government, is under construction, with completion scheduled for December 2017.

12.3.5. The adopted Long Stratton Area Action Plan identifies a corridor within which the A140 Long Stratton bypass will be delivered to ease congestion on this strategic and regionally important road linking Norwich and Ipswich. A substantive element of the funding is expected to come from the developer.

12.3.6. Rail improvements are planned to strategic services, including faster services to London and improved services to the Midlands and the north. Norwich station also provides the hub for regional and local rail services to Cambridge, Cromer/ Sheringham and Great Yarmouth/Lowestoft, giving options for local commuting from settlements such as Diss, Wymondham, Brundall and Acle.

12.3.7. Norwich International Airport is promoted in Connection Norfolk and the JCS as a catalyst for economic growth and there has been

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<sup>61</sup> [See page 42 of section 2](#)

some growth in passenger numbers in recent years. While its road connections will be greatly improved by the NDR, public transport links to the airport are currently poor.

- 12.3.8. As well as the key scheduled service to Schiphol (Amsterdam) which provides a hub for links to international destinations, figure 54 below shows there is significant business from offshore industries and other destinations including Alicante, Edinburgh, Jersey, Malaga and Manchester.<sup>62</sup>

**Figure 54: Norwich International Airport Passenger Numbers**

|  | <b>2011/12</b> | <b>2012/13</b> | <b>2013/14</b> |
|--|----------------|----------------|----------------|
| <b>Scheduled Traffic</b>                   | 266,373        | 264,544        | 255,753        |
| <b>Chartered Traffic</b>                   | 84,770         | 73,724         | 108,305        |
| <b>Gas Platform &amp; Domestic Charter</b> | 77,037         | 85,128         | 101,606        |
| <b>Total Passengers</b>                    | 427,909        | 423,396        | 465,664        |

#### **12.3.9. Implementation of NATS associated measures**

- 12.3.10. The Norwich urban area and its surrounding growth locations, the area covered by NATS, is a relatively compact largely urban area. This form of development assists the delivery of sustainable transport options.
- 12.3.11. Implementation of NATS is ongoing. Appendix 4 is the NATS Implementation Plan from the JCS which sets out the main elements of NATS, with greater detail for Norwich city centre provided in figure 55. Completion of the NDR will free up additional road space for NATS measures.
- 12.3.12. In addition to the NDR, associated measures to implement NATS include:
- 12.3.13. **Improvements to the cycle network:** There is a relatively good network of cycle routes and quiet country routes linking settlements within Greater Norwich and Norwich is in the top 5 districts in the country for cycle use. The Marriotts Way, a long-distance route on a former railway line, forms part of National Cycle Route 1 and links Norwich to Reepham and Aylsham. It is used both by commuters and leisure users and is a priority for future investment.
- 12.3.14. Significant government Cycle City Ambition grant funding to improve the cycle network in and around the city and to link to growth locations has been secured. A refined network is being delivered through the 'Push the Pedalways' programme. £5.7 million has been invested in the Pink Pedalway along the route from the Norfolk & Norwich University Hospital and UEA, through the city

<sup>62</sup> Norwich Airport Fast Facts <https://www.norwichairport.co.uk/about-us/norwich-airport-fast-facts/>



centre, to the strategic growth area, the north-east growth triangle. Funding has been secured to invest in the other pedalways, including improving and extending the blue pedalway between Wymondham, Norwich and Sprowston. Attracting additional funding for further initiatives will be an ongoing priority in the future.

- 12.3.15. **Public transport improvements:** Development of a Bus Rapid Transit (BRT) network, shown in Appendix 4, is planned as part of NATS. BRT is a bus-based public transport service providing more frequent and faster services than an ordinary bus routes, achieved by making improvements to existing infrastructure, vehicles and scheduling. Over the last 20 years infrastructure improvements have established dedicated bus-priority lanes on main radial routes into Norwich, including Dereham Road, Newmarket Road and Wroxham Road. The network will be developed further to promote public transport use in growth areas, with BRT routes linking Norwich City Centre to: Wymondham/Hethersett/Cringleford; Easton/Costessey; Hellesdon/Drayton/ Taverham; Norwich International Airport; the Growth Triangle, and Yarmouth Road/Broadland Business Park. This network will be supplemented by core bus routes, as shown in Appendix 4.
- 12.3.16. The six Park & Rides sites around Norwich form one of the most comprehensive Park and Ride networks in the country, serving commuters, shoppers and other visitors to the city. Priorities set out in NATS are improving the speed, reliability and frequency of the service and, potentially, a new site at Trowse. However, funding cuts have had a negative effect on facilities and services in recent years.
- 12.3.17. **City centre measures:** Incremental pedestrian, cycle and public transport improvements have been made in Norwich city centre. Recent examples include improvements in the St Stephen's Street and Rampant Horse Street retail area and a £2.55 million scheme on Golden Ball Street, All Saints Green and Westlegate, which is currently being implemented. As illustrated in figure 55 below, further projects are planned which aim to prioritise pedestrians, cycling and public transport.
- 12.3.18. The strategic approach retains access for private vehicles to the city centre car parks and for residents and businesses, whilst aiming to reduce unnecessary cross city centre car journeys to make effective use of the inner ring road. This approach is supported by the long term strategy set out in NATS and in the Norwich Local Plan to cap public car parking spaces in the city centre at 10,000, with parking increasingly focussed on accessible multi-storey car parks rather than widely dispersed surface level car parks. To complement these measures, a 20mph speed limit is being introduced within the whole city centre.

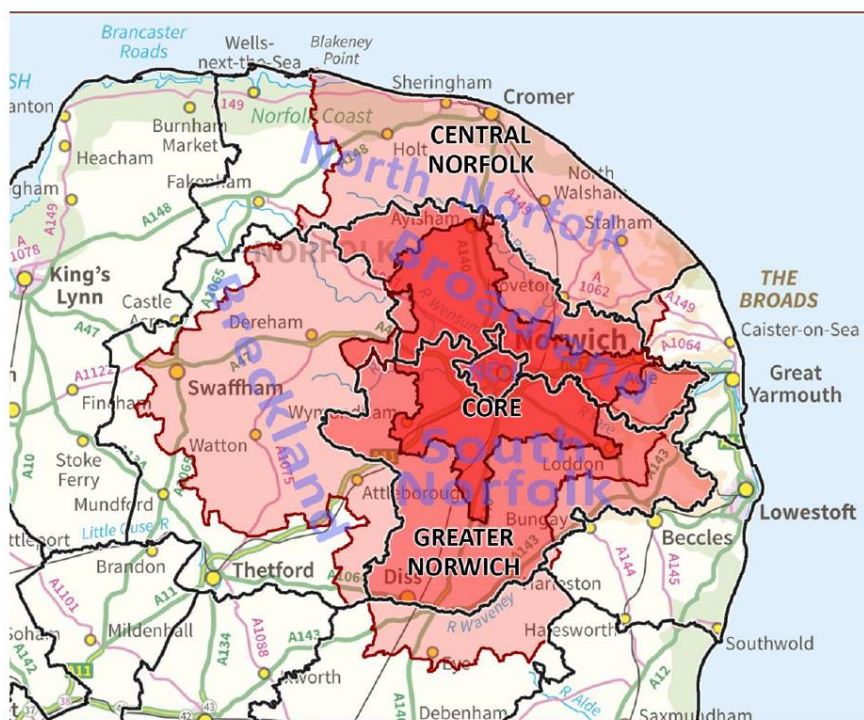


**Figure 55 NATS measures for Norwich city centre**



- 12.3.19. 2011 Census data set out in the **Strategic Housing Market Assessment** (SHMA) in 2015, set out in figure 56 below, demonstrates the strong pull of Norwich for commuters. The housing market area it defines is based on travel to work patterns. It extends to Cromer on the North Norfolk Coast, westwards to Swaffham, southwards to Eye in north Suffolk, and eastwards to the edges of Great Yarmouth. Whilst the influence of Norwich diminishes over distance, and the inclusion of some areas is due to the lack of fit with any other housing market, the wider influence of Norwich beyond the district boundaries of Broadland and South Norfolk is clear.

**Figure 56 Map of commuting area as defined in Strategic Housing Market Assessment**



12.3.20. Census travel to work data from 2011 in figure 57 below shows that the use of sustainable modes of transport (walking, cycling and public transport) is higher in Norwich than in Broadland and South Norfolk, with private vehicle use for journeys to work higher in more rural areas.

**Figure 57 Percentage of residents who travel to work by various modes<sup>63</sup>**

|                              | Broadland | Norwich | South Norfolk | Greater Norwich |
|------------------------------|-----------|---------|---------------|-----------------|
| <b>Private Motor Vehicle</b> | 70%       | 50%     | 71%           | 64%             |
| <b>Public Transport</b>      | 8%        | 9%      | 5%            | 8%              |
| <b>Foot or Cycle</b>         | 9%        | 32%     | 10%           | 17%             |
| <b>Work from Home</b>        | 10%       | 7%      | 12%           | 9%              |

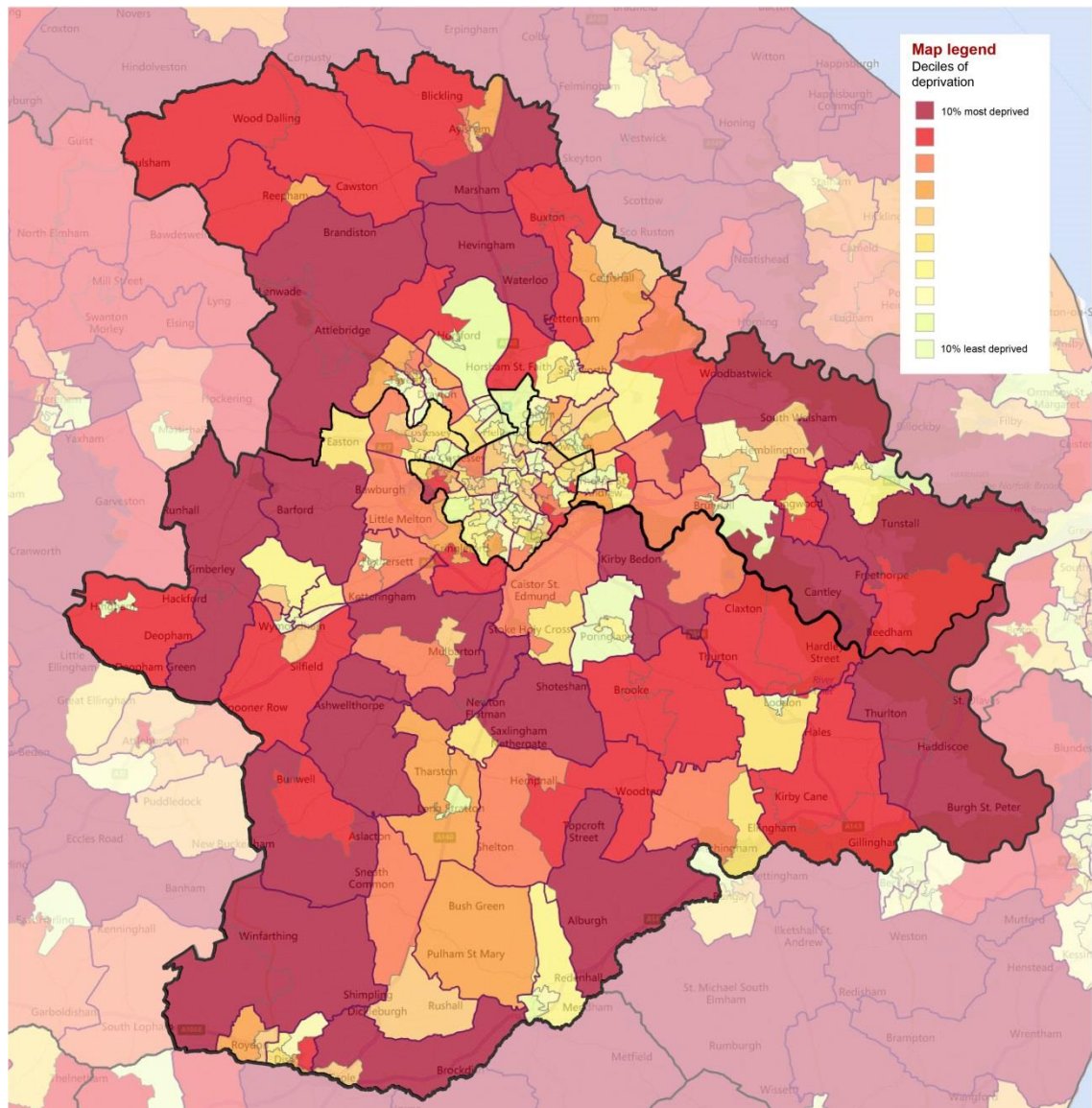
\*Data does not add to 100% due to rounding of percentages

12.3.21. Whilst commuters from remoter villages may be able to use public transport their options are often limited and may decrease further due to cuts in subsidies leading to reduced rural public transport services. As figure 58 illustrates, rural areas of Greater

<sup>63</sup> 2011 Census data quoted in Greater Norwich Growth Board Annual Monitoring Report 2014/15, Appendix D.

Norwich have poorer access to services (and housing) than in Norwich and the market towns and large villages. As set out above, Connecting Norfolk promotes increasing use of demand responsive transport services, car sharing and the improvement of broadband services in rural areas to reduce the need to travel and as a means of increasing access to services in rural areas.

**Figure 58 Index of Multiple Deprivation 2015 Access to services and housing 2015 across Greater Norwich**



## 12.4. Projected Baseline

12.4.1. The JCS concentrates the majority of development in areas capable of being accessed by sustainable modes of transport and promotes the delivery of transport infrastructure required to support growth to 2026. Without a plan beyond this date there is the potential both for the required infrastructure to support further growth not being delivered and for more dispersed patterns of

development which could occur without a plan increasing the proportion of the population with poor access to services.

## **12.5. Issues**

- Development should be located where transport options are, as far as possible, not limited to using the private car, so that sustainable transport options can be promoted, and where the need for additional infrastructure can be minimised.
- There is a need to improve the strategic transport network, most particularly improvements to the rail network, to the A47 and to provide good quality public transport access to Norwich International Airport.
- Further investment is required to promote sustainable transport patterns. The completion of the NDR provides the opportunity to implement further improvements in the Norwich urban area and in the main growth locations and to reduce cross city traffic movements.
- In rural areas, access to public transport is poor and subsidies are likely to decline, so it will be important to sustain local public transport services where possible and to support demand responsive transport.
- It will be important to improve access to high speed broadband and mobile phone connectivity, particularly in rural areas.
- Road safety should be improved.

## **13. SECTION 13 – NATURAL RESOURCES AND WASTE**

13.1.1. This section looks at issues related to waste, recycling minerals and soils in Greater Norwich. The Greater Norwich Local Plan does not cover waste management facilities or minerals extraction as these are covered by Norfolk County Council as the Mineral and Waste Planning Authority in their own plan-making. However, the Local Plan needs to take account of relevant issues, for instance in planning development in relation to known mineral assets.

### **13.2. Context**

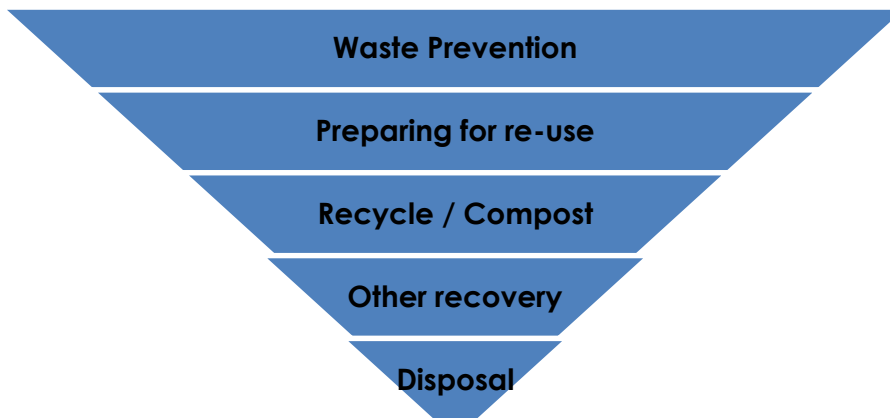
#### **13.2.1. National**

13.2.2. Most UK legislation impacting on waste management is now implemented as a result of European Directives. The European Union's waste legislation includes:

- Directives providing frameworks for managing waste, including the **Directive on Waste** ("The Waste Framework Directive"), as amended and includes the **European Waste Catalogue**, and the **Directive on Hazardous Waste**, as amended.
- Directives on the treatment of waste including the **Directive on Integrated Pollution Prevention and Control**, the **Directive on Landfill of Waste** and the **Directive on Incineration of Waste**.
- The EU Landfill Directive sets a target to reduce the proportion of biodegradable municipal waste landfilled by 75% by 2035 compared to 1995. A commitment is made to meeting this target through the **Waste Management Plan for England 2013**.
- The Waste Framework Directive sets an EU wide target for recycling of household waste of 50% by 2020.

13.2.3. The Waste Framework Directive is transposed in English law largely through the Waste (England and Wales) Regulations 2011, amongst others, which places emphasis on the waste hierarchy (figure 59) to ensure that waste is dealt with in the priority order of prevention, preparing for re-use, recycling, other recovery and lastly disposal.

**Figure 59 Waste Hierarchy (DEFRA, 2013)**



13.2.4. The NPPF does not contain specific waste policies as waste is covered by the **National Planning Policy for Waste (NPPW)**. The NPPF does however contain specific mineral policies.

13.2.5. The NPPW sets out how positive planning plays a pivotal role in delivering the country's waste ambitions, including:

- delivery of sustainable development and resource efficiency, by driving waste management up the waste hierarchy;
- recognising the positive contribution that waste management can make to the development of sustainable communities;
- provide a framework in which communities and businesses are engaged with and take more responsibility for their own waste;
- helping to secure the re-use, recovery or disposal of waste without endangering human health and without harming the environment; and
- ensuring the design and layout of new residential and commercial development and other infrastructure complements sustainable waste management, including the provision of appropriate storage and segregation facilities to facilitate high quality collections of waste.

13.2.6. NPPF Section 13 includes advice in respect of 'Facilitating the sustainable use of minerals'. This identifies the importance of ensuring there is sufficient supply of material to provide for development and the economy. It also states that Local Planning Authorities should give great weight to the benefits of mineral extraction, particularly economic benefits. Paragraph 143 sets out detail of minerals considerations in preparing Local Plans, including:

- policies for extraction of mineral resource of local and national importance;
- take account of the potential for secondary and recycle materials before primary extraction;



- define Mineral Safeguarding Areas and safeguard existing, planned and potential mineral facilities; and policies to encourage prior extraction of mineral where possible if non-mineral development has to take place on Mineral Safeguarding Areas

13.2.7. The NPPF states (at paragraph 109) that the planning system should protect and enhance valued soils and prevent the adverse effects of unacceptable levels of pollution. Paragraph 112 requires planning authorities to take into account the economic and other benefits of the best and most versatile agricultural land which it defines as grades 1, 2, and 3a of the Agricultural Land Classification.

13.2.8. **National Planning Practice Guidance** suggests that where significant development of agricultural land is demonstrated to be necessary, local planning authorities should seek to use areas of poorer quality land in preference to that of a higher quality.

13.2.9. The Government's **Safeguarding our Soils Strategy, 2009** sets out a vision for the future of soils in England that agricultural soils will be better managed and threats to them will be addressed, construction practices should value soil and soil pollution is prevented.

13.2.10. Natural England also publishes the **Agricultural Land Classification**, referred to in the NPPF and above.

#### 13.2.11. Local

13.2.12. Local mineral and waste planning policy is currently set out in the adopted **Norfolk County Council Core Strategy and Waste Development Management Policies Development Plan Document 2010-2026** which states the following in relation to Greater Norwich and Norfolk:

- Norfolk will continue to be self-sufficient in the production of sand & gravel.
- The County Council will aim to manage the equivalent of the amount of waste expected to arise in the county (subject to considerations such as the availability of treatment facilities, distance travelled and mode of transport used).
- Norfolk will increase waste prevention, recycling and the recovery of energy from waste, leading to a reduction in the quantity of non-hazardous waste being disposed of to landfill.
- The county will have also increased the proportion of aggregates needs met through the use of secondary and recycled aggregates.
- Large and medium-sized facilities for minerals extraction and waste management will be preferentially located close to the Norwich Policy Area. Medium-sized facilities will be

preferentially located close to the market towns of Aylsham, and Diss. In particular, the expected development of 32,000 dwellings in the Norwich Policy Area, and the planned development and construction of the Norwich Northern Distributor Road, will, as far as is practicable, be supported through appropriately-located minerals extraction and waste management facilities.

- All mineral workings will be covered by progressive restoration schemes; the enhancement of Norfolk's biodiversity (particularly Norfolk Biodiversity Action Plan habitats and species) and the creation of new, high quality, distinctive landscapes will be strongly supported.
- The key actions outlined above will make a valuable contribution to climate change adaptation, whilst also reducing greenhouse gas emissions in Norfolk.<sup>64</sup>

13.2.13. Whilst the Greater Norwich Local Plan will not set out matters related to waste management or minerals development, as these are the responsibility of Norfolk County Council, it will be necessary for the Local Plan to help implement elements of waste and minerals plans. This will be done, for instance, through safeguarding land, promoting the use of materials reuse and setting the policies for delivery of waste development.

### **13.3. Current Baseline**

#### **13.3.1. Waste**

13.3.2. Broadland, Norwich and South Norfolk councils each operate a kerbside recycling collection scheme. This includes a full range of recyclables including glass, plastic, cans, paper, card and garden waste. There are currently food waste kerbside collections in Norwich and some of the surrounding urban fringe areas. Elsewhere residents are encouraged to compost should they wish to. Therefore food waste still makes up a proportion of waste going to landfill.

13.3.3. In addition to kerbside collections, there are seven Recycling Centres in Greater Norwich at:

- Ketteringham;
- Mayton Wood (Coltishall);
- Mile Cross;
- Morningthorpe (Long Stratton);
- Strumpshaw;
- Bergh Apton; and
- Wymondham.

13.3.4. Changing waste collection practices have helped the percentage of household waste recycled or composted to increase as set out in

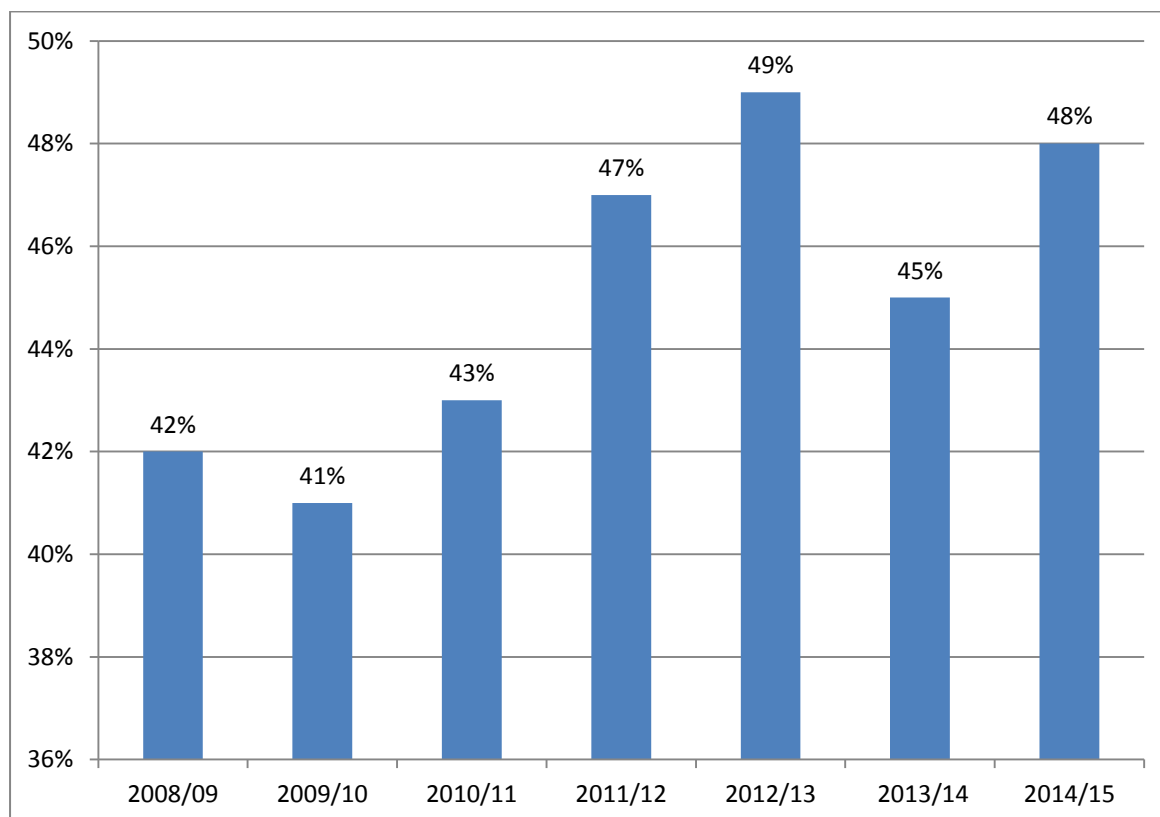
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<sup>64</sup> Adapted from the Norfolk Minerals and Waste Development Framework, pages 36-37  
<http://www.norfolk.gov.uk/view/ncc094912>



figure 60 below. In 2014/15 Greater Norwich had a recycling & composting total of 48% which exceeded Norfolk's average rate of 43%<sup>65</sup>. Across England in 2000/01 the recycling rate was 11.2% and by 2014/15 it had reached 43.7%<sup>66</sup>.

**Figure 60 Percentage of Household Waste Recycled or Composted in Greater Norwich** <sup>67</sup>



### 13.3.5. Minerals and Waste Site Allocations

13.3.6. Following the strategic direction set by its Core Strategy, Norfolk County Council has produced two site specific allocation documents. One document deals with minerals extraction sites.<sup>68</sup> The other document deals with waste management facilities<sup>69</sup>.

<sup>65</sup> Recycle for Norfolk, *How Are We Doing?* <http://www.recyclefornorfolk.org.uk/content.asp?pid=207>

<sup>66</sup> Department for the Environment, Food and Rural Affairs, Tables ENV18 - Local Authority Collected Waste: Annual Results Tables –*Table 3a: Regional Household Recycling Rates 2000/01 to 2014/15* <https://www.gov.uk/government/statistical-data-sets/env18-local-authority-collected-waste-annual-results-tables>

<sup>67</sup> Joint Core Strategy Annual Monitoring Report 2014/15

<sup>68</sup> Mineral Site Specific Allocations (DPD) 2013, <http://www.norfolk.gov.uk/view/ncc126927>

<sup>69</sup> Waste Site Specific Allocations (DPD) 2013, <http://www.norfolk.gov.uk/view/ncc126928>

13.3.7. Allocated sites in Greater Norwich where mineral extraction is considered acceptable in principle are shown in figure 61. In total there are 12 sites, five in Broadland, none in Norwich, and seven in South Norfolk.

**Figure 61 Sites allocated for mineral extraction in Greater Norwich**

| Reference                                  | Location  | Size and Resources  |
|--|---|---|
| <b>Broadland</b>                           |   |   |
| Policy MIN 37                              | Frettenham & Buxton with Lammas<br>(Land at Mayton Wood)                            | 23.5 hectare site with estimated sand and gravel resource of 1,450,000 tonnes |
| Policy MIN 48                              | Felthorpe<br>(Swannington Bottom Plantation)  | 51.6 hectare site with estimated sand and gravel resource of 1,900,000 tonnes |
| Policy MIN 55                              | Attlebridge<br>(Land at Keepers Cottage)  | 1.9 hectare site with estimated sand and gravel resource of 525,000 tonnes    |
| Policy MIN 64                              | Horstead & Stanninghall<br>(Horstead Quarry extension, Grange Farm)                 | 22 hectare site with estimated sand and gravel resource of 950,000 tonnes     |
| Policy MIN 96                              | Spixworth, Horsham St Faith & Newton St Faith<br>(Land at Grange Farm)              | 48 hectare site with estimated sand and gravel resource of 1,000,000 tonnes   |
| <b>Norwich</b>                             |   |   |
| n/a  | n/a   | n/a   |
| <b>South Norfolk</b>                       |   |   |
| Policy MIN 79                              | Swainsthorpe, Swardeston & Stoke Holy Cross<br>(North of Hickling Lane)             | 38.6 hectare site with estimated sand and gravel resource of 1,750,000 tonnes |
| Policy MIN 80                              | Swardeston<br>(Land south of Mangreen Hall Farm)                                    | 13 hectare site with estimated sand and gravel resource of 760,000 tonnes     |
| Policy MIN 81<br>(consented October 2015)  | Stoke Holy Cross<br>(South of Mangreen Lane)  | 13.9 hectare site with estimated sand and gravel resource of 955,000 tonnes   |
| Policy MIN 83<br>(consented February 2015) | Heckingham & North Subcourse<br>(Extension to Norton Subcourse Quarry, Loddon Road) | 4.7 hectare site with estimated sand and gravel resource of 674,000 tonnes    |
| Policy MIN 90<br>(consented February 2015) | North Subcourse<br>(extension to Norton Subcourse Quarry, Loddon Road)              | 8.1 hectare site with estimated sand and gravel resource of 510,950 tonnes    |

|  |   |  |
|--|---|--|
| Policy MIN 91<br>(consented February 2015) | Heckingham & Norton Subcourse (Extension to Norton Subcourse Quarry, Loddon Road) | 9.7 hectare site with estimated sand and gravel resource of 1,146,170 tonnes |
| Policy MIN 118<br>(consented January 2014) | Wymondham (land at Hall Farm, Stanfield Road)                                     | 26.9 hectare site with estimated sand and gravel resource of 600,000 tonnes  |

13.3.8. As set out in figures 62 below, nine sites are allocated in Greater Norwich for waste management facilities.

**Figure 62 Sites allocated for waste management facilities in Greater Norwich**

| Reference            | Location   | Size and Capacity   |
|----------------------|--|---|
| <b>Broadland</b>     |  |   |
| Policy WAS 17        | Frettenham, Horstead (Land at Mayton Wood landfill site, Little Hautbois Road) | The 0.8 hectare site has an estimated capacity as a Household Waste Recycling Centre of 5,000 tonnes per annum                            |
| Policy WAS 68        | Buxton with Lammas, Frettenham   | The 23.5 hectare site has an estimated capacity for inert landfilling of 45,000 tonnes per annum  |
| Policy WAS 24        | Attlebridge (Land at Keeper's Cottage)   | The 1.9 hectare site has an estimated capacity of 20,000 tonnes per annum for temporary composting  |
| Policy WAS 76        | Lenwade (Land at SPC Atlas Works)  | The 0.4 hectare site has an estimated capacity for scrap metal recycling of 50,000 tonnes per annum                                       |
| Policy WAS 78        | Morton-on-the-Hill & Weston Longville (Land at SPC Atlas Works)                | The 8.7 hectare site has an estimated capacity of 150,000 tonnes per annum for mixed waste processing, composting and recycling           |
| <b>Norwich</b>       |  |   |
| Policy WAS 90        | Land at 49 Hurricane Way   | The 0.87 hectare site has an estimated capacity of 25,000 tonnes per annum as a recycling centre for doorstep-collected recyclable waste. |
| <b>South Norfolk</b> |  |   |
| Policy WAS 31        | Land at Costessey  | The 2.6 hectare site has an   |

|               |   |  |
|---------------|---|--|
|               | Transfer Station  | estimated capacity of 150,000 tonnes per annum for residual waste treatment  |
| Policy WAS 58 | Costessey (Longwater Industrial Estate)                     | The 0.4 hectare site has an estimated capacity of 10,000 tonnes per annum for processing of recyclables and/or inert waste recycling |
| Policy WAS 33 | Tivetshall St Mary (Land at Pulham Market transfer station) | The 1.8 hectare site has an estimated capacity of 3,000 tonnes per annum as a Household Waste Recycling Centre.                      |

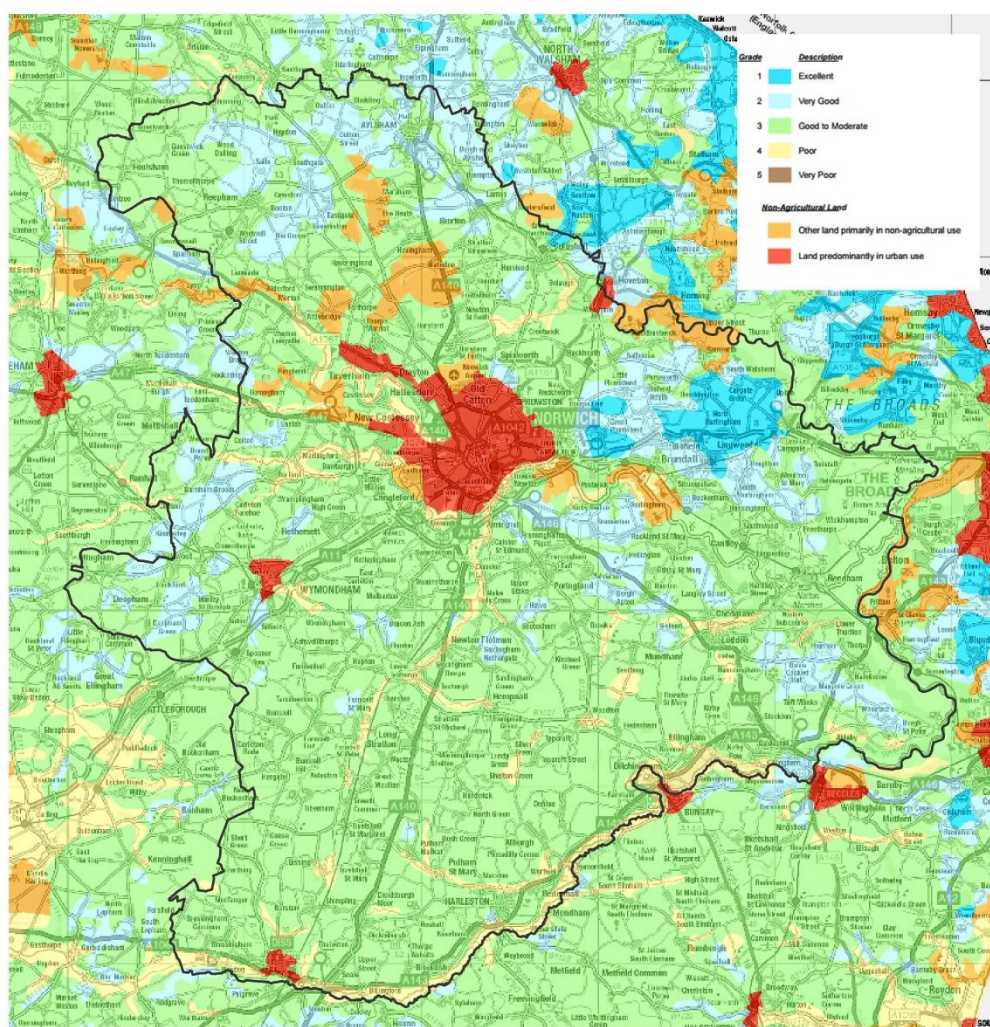
13.3.9. There are limited areas of contaminated land in the area, which are mainly on brownfield sites.

13.3.10. Large tracts of rural Greater Norwich are valuable for their agricultural land. As figure 63 below shows, a high proportion of Great Norwich's agricultural land is of high quality (grades 1-3), with the majority of the most valuable land being located between Norwich and Acle<sup>70</sup>.

<sup>70</sup> [file:///s:/norfolk/pd\\$/SNPDAZ/aragan/Downloads/10-111h%20East%20Region%20250k%20ALC.pdf](file:///s:/norfolk/pd$/SNPDAZ/aragan/Downloads/10-111h%20East%20Region%20250k%20ALC.pdf)

Note: The map is indicative as it does not break down category 3 into a and b classes

**Figure 63 Agricultural land grading in Greater Norwich**



13.3.11. This soil quality is vital to supporting the agricultural economy, which in turn shapes the overall rural landscape character. There is a need to avoid degrading any landscapes whilst retaining and enhancing the particular characteristics of each landscape area and their transition zones.

#### **13.4. Projected Baseline**

13.4.1. Without the GNLP, there will be a limited policy basis to protect high quality soils, enable remediation of contaminated land, safeguard land in new development and promote good practice to increase materials re-use and reduce waste production, whilst meeting waste management needs, beyond the end of the JCS in 2026. A long term policy approach to safeguarding mineral resources, protect high quality soils and enable remediation of contaminated land will also be needed beyond 2026.

### **13.5.     Issues**

- It is important to ensure waste management accords with the waste hierarchy and reduces the overall quantity of waste.
- Waste facilities will need to be provided to cater for a growing population, prevent fly tipping and increase recycling rates.
- Appropriate storage and segregation facilities for waste will need to be provided on new development.
- Mineral resources including sand and gravel and minerals and waste infrastructure should be safeguarded.
- The use of secondary and recycled aggregates in all developments to reduce the need for primary aggregate extraction and increase inert construction and demolition waste recycling should be promoted.
- There are high quality soils (grades 1, 2 and 3a) in many parts of the area and limited areas of contaminated land mainly on brownfield sites.

## **14. SECTION 14 – EMPLOYMENT AND THE ECONOMY**

- 14.1.1. This section focuses on employment and the principal business sectors in the economy. It also considers economic growth objectives and the role of retail centres.

### **14.2. Context**

#### **14.2.1. National**

- 14.2.2. As highlighted in the **NPPF**, the economy plays a key role in achieving sustainable development. Paragraph 7 states that the economic role of planning is:

*“Contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure.”*

- 14.2.3. The NPPF contains a section entitled ‘Building a strong, competitive economy’ which considers mechanisms for the delivery of strategic employment sites and support of existing business sectors (paragraph 21). It also states that town centres should be stimulated to provide a diverse retail offer and should be the focus of retail activity and office development (paragraph 23).

- 14.2.4. The rural economy is also highlighted as being important to sustainable development. Paragraph 28 states that:

*“Planning policies should support economic growth in rural areas in order to create jobs and prosperity by taking a positive approach to sustainable new development.”*

#### **14.2.5. Local**

- 14.2.6. The New Anglia Local Enterprise Partnership (LEP) is one of 39 LEPs and was established by Government in 2010. The LEP is a business-led collaboration between the private, public and education sectors across Norfolk and Suffolk which aims to drive economic growth. The New Anglia Local Enterprise Partnership (LEP) produced a **Strategic Economic Plan** (SEP) in 2014 which sets out a plan for economic growth in Norfolk and Suffolk. The SEP sets out ambitious plans for Norfolk and Suffolk including the creation of 95,000 new jobs and 10,000 new businesses by 2026.

- 14.2.7. **JCS** Objective 3 is to promote economic growth and diversity, with a plan target of 27,000 additional jobs. This is supported by a number of policies in the plan, most particularly policy 5 (the economy). The JCS identifies Norwich city centre as the main focus for retail, leisure, office, cultural and tourism related development. The other main

focuses for employment development are at Thorpe St Andrew, Longwater, Rackheath, Hethel, Norwich International Airport, Norwich Research Park and Wymondham. Supporting economic growth in the market towns and revitalising the rural economy are also priorities.

14.2.8. The Greater Norwich councils and the New Anglia LEP secured a **City Deal** in 2013. The Government's City Deals are designed to:

- give cities the powers and tools they need to drive local economic growth;
- unlock projects or initiatives that will boost their economies; and
- strengthen the governance arrangements for each city.

14.2.9. The deal is expected to create more than 13,000 jobs additional jobs above JCS targets, including 3,000 high value jobs at Norwich Research Park, 2,000 jobs around Norwich International Airport, 1,000 jobs based around Norwich University of the Arts and 6,000 construction jobs. It is also anticipated that it will lead to increased investment in housing, with 3,000 additional homes delivered in the north east growth triangle.

### **14.3. Baseline**

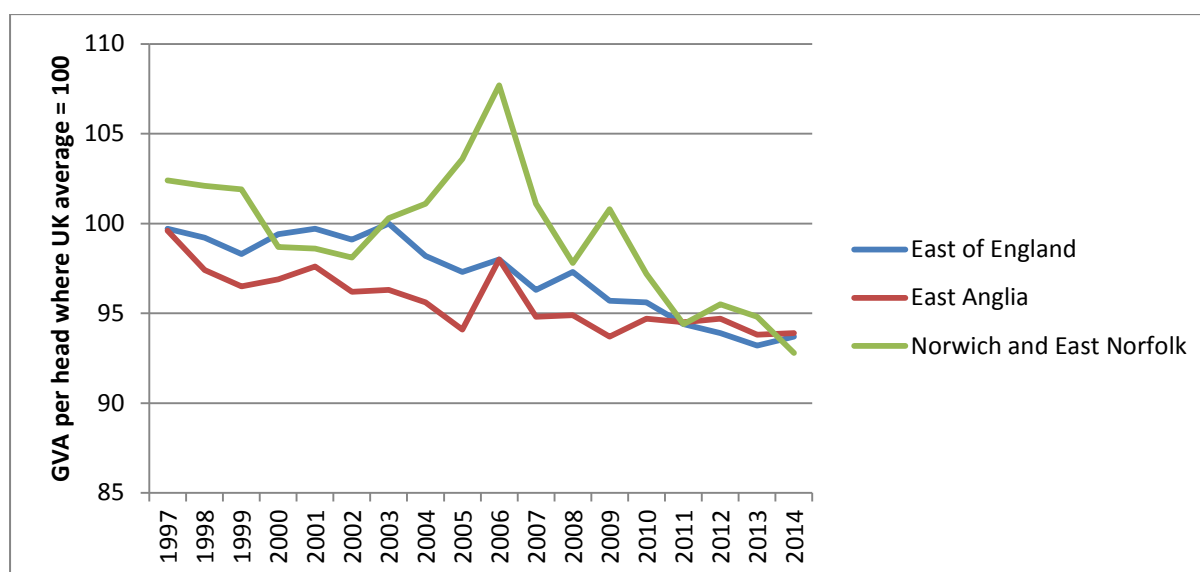
#### **14.3.1. The Economy**

14.3.2. Greater Norwich is the largest economic centre in the East of England, with good road and rail links to London and the Midlands, an international airport, two universities and a number of major employment sites.

14.3.3. As shown in figure 64, below, Greater Norwich has a decreasing GVA per head compared to that of England. This trend is reflected across the Eastern region.



**Figure 64 GVA per head**



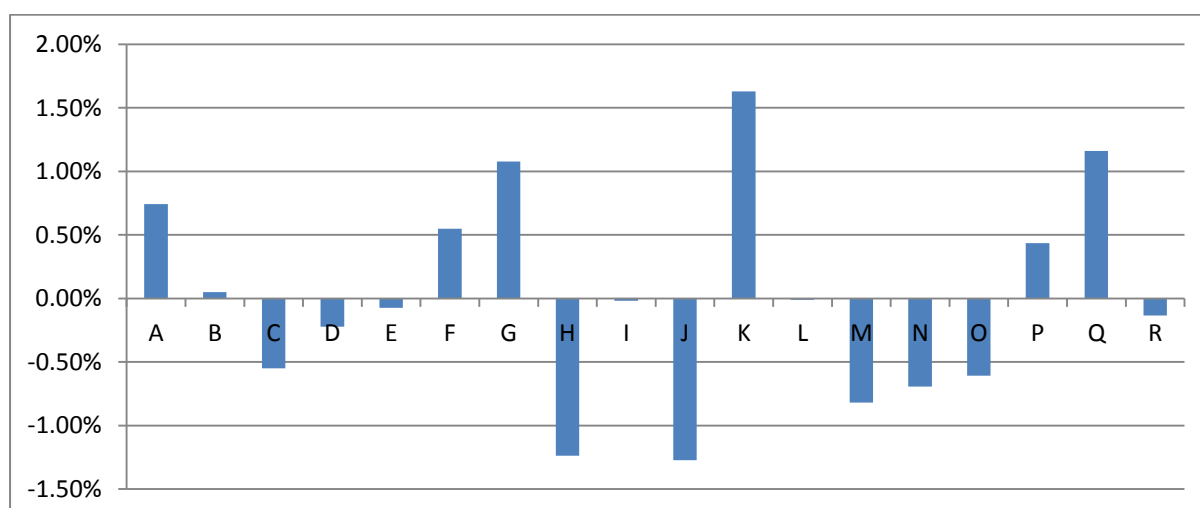
14.3.4. According to the 2011 Census, there is relatively little variation between the three districts in terms of the percentage of workers employed in each industry. The 5 biggest industries across Greater Norwich are:

- Wholesale, Retail, Vehicle repairs (17%);
- Human health and social work (13.6%);
- Education (10.3%);
- Manufacturing (8.3%); and
- Construction (8.2%).

14.3.5. Figure 65, below, shows the variation between the percentage of the workforce employed in each industry in Greater Norwich compared to nationally. The letters shown in figure 66 correlate to the following industries as shown below. The financial and insurance industry (K) shows the biggest variation (+1.6%) and human health and social work (Q) also employs a greater percentage of the workforce (+1.2%). Transport and storage (H) employs less of the workforce (-1.2%) as does information and communication (J) (-1.3%).

**Figure 65 Employment by industry in relation to national averages<sup>71</sup>**

- A = Agriculture, forestry and fishing
- B = Mining and quarrying
- C = Manufacturing
- D = Electricity, gas, steam and air conditioning supply
- E = Water supply; sewerage, waste management and remediation activities
- F = Construction
- G = Wholesale and retail trade; repair of motor vehicles and motor cycles
- H = Transport and storage
- I = Accommodation and food service activities
- J = Information and communication
- K = Financial and insurance activities
- L = Real estate activities
- M = Professional, scientific and technical activities
- N = Administrative and support service activities
- O = Public administration and defence; compulsory social security
- P = Education
- Q = Human health and social work activities
- R = Other



14.3.6. New Anglia LEP's Strategic Economic Plan (SEP) identifies Norfolk & Suffolk's four largest employment sectors as:

- Agriculture and food and drink (10% of the workforce and 10% of the annual GVA);
- Financial and insurance services (3% of the workforce and 13% of the annual GVA);
- Ports and logistics (15% of the workforce and 6% of the annual GVA); and
- Tourism and culture (11% of the workforce and 6% of the annual GVA).

<sup>71</sup> ONS Census 2011

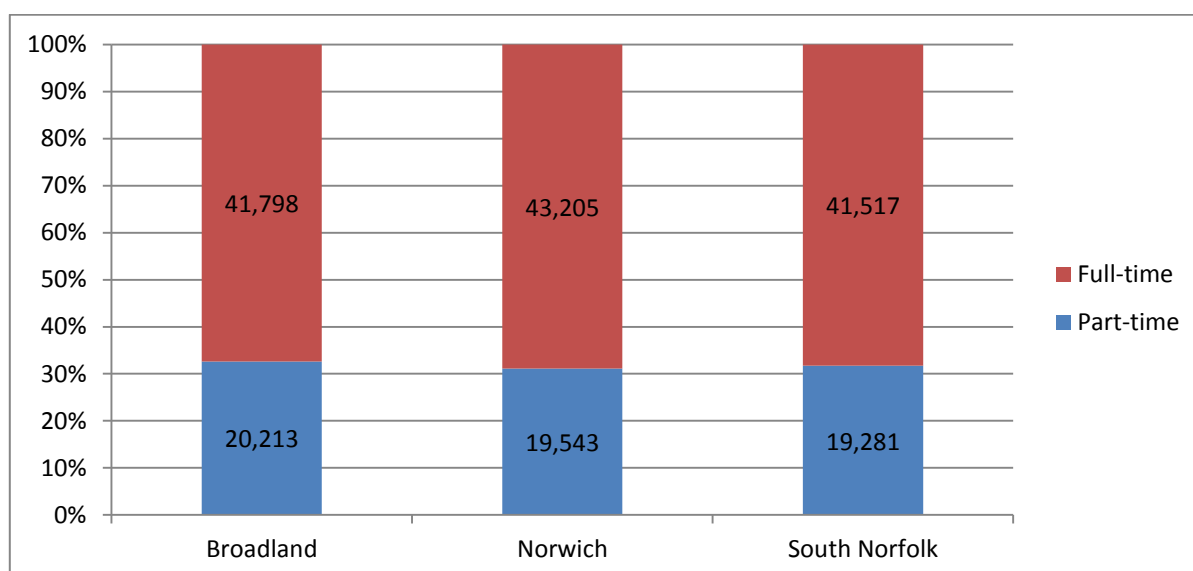
14.3.7. The SEP also identifies five high impact sectors which have high growth potential:

- Advanced Manufacturing and Engineering;
- Agri-tech;
- Energy;
- ICT/Digital Culture; and
- Life Sciences.

#### 14.3.8. Employment and workforce

14.3.9. Levels of employment in Greater Norwich compare favourably to national averages with the area having low levels of unemployment and a high ratio of jobs to working-age population. These figures vary across the three districts with levels of unemployment higher in Norwich (5.9%) than Broadland (3.1%) or South Norfolk (3.3%). Norwich has a higher ratio of jobs to working-age population (1.03) compared to Broadland (0.73) or South Norfolk (0.77)<sup>72</sup>. As can be seen in figures 66 below, the percentage of employees in full- and part-time work is broadly similar across each of the three districts (32% part-time and 68% full-time). These figures differ slightly from the national average of 29% part-time and 71% full-time<sup>73</sup>. There are gender variations within these figures, with significantly more women than men working part-time.

**Figure 66 Number of employees in full-time and part-time employment<sup>74</sup>**



1.1.1. <sup>72</sup> <http://www.ons.gov.uk/ons/rel/subnational-labour/regional-labour-market-statistics/january-2016/rft-lm-table-li01-january-2016.xls>

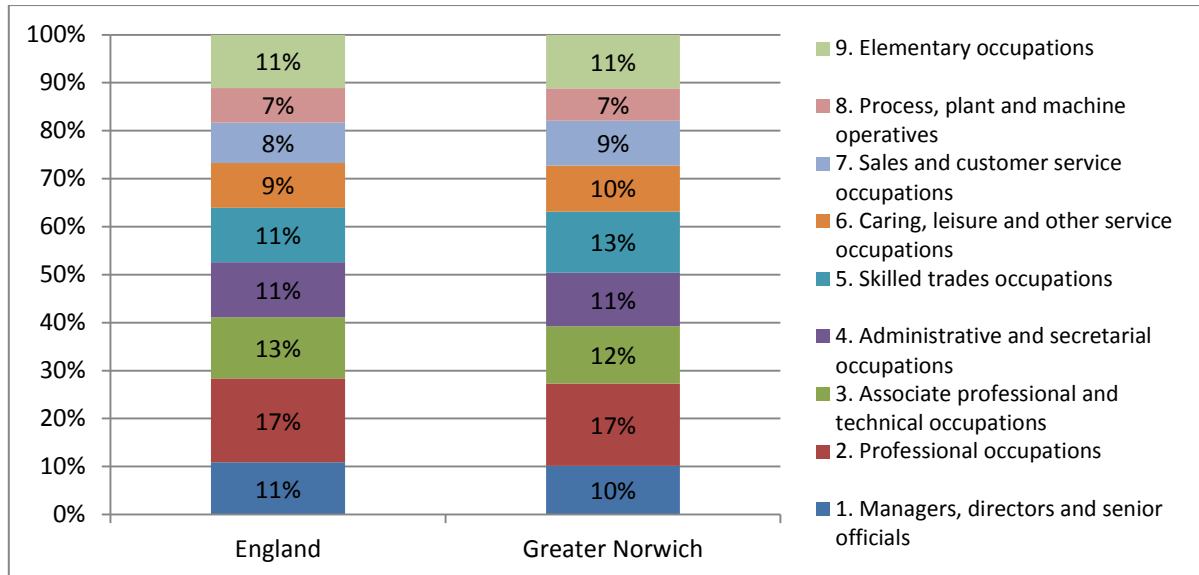
1.1.2.

<sup>73</sup> ONS Census 2011

<sup>74</sup> ONS Census 2011

14.3.10. Figure 67 below shows that the percentages of the working population in different types of occupation are broadly in line with national averages.

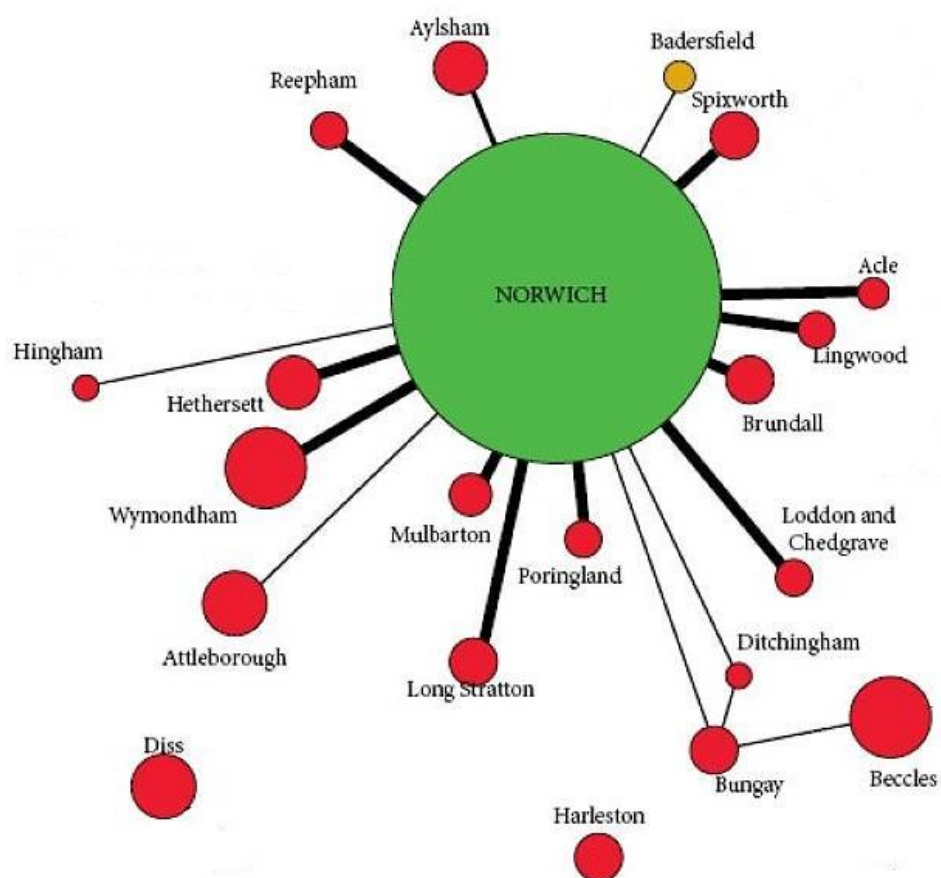
**Figure 67 Percentage of the working population in different types of occupation<sup>75</sup>**



14.3.11. Travel-to-work patterns are shown in figure 68 below. The colour code represents the proportion of all workers who also live in an area with green indicating 65% or more of workers living in the area; amber indicating 55% - 65% of workers living in the area; and red indicating less than 55% of workers living in the area. The size of the centres (the coloured circle) is proportional to the number of workers who live within the area. The more workers, the larger the circle; hence Norwich is the largest circle. The links that exist between the centres are also illustrated by the joining lines, with stronger links having heavier lines. The thickness of the line is based on the strength of the connection when taking into account the number and the proportion of the resident and workplace populations in both areas. The illustration clearly indicates that Norwich is the area's largest employment centre and is largely self-contained (only 19% of working Norwich residents are employed outside the city).

<sup>75</sup> ONS Census 2011

**Figure 68 Travel-to-work patterns<sup>76</sup>**



#### **14.3.12. Retail**

14.3.13. Norwich is rated as the 13<sup>th</sup> best performing retail centre nationally (source: CACI). There are a number of market towns surrounding Norwich which also have a strong local retail offer.

14.3.14. The 2015 Norwich Retail Monitor concluded that "The situation is fairly stable with regard to retail vacancies in comparison to the vacancy rate in Norwich in recent years. The vacancy rate in Norwich is positive when considered against the national picture."

14.3.15. Until recently, Norfolk County Council undertook regular Market Town Surveys. The most recent survey was undertaken in 2013 and concluded that most market towns had a healthy retail offer and "all Norfolk market towns surveyed [were] below the average national town vacancy rate".

#### **14.4. Projected Baseline**

14.4.1. Without the GNLP, there will be a no local plan policy basis for economic development beyond the end of the JCS in 2026. Since the economic issues, particularly in relation to retailing, have

<sup>76</sup> SHMA

changed rapidly subsequent to the global recession in starting in 2008, and much of the evidence base for the JCS was collected around that date, a review of the evidence base for the GNLP is timely. This will enable new evidence to be collected to inform policy making for the period to 2036.

#### **14.5. Issues**

- Greater Norwich is a regionally important economic centre, with the potential for significant growth.
- Employment land provision needs to support the existing main employment sectors including retail; health; and financial services and also sectors with high growth potential including advanced manufacturing and engineering; agri-tech; energy; ICT/digital culture; and life sciences.
- Norwich city centre is a main regional focus for employment, retailing, tourism, culture, education and leisure.
- Rural enterprises remain important to the local economy and home working is likely to increase in significance.

## 15. SECTION 15 – HOUSING

- 15.1.1. This section considers the existing housing stock and future needs, including housing type and tenure and the strategic plan for the location of the housing to 2026.

### 15.2. Context

#### 15.2.1. **National**

- 15.2.2. **Laying the Foundations: A Housing Strategy for England** was launched by Government in November 2011. It is a national housing strategy that sets out measures to support aspirations for and the delivery of new homes, support choice and quality for tenants, tackle empty homes and provide better quality homes, places and housing support. Actions include the following:

- Establishment of the Growing Places Fund to support infrastructure that unblocks stalled housing and economic growth;
- Launch of 'Get Britain Building' investment fund to support building firms in need of development finance;
- Support a new build indemnity scheme to provide up to 95 percent loan to value mortgages;
- Putting in place incentives for housing growth through the New Homes Bonus, Community Infrastructure Levy and proposals for local business retention;
- A simplified National Planning Policy Framework;
- Supporting choice and quality for tenants through supporting growth and investment in the private rented housing market;
- Reform of social housing through the Localism Act 2011;
- Considering how to encourage more affordable housing; and
- Support, protection and opportunities for struggling households, including prioritisation for the vulnerable.

- 15.2.3. One of the principle roles of the strategy is to deliver housing, based on an evidence base to ensure that enough housing is identified for development that will meet housing needs, both for market and subsidised affordable homes.

- 15.2.4. The **NPPF** focuses on sustainable development and the need for the planning system to perform a number of roles including a social role "supporting strong, vibrant and healthy communities, by providing the supply of housing required to meet the needs of present and future generations" (paragraph 7). Section 6 of the NPPF relates to housing delivery, stating that:

*"To boost significantly the supply of housing, local planning authorities should:*

- use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period;
- identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the market for land. Where there has been a record of persistent under delivery of housing, local planning authorities should increase the buffer to 20% (moved forward from later in the plan period) to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market for land;
- identify a supply of specific, developable<sup>12</sup> sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15;
- for market and affordable housing, illustrate the expected rate of housing delivery through a housing trajectory for the plan period and set out a housing implementation strategy for the full range of housing describing how they will maintain delivery of a five-year supply of housing land to meet their housing target; and
- set out their own approach to housing density to reflect local circumstances."

15.2.5. Paragraph 50 of the NPPF relates to the type of housing that should be delivered, identifying:

*"To deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, local planning authorities should:*

- *plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes);*
- *identify the size, type, tenure and range of housing that is required in particular locations, reflecting local demand; and*
- *where they have identified that affordable housing is needed, set policies for meeting this need."*

15.2.6. The NPPF is also clear that to promote sustainable development in rural areas, housing should be located where it will enhance the vitality of rural communities, with isolated dwellings in the



countryside only permitted subject to certain circumstances (paragraph 55).

- 15.2.7. The Government's **Planning Policy Statement for Travellers Sites** (2015) states that local planning authorities should identify and update annually a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against their locally set targets; and identify a supply of specific, developable sites or broad locations for growth, for years six to ten years and, where possible, for eleven to fifteen years.

#### **15.2.8. Local**

- 15.2.9. The need to provide a range of accommodation to house the growing population available to buy, rent and be supported in, recognising the requirements of different groups in society, is identified as a major challenge for the strategy. As a result, Objective 2 of the JCS is to allocate enough land for housing, and affordable housing, in the most sustainable settlements.
- 15.2.10. To achieve this, the JCS identifies land to meet a housing requirement of 37,000 additional dwellings between 2008 and 2026. It focuses most housing growth in the Norwich Policy Area (NPA) (see appendix 5 for map) in and around the city, making use of brownfield sites wherever possible. Given the limited amounts of developable land in the city, the strategy recognises that housing development on greenfield sites in Broadland and South Norfolk is unavoidable. The area to the north east of the city and the A11 corridor to the south west have been identified as the main strategic locations for new housing development, whilst development of the market towns and larger villages also forms an important part of the strategy.
- 15.2.11. The JCS key diagram shown in appendix 3 maps the main locations for housing growth. Figure 69 sets out how many additional homes will be delivered through outstanding planning permissions and allocations (as of April 2015) in different locations.

**Figure 69 Locations for further housing growth**

| Location  | Dwellings to be delivered through outstanding planning permissions and allocations (as of April 2015) |
|---|---|
| <b>Norwich Policy Area (NPA)</b>  |   |
| <b>Broadland – NPA</b>  |   |
| Growth Triangle (inc. part of Old Catton, Sprowston, Rackheath, Thorpe St Andrew and Gt & Lt Plumstead) | 12,916  |
| Drayton   | 238   |
| Hellesdon   | 1,379   |
| Old Catton (Outside Growth Triangle)  | 7   |
| Sprowston (Outside Growth Triangle)   | 14  |
| Taverham  | 18  |
| Thorpe St Andrew (Outside Growth Triangle)  | 346   |
| Blofield  | 399   |
| Brundall  | 168   |
| Blofield Heath  | 61  |
| Gt & Lt Plumstead (Outside Growth Triangle)   | 121   |
| Horsford  | 143   |
| Horsham & Newton St Faiths  | 71  |
| Salhouse  | 21  |
| Spixworth (Outside Growth Triangle)   | 25  |
| Other Broadland NPA   | 6   |
| <b>Norwich</b>  |   |
| Norwich   | 7,430   |

| South Norfolk – NPA            |               |
|--------------------------------|---------------|
| Costessey & Easton             | 1,828         |
| Cringleford                    | 1,530         |
| Hethersett                     | 1,406         |
| Long Stratton & Tharston       | 1,978         |
| Wymondham                      | 2,154         |
| Trowse                         | 264           |
| Poringland & Framingham Earl   | 892           |
| Bawburgh                       | 6             |
| Bramerton                      | 8             |
| Keswick                        | 8             |
| Little Melton                  | 60            |
| Mulbarton & Bracon Ash         | 206           |
| Newton Flotman                 | 39            |
| Stoke Holy Cross               | 132           |
| Surlingham                     | 14            |
| Swardeston                     | 38            |
| Tasburgh                       | 25            |
| Other South Norfolk NPA        | 6             |
| <b>NPA total</b>               | <b>33,957</b> |
| <b>Rural Policy Area (RPA)</b> |               |
| <b>Broadland RPA</b>           |               |
| Aylsham                        | 596           |
| Acle                           | 202           |
| Reepham                        | 182           |
| Wroxham                        | 102           |
| Buxton                         | 24            |

|                             |     |
|-----------------------------|-----|
| Cawston                     | 28  |
| Coltishall & Horstead       | 79  |
| Foulsham                    | 3   |
| Freethorpe                  | 18  |
| Lenwade (Great Witchingham) | 2   |
| Lingwood & Burlingham       | 64  |
| Reedham                     | 23  |
| South Walsham               | 26  |
| Other Broadland RPA         | 111 |
| <b>South Norfolk –RPA</b>   |     |
| Diss                        | 280 |
| Harleston                   | 257 |
| Hingham                     | 106 |
| Loddon & Chedgrave          | 227 |
| Alpington & Yelverton       | 13  |
| Ashwellthorpe               | 47  |
| Aslacton & Great Moulton    | 33  |
| Barford                     | 14  |
| Barnham Broome              | 29  |
| Bergh Apton                 | 14  |
| Brooke                      | 20  |
| Broome                      | 16  |
| Bunwell                     | 17  |
| Carleton Rode               | 16  |
| Dickleburgh                 | 37  |
| Ditchingham                 | 71  |
| Earsham                     | 26  |
| Geldeston                   | 12  |

|                             |               |
|-----------------------------|---------------|
| Gillingham                  | 10            |
| Hales & Heckingham          | 71            |
| Hempnall                    | 23            |
| Norton Subcourse & Thurlton | 31            |
| Pulham Market               | 25            |
| Rockland                    | 20            |
| Roydon                      | 90            |
| Scole                       | 16            |
| Seething                    | 19            |
| Tacolneston                 | 23            |
| Wicklewood                  | 30            |
| Woodton & Beddingham        | 22            |
| Wortwell                    | 5             |
| Wreningham                  | 15            |
| Other South Norfolk RPA     | 119           |
| <b>RPA total</b>            | <b>3, 214</b> |

15.2.12. Affordable housing policy is set out in policy 4 of the JCS. The policy requires developments to provide a mix of housing, taking account of the most up to date study of housing need. It sets out a stepped requirement for affordable housing dependent on site size, with 33% of homes required to be affordable homes on sites of 16 dwellings or more. The tenure mix required on these sites is 85% social rented and 15% intermediate tenures. The policy also requires housing with care in the most accessible locations.

15.2.13. The policy provides flexibility on the provision of affordable housing in relation to site viability.

15.2.14. The **Central Norfolk Strategic Housing Market Assessment** 2015 (SHMA)<sup>77</sup> identifies a functional Housing Market Area which includes all of the Greater Norwich area, as well as parts of North Norfolk, Breckland and the Broads Authority, with Norwich at its core. It provides the most up to date study into housing need and delivery across the Greater Norwich area to inform the GNLP. It takes into

<sup>77</sup> The Central Norfolk SHMA is available [here](#).

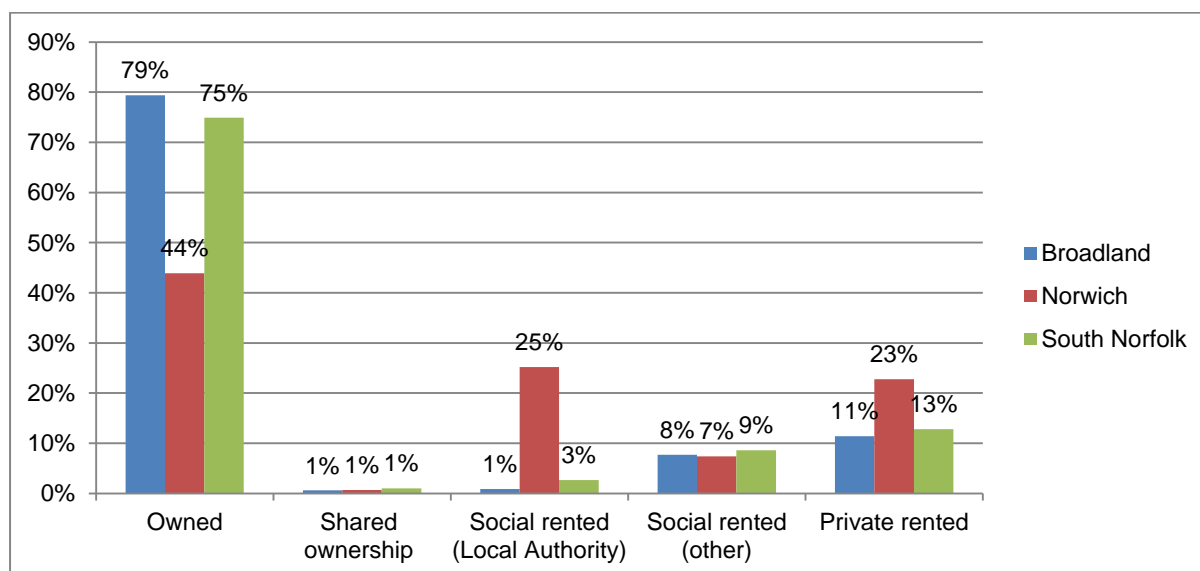
account data from the Office of National Statistics and the Valuation Office Agency, as well as primary research undertaken for the study and the delivery of housing in recent years. It identifies that there will be a need for 52,200 additional dwellings in Greater Norwich between 2012 and 2036, a slight increase on the annual delivery required by the JCS (see paragraph 328 for further detail).

15.2.15. In 2012, local level research was undertaken through a **Gypsy and Traveller Accommodation Assessment** (GTAA) 2012. The study indicated that within the period 2011-2016, 51 pitches were required across Greater Norwich with 3 pitches required in Broadland, 11 in Norwich and 37 in South Norfolk. Beyond 2016, the report suggested that there would likely be a need to provide further Gypsy and Traveller sites.

### 15.3. Baseline

15.3.1. There are significant variations in the tenure of properties across Greater Norwich. Broadland and South Norfolk are dominated by owned properties while Norwich has a much higher percentage of Local Authority social rented and private rented properties<sup>78</sup>. The area's tenure mix has changed significantly in recent years with home ownership and social renting having fallen significantly between the 2001 and 2011 censuses. The private rented sector appears to have taken on these properties with significant rises in the percentage of private rented properties across all three districts. Figure 70, below, shows the percentage dwellings in each tenure.

**Figure 70 Dwellings broken down by tenure**



15.3.2. Figures 72 to 75 below illustrate a number of issues in relation to housing in Greater Norwich.

<sup>78</sup> ONS Census 2011

- 15.3.3. Across the UK, Norwich is the local authority with the eighth highest percentage of one-person households (38.2% of all households<sup>79</sup>). The most notable difference between the sizes of households in Norwich and the more rural districts of Broadland and South Norfolk is that the city has more 1 person households and fewer 2 person households. There is a similar percentage of 5+ person households in each of the districts. Due to the presence of two universities, a large percentage of the population of Norwich is made up of students and young professionals so it is likely that many of these larger households in Norwich are houses in multiple occupation (HMOs) whereas in the rural districts the larger households are more likely to be occupied by families. All three of the districts have a similar proportion of 2 and 3 bed dwellings, while the city has more 1 bedroom dwellings (mainly flats) and fewer 4+ bedroom dwellings<sup>80</sup>.
- 15.3.4. Overcrowding and the methodology behind its calculation are discussed in detail in the Central Norfolk Strategic Housing Market Assessment 2015 (SHMA). Overall, overcrowding in the Greater Norwich area has increased over the period 2001-2011 but remains in line with the national trends<sup>81</sup>. Nearly 90% of properties in Broadland and South Norfolk are defined as under-occupied while 7% of properties in Norwich are overcrowded. Two-thirds of overcrowded properties are in the social or private rented sectors. For those people who are unable to access the open housing market, perhaps because current prices are beyond their means, local plan policy promotes affordable housing development to meet the identified need. As can be seen from figure 71 below, the percentage of affordable dwellings delivered varies between districts and from year to year, but Greater Norwich as a whole has had particularly low levels of delivery in the past 2 years<sup>82</sup>.

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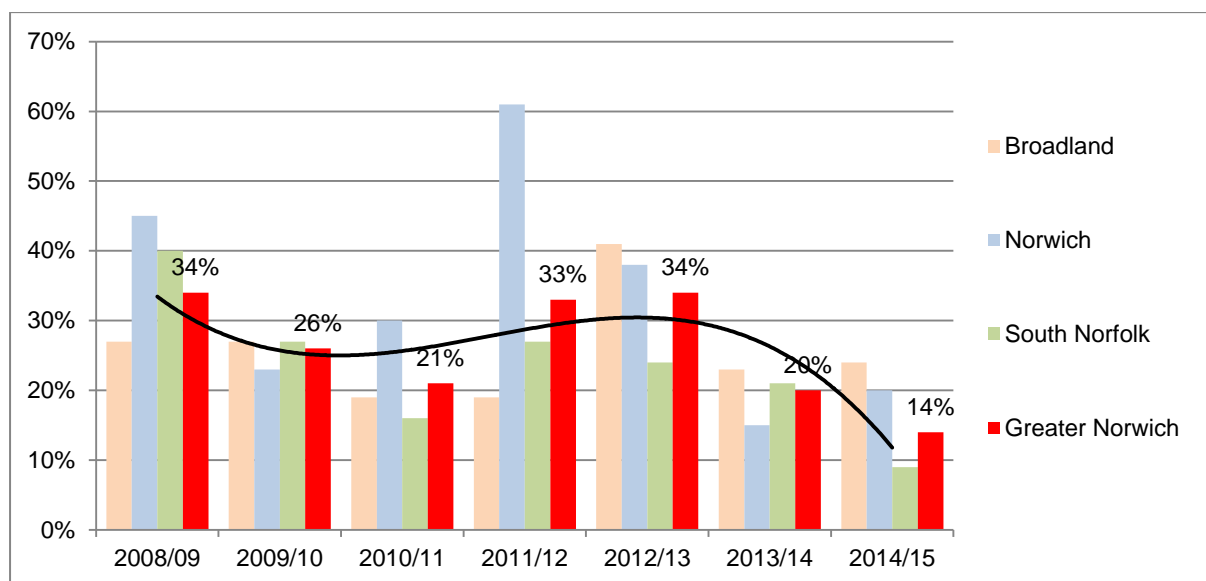
<sup>79</sup> ONS Census 2011

<sup>80</sup> Council Tax: property attributes, VOA

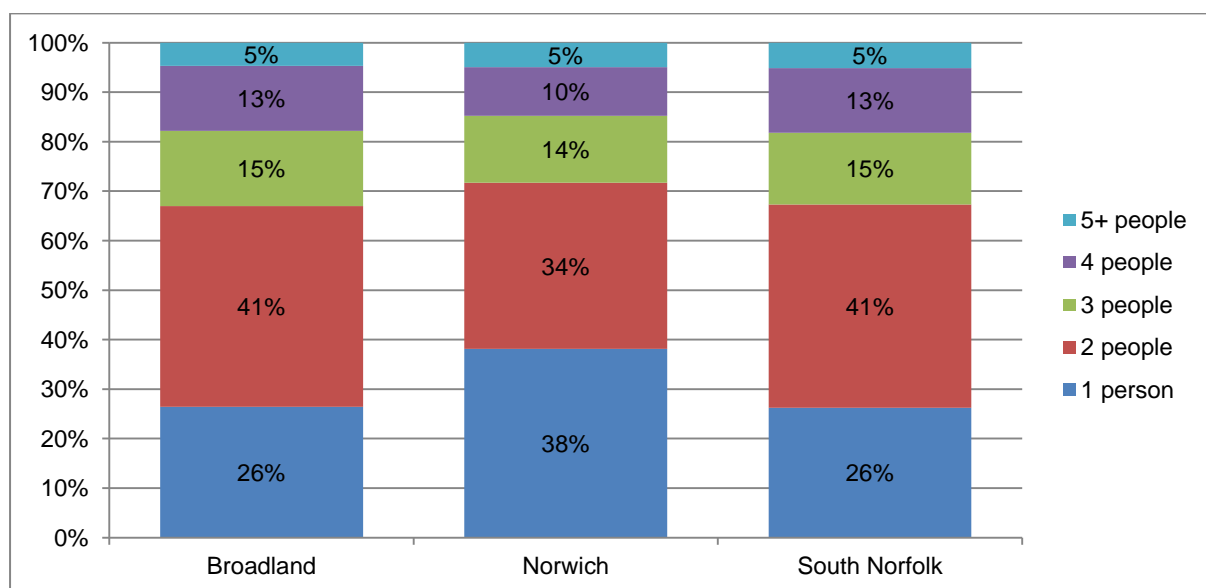
<sup>81</sup> ONS Census 2011

<sup>82</sup> Joint Core Strategy Annual Monitoring Report 2014/15

**Figure 71 Percentage of affordable dwellings**

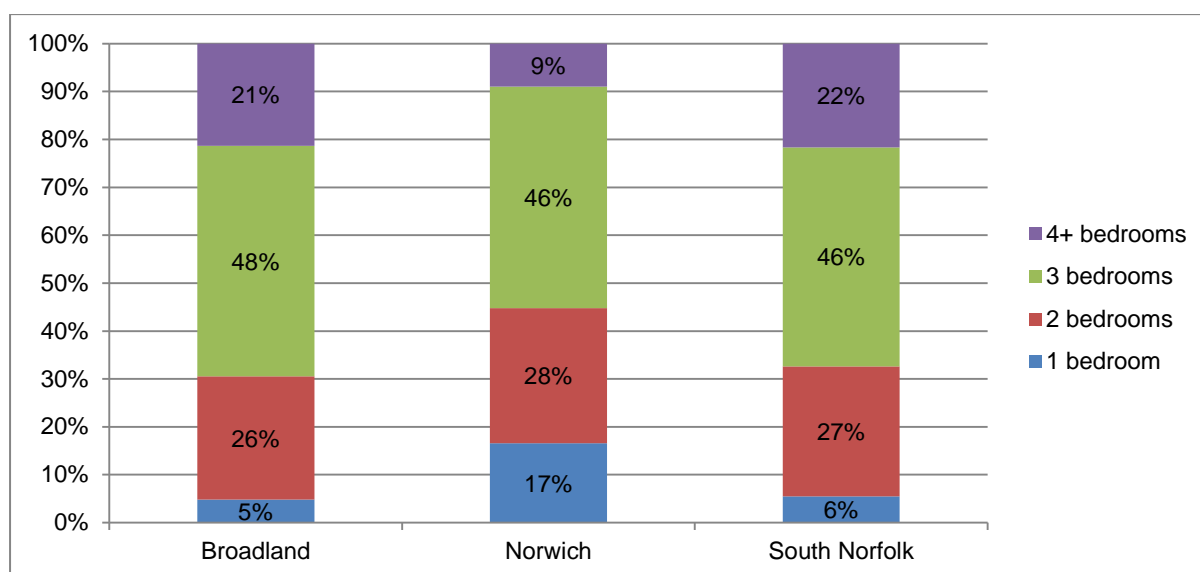


**Figure 72 Households broken down by number of occupants**

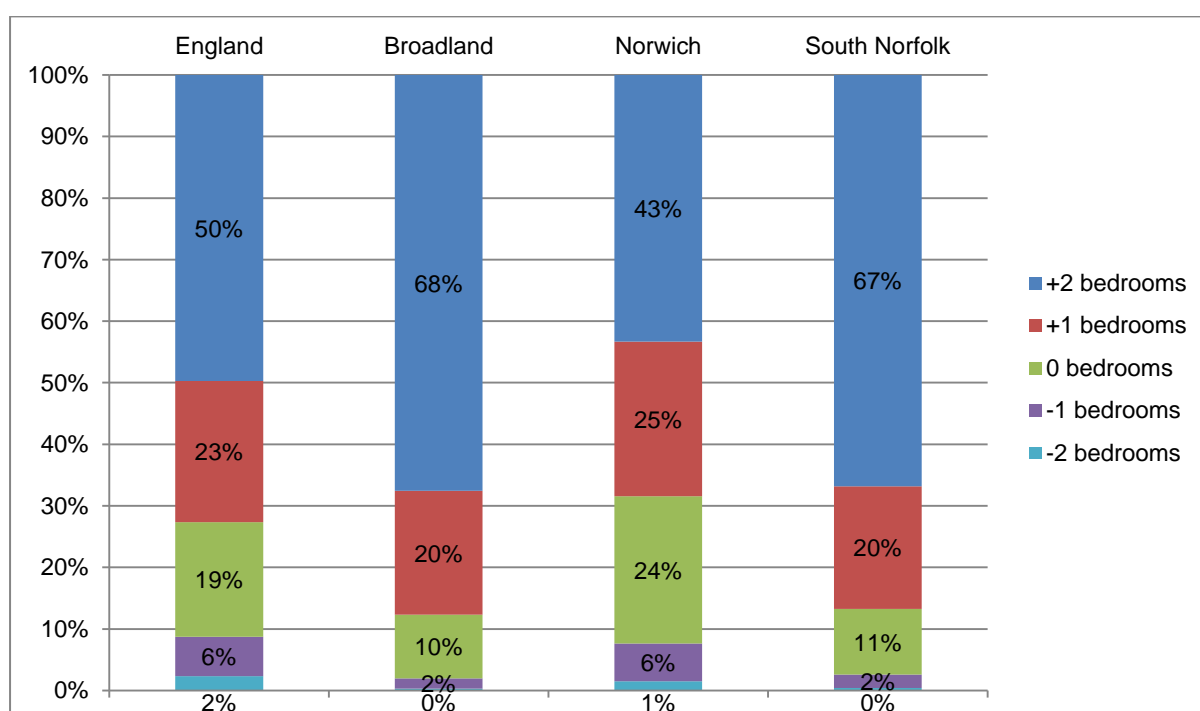




**Figure 73 Dwellings broken down by number of bedrooms**



**Figure 74 Dwellings broken down by overcrowding or under-occupation**

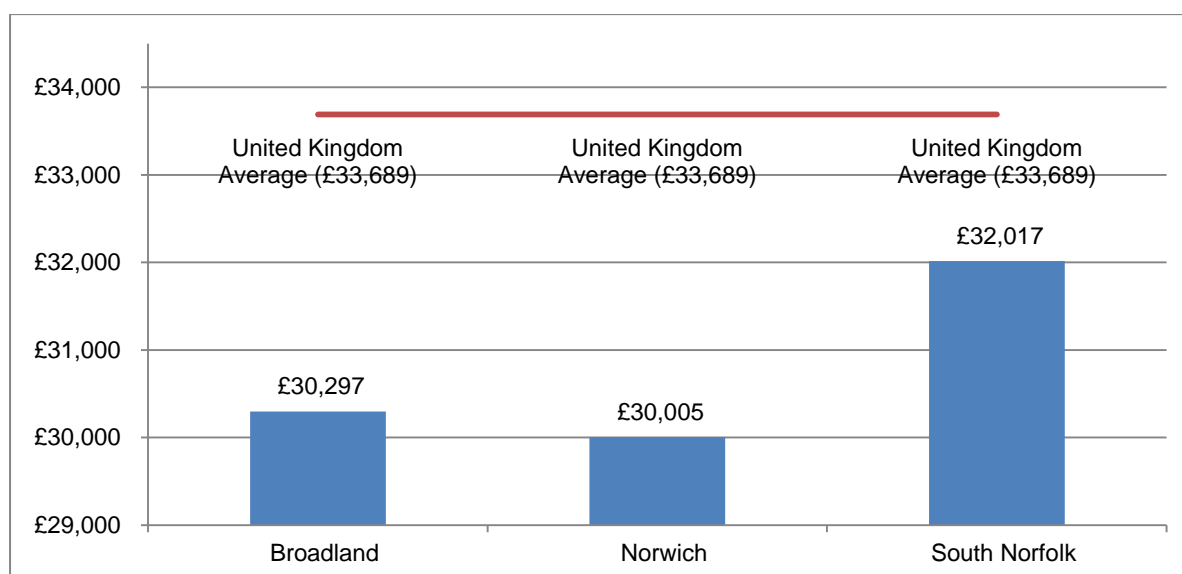


15.3.5. Full-time annual gross earnings vary across the three Greater Norwich districts, with South Norfolk residents earning significantly more than those in the other two districts<sup>83</sup>. All districts fall below the United Kingdom average<sup>84</sup> but the national figure will be heavily influenced by high London earnings. It is worth noting that all three districts have higher annual full-time earnings than the East of England overall (£27,299). Figure 75, below, illustrates this.

<sup>83</sup> ONS [ASHE 2015 \(provisional\) Table 07 - Place of Work by Local Authority](#)

<sup>84</sup> ONS [ASHE 2015 \(provisional\) Table 01 - All Employees](#)

**Figure 75 Average gross annual full-time earnings**



15.3.6. Nationally, house prices have continued to rise gradually in recent years<sup>85</sup> and this trend has been reflected in Greater Norwich<sup>86</sup>. Importantly, the average house price peaked in 2007 (average 2007 price £177,165) and after a significant dip and subsequent rise, the average house price once again surpassed this peak in 2014 (average 2014 price £183,000).

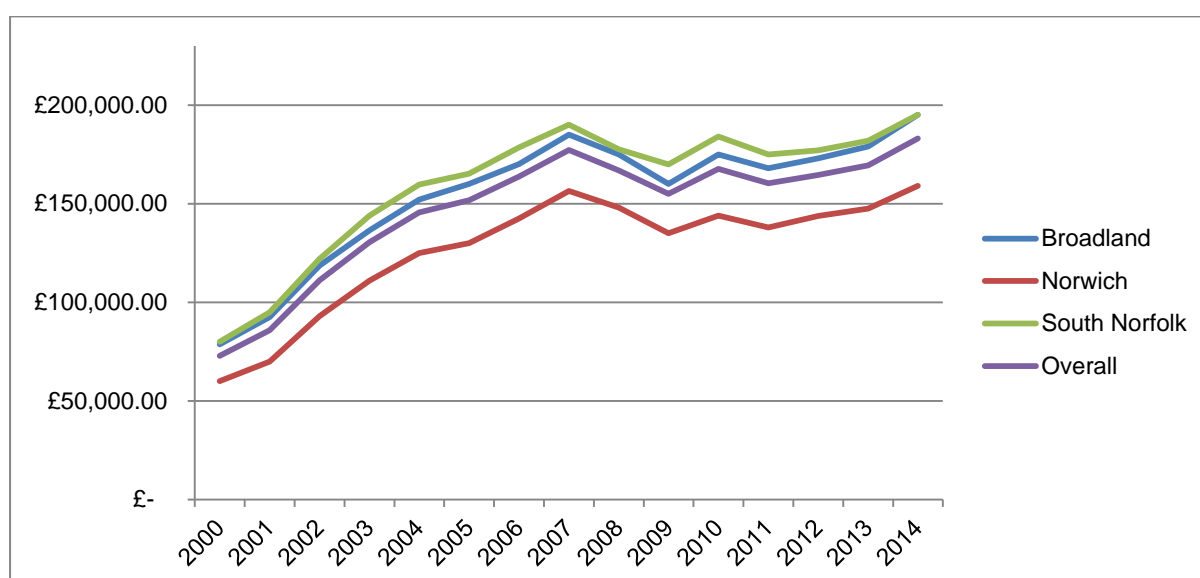
<sup>85</sup> UK and London House Price Index, 2008-2014 (ONS)

<sup>86</sup> House Price Statistics for Small Areas, 1995 to 2014 (ONS)

**Figure 76 Ratio of house price to earnings**



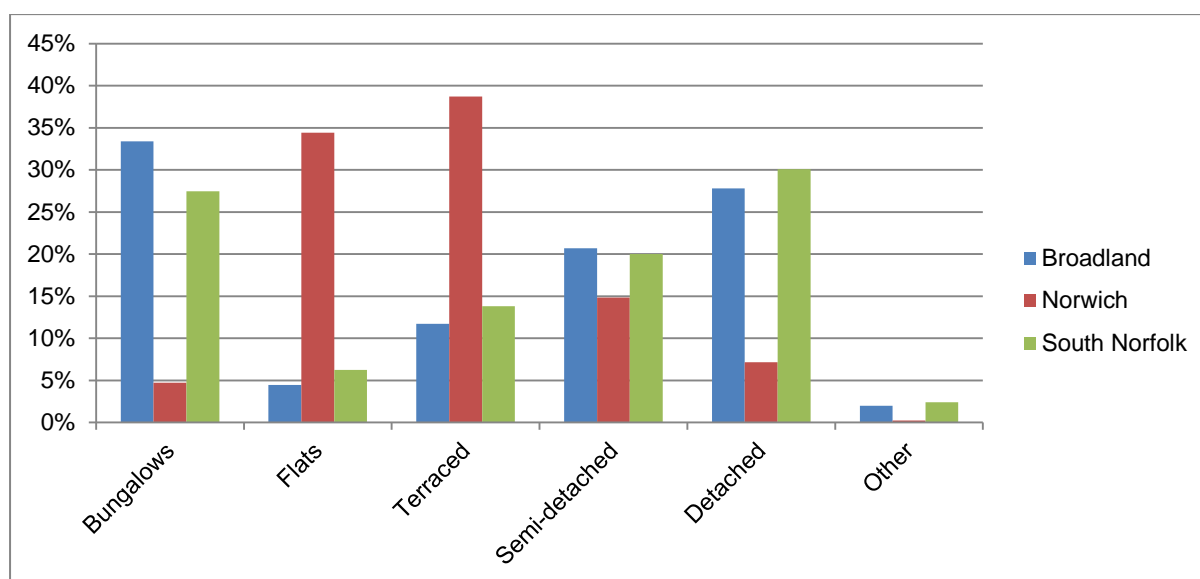
**Figure 77 Average house prices 2000-2014**



15.3.7. There is variation in the property types prevalent in each of the districts. Norwich is dominated by terraced houses and flats, while Broadland and South Norfolk have more detached houses and bungalows<sup>87</sup>.

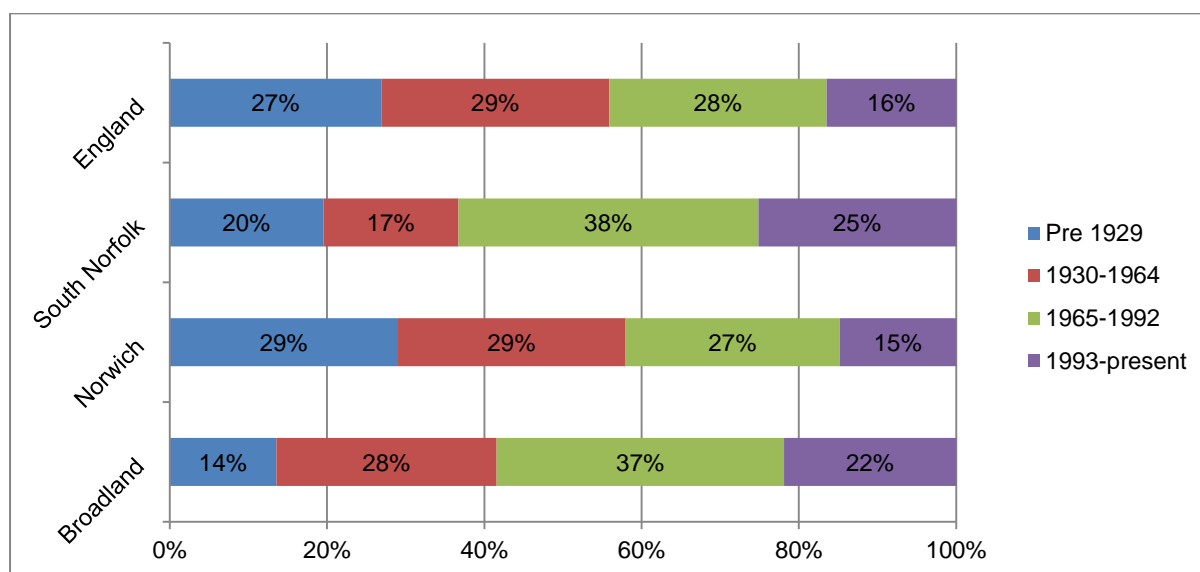
<sup>87</sup> Council Tax: property attributes, VOA

**Figure 78 Dwellings broken down by property type**



15.3.8. The age of Norwich's housing stock is broadly in line with the national average, while Broadland and South Norfolk have much newer properties with around 60% of their properties having been built since 1965<sup>88</sup>.

**Figure 79 Housing stock broken down by age**



15.3.9. The population of Greater Norwich has risen steadily over recent decades and this trend is predicted to continue. More detail is given in the population and communities section.

15.3.10. Greater Norwich's Joint Core Strategy plan period started in 2008 and runs to 2026. Housing delivery since that time has been at approximately 60% of targets in the Norwich Policy Area (NPA),

<sup>88</sup> Council Tax: property attributes, VOA

while completions the Rural Policy Area (RPA) have been higher than the Joint Core Strategy targets. As a consequence, overall delivery from 2008-14 was at approximately 70% of targets, compared to national delivery at 60% of the Government's housing target set in 2007. Promisingly, completions have increased every year since 2010/11.<sup>82</sup>

15.3.11. The SHMA considers Office of National Statistics (ONS) predictions as well as local trends and market signals in order to establish an Objectively Assessed Need (OAN) for the Central Norfolk area. The SHMA concludes that Greater Norwich has an Objectively Assessed Need of 52,170 dwellings over the 24-year period 2012-36. This equates to 2,174 dwellings per year compared to the JCS annual requirement of 2,046 per year. Evidence suggests that this is likely to mean that sites for approximately 12,000 additional dwellings in addition to existing planning permissions and allocations will need to identified through the GNLP.

15.3.12. These figures take account of the jobs planned as part of the City Deal for Greater Norwich.

**Figure 80 Housing Need**

|                              | <b>Objectively Assessed Housing Need<br/>(to 2036)<sup>89</sup></b> |
|------------------------------|---|
| <b>Broadland</b>             | 13,100  |
| <b>Norwich</b>               | 19,900  |
| <b>South Norfolk</b>         | 19,200  |
| <b>Greater Norwich Total</b> | <b>52,200</b>   |

15.3.13. The SHMA also identifies the amount of social housing that will be required over the same period, totalling 12,700 across Greater Norwich by 2036<sup>90</sup>. This equates to 21% of the total Great Norwich Objectively Assessed Housing Need, but there are significant variations across the districts. Affordable housing needs make up 36% of the total need in Norwich, while it is only 17% in Broadland and 18% in South Norfolk.

<sup>89</sup> Central Norfolk Strategic Housing Market Assessment 2015

<sup>90</sup> Central Norfolk Strategic Housing Market Assessment 2015

**Figure 81 Affordable Housing Need**

|                              | <b>Affordable dwellings (for purchase) needed to 2036</b> | <b>Social rented dwellings needed to 2036</b> | <b>Total</b>  |
|------------------------------|---|---|---------------|
| <b>Broadland</b>             | 300   | 1,900   | 2,200         |
| <b>Norwich</b>               | 800   | 6,300   | 7,100         |
| <b>South Norfolk</b>         | 700   | 2,700   | 3,400         |
| <b>Greater Norwich Total</b> | <b>1,800</b>  | <b>10,900</b>                                 | <b>12,700</b> |

15.3.14. The JCS identifies a need to provide additional Gypsy and Traveller pitches, with a need for 51 new pitches from 2011 – 2016. So far, 25 new pitches have been provided (mainly in South Norfolk) so there is a considerable delivery shortfall.

#### **15.4. Projected Baseline**

15.4.1. Without the GNLP, there will be a no local plan policy basis for planning the location, type and amount of housing development beyond the end of the JCS in 2026. The lack of a plan to both guide development to more sustainable locations and to ensure that housing development is promoted in locations and scales which are evidenced to be economically viable risks unplanned, piecemeal housing development which would be unlikely to meet the needs of the area. It would be more difficult to provide the necessary services and infrastructure for such development to make it sustainable for the period to 2036.

15.4.2. In addition, the lack of housing policies on the type of housing provided, for example policies to require affordable housing and starter homes as part of new development, would lead to a decline in the provision of social housing, reduce the ability of young people to purchase their first homes and reduce the ability to create mixed communities meeting the needs of all, with negative social consequences.

### **15.5. Issues**

- New housing and economic growth needs to be planned together to focus housing growth in locations where it can provide the greatest benefits and sustainable access to services and jobs. It is essential to ensure the locations chosen for growth will result in the delivery of the amount and range of housing required to meet needs.
- The delivery of affordable housing is a priority across the whole Greater Norwich Area, with a particularly high need in Norwich.
- There is a need to ensure sufficient pitches are provided to meet the needs of the Gypsies & Travellers along with those of Travelling Showpeople.

## **16. SECTION 16 – LIMITATIONS IN DATA FOUND**

- 16.1.1. Inevitably there will be difficulties in accessing data to contribute to the baseline of such a report. The following data sets would have been helpful to include, but have not been included due to inaccessibility of data or resource constraints. Further attempts will be made to access this information before the drafting of the main SA report.
- 16.1.2. It would be helpful to include a map showing green infrastructure projects which have been undertaken to support growth identified in the JCS. However, this would require additional digitising of various projects.
- 16.1.3. Likewise it would be helpful to have an area-centric version of the Norfolk Broad Habitat Map, if this proves possible when the final SA report is produced.
- 16.1.4. The available mapping of the agricultural land classification does not show a distinction of category 3a and 3b. This would be particularly helpful, as category 3a is considered to be in the 'best and most versatile' definition.
- 16.1.5. There is likely to be a need to update the Water Cycle Study (2010) evidence base, and this will helpfully update information in the SA baseline.
- 16.1.6. There are numerous non-statutory locally designated heritage assets in the area. It could be helpful to represent these on a map, but it is possible that this will not be practicable due to the number of them.
- 16.1.7. Information on the quality and capacity of health and leisure facilities, and their accessibility would add fine grain detail to health section, and allow more informed identification of issues, if this information can be obtained.
- 16.1.8. Further qualitative information on the types of crime, potential causes of crime and statistics on the fear of crime could be very useful for the full report.
- 16.1.9. Providing information on access to education establishments and the capacity of educational facilities would provide a helpful facet to the baseline data.
- 16.1.10. Likewise, it would be useful to know the reasons behind the worsening education result in the Index of Multiple Deprivation for Norwich.
- 16.1.11. Information on the location of minerals safeguarding areas would be helpful and could be included in the later report.
- 16.1.12. Data from the districts' databases of contaminated land would be a helpful addition to the sustainability baseline.



- 16.1.13. Additionally, figure 84 suggests indicators and targets to monitor sustainability issues. At present, no indicators have been identified in relation to noise levels, green infrastructure, geodiversity, landscape character, contamination and provision of community or education facilities. There will be a need for further work on targets in some cases.

## 17. SECTION 17 – SUMMARY OF SUSTAINABILITY ISSUES

17.1.1. The issues identified in sections 1 to 15 above are set out in figure 82 below.

**Figure 82 Summary list of Issues**

| Theme  | Issue   |
|--|---|
| <b>Air Quality</b>   | Although air quality is generally good in the area, there are Air Quality Management Areas (AQMA) in Norwich City Centre and in Hoveton, adjacent to the plan area, along with other isolated sites of reduced air quality.   |
|  | There are high noise levels around Norwich International Airport and main roads in the area and light pollution from urbanised areas.   |
| <b>Climate Change</b>                                      | Climate change is expected to increase the frequency and intensity of extreme weather events such as heat waves, drought and intense rainfall.  |
|  | Fluvial/tidal flooding is a risk affecting limited parts of the area, while surface water and sewer flooding is a risk in a number of places.   |
|  | Although per capita CO2 emissions have been declining in line with national trends, they are above the national average in rural parts of the area.   |
|  | There is potential to increase renewable energy production chiefly from solar, wind and biomass developments, as well as from micro-renewables.   |
| <b>Biodiversity, Geodiversity and Green Infrastructure</b> | There is a need to protect and enhance nationally and internationally protected nature conservation interests and geodiversity sites in and adjacent to the area, with particular emphasis on reducing visitor pressure on and improving water quality in Natura 2000 sites and the wider habitats of the Broads. |
|  | There are a number of locally important biodiversity sites that should be protected and enhanced.   |
|  | Long term investment in improvements to the defined green infrastructure network is required.   |
| <b>Landscape</b>   | Development should maintain important aspects of Greater Norwich's varied landscapes, including historic parks and gardens and ancient woodlands.   |
|  | Defined strategic gaps, including those between Wymondham and Hethersett and Hethersett and Cringleford, are important to maintain the settlement pattern in rural areas.   |
|  | Regard must be had to the distinctive landscape of the  |

|   |  |
|---|--|
|   | Broads.  |
| <b>Water</b>                            | Since the area has low rainfall, water efficiency is a significant issue locally.  |
|   | Water quality in Natura 2000 protected sites is an issue, particularly in relation to water abstraction from the River Wensum and water disposal at Long Stratton and into the River Yare. Consequently there is a need to improve water quality to achieve Water Framework Directive (WFD) targets and to protect habitats.   |
| <b>Built Heritage</b>                   | There is a great wealth of heritage assets in the area of both national and local significance. A limited number of these assets are on the heritage at risk register.   |
|   | Due to the long history of habitation in the area, there is significant potential for archaeological artefacts and finds throughout Greater Norwich.   |
| <b>People and Communities</b>           | There is a need to provide for continued growth in the population of approximately 15-16% from 2012 to 2036.   |
|   | It is necessary to provide services and housing to meet the needs across the area, particularly those of younger adults in Norwich, of remote rural communities and of the growing older population throughout the area. There will be a particular need to provide services and housing to meet the needs of younger adults in Norwich and to provide for the growing older population throughout the area. |
|   | The needs of the small but growing ethnic groups in the area will need to be taken into account.   |
| <b>Deprivation</b>                      | There is a need to minimise socio-economic disadvantage and reduce deprivation, which particularly affects a number of areas of Norwich and some rural areas.  |
| <b>Health</b>                           | It will be important to ensure that Greater Norwich's good levels of health are supported, with a particular focus on reducing the health gap between different areas and on providing the necessary health services and facilities for a growing and ageing population.   |
| <b>Crime</b>                            | Although levels of crime are generally low, there are higher crime levels in inner urban wards, particularly in areas with a concentration of late night drinking establishments.  |
| <b>Education</b>                        | It is important to increase educational attainment and skill levels, particularly in the more deprived parts of the area. and in other areas where there is low educational attainment.  |
| <b>Transport and Access to Services</b> | Development should be located where transport options are, as far as possible, not limited to using the private car, so that sustainable transport options can be promoted, and where  |

|   |   |
|---|---|
|   | the need for additional infrastructure can be minimised.  |
|   | There is a need to improve the strategic transport network, most particularly improvements to the rail network, to the A47 and to provide good quality public transport access to Norwich International Airport.  |
|   | Further investment is required to promote sustainable transport patterns. The completion of the NDR provides the opportunity to implement further improvements in the Norwich urban area and in the main growth locations and to reduce cross city traffic movements.                     |
|   | In rural areas, access to public transport is poor and subsidies are likely to decline, so it will be important to sustain local public transport services where possible and to support demand responsive transport.   |
|   | It will be important to improve access to high speed broadband and mobile phone connectivity, particularly in rural areas.  |
|   | Road safety should be improved.   |
| <b>Natural Resources, Waste and Contaminated Land</b> | It is important to ensure waste management accords with the waste hierarchy and reduces the overall quantity of waste.  |
|   | Waste facilities will need to be provided to cater for a growing population, prevent fly tipping and increase recycling rates.  |
|   | Appropriate storage and segregation facilities for waste will need to be provided on new development.   |
|   | Mineral resources including sand and gravel and minerals and waste infrastructure should be safeguarded.  |
|   | The use of secondary and recycled aggregates in all developments to reduce the need for primary aggregate extraction and increase inert construction and demolition waste recycling should be promoted.   |
|   | There are high quality soils (grades 1, 2 and 3a) in many parts of the area and limited areas of contaminated land mainly on brownfield sites.  |
| <b>Employment and the Economy</b>                     | Greater Norwich is a regionally important economic centre,, with a the potential for significant growth.  |
|   | Employment land provision needs to support the existing main employment sectors including retail; health; and financial services and also sectors with high growth potential including advanced manufacturing and engineering; agri-tech; energy; ICT/digital culture; and life sciences. |
|   | Norwich city centre is a main regional focus for employment, retailing, tourism, culture, education and leisure.  |
|   | Rural enterprises remain important to the local economy and   |

|                |  |
|----------------|--|
|                | home working is likely to increase in significance.  |
| <b>Housing</b> | New housing and economic growth needs to be planned together to focus housing growth in locations where it can provide the greatest benefits and sustainable access to services and jobs. It is essential to ensure the locations chosen for growth will result in the delivery of the amount and range of housing required to meet needs. |
|                | The delivery of affordable housing is a priority across the whole Greater Norwich Area, with a particularly high need in Norwich.  |
|                | There is a need to ensure sufficient pitches are provided to meet the needs of the Gypsies & Travellers along with those of Travelling Showpeople.   |

## 18. SECTION 18 – THE SUSTAINABILITY FRAMEWORK

- 18.1.1. The sustainability framework aims to define what sustainable development means for the Greater Norwich Local Plan. It comprises a set of objectives that derive from the context, baseline and issues identified in the previous sections and appendix 1. The framework provides a consistent way for the strategy, policies and potential growth locations to be assessed.
- 18.1.2. The ultimate aim of the sustainability framework, therefore, is to ensure the Local Plan addresses environmental, economic and social issues. The sustainability framework identifies these features with, at this scoping stage before local plan policies have been drafted, suggestions for indicators to monitor their progress.
- 18.1.3. Since some issues are difficult to measure, some indicators are indirectly related to objectives. In addition, changes to indicators (e.g. in rates of recycling) may not only result from local plan policies. However, since the SA is primarily concerned with achieving more sustainable development, rather than with attempting to quantify future changes, these issues are not regarded as significant.
- 18.1.4. Annex 1 (f) of the SEA Directive lists a number of topics that should be considered in the SEA process (and therefore the SA process). These are presented in figure 83 below, along with the relevant SA themes in this report.

**Figure 83 Compliance with SEA**

| SEA Topic  | Relevant SA Themes/Objectives                       |
|--|---|
| Landscape  | Landscape   |
| Biodiversity   | Biodiversity, Geodiversity and Green Infrastructure |
| Flora  | Biodiversity, Geodiversity and Green Infrastructure |
| Fauna  | Biodiversity, Geodiversity and Green Infrastructure |
| Soil   | Natural Resources, Waste and Contaminated Land      |
| Water  | Water   |
| Air  | Air Quality and Noise                               |
| Climatic factors   | Climate change                                      |
|  | Biodiversity, Geodiversity and Green Infrastructure |
|  | Transport and Access to Services                    |
| Cultural Heritage (including architectural and archaeological) | Cultural Heritage                                   |
| Material Assets  | Housing   |

|              |  |
|--------------|--|
|              | Economy  |
|              | Minerals and Waste                             |
| Population   | People and Communities                         |
|              | Deprivation                                    |
|              | Education                                      |
|              | Crime  |
| Human Health | Air Quality and Noise                          |
|              | Health   |
|              | Natural Resources, Waste and Contaminated Land |

18.1.5. The SA framework in figure 84 includes sustainability themes, along with objectives related to each theme. The over-arching objective for each theme sets out what the Local Plan should be trying to achieve in relation to sustainable development. Each objective is accompanied by a set of supporting sub-objectives which address more specific sustainability issues and can help to guide strategic decisions. These are followed by decision making criteria which can be applied to both general policies and to site allocations. at a more local level, for example when assessing sites. These are suitable for all types of allocation including those for housing, employment and retail development.

18.1.6. The final column shows suggestions for the indicators and targets which will be used to measure the plan's sustainability performance. The indicators will be finalised as the SA/SEA progresses, before production of the sustainability report.

18.1.7. Applying the SA framework will allow a systematic approach through all the stages of sustainability appraisal and plan making. By comparing the proposed Local Plan objectives, strategy, policy and allocations against this framework, it should be possible to determine if the Local Plan is contributing to sustainable development.

**Figure 84 – Sustainability Appraisal Framework**

| Theme   | Over-arching Objective   | Decision making criteria for site allocations and general policies  | Suggested indicators and targets   |
|---|--|---|--|
| <b>Air Quality &amp; Noise</b><br>(ref: SA1)                  | Minimise air, noise and light pollution to improve wellbeing.  | <ul style="list-style-type: none"> <li>Will it have a significant impact on AQMAs in Norwich city central and Hoveton?</li> <li>Will it minimise impact on air quality?</li> <li>Will it minimise the impact of light and noise pollution?</li> </ul> | <p><b>Indicator</b><br/>Concentration of selected air pollutants:</p> <p>a) NO<sub>2</sub></p> <p>b) PM<sub>10</sub> (particulate matter)</p> <p><b>Target</b><br/>Decrease</p>  |
| <b>Climate Change Mitigation and Adaptation</b><br>(ref: SA2) | Continue to reduce carbon emissions, adapting to and mitigating against the effects of climate change. | <ul style="list-style-type: none"> <li>Will it minimise CO<sub>2</sub> emissions?</li> <li>Will it support decentralised and renewable energy generation?</li> <li>Will it minimise the risk of fluvial or surface water flooding?</li> </ul>         | <p><b>Indicator</b><br/>CO<sub>2</sub> emissions per capita</p> <p><b>Target</b><br/>Reduction in emissions</p> <p><b>Indicator</b><br/>Sustainable and renewable energy capacity permitted by type</p> <p><b>Target</b><br/>Year on year permitted capacity increase</p> <p><b>Indicator</b><br/>Number of planning permissions granted contrary to the advice of the Environment Agency on either flood defence or water quality grounds</p> <p><b>Target</b><br/>Zero</p> |



| Theme  | Over-arching Objective   | Decision making criteria for site allocations and general policies  | Suggested indicators and targets  |
|--|--|---|---|
| <b>Biodiversity, Geodiversity &amp; Green Infrastructure</b><br>(ref: SA3) | Protect and enhance the area's biodiversity and geodiversity assets, and expand the provision of green infrastructure. | <ul style="list-style-type: none"> <li>Will it minimise impact on designated sites and important species and habitats?</li> <li>Could it provide opportunities for bio- or geo-diversity enhancement?</li> <li>Could it contribute to green infrastructure networks?</li> </ul> | <p><b>Indicator</b><br/>Net change in Local Sites in "Positive Conservation Management"</p> <p><b>Target</b><br/>Year on year Improvements</p> <p><b>Indicator</b><br/>Percentage of SSSIs in:</p> <ul style="list-style-type: none"> <li>a) favourable condition</li> <li>b) unfavourable recovering</li> <li>c) unfavourable no change</li> <li>d) unfavourable declining</li> <li>e) destroyed/ part destroyed</li> </ul> <p><b>Target</b><br/>95% of SSSIs in 'favourable' or 'unfavourable recovering' condition</p> |
| <b>Landscape</b><br>(ref: SA4)   | Promote efficient use of land, while respecting the variety of landscape types in the area.                            | <ul style="list-style-type: none"> <li>Will it minimise impact on the landscape character of the area?</li> <li>Will it enable development of previously developed land?</li> <li>Will it make efficient use of land?</li> </ul>  | <p><b>Indicator</b><br/>Percentage of new and converted dwellings on Previously Developed Land</p> <p><b>Target</b><br/>18% to 2026 (based on JCS housing allocations, update in line with GNLP)</p>  |

| Theme   | Over-arching Objective  | Decision making criteria for site allocations and general policies   | Suggested indicators and targets   |
|---|---|--|--|
| <b>Housing</b><br>(ref: SA5)                    | Ensure that everyone has good quality housing of the right size and tenure to meet their needs. | <ul style="list-style-type: none"> <li>Will it ensure delivery of housing to meet needs in appropriate locations?</li> <li>Will it deliver affordable housing and other tenures to meet needs?</li> <li>Will it ensure a variety in the size and design of dwellings, to meet a range of circumstances and needs?</li> </ul> | <p><b>Indicator</b><br/>Net housing completions</p> <p><b>Target</b><br/>Meet or exceed annual trajectory requirements</p> <p><b>Indicator</b><br/>Affordable housing completions</p> <p><b>Target</b><br/>tbc</p> <p><b>Indicator</b><br/>House completions by bedroom number, based on the proportions set out in the most recent Sub-regional Housing Market Assessment</p> <p><b>Target</b><br/>Figures within 10% tolerance of the Housing Market Assessment Requirements</p> <p><b>Indicator</b><br/>Starter Homes completions</p> <p><b>Target</b><br/>20% of homes delivered are starter homes</p> |
| <b>Population and Communities</b><br>(ref: SA6) | Maintain and improve the quality of life of residents   | <ul style="list-style-type: none"> <li>Will it enhance existing, or provide new community facilities?</li> <li>Will promote integration with existing communities?</li> </ul>  | No indicators for provision of community facilities have been identified   |

| Theme                            | Over-arching Objective  | Decision making criteria for site allocations and general policies  | Suggested indicators and targets  |
|----------------------------------|---|---|---|
| <b>Deprivation</b><br>(ref: SA7) | To reduce deprivation   | <ul style="list-style-type: none"> <li>Will it help to reduce deprivation?</li> </ul>   | Indicator and targets from IMD to be identified   |
| <b>Health</b><br>(ref: SA8)      | To promote access to health facilities and promote healthy lifestyles | <ul style="list-style-type: none"> <li>Will it maximise access to health services, taking into account the needs of an ageing population?</li> <li>Will it promote healthy lifestyles?</li> </ul> | <p><b>Indicator</b><br/>Percentage of physically active adults</p> <p><b>Target</b><br/>Increase percentage annually or achieve percentage above England average</p> <p>Indicator and target for access to health facilities to be identified</p> |
| <b>Crime</b><br>(ref: SA9)       | To reduce crime and the fear of crime                                 | <ul style="list-style-type: none"> <li>Will it help design out crime from new development?</li> </ul>   | Indicator and target for crime reduction to be identified   |
| <b>Education</b><br>(ref: SA10)  |   | <ul style="list-style-type: none"> <li>Will it enable access to education and skills training?</li> </ul>   | Indicator and target for access to education facilities to be identified  |

| Theme                          | Over-arching Objective  | Decision making criteria for site allocations and general policies  | Suggested indicators and targets  |
|--------------------------------|---|---|---|
| <b>Economy<br/>(ref: SA11)</b> | Encourage economic development covering a range of sectors and skill levels to improve employment opportunities for residents, and maintain and enhance town centres. | <ul style="list-style-type: none"> <li>• Will it promote Greater Norwich as a regional economic centre?</li> <li>• Will it promote employment land provision to support existing and future growth sectors?</li> <li>• Will it promote a range of employment opportunities?</li> <li>• Will it promote vibrant town centres?</li> <li>• Will it promote the rural economy?</li> </ul> | <p><b>Indicator</b><br/>Amount of land developed for employment by type</p> <p><b>Target</b><br/>118ha B1 &amp; 111ha B2 / B8 2007 to 2026 (split into five year tranches, based on JCS targets - update in line with GNLP targets)</p> <p><b>Indicator</b><br/>Annual count of jobs by BRES across the Plan area</p> <p><b>Target</b><br/>Measure against GNLP annualised jobs targets (2,222 p.a in JCS.)</p> <p><b>Indicator</b><br/>Employment rate of economically active population</p> <p><b>Target</b><br/>Increase</p> <p><b>Indicator</b><br/>Percentage of workforce employed in higher occupations</p> <p><b>Target</b><br/>Annual increase of 1%</p> |

| Theme  | Over-arching Objective   | Decision making criteria for site allocations and general policies  | Suggested indicators and targets   |
|--|--|---|--|
| <b>Transport and access to services</b><br>(ref: SA12) | Reduce the need to travel and promote the use of sustainable transport modes.  | <ul style="list-style-type: none"> <li>Does it reduce the need to travel?</li> <li>Does it promote sustainable transport use?</li> <li>Does it promote access to local services?</li> <li>Does it promote road safety?</li> <li>Does it promote strategic access to and within the area?</li> </ul>         | <p><b>Indicator</b><br/>Percentage of residents who travel to work:</p> <ul style="list-style-type: none"> <li>a) By private motor vehicle</li> <li>b) By public transport</li> <li>c) By foot or cycle</li> <li>d) Work at, or mainly at, home</li> </ul> <p><b>Target</b><br/>Decrease in a), increase in b), c) and d)</p> <p><b>Indicator</b><br/>IMD Access to services and housing</p> <p><b>Target</b><br/>Increase the number of LSOAs In the least deprived 50% on the IMD for access to housing and services</p> |
| <b>Cultural Heritage</b><br>(ref: SA13)                | Conserve and enhance local examples of cultural heritage, preserving the character and diversity of the area's historic built environment. | <ul style="list-style-type: none"> <li>Does it enable the protection and enhancement of designated heritage assets, including their setting?</li> <li>Does it provide opportunities to reveal and conserve archaeological assets?</li> <li>Could it benefit heritage assets currently 'at risk'?</li> </ul> | <p><b>Indicator</b><br/>Percentage of Conservation Areas with appraisals</p> <p><b>Target</b><br/>Year on year increase</p> <p><b>Indicator</b><br/>Heritage at risk – number and percentage of</p> <ul style="list-style-type: none"> <li>a) Listed buildings; and</li> <li>b) Scheduled Ancient Monuments</li> </ul> <p>on Buildings at Risk register</p> <p><b>Target</b><br/>Year on year reduction</p>  |

| Theme   | Over-arching Objective  | Decision making criteria for site allocations and general policies   | Suggested indicators and targets   |
|---|---|--|--|
| <b>Natural Resources, Waste and Contaminated Land</b><br><b>(ref: SA14)</b> | <p>Minimise waste generation, promote recycling and avoid the sterilisation of mineral resources.</p> <p>Remediate contaminated land and minimise the use of the best and most versatile agricultural land.</p> | <ul style="list-style-type: none"> <li>Does it contribute to the minimisation of waste production and to recycling?</li> <li>Does it safeguard existing and planned mineral and waste operations?</li> <li>Will it help to remediate contaminated land?</li> <li>Does it avoid loss of the best and most versatile agricultural land (grades 1-3a)?</li> </ul> | <p>Minerals and waste indicators and targets tbc</p> <p><b>Indicator</b><br/>Number of planning permissions granted on non-allocated sites on class 1, 2 or 3a agricultural land</p> <p><b>Target</b><br/>Zero</p> <p>No indicators for contaminated land have been identified</p> |

| Theme                              | Over-arching Objective  | Decision making criteria for site allocations and general policies  | Suggested indicators and targets   |
|------------------------------------|---|---|--|
| <b>Water</b><br><b>(ref: SA16)</b> | Maintain and enhance water quality and ensure the most efficient use of water | <ul style="list-style-type: none"> <li>• Will it maximise water efficiency?</li> <li>• Will it minimise impact on water quality?</li> </ul> | <p><b>Indicator</b><br/>Water efficiency in new homes</p> <p><b>Target</b><br/>All new housing schemes to achieve water efficiency standard of 110 litres/person/day (lpd)<br/>No indicators for water infrastructure have been identified.</p> <p>See also flood section (Number of planning permissions contrary to the advice of the Environment Agency on either flood defence or water quality grounds)</p> |

## **19. THE NEXT STAGES**

- 19.1.1. Appointed consultants (Lepus) will act as a critical friend providing advice on the early stages of the SA and will write the SA report itself, with some input from greater Norwich officers.
- 19.1.2. This SA Scoping report will be subject to consultation with the Statutory Consultees (Historic England, Natural England and the Environment Agency) and others. Any comments made on the SA Scoping Report will be considered and the SA scope and methodology will evolve as appropriate, with changes incorporated into the SA Report. The SA Report will require sign off from the councils before it is submitted with the local plan.
- 19.1.3. As a result of the above, at this stage it is only possible to set out an outline methodology for the remainder of the SA/SEA process based on the key elements of Sustainability Appraisal which are necessary to comply with legislation and to inform the plan making.

### **19.1.4. Reasonable Alternatives**

- 19.1.5. Alternative sites for growth and strategic policy approaches will need to be considered. Since only “reasonable alternatives” for sites and policies are required to be appraised under SA/SEA legislation, a means of identifying which alternatives are considered “reasonable” and which are not will be established. A “reasonable alternative” should be different enough from other options to allow a meaningful comparison, and should be realistic and deliverable.

### **19.1.6. The Interim SA Report**

- 19.1.7. An interim SA Report will be produced to accompany the regulation 18 (Favoured Option and Reasonable Alternatives) version of the plan. This document is likely to include the following stages:
- Identification of broad locations for growth and strategic policy options, including providing an explanation of which broad growth locations and strategic policy options are considered to be unreasonable and therefore do not need to be assessed further;
  - SA/SEA, using the Sustainability Appraisal Framework in figure 84 above, of the reasonable alternatives for specific locations for growth and policy options identified in stage 1 above to assist in identifying the favoured option.
- 19.1.8. The SA Framework will consider the potential impacts (including the cumulative impacts) of different scales of growth, or selecting some settlements for more growth than others on the same tier of the settlement hierarchy, including considering the sustainability of individual sites. Given that a large number of sites for consideration for allocation in the local plan are likely to come forward through the “Call for Sites”, it is probable that a “cluster approach” will be taken to assessing sites.



19.1.9. The SA process will consider what mitigation could be applied to alleviate sites' impacts, thereby influencing site selection policy. By default, SA helps to identify sites which have overriding constraints. However, while the SA process influences the site allocation process, the final choice of sites through the plan-making process will also need to consider wider policy issues.

19.1.10. The suggested indicators set out in figure 84 will be amended as appropriate and will be used in the long term to help to assess the success of the plan in sustainability terms.

#### **19.1.11. SA Report**

19.1.12. The SA Report and a non-technical summary will be issued at the regulation 19 publication stage to appraise the Draft Local Plan. This will meet the requirements of Regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004.

#### **19.1.13. Modifications**

19.1.14. Further Sustainability Appraisal will be required if main modifications are proposed during the Local Plan examination which are likely to lead to "significant effects".

#### **19.1.15. Environmental Adoption Statement**

19.1.16. There is a legal requirement to publish an Environmental Adoption Statement on adoption of the plan, the date of which is scheduled for 2020. The statement covers a wide range of issues, setting out the role of the SA/SEA in shaping and monitoring the plan.

## 20. GLOSSARY

|               |  |
|---------------|--|
| <b>AMR</b>    | Annual Monitoring Report                                   |
| <b>AQMA</b>   | Air Quality Management Area                                |
| <b>BRCFMP</b> | Broadland Rivers Catchment Flood Management Plan           |
| <b>BRT</b>    | Bus Rapid Transit  |
| <b>CCG</b>    | Clinical Commissioning Group                               |
| <b>CGS</b>    | County Geological Site                                     |
| <b>CHP</b>    | Combined Heat & Power                                      |
| <b>CIL</b>    | Community Infrastructure Levy                              |
| <b>CWS</b>    | County Wildlife Site                                       |
| <b>DECC</b>   | Department for Energy and Climate Change                   |
| <b>EA</b>     | Environment Agency   |
| <b>EU</b>     | European Union   |
| <b>GI</b>     | Green Infrastructure                                       |
| <b>GNLP</b>   | Greater Norwich Local Plan                                 |
| <b>GTAA</b>   | Gypsy & Traveller Accommodation Assessment                 |
| <b>GVA</b>    | Gross Value Added  |
| <b>IMD</b>    | Indices of Multiple Deprivation                            |
| <b>JCS</b>    | Joint Core Strategy for Broadland, Norwich & South Norfolk |
| <b>LAQM</b>   | Local Air Quality Management                               |
| <b>LEP</b>    | Local Enterprise Partnership                               |

|              |  |
|--------------|--|
| <b>LFRMS</b> | Local Flood Risk Management Strategy     |
| <b>LLFA</b>  | Lead Local Flood Authority               |
| <b>LSOA</b>  | Lower Super Output Area                  |
| <b>NATS</b>  | Norwich Area Transportation Strategy     |
| <b>NBIS</b>  | Norfolk Biodiversity Information Service |
| <b>NDR</b>   | Northern Distributor Road                |
| <b>NHER</b>  | Norfolk Historic Environment Record      |
| <b>NIA</b>   | Norwich International Airport            |
| <b>NPA</b>   | Norwich Policy Area                      |
| <b>NPPF</b>  | National Planning Policy Framework       |
| <b>NPPW</b>  | National Planning Policy for Waste       |
| <b>OAN</b>   | Objectively Assessed Needs               |
| <b>ONS</b>   | Office of National Statistics            |
| <b>PAS</b>   | Planning Advisory Service                |
| <b>PPG</b>   | Planning Practice Guidance               |
| <b>PV</b>    | Photovoltaic                             |
| <b>RPA</b>   | Rural Policy Area                        |
| <b>SA</b>    | Sustainability Appraisal                 |
| <b>SAC</b>   | Special Area of Conservation             |
| <b>SANG</b>  | Suitable Alternative Natural Greenspace  |
| <b>SEA</b>   | Strategic Environmental Assessment       |
| <b>SEP</b>   | Strategic Economic Plan                  |

|             |                                     |
|-------------|-------------------------------------|
| <b>SHMA</b> | Strategic Housing Market Assessment |
| <b>SMP</b>  | Shoreline Management Plan           |
| <b>SPA</b>  | Special Protection Area             |
| <b>SPD</b>  | Supplementary Planning Document     |
| <b>SSSI</b> | Site of Special Scientific Interest |
| <b>SuDS</b> | Sustainable Drainage System         |
| <b>WFD</b>  | Water Framework Directive           |
| <b>WRMP</b> | Water Resources Management Plan     |
| <b>WRZ</b>  | Water Resources Zone                |

## APPENDIX 1

### A REVIEW OF RELEVANT PLANS, PROGRAMMES AND STRATEGIES FOR SUSTAINABLE DEVELOPMENT

This appendix, in combination with the context sections for each theme in the Scoping Report, meets Strategic Environmental Assessment (SEA) directive 2001/42/EC article 5, annex I (e) requirements: The environmental protection objectives, established at international, Community or Member State level, which are relevant to the plan or programme and the way those objectives and any environmental considerations have been taken into account during its preparation.

| Document Title   | Key Relevant Objectives  | Implications for future development   | Issues for Sustainability Appraisal                                |
|--|--|---|--|
| <b>INTERNATIONAL</b>   |  |   |  |
| The Convention on Wetlands of International Importance 1971 (amended 1982) | Requires signatory states to designate important wetlands for conservation in particular waterfowl habitats. Designation of Ramsar Sites to be protected from development  | Ensure that the Local Plan does not support development that threatens designated wetland sites.      | Protect designated wetland sites                                   |
| The Convention on Biological Diversity, Rio de Janeiro, 1992               | The main driver of the SEA Directive. Article 6A of the Convention requires each Contracting Party to develop national strategies, plans and programmes for the conservation and sustainable use of biological diversity.  | Ensure that the plan does not support development that threatens designated biodiversity sites.       | Maintain and enhance biodiversity and geodiversity                 |
| Kyoto Protocol (1997)  | Implemented measures to limit and / or reduce emissions of greenhouse gases. The protocol was ratified in 2004.  | Ensure the plan contributes to greenhouse gas reduction targets by reducing greenhouse gas emissions. | Reduce the effect of / greenhouse gases traffic on the environment |
| The Johannesburg Declaration on Sustainable Development, 2002              | Focus the world's attention and direct action toward meeting difficult challenges, including improving people's lives and conserving our natural resources in a world that is growing in population, with ever-increasing demands for food, water, shelter, sanitation, energy, health services and economic security. |   | Relates to water, energy, economy and social aspects of the plan.  |

| EUROPEAN  |  |   |   |  |
|---|--|---|---|--|
| European Climate Change Programme   | To combat climate change by means of various cross-cutting measures in the fields of energy, industry and transport.   | Ensure plan contributes to greenhouse gas reduction targets by reducing greenhouse gas emissions.   | To adapt and mitigate against the impacts of climate change.  |  |
| The EU Water Framework Directive 2000 2000/60/EC  | Applies to surface waters (including some coastal waters) and groundwater. It requires member states, among other things, to prevent deterioration of aquatic ecosystems and protect, enhance and restore water bodies to 'good' status.   | The plan must have regard to the river basin management plans and water resource plans that help to implement the Water Framework Directive. These plans contain the main issues for the water environment and the actions needed to tackle them. | Protect and enhance water quality   |  |
| Air Quality Framework Directives 1996/62/EC, 1999/30/EC, and 2008/50/EC                   | Establishes mandatory standards for air quality and sets limits and guides values for sulphur and nitrogen dioxide, suspended particulates and lead in air. Establishment of limit values for concentrations of sulphur dioxide, nitrogen dioxide, particulate matter and lead in the ambient air. | Avoid detrimental impacts on air quality. Help to mitigate in designated Air Quality Management Areas.  | Relates to reducing emissions from development and ensuring that limit values are not exceeded due to resulting traffic.  |  |
| The Conservation of Natural Habitats and of Wild Fauna and Flora Directive (92/43/EEC)    | To contribute towards ensuring biodiversity through the conservation of natural habitats and of wild flora and fauna; designation of Special Areas of Conservation. Requirement for "appropriate assessments" to consider effects on sites of European importance.                                 | Protection and management of biodiversity and areas of significant habitat and ecological importance.   | Impact on habitats and species Development to avoid areas of particular importance, including particular consideration of Natura 2000 sites such as SACs and SPAs |  |
| Directive (2001/77/EC) Promotion of development of renewable energy sources and their use | Promotion of development of renewable energy sources and their use.  | Promotion of renewable energy   | Contribution to use of renewable energy   |  |

|   |  |  |  |
|---|--|--|--|
| EC Directive on the assessment of the effects of certain plans and programmes on the environment (2001/42/EC) | To provide for a high level of protection of the environment & to contribute to integration of environmental considerations into preparation of plans & programmes .... promoting sustainable development. "Environmental assessments" should be carried out for plans which are likely to have significant effects on the environment.  | The plan should be accompanied by SA to ensure: <ul style="list-style-type: none"> <li>• Policies in plan will contribute to sustainable development.</li> <li>• That there is full stakeholder &amp; public consultation in the process.</li> </ul> | The SA framework should ensure the objectives of this overarching document are covered |
| <b>NATIONAL</b>   |  |  |  |
| Localism Act (2011)   | Devolves powers to councils and neighbourhoods to give local communities more control over housing and planning decisions.   | Ensure that the consultation process enables genuine opportunities for local people to be involved in the Local Plan process and to be part of planning decisions made in the areas affected.  | Contribution to community involvement. Improve the quality of where people live.       |
| Waste Regulations (2011)  | Emphasis on waste hierarchy to ensure waste is dealt in the priority order of prevention   | Prevent waste, preparing reuse, recycling  | To make best use of resources minimize waste production                                |
| Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007)                                 | Further improve air quality in the UK into the long term. As well as direct benefits to public health, the options are intended to provide important benefits to quality of life and help to protect the environment.<br>The current policy framework and the legislative requirement to meet EU air quality limit values everywhere in the UK tends to direct attention to localised hotspot areas of pollution (where the objectives are not met). | Encourage a reduction in air pollutants.   | Contribution to reducing air pollution and improving air quality.                      |

|  |   |   |  |
|--|---|---|--|
| <p>National Planning Policy Framework (2012)</p> | <p>As overarching government policy on plan making, the relevant sections of the NPPF are covered on a topic by topic basis in sections 2 to 11 of this document.</p> <p>Overall, the NPPF guides the implementation of the Localism Bill including the Duty to Cooperate, Neighbourhood Planning and other changes to planning policy.</p> <p>Development is encouraged and the 'presumption in favour of sustainable development' is introduced where proposals which are in line with the local plan policies are approved and proposals can only be refused 'if the adverse impacts of allowing development would significantly outweigh the benefits'.</p> | <p>The Districts preparing this plan need to work closely with the local community and businesses to identify and plan for the needs of the area. Developers are expected to work closely with people affected by their proposal and any design proposed should take into account the view of the community.</p> <p>To build a strong economy land needs to be available for growth and infrastructure. Policies need to be clear how the 'presumption for sustainable development' will be applied.</p> <p>Support the implementation of the "Town Centres First" approach in relevant areas.</p> <p>Policies need to protect and improve the natural and built environment and need to promote the development of strong, vibrant and healthy communities through providing housing, good design and local services.</p> <p>New development should have good public transport links, with priority given to cyclists and people on foot. Local facilities should be accessible by foot.</p> | <p>Contribution to community involvement</p> <p>Contribution to economic provision</p> <p>Contribution to sustainability</p> <p>Improve accessibility to essential services, facilities and jobs</p> <p>Protection of and contribution to green infrastructure</p> <p>Contribution to more sustainable modes of travel</p> <p>Improve the quality of where people live</p> |
|--|---|---|--|



|   |  |   |  |
|---|--|---|--|
| National Planning Practice Guidance (NPPG) (2014) | <p>The Planning Practice Guidance (PPG) supports the NPPF. Areas of particular relevance to the plan relate to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Air quality (plans should take in to account air quality management areas, air quality is a consideration in the SEA, sustainable transport, need to establish a baseline in Local Plans).</li> <li><input type="checkbox"/> Climate change (mitigating and adapting to climate change).</li> <li><input type="checkbox"/> Conserving and enhancing the historic environment (positive strategy for the conservation and enjoyment of the historic environment, identify specific opportunities in the area for the conservation and enhancement of the historic environment).</li> <li><input type="checkbox"/> Design (design quality should be secured through local plan policy, design guides/codes are supported, local character, safety, crime prevention, security, access inclusion, natural resources and cohesive communities should be considered, encourage a robust relationship between town centres and variable uses such as travel option, hosing, activities, safe walking and cycling routes, transport stops).</li> <li><input type="checkbox"/> Duty to cooperate (as part of the Local Plan process).</li> <li><input type="checkbox"/> Ensuring the vitality of town centres (town centre first approach, generate local employment; improve the quality of parking, sequential tests).</li> <li><input type="checkbox"/> Flood risk (strategic flood risk assessment the application of a sequential approach).</li> <li><input type="checkbox"/> Health and wellbeing (promoted through Local Plan policy).</li> <li><input type="checkbox"/> Local Plans (preparation in accordance with legislation)</li> <li><input type="checkbox"/> Minerals (safeguarding minerals resources)</li> <li><input type="checkbox"/> Natural environment (strategic policies for the conservation and enhancement of the natural environment, encouraged use of landscape character assessments, plan positively for biodiversity and green infrastructure, consider agricultural land classifications).</li> <li><input type="checkbox"/> Open space, sports and recreation, public rights of way and green space (assess need, protection and provision).</li> </ul> | Supporting the key objectives of the NPPF | <p>Housing need</p> <p>Economic development</p> <p>Infrastructure provision</p> <p>Conservation of natural environment</p> <p>Conservation of the historic environment</p> <p>Viability and deliverability</p> |
|---|--|---|--|

|   |  |   |   |
|---|--|---|---|
|   | <p><input type="checkbox"/><input type="checkbox"/> Rural housing (encourage thriving rural community).</p> <p><input type="checkbox"/><input type="checkbox"/> SEA &amp; SA (both are required for the AAP).</p> <p><input type="checkbox"/><input type="checkbox"/> Viability (use of viability assessment to ensure that plan policies are viable).</p> <p><input type="checkbox"/><input type="checkbox"/> Water supply, waste water and water quality (encourage discussions with water and sewerage companies; encourage a catchment based approach, sufficient capacity within the waste infrastructure, EU water framework directive).</p>                                       |   |   |
| The Housing and Planning Bill (2015)                          | <p>Provisions for <b>'starter home'</b> means a building or part of a building that—</p> <p>(a) is a new dwelling,</p> <p>(b) is available for purchase by qualifying first-time buyers only,</p> <p>(c) is to be sold at a discount of at least 20% of the market value,</p> <p>(d) is to be sold for less than the price cap, and</p> <p>(e) is subject to any restrictions on sale or letting specified in regulations made by the Secretary of State</p> <p>To ensure sites are allocated with respect to Travellers Sites</p>   | In some cases, Starter Homes requirements may replace affordable housing requirements | Impact on affordability for first time buyers                                     |
| Planning Policy for Travellers Sites (2015)                   |  | Identify need for traveller sites   | Ensure the needs for Traveller Sites are addressed                                |
| Noise Policy Statement for England. DEFRA. 2010.              | <p>Noise Policy Vision: Promote good health and a good quality of life through the effective management of noise within the context of Government policy on sustainable development.</p> <p>Noise Policy Aims: Through the effective management and control of environmental, neighbour and neighbourhood noise within the context of Government policy on sustainable development:</p> <ul style="list-style-type: none"> <li>• avoid significant adverse impacts on health and quality of life;</li> <li>• mitigate and minimise adverse impacts on health and quality of life; and</li> <li>• where possible, contribute to the improvement of health and quality of life.</li> </ul> |   | To promote good health and a good quality of life through the management of noise |
| Making Space for Nature: A review of England's Wildlife Sites | An independent review of England's wildlife sites and ecological network concluding that England's Nature is fragmented and unable to respond effectively to new   | Adds weight to the objective of establishing a resilient ecological network through   | Protection and contribution of green infrastructure                               |

|   |  |   |  |
|---|--|---|--|
| and Ecological Network (2010)           | pressures, such as climate and demographic change. The report emphasises the need to restore natural networks to create a more resilient natural environment.  | green infrastructure improvements in the area.  | Impact on /<br>enhancement of the environment<br>Contribution to enhanced biodiversity<br>Reduce vulnerability to climate change   |
| Natural Environment White Paper (2011)  | Government's vision for the natural environment in the next 50 years in response to Making Space for Nature.<br>- Protecting and improving the natural environment<br>- Growing a green economy<br>- Reconnecting people and nature  | Develop a resilient ecological network in the area, promoting the development of ecosystem services, and increasing public access to the natural environment to improve human wellbeing.  | Protection and contribution of green infrastructure<br>Impact on / enhancement of the environment<br>Contribution to enhanced biodiversity, Improve the quality of where people live |
| UK National Ecosystem Assessment (2011) | Analysis of the benefits the natural environment to provide an evidence base on ecosystem change and ecosystem services provision to inform decision making.   | Supports the need to strengthen policies to ensure the effective management of the environment and ecosystem services in the future, as well as recognising the importance of the natural environment to human wellbeing and economic prosperity. | Impact on / enhancement of the environment,<br>Contribution to enhanced biodiversity<br>Improve the quality of where people live   |
| Flood and Water Management Act (2010)   | This gives the Environment Agency a strategic overview of the management of flood and coastal erosion risk in England; and gives LLFAs responsibility for putting in place flood management strategies. The Act defines 'risk' and includes district councils as Risk Management Authorities. It also sets out approaches to flood risk management, including: at section 32, sustainable drainage requirements; and at section 40, changing Building Regulations to incorporate greater flood resilience. |   | Seek opportunities to reduce risk of flooding where feasible   |

| LOCAL  |   |   |   |
|--|---|---|---|
| GENERAL  |   |   |   |
| Sustainable Community Strategies for each district                                       | <p>The main themes of the SCs for the Greater Norwich area are:</p> <ul style="list-style-type: none"> <li>• To improve the quality of life and facilities, improving the standard of housing, jobs, and services wherever they are needed;</li> <li>• To have a high standard of safety and a high quality of life in the areas that is protected and respected from the core area;</li> <li>• To develop a strong infrastructure so that people can travel using varied forms of transport;</li> <li>• To provide opportunities for people to learn at all stages of life;</li> <li>• For people to play an active part in community life and to be involved in decision making.</li> </ul> | Maintain and enhance the elements that contribute to the quality of life.   | <p>Improve the quality of where people live</p> <p>Maintenance and improvement of the health of the population</p> <p>Improve accessibility to essential services and facilities</p> <p>Encourage local community identity, good behaviour and co-operative attitudes</p> <p>Maximise the use of renewable energy solutions and reduce contributions to climate change</p> <p>Reduce vulnerability to climate change</p> <p>Improve education and</p> |
| Joint Core Strategy for Broadland, Norwich and South Norfolk Adopted 2011 , Amended 2014 | Sets out long term the development strategy and policies for the area to 2026 and provides the framework for more detailed policies set out in other local plan documents. As the starting point for the GNL, key elements of the strategy are considered on a topic by topic basis in sections 2 to 11 of this document.   |   |   |
| Broads Authority Core Strategy DPD   | Sets policies for determining planning applications.  | Development should consider any impacts on the BA area  | Impact on unique character of Broads landscape  |
| Broads Site Specifics DPD  | The Site Specific Policies DPD relates the policies and objectives of the Core Strategy and Development Management Policies DPDs to identified sites and areas.   | Development should consider any impacts on the BA area  | Impact on unique character of Broads landscape  |
| HOUSING  |   |   |   |
| Greater Norwich Housing Strategy 2008-2011 (2009) Update                                 | Provides each local authority and its partner organisations with a basis for delivering housing services. Since adopting the original Strategy, much progress has been made but new challenges have emerged   | To ensure there are sufficient decent homes which people can afford, in places they want to live, within sustainable and thriving | Contribution to housing provision (market and social)   |

|  |   |   |  |
|--|---|---|--|
|  |   | communities.  |  |
| Broadland Housing Strategy (2011)                  | Increasing the supply and availability of good quality private sector rented property<br>Deliver the affordable homes set out in the Joint Core Strategy (JCS) and Local Investment Plan and Programme (LIPP)<br>Maximise the number of affordable homes delivered through the planning system.<br>Increase access to suitable and sustainable accommodation and deliver high quality services to all vulnerable groups | Provide for housing requirements (for all sectors of the population)  |  |
| South Norfolk Housing Strategy 2016-19             | To ensure all residents have access to and are able to maintain a good quality home that meets their needs and aspirations. The housing secured, and the support provided where appropriate, will assist local people in maximising their life opportunities. Residents will be 'opportunity ready' for housing, jobs, healthy lifestyles, independent living and their community.                                      | A good supply of housing which meets residents' needs, supports growth and can be afforded at all income levels.  |  |
| <b>ECONOMY AND EMPLOYMENT</b>                      |   |   |  |
| New Anglia Strategic Economic Plan                 | Sets out to harness the region's distinct sector strengths and its natural assets to deliver more jobs, new businesses and housing  | Ensure that the new local plan supports the aims of the SEP   |  |
| New Anglia Green Economy Path Finder               | To ensure the economy actively contributes to social, and environmental well-being.   | Deliver a strong and sustainable green economy, resilient to climate change   |  |
| Greater Norwich Economic Strategy 2009-2014 (2010) | Define priorities for economic development in Greater Norwich for a five year period, to attract investment to the area, create new jobs and enable local businesses to develop.  | Promote sustainable development, protecting and enhancing the natural and built environment.<br>Encourage economic development, ensuring the necessary infrastructure and quality is available to attract and retain investment and support business growth.<br>Coordinate the location of employment areas, housing and the provision of a sustainable transport system to improve access to jobs, facilities and services for all.<br>Increase the number of new business | Contribution to economic provision<br>Sustainability of development locations<br>Contribution to strategic infrastructure<br>Contribution to sustainable transport infrastructure<br>Contribution to accessibility for all<br>Contribution to regeneration and renewal |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  | start-ups and support the growth of small and medium sized enterprises to create more sustainable jobs.  | Protection of and contribution to green infrastructure<br>Encouraging cultural diversity                 |
| South Norfolk Economic Strategy 2011-2014.   | The Economic Strategy has been prepared in line with the themes and related objectives. The strategy has been developed in consultation with the business and infrastructure sectors and strategic locations. The primary aim is for the area to be attractive for enterprise and business investment.   | <del>The primary aim is for the area to be attractive for enterprise and business investment.</del><br>The strategy has been prepared in line with the themes and related objectives. The strategy has been developed in consultation with the business and infrastructure sectors and strategic locations. The primary aim is for the area to be attractive for enterprise and business investment. | <del>The primary aim is for the area to be attractive for enterprise and business investment.</del><br>The strategy has been prepared in line with the themes and related objectives. The strategy has been developed in consultation with the business and infrastructure sectors and strategic locations. The primary aim is for the area to be attractive for enterprise and business investment. | Ensure economic development is sustainably located   |
| <b>MINERALS AND WASTE</b>  |  |  |  |  |
| Minerals Site Allocations DPD and Waste Site Allocations DPD Norfolk County Council (to 2026) (2013) | These documents consist of the locations that are acceptable in principle and available for mineral extraction sites or waste management facilities in Norfolk throughout the plan period, up until the end of 2026, as assessed against local and national policies. The Waste Site Specific Allocations Plan allocates 9 sites for a range of waste management operations across the Greater Norwich area to the end of 2026. The Minerals Site Specific Allocations Plan identifies and allocates 12 sites within the Greater Norwich Area for mineral extraction. The presumption is that appropriate minerals or waste management facilities would be permitted on the allocated sites that are consistent with the site allocation policy requirements in the plan and relevant local and national policies. |  | Ensure development does not hinder the implementation of this plan   | Ensure efficient use of mineral resources<br>Safeguard existing and planned mineral and waste operations |
| Core Strategy and Waste DM Policies DPD Norfolk County Council (2010 – 2026)                         | Sets out the spatial vision and strategic objectives for minerals and waste development in Norfolk over the time period from 2010 to 2026.<br>The Core Strategy document also contains policies for use in making decisions on planning applications for mineral extraction and associated development and for waste management facilities, and in the selection of site specific allocations in Norfolk   |  | Ensure development takes into consideration the potential impacts of planned minerals and waste development, and ensure that development in the local plan does not hinder the planned development for minerals and waste.   | Include provision for waste storage and segregation  |

| <b>CLIMATE CHANGE</b>   |  |   |   |
|---|--|---|---|
| Norwich Urban Area Surface Water Management Plan Norfolk County Council (2011)    | <p>Undertake a risk assessment of Surface Water Flows across the Norwich Urban Area</p> <p>Identify potential options for surface water management across Norwich Urban Area</p> <p>Prepare an Action Plan for Surface Water Management and set out proposals for implementation and review (including proposals for spatial planning measures).</p>   | <p>Identifies three Critical Drainage Areas:</p> <ul style="list-style-type: none"> <li>➤ Drayton</li> <li>➤ Catton Grove &amp; Sewell</li> <li>➤ Nelson &amp; Town Close</li> </ul> <p>Publication of SWMP may trigger review of Joint Level 1 SFRA and Level 2 SFRA for Norwich.</p> <p>May identify the need for further flood risk assessment of possible development sites where effected by areas at risk of surface water flooding.</p> <p>Could have implications for design in terms of layout and siting of buildings, the design of roads and streets, use of materials and detailing and the provision of green infrastructure.</p> <p>Possible implications for CIL &amp; LIPP in terms of the incorporation of SUDS into existing public spaces and roads to address existing problems.</p> | <ul style="list-style-type: none"> <li>➤ avoid, reduce and manage flood risk, including surface water flood risk.</li> <li>➤ risks of flooding</li> </ul> |
| Partnership of Norfolk District Councils - Strategic Flood Risk Assessment (2008) | <p>Ensure that flood risk is taken into account at all stages in the planning process to avoid inappropriate development in areas at risk of flooding, and to direct development away from areas at highest risk. Where new development is, exceptionally, necessary in such areas, policy aims to make it safe without increasing flood risk elsewhere and where possible, reducing flood risk overall.</p> | <p>Consider the implications of flood risk for development, avoiding risks where possible and enabling improvements</p>   | <p>Avoid, reduce and manage flood risk</p>  |
| Electricity Market Reform (EMR) White Paper (2011)                                | <p>Sets out the government's commitments to ensure the UK source of electricity is secure, low-carbon and affordable by 2030.</p>  | <p>Promotion of sustainable energy.</p>   | <p>Contribution to use of renewable / low carbon energy</p>   |

|   |  |  |  |
|---|--|--|--|
| Meeting the Energy Challenge<br>A White Paper on Energy<br>(2007) | Seeking to meet the challenges;<br><ul style="list-style-type: none"> <li>Tackling climate change by reducing carbon dioxide emissions both within the UK and abroad;</li> <li>and</li> <li>ensuring secure, clean and affordable energy as we become increasingly dependent on imported fuel.</li> </ul>  | Promotion of sustainable energy.   | Contribution to sustainable energy development and use.  |
| <b>BIODIVERSITY AND GEODIVERSITY</b>                              |  |  |  |
| GNDP, Green Infrastructure Strategy (2007)                        | Looks to establish a strategy for green infrastructure that will complement and support good quality housing and substantial economic growth by providing high quality, accessible green infrastructure within a comprehensive landscape structure; promoting ecological networks and continuity and links between habitats; improving quality of life; helping to address climate change; improving access to habitats and greenspace; and encouraging community wellbeing. | Protect, and where appropriate, enhance biodiversity through the protection of habitats and species and through creating new habitats through development,   | Protection of and contribution to green infrastructure<br>Impact on environmental assets<br>Impact on / enhancement of countryside and the environment<br>Mitigate potential adverse effects on climate change |
| Green Infrastructure Delivery Plan (2009)                         | Identification of Green Infrastructure Priority Areas (GIPA)<br>Establishes methodology for project prioritisation<br>Reviews possible projects for proposed GIPAs & identifies early start demonstration projects<br>Makes proposals for the co-ordination and evaluation of GI projects & for community engagement<br>Reviews existing arrangements for management & investigates future proposals for future management   | Identifies five green infrastructure priority areas focused on Norwich City and the SW and NE sectors: <ul style="list-style-type: none"> <li>Five Rivers</li> <li>Wymondham to Norwich</li> <li>Water City – Rivers Yare and Wensum</li> <li>Long Stratton to Norwich</li> <li>Norwich to the Broads</li> </ul> | Protection of and contribution to green infrastructure<br>Impact on environmental assets<br>Impact on / enhancement of countryside and the environment<br>Mitigate potential adverse effects of climate change |
| Broads Biodiversity Action Plan                                   | Aims include <ul style="list-style-type: none"> <li>Create and maintain new wetland and upland habitats</li> <li>Deliver best practice through the planning process</li> </ul>   |  |  |
| Norfolk Biodiversity Action Plan 2004                             | Conservation of species and habitats in Norfolk, incl. action plans  | Protect and enhance the natural environment (habitats and species)   | Impact on biodiversity   |



| <b>LANDSCAPE</b>   |   |   |   |
|--|---|---|---|
| Broadland District Council Landscape Character Assessment Supplementary Planning Document (SPD) (2013) | Landscape Character Assessment of the District, at a 1:25,000 scale to serve as baseline of environmental information to enable a better understanding of Broadland's landscapes. Furthermore, to provide a tool kit of integrated guidance for the development management process in the consideration of impacts and potential measures for mitigation and development proposals. | - Landscape and sensitivities reflected in distinctive variations in local character within each landscape character type   | - Impact on environmental assets<br>- Impact on / enhancement of countryside and the environment  |
| Broads Landscape Character Assessment (2006)   | The main Character Assessment was completed in 2006. The Broads area presented some unique challenges in the assessment process due to the nature of its simple elemental, low lying physical landscape. The process identified a series of Local Character Areas each with a unique set of characteristics, which combine to give them their own distinct sense of place.          | Landscape and sensitivities reflected in distinctive variations in local character within each landscape character type   | Impact on environmental assets<br>Impact on / enhancement of countryside and the environment  |
| South Norfolk Landscape Designations Review (2012)   | The original Landscape Character Assessment was completed in 2001. The 2012 review sought to update the previous studies regarding Landscape Character Areas, and previous policy protection for the setting of the Norwich Southern Bypass and strategic breaks between settlements.   | Landscape and sensitivities reflected in distinctive variations in local character within each landscape character type. Consideration of policies to limit development in some areas.  | Impact on environmental assets<br>Impact on / enhancement of countryside and the environment  |
| <b>TRANSPORT</b>   |   |   |   |
| Connecting Norfolk, Norfolk's 3rd Local Transport Plan (2011-2026)                                     | Maintaining and managing the highway network<br>Delivering sustainable growth<br>Enhancing strategic connections<br>Reducing emissions<br>Improving road safety<br>Improving accessibility  | Focus development on accessible locations where need to travel is reduced, providing for transport improvements where necessary<br>Provide for strategic transport infrastructure<br>Consider need for strategic transport improvements related to development<br>Reduce need for travel<br>Provide for / require necessary transport infrastructure improvements | Contribution to transport infrastructure<br>Necessary contributions to, and scope of infrastructure needed to support certain patterns of growth.<br>Contribution to transport infrastructure<br>Accessibility of development / location and links to jobs and services |

|                          |   |  |   |
|--------------------------|---|--|---|
| NATS Review 2010         | <p>Cover; overall strategy, accessibility, congestion, pollution, safety, economic vitality and liveability and community.</p> <p>These embrace</p> <ul style="list-style-type: none"> <li>• Catering for travel needs arising from growth</li> <li>• Promoting sustainable means of transport, minimizing trip lengths and encouraging reduced car use through land use policies, layout of development and travel planning</li> <li>• Minimising congestion and delays by improving the efficiency of the transport network</li> <li>• Reducing carbon dioxide emissions by encouraging transport by sustainable modes and less polluting fuels</li> <li>• Safety and accident reduction</li> <li>• Protection of residential amenity and minimise community severance</li> </ul> |  |   |
| NATS Implementation Plan | <p>Supports the achievement of NATS objectives</p>  | <p>Postwick Junction &amp; the Northern Distributor Road.</p> <p>Junction Improvements at Wymondham, Harford Bridges, Thickthorn, &amp; Costessey Junction.</p> <p>Bus Station public transport interchange.</p> <p>Proposed BRT &amp; Core Bus Routes.</p> <p>Proposed extension of Postwick P&amp;R &amp; relocation and expansion of Airport P&amp;R.</p> <p>Possible Trowse P&amp;R.</p> <p>Rail Station Transport Interchange.</p> <p>Bittern Line: Longer Trains, possible implementation of tram train.</p> <p>Possible Rail Stations at Rackheath and Broadland Business Park.</p> <p>London Main Line: Shorter journey times, new rolling stock &amp; increased</p> | <p>Contribution to enhancing accessibility</p> <p>Contribution to a safe environment</p> <p>Contribution to mitigate pollution and improve air quality</p> <p>Accessibility of development / location and links to jobs and services</p> <p>Impact on road safety</p> <p>Contribution to strategic and local transport infrastructure</p> |

|   |  |   |   |
|---|--|---|---|
|   |  | capacity.<br>Cambridge Main Line: Longer trains & increased frequency of service.<br>Airport public transport interchange with improved public transport access.<br>Norwich Cycle Network.<br>City Centre Transport Initiatives: including cross city centre public transport and walking and cycle enhancements. |   |
| Norfolk Infrastructure Plan, NCC, 2014.                 | <p>This plan pulls together information on key infrastructure needed to deliver economic growth in Norfolk.</p> <p>In summary, the key initiatives are:</p> <p>A11. To ensure that dualling of the final stretch of the A11 is completed by end 2014.</p> <p>Transport for Norwich. To put in place a funding package for the 'Transport for Norwich' strategy.</p> <p>A47. To promote the status of the A47 and secure funding for key junctions, a new river crossing in Great Yarmouth and other targeted improvements.</p> <p>Rail Improvements. To continue the high profile campaign to improve the Norwich-London route (Norwich in 90'), working with Network Rail and the franchise holder, Greater Anglia.</p> <p>Broadband. By 31 March 2015, the 'Better Broadband for Norfolk' project seeks to achieve</p> <ul style="list-style-type: none"> <li>-A minimum speed of 2 megabits per second (Mbps) for all premises</li> <li>-'Superfast' Broadband (24Mbps+) for as many premises as possible</li> </ul> <p>Each district has adopted a CIL charging schedule, setting out the charges which apply to development in that district.</p> |   | Of general relevance when producing the Local Plan. |
| Community Infrastructure Levy (CIL); Charging Schedules |  | CIL charging schedule will apply to all qualifying development.   | Contribution to infrastructure                      |
| Local Investment Plan and Programme                     | A programme to support the delivery of the Joint Core Strategy and the Greater Norwich Economic Strategy to  | Identifies the different types of infrastructure needed to support  | Contribution to regeneration and                    |

|   |  |  |  |
|---|--|--|--|
| (LIPP) (2012)   | deliver high-quality growth. Outlines the prioritisation of infrastructure funding, phasing and priorities. LIPP is regularly reviewed and updated to understand challenges to enable growth opportunities to develop. | future development.  | renewal<br>Contribution to economic provision<br>Contribution to strategic infrastructure  |
| Local Infrastructure Plan & Programme (February 2012) | To set out the key packages and projects identified as necessary for the sustainable delivery of high levels of housing and jobs growth in Broadland, Norwich and South Norfolk.                                       | <p>Sets out the key packages of infrastructure and infrastructure projects to support. Packages and projects are set out both thematically and geographically. Thematic areas include: Green Infrastructure, transport, utilities, waste &amp; recycling, community infrastructure, education, healthcare &amp; emergency services. Spatial Packages include:</p> <p>north-east, Norwich city, southwest, Long Stratton.</p> <p>Provides further information on the priority, timing and delivery of infrastructure to meet the Joint Core Strategy's Development Strategy as adopted in March 2011.</p> | <p>Necessary contributions to, and scope of infrastructure needed to support certain patterns of growth.</p> <p>Contribution to transport infrastructure</p> <p>Contribution to strategic transport infrastructure</p> |

## APPENDIX 2 – DEMONSTRATING COMPLIANCE WITH SEA DIRECTIVE

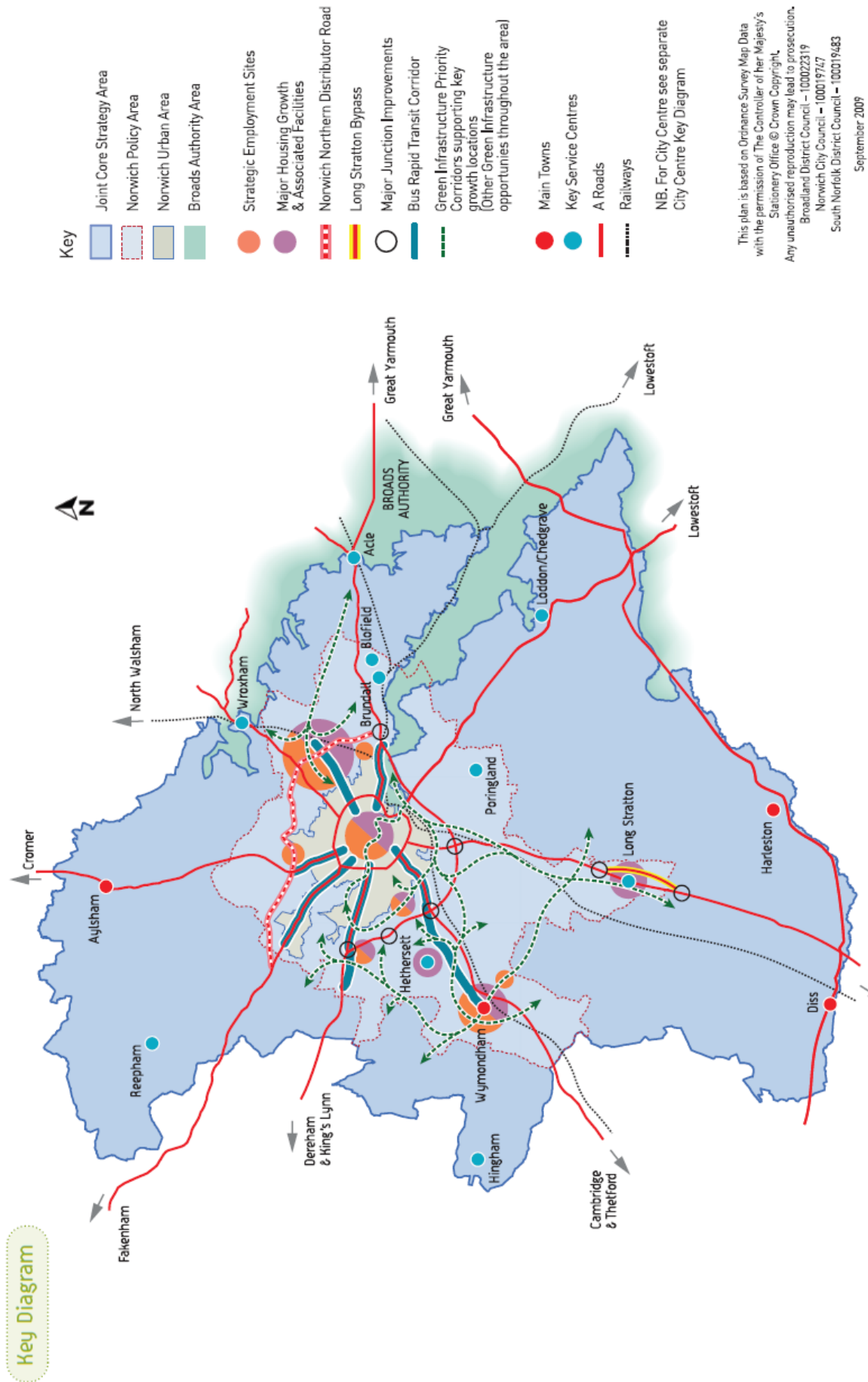
**Note:** A version of this appendix will be completed and incorporated in subsequent SA reports to show how the SA has met legislative requirements.

| Demonstrating compliance with the SEA Directive<br>SEA Directive requirement (the 'environmental report' must include...) |  | Where in the plan and SA documentation can this be found? |
|---|--|---|
| 1. Non-technical summary  | "a non-technical summary of the information provided..." (Annex I(j))  |   |
| 2. The plan's objectives and the content of the plan  | "an outline of the contents, main objectives of the plan or programme and relationship with other relevant plans and programmes" (Annex I(a))  |   |
| 3. The SA methodology, including in relation to consultation  | <p>"an outline of the reasons for selecting the alternatives dealt with, <b>and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack of know-how) encountered in compiling the required information</b>" (Annex I(h))</p> <p>"the environmental protection objectives, established at international, Community or Member State level, which are relevant to the plan or programme <b>and the way those objectives and any environmental considerations have been taken into account during its preparation</b>" (Annex I(e))</p> <p>"The [environmental] authorities... shall be consulted when deciding on the scope and level of detail of the information which must be included in the environmental report" (Article 5(4))</p> <p>"The [environmental] authorities... and the public... shall be given an early and effective opportunity within appropriate time frames to express their opinion on the draft plan or programme and the accompanying environmental report before the adoption of the plan or programme or its submission to the legislative procedure" (Article 6(2))</p> |   |
| 4. The policy context in which the plan is being prepared   | "an outline of the contents, main objectives of the plan or programme and <b>relationship with other relevant plans and programmes</b> " (Annex I(a))  |   |
| 5. The sustainability objectives relevant to the plan   | "the <b>environmental protection objectives, established at international, Community or Member State level, which are relevant to the plan or programme</b> and the way those objectives and any environmental considerations have been taken into account during its preparation" (Annex I(e))  |   |

| <b>Demonstrating compliance with the SEA Directive<br/>SEA Directive requirement (the 'environmental report' must include...)</b> |   | <b>Where in the plan and SA documentation can this be found?</b> |
|---|---|--|
| 6. The current baseline situation   | <p><b>"the relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme"</b> (Annex I(b))</p> <p><b>"the environmental characteristics of areas likely to be significantly affected"</b> (Annex I(c))</p>  |  |
| 7. The likely situation without the plan (the 'business-as-usual' scenario)   | <p><b>"the relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme"</b> (Annex I(b))</p>  |  |
| 8. Key issues for the plan  | <p><b>"any existing environmental problems which are relevant to the plan or programme including, in particular, those relating to any areas of a particular environmental importance, such as areas designated pursuant to Directives 79/409/EEC [Special Protection Areas under the Birds Directive] and 92/43/EEC [Special Areas of Conservation under the Habitats Directive]"</b></p>  |  |
| 9. Key issues relating to European sites  | <p><b>"any existing environmental problems which are relevant to the plan or programme including, in particular, those relating to any areas of a particular environmental importance, such as areas designated pursuant to Directives 79/409/EEC [Special Protection Areas under the Birds Directive] and 92/43/EEC [Special Areas of Conservation under the Habitats Directive]"</b></p>  |  |
| 10. The alternatives considered and the rationale behind them   | <p><b>"Where an environmental assessment is required ... an environmental report shall be prepared in which the likely significant effects on the environment of implementing the plan or programme, and reasonable alternatives taking into account the objectives and the geographical scope of the plan or programme, are identified, described and evaluated"</b> (Article 5(1))</p> <p><b>"an outline of the reasons for selecting the alternatives dealt with, and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack of know-how) encountered in compiling the required information"</b> (Annex I(h))</p> |  |

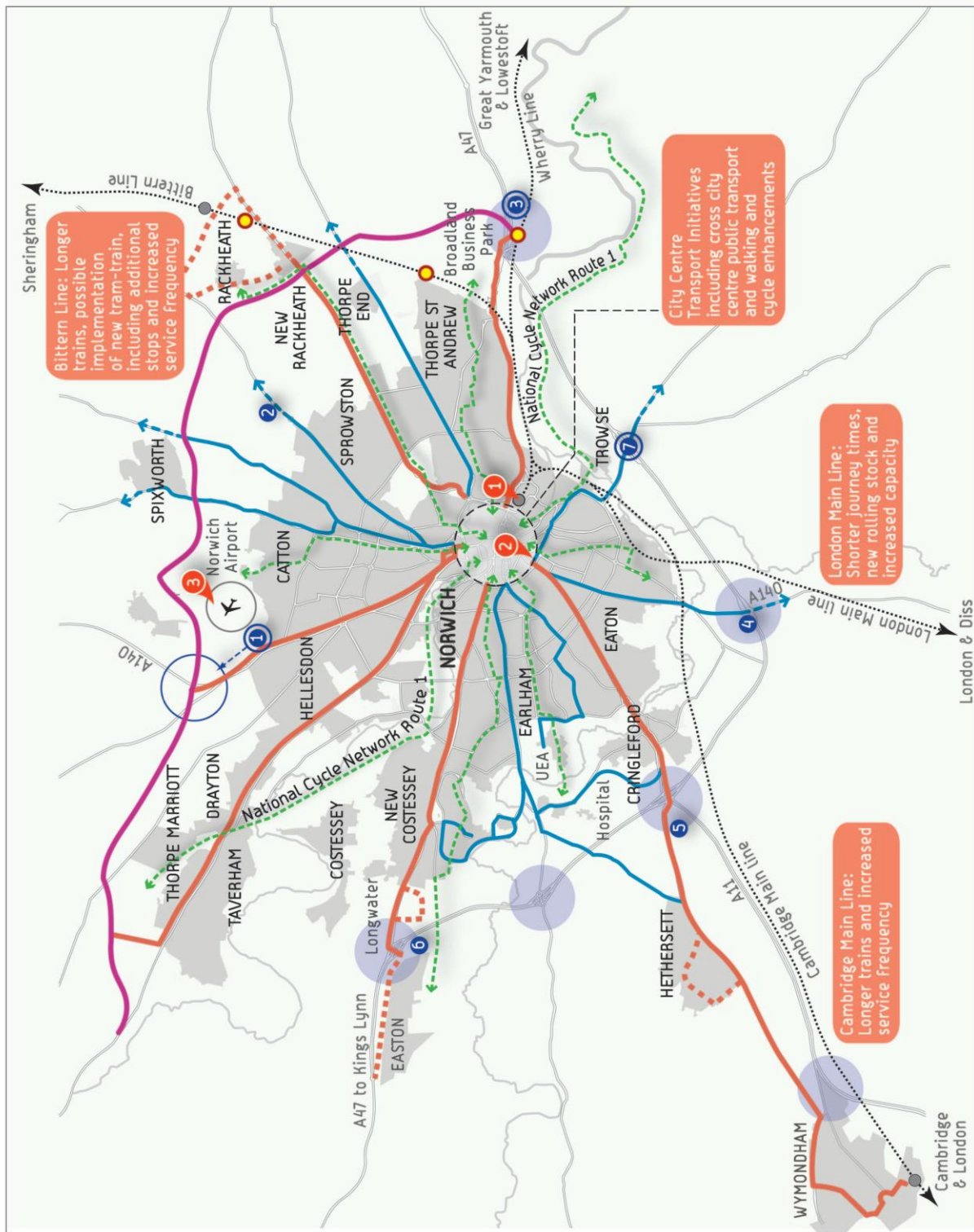
| <b>Demonstrating compliance with the SEA Directive<br/>SEA Directive requirement (the 'environmental report' must include...)</b> |  | <b>Where in the plan and SA<br/>documentation can this<br/>be found?</b> |
|---|--|--|
| 11. The likely significant effects of the plan including the alternatives considered  | <p><b>"the likely significant effects ( ) on the environment, including on issues such as biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets, cultural heritage including architectural and archaeological heritage, landscape and the interrelationship between the above factors" (Annex I(f))</b></p> <p><b>( ) These effects should include secondary, cumulative, synergistic, short, medium and long-term permanent and temporary, positive and negative effects.</b></p> <p><b>"the measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme" (Annex I(g))</b></p> |  |
| 12. Mitigation and enhancement measures   |  |  |
| 13. Monitoring arrangements   | <b>"a description of the measures envisaged concerning monitoring..." (Annex I(i))</b>   |  |
| 14. How the SA findings were taken into account   | <b>"The environmental report... [and] the opinions expressed [through the consultation] shall be taken into account during the preparation of the plan or programme and before its adoption or submission to the legislative procedure"</b>  |  |

## APPENDIX 3 - JCS KEY DIAGRAM





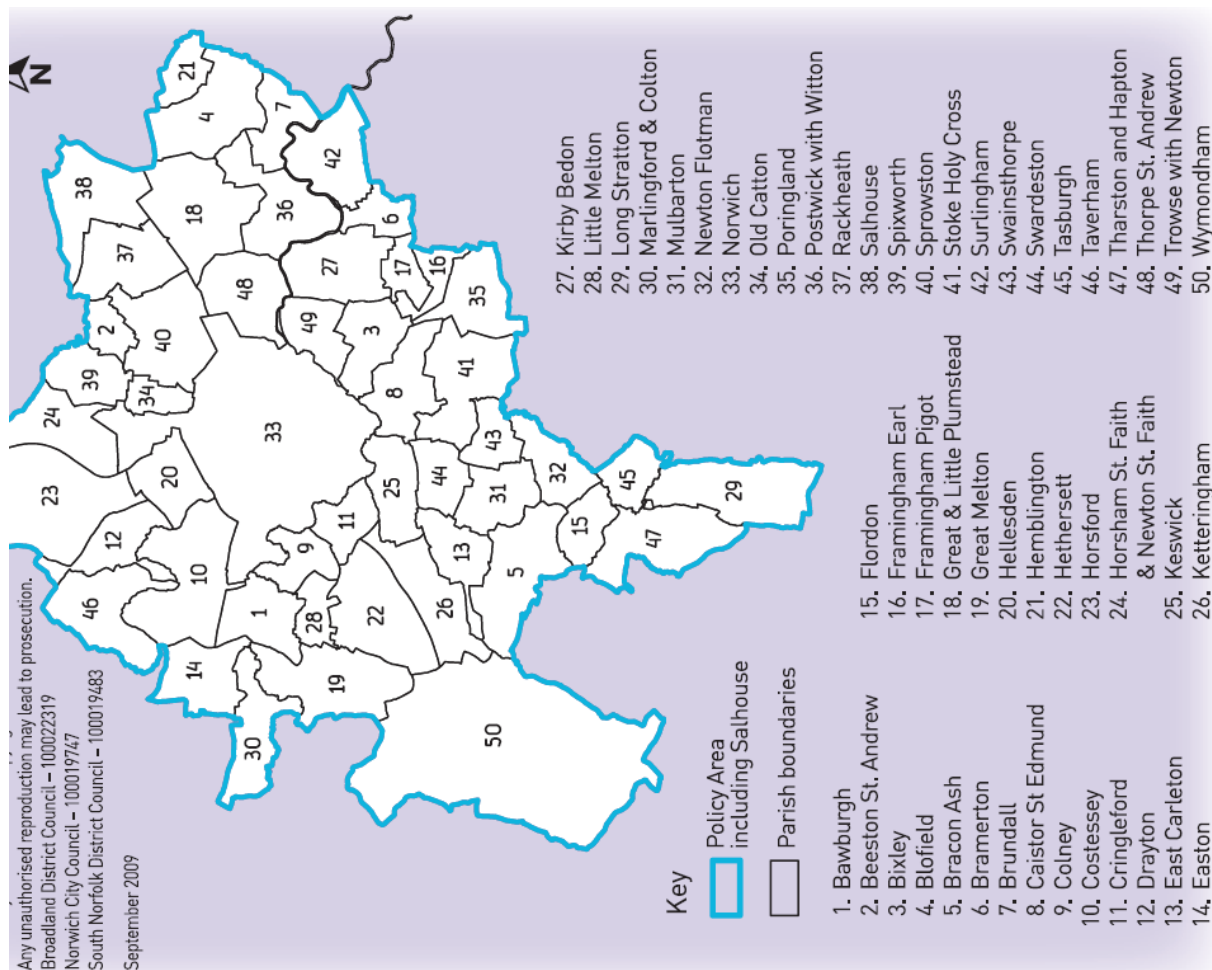
## APPENDIX 4 – THE NATS IMPLEMENTATION PLAN IN THE JCS



- Key**  
- enhancements related to the growth strategy
- Junction Capacity Improvements
  - Existing Rail Station
  - Possible Rail Station
  - ① Airport Park & Ride (Potential relocation and expansion)
  - ② Sprowston Park & Ride
  - ③ Postwick Park & Ride (Expanded Facilities)
  - ④ Harford Park & Ride
  - ⑤ Thicket Park & Ride
  - ⑥ Costessey Park & Ride
  - ⑦ Possible Trowse Park & Ride
  - ① Rail Station public transport interchange
  - ② Bus Station public transport interchange
  - ③ Airport public transport interchange with improved public transport access
  - Northern Distributor Road
  - Bus Rapid Transit Corridors with Bus Priority Measures
  - Core Bus Routes
  - Indicative Key Cycle Corridors (exact routes to be defined)
  - ..... Railways

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South Norfolk District Council - 100019483  
September 2009

## APPENDIX 5 – MAP OF THE NORWICH POLICY AREA



**Report to** Cabinet  
08 June 2016  
**Report of** Head of planning services  
**Subject** Landscape and Trees Supplementary Planning Document

**Item**

13

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### **Purpose**

To seek approval to adopt the Landscape and Trees Supplementary Planning Document

### **Recommendation**

To adopt the Landscape and Trees Supplementary Planning Document in accordance with regulation 14 of the Town and Country Planning (Local Development) (England) Regulations 2012.

### **Corporate and service priorities**

The report helps to meet the corporate priority a safe, clean and low carbon city and the service plan priority to implement the local plan.

### **Financial implications**

None directly.

**Ward/s:** All Wards

**Cabinet member:** Councillor Bremner – Environment and sustainable development

### **Contact officers**

Mike Burrell, Planning Policy Team Leader 01603 212525

Eleanor Larke, Landscape Architect 01603 212424

### **Background documents**

None

## **Report**

1. This report seeks cabinet endorsement and authority to adopt the Landscape and Trees Supplementary Planning Document (SPD), as recommended by Sustainable Development Panel on 23 March 2016.
2. The SPD provides information for planning applicants to enable cost effective and efficient implementation of national planning and adopted Norwich Local Plan policies relating to landscape, trees and development. It achieves this through the provision of guidance on landscape design principles and by setting out best practice in relation to the incorporation of landscape within development proposals.
3. It also aims to encourage greater awareness of the importance of landscape and trees in development, and to ensure early consideration is given by the applicant to tree and landscape matters in order that the design of the development evolves to create a strong sense of place and character.
4. Appended to this report as Appendix A is the Landscape and Trees Supplementary Planning Document as proposed for adoption.

### **Consideration by Sustainable Development Panel (24 June 2015)**

5. The SPD was considered in draft form by the Panel in June 2015 following which it was subject to six weeks consultation. The consultation generated little comment. Indeed only two responses were received and both of these were supportive.
6. Following further consideration of the implications of the SPD on the speed and efficiency of decision making on planning applications, the council ran a consultation on revising its local validation requirements. Validation requirements are reviewed from time to time to address changes to government guidance and to ensure the local plan is implemented effectively. The proposed revisions to the validation requirements would enable the SPD to focus on providing good practice guidance, and ensure that applicants have to provide appropriate and proportionate supporting information on landscape and trees at the time a planning application is submitted for it to be registered as valid.
7. The SPD was revised to focus on providing good practice guidance, whilst procedural requirements would be addressed through the revised validation checklist. This approach retained coverage of all the topic areas consulted on in the draft SPD in July 2015, whilst providing a greater focus on good practice to assist developers in submitting good quality applications and enabling applications to be processed effectively.

### **Report to Sustainable Development Panel (23 March 2016)**

8. Once the SPD had undergone changes as discussed above, it was again reported to the Sustainable Development Panel.

9. Members were generally positive about the document and agreed to recommend adoption by cabinet subject to three minor changes:
  - a) An amendment to include text which links to work being done on the River Wensum Strategy, to increase biodiversity along the rivers and soften the hard edge of the river in the urban areas. This has been reflected in section 2.5 Environment and Green Infrastructure considerations
  - b) An amendment to include a reference to fruiting plants within the text on ecological planting within section 2.5 Environment and Green Infrastructure considerations
  - c) Strengthening the text relating to the provision of street trees, Section 2.6 Street Layout to ensure the text directly relates to the requirements of Policy DM 7.
10. In addition two other minor changes were considered necessary to improve the quality of the document:
  - a) Paragraph numbers to the document for ease of reference.
  - b) Replacement of two of the photographs for better quality images.
11. These changes have now been made to the document attached.

### **Consultation on Validation requirements**

12. Proposed revisions to the validation requirements will be re-consulted on along with the forthcoming consultation on community involvement; it is anticipated that this will provide a greater response rate, as no responses were received as part of the previous consultation.

### **Conclusions**

13. Officers are confident that, as amended, this SPD will provide clarity to those involved in the submission of planning applications, of the standards that the Council will expect from new development proposals as they relate to trees and the landscape. It will therefore provide a sound basis for the cost effective and efficient implementation of national planning and adopted Norwich Local Plan policies relating to landscape, trees and development.

## Integrated impact assessment



**NORWICH**  
City Council

|                           |   |
|---------------------------|---|
|                           |   |
| Report author to complete |   |
| Committee:                | Cabinet   |
| Committee date:           | 8 <sup>th</sup> June  |
| Head of service:          | Head of Planning Services   |
| Report subject:           | Landscape and Trees Supplementary Planning Document - adoption                          |
| Date assessed:            | 20 <sup>th</sup> May 2016   |
| Description:              | Integrated Impact Assessment of the Landscape and Trees Supplementary Planning Document |

|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| <b>Economic</b><br>(please add an 'x' as appropriate)                      | Neutral                             | Positive                            | Negative                 | Comments  |
| Finance (value for money)  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| Economic development   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| <b>Social</b><br>(please add an 'x' as appropriate)                        | Neutral                             | Positive                            | Negative                 | Comments  |
| Safeguarding children and adults   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impact identified  |
| <u>S17 crime and disorder act 1998</u>                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| Health and well being  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SPD helps to deliver quality landscape and green infrastructure which can enhance peoples physical and mental health and well being |
| <b>Equality and diversity</b><br>(please add an 'x' as appropriate)        | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups<br>(cohesion)                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

|  | Impact                              |                                     |                          | Comments   |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
|  | Neutral                             | Positive                            | Negative                 |  |
| Eliminating discrimination & harassment                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Advancing equality of opportunity                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| <b>Environmental</b><br>(please add an 'x' as appropriate) | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>  |
| Transportation   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SPD includes reference to appropriate provision for footpaths and cycle routes and an integrated approach to green infrastructure.   |
| Natural and built environment                              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SPD will encourage greater awareness of the importance of landscape and trees in development, and ensure early consideration is given to landscape matters so that development will have a stronger sense of place and character. This will help achieve a higher quality environment. |
| Waste minimisation & resource use                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impacts identified.   |
| Pollution  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impacts identified.   |
| Sustainable procurement                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impacts identified.   |
| Energy and climate change                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No significant impacts identified, but it should be noted that as trees and landscape are a cross cutting topic, many of the policies that the SPD supports relate to sustainability and the environment.  |
| <b>(Please add an 'x' as appropriate)</b>                  | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>  |



|                        |                                     | Impact                   |                          |                          |                                    |
|------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|------------------------------------|
| <b>Risk management</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No significant impacts identified. |

| Recommendations from impact assessment |  |
|--|--|
| Positive                               |  |
|  | The SPD will lead to positive impacts to the natural and the built environment, through an integrated approach the SPD will also lead to positive impacts to transport, health and wellbeing |
| Negative                               |  |
|  | There are no significant negative effects from the SPD.  |
| Neutral                                |  |
|  | The majority of the impacts of the SPD are assessed as neutral.  |
| Issues                                 |  |
|  | No significant issues are highlighted as a result of the SPD.  |





# Landscape and Trees Supplementary Planning Document

# **Landscape and Trees**

## ***Supplementary Planning Document***

### **Structure**

#### **1.0 Introduction**

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##### **1.2 Purpose of the document**

##### **1.3 The importance of Landscape and Trees in Norwich**

#### **2.0 Design principles**

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##### **2.2 Integrating development into surroundings**

##### **2.3 Making good use of the site and existing features**

##### **2.4 Incorporating open space**

##### **2.5 Environment and Green Infrastructure considerations**

##### **2.6 Street layout**

##### **2.7 Future maintenance**

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##### **Appendix 7 – Schedule of consultee comments and Norwich City Council responses**

## 1.0 Introduction

### 1.1 Summary

- 1.1.1 This Supplementary Planning Document (SPD) provides information for planning applicants to enable cost effective and efficient implementation of national planning and adopted Norwich Local Plan policies relating to trees, landscape and development. It achieves this through the provision of guidance on landscape design principles and sets out best practice in relation to the incorporation of landscape within development proposals.
- 1.1.2 It also aims to encourage greater awareness of the importance of landscape and trees in development, and to ensure early consideration is given by the applicant to tree and landscape matters in order that the design of the development evolves to create a strong sense of place and character.
- 1.1.3 The required supporting information to be submitted with applications, in particular drawings and documents is outlined in the Norwich City Council validation requirements list. This includes further information for each type of document, including landscape and Arboricultural specific information in line with the type, scale and size of proposal.

### 1.2 Purpose of the document

- 1.2.1 This SPD aims to encourage greater awareness of the importance of landscape and trees in development, and to ensure early consideration is given to tree and landscape matters so that development will have a stronger sense of place and character and will help to achieve a higher quality environment. Consultation responses for the draft Landscape and Tree SPD are included in appendix 7.
- 1.2.2 The main purpose of this document is to provide clarity for those involved in the submission of planning applications, of the standards that the Council will expect from new development proposals as they relate to trees and the landscape.
- 1.2.3 Where additional advice is required, the professional services of a landscape designer, landscape architect or arboriculturalist should be sought as appropriate. Contact details for Landscape Architects and explanation of their services can be obtained from the Landscape Institute at [www.landscapeinstitute.org](http://www.landscapeinstitute.org) and arboricultural services at [www.trees.org.uk](http://www.trees.org.uk).
- 1.2.4 Applicants should be aware that adherence to the local plan policies is a material consideration in the assessment of all planning applications and should therefore consider the content of the relevant policies set out below.

1.2.5 Adherence to the principles set out in this guidance will help ensure that schemes requiring a planning application will assist:

- in meeting National and local legislative and policy requirements and
- and ensure that trees and landscape features are afforded due consideration in the development of the design.

1.2.6 The relevant local policies include:

**Joint Core Strategy**

JCS1 (Climate change and Environmental Assets)

JCS2 (Design), which promote high quality landscaping to create a strong sense of place in new development and the development of green infrastructure networks,

**Development Management policies**

DM3 (Design),

DM6 (Natural Environment)

DM7 (Trees)

1.2.7 As trees and landscape are a cross cutting topic and play a vital role in ensuring development is of a high quality and is sustainable, the SPD also relates to a number of other policies, including DM1 (Sustainable Development), DM2 (Amenity), DM5 (Flooding), DM8 (Open Space), DM12 (Housing development) and DM28 (Sustainable travel).

1.2.8 The [Norwich site allocations and site specific policies local plan](#) sets out detailed policies and proposals on 72 sites across the city where change is anticipated or proposed, setting out preferred land uses for those sites including housing and employment. Site allocations policies set development requirements on allocated sites in relation to landscape and trees, including requirements to retain specific tree groups, create links to existing woodland, retain views and, mainly on larger sites, create new open spaces and enhance biodiversity.

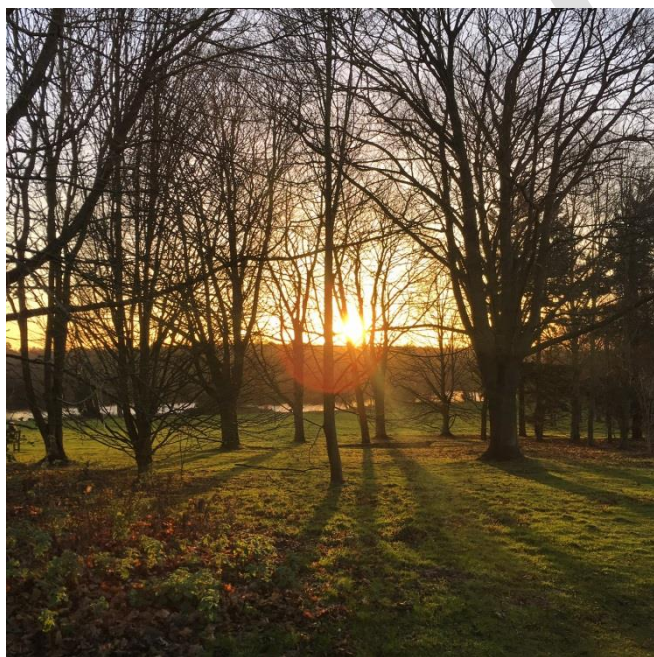
1.2.9 The JCS policies are available [here](#) and the DM policies [here](#). A summary of the legal framework and the policies is in appendix 4.

1.2.10 Applicants should be aware that planning applications require a range of supporting information. The nature and extent of this information in relation to trees and landscape is set out in the Norwich City Council planning validation requirements checklist.

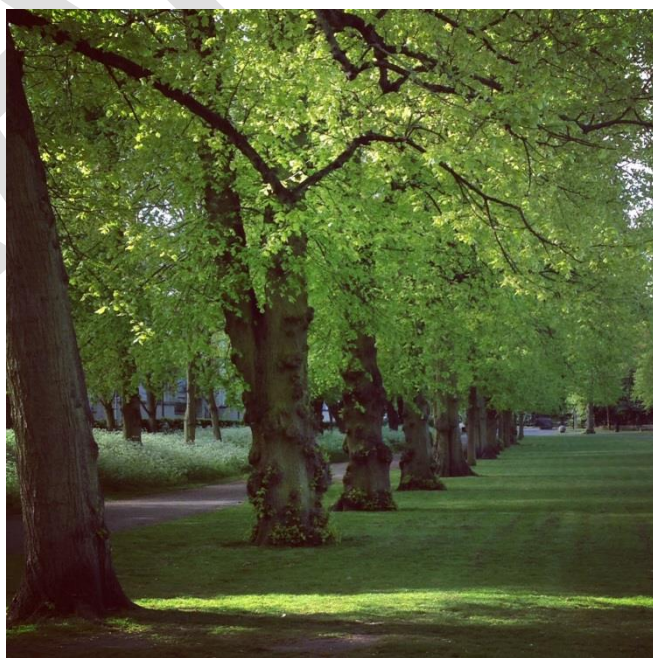


### 1.3 The importance of landscape and trees in Norwich

- 1.3.1 Landscapes evolve through time as the result of both natural and human activities and are a representation of the complex relationship between people, place and nature. Landscape is more than just a view, or natural scenery. For the purposes of this SPD the term 'landscape' is a zone or area whose visual features and character are the result of the action of natural and or cultural factors and includes the trees within it.
- 1.3.2 Norwich's built and natural environment is of generally high quality and is characterised by a tight urban form, well provided with green open spaces and trees and exhibiting a historic townscape of particularly high quality reflecting its development over the past 1,000 years. It is these qualities that provide the local distinctiveness and character that new developments are expected to take account of.
- 1.3.3 From natural environments such as the Yare Valley, to parks and gardens, street planting and community spaces, landscapes and individual trees, all add great beauty and a sense of place and character to our city's built and natural environment and are valuable for a number of reasons.



*Landscape character within the Yare Valley, parkland near the UEA Broad*



*Tree lined walkway, Chapelfield Gardens*

- 1.3.4 Well-designed landscapes offer a variety of form, texture, colour, shape and seasonal change; they also complement the built environment by providing screening, perspective, focal points, privacy and seclusion. They define and separate open spaces whilst providing vital habitats for wildlife. Green spaces and quality landscapes are proven to have health and social benefits, they also help promote economic growth by creating attractive environments which promote investment. Landscape and trees also have an important role in climate change adaptation and water management in the urban environment; by providing shelter, cooling shade and helping to slow rainwater runoff.
- 1.3.5 Trees in particular enhance the structure and layout of our city, many providing important landmarks. Due to the status of trees as a landscape feature they are also subject to specific guidance and regulations regarding their protection. Additional guidance on the protection of trees can be found on the council's website and specific guidance is provided within the [validation checklist](#) on the documentation required to demonstrate adequate protection of trees during design, planning and construction. Relevant British Standards should also be referred to for additional guidance relevant to vegetation management and development proposals, the design and construction process and tree care from BS 5837: 2012 is summarised in the table appendix 1, and other relevant British Standards listed appendix 2.



## 2.0 Design principles for landscape

### 2.1 General

- 2.1.1 Alongside the retention of existing landscape elements and trees, many opportunities for new tree and landscape planting arise through the development process. Where early consideration is given to tree and landscape matters, it is likely that the design of the development will promote a stronger sense of place and character and thereby achieve a higher quality environment.
- 2.1.2 To comply with adopted Local Plan requirements, the Council therefore expects to see evidence that landscape matters have been clearly considered as part of the design process.
- 2.1.3 The principles set out below are intended as a series of prompts for planning applicants and their designers. They are intended to be objective and provide guidance on basic design issues that will be relevant to most sites. However, the design response will need to be specific to each site and therefore it is not intended that the information provided in this document is prescriptive about how to deliver the design principles. These principles also illustrate aspects considered by the Planning Authority's officers when considering an application.

## 2.2 Integrating development into surroundings

### Key principles

- 2.2.1 All sites form part of a wider landscape or townscape, any change has the potential to positively or negatively impact the surroundings. New developments should seek to enhance the local character and positively link to their surroundings

### Guidance

- 2.2.2 Norwich has a diverse character, with a historic area centred on a main river, extensive areas of open space, historic parks and gardens, wildlife sites and wooded ridges in the city. Policies DM1 and DM3 specifically recognise the importance of local distinctiveness and character. The most successful schemes will be those that fit in with in their surroundings and have a strong sense of place, character and quality.
- 2.2.3 Consideration and analysis of a site's context and setting will help identify the important factors laying outside the site that have an influence on it and it will also help establish associated design opportunities and constraints for the site. To understand the relationship between the site and its surroundings, desktop studies of local environment and local plan context should be supported by on site analysis of the local landscape or townscape character. Accesses, boundaries, linkages, consideration of the visibility of the site and identification of sensitive views should be considered.



Analysis plan, Bowthorpe Three Score

- 2.2.4 Designs should seek to enhance the local character whilst physically and perceptually linking to their surroundings. This is of particular importance to sites in areas designated for nature conservation, green infrastructure and the built environment. Norwich has specific appraisals relating to [Conservation Areas](#), which along with urban design and streetscape analysis contain important information on natural character and highlight opportunities for management and enhancement in each Conservation Area. These should be referred to as part of the analysis. The river networks of the Yare and Wensum are, in part within the city, designated as National Park, therefore specific consideration needs to be given to developments lying adjacent to their banks.
- 2.2.5 The design of site boundaries is important. Screening can be useful in protecting boundaries and views and can also buffer land uses. However, boundary treatments should be designed to protect quality scenic views and vistas in and out of developments. The assessment of the site's context should help to determine the appropriate types of boundary treatment which should be designed to take account of local landscape character to avoid becoming visually intrusive in themselves. Simply screening a development is not a substitute for good design or a replacement for adopting measures to integrate a design into an area.
- 2.2.6 On sites where buffer zones are required, these may comprise grass, shrubs and trees; structure planting belts; sympathetically graded earth mounding; walls or fencing; or a combination of several of these.
- 2.2.7 Physical links provided by planting and access routes to the surrounding areas are of equal importance and can be an effective means of integrating a shared identity and community. Sites should wherever possible also link their boundaries into surrounding landscape through Green Infrastructure (GI).

### Considerations

- *Context analysis*
- *Visibility of site and identification of sensitive views*
- *Analysis of access, boundaries, physical links*
- *Boundary treatments*
- *Integration into surroundings*

### Integrating development into surroundings

*Policies DM1, DM 2, DM3, DM6, DM7, DM12, DM28*



## 2.3 Making good use of the site and existing features

### Key principles

- 2.3.1 Developments should make efficient use of land and topography, and retain or enhance existing features of value. Developments should be designed to take advantage of the site itself and its location.

### Guidance

- 2.3.2 When undertaking a site analysis, characteristics and features within the site that could influence design need to be taken account of. Existing features which provide a positive contribution to the character of an area should be identified, assessed and incorporated into designs where possible. These features could include wooded areas, mature trees and hedgerows, watercourses, and other ecologically valuable features.
- 2.3.3 Analysis of site topography will also highlight constraints or opportunities for a development especially in relation to the treatment of site boundaries.
- 2.3.4 Historically or culturally significant buildings and built features built may also form part of landscape character and should be acknowledged as such. Consideration of the physical and perceptual characteristics of a site may also influence the use of materials for new buildings and landscape within the site.



*Hard and soft landscape materials influenced by site character, The Great Hospital  
Image courtesy of Tessa Hobbs Garden Design*

- 2.3.5 The retention of positive or beneficial existing site features can contribute to the local distinctiveness and character of a development, as recognised under policy, and help to provide sense of place and early maturity.

#### Considerations

- *Existing features identified, retained and integrated into development*
- *Physical and perceptual characteristics identified and protected*
- *Design influence by existing character*
- *Materials influenced by existing features and characteristics*

#### **Making good use of the site and existing features**

*Policies DM1, DM3, DM6, DM7, DM12*

## **2.4 Incorporating open space**

### **Key principles**

- 2.4.1 The protection of existing open space and provision of new open space on development sites are requirements under Policy DM8, supported by the Supplementary Planning Document for Open Space and Play. In addition, where there is a requirement for open space, Policy DM3 recognises the importance that public and private open space is well integrated into the overall design of the development.

### **Guidance**

- 2.4.2 Open space should be located and designed to achieve good natural surveillance, good access and connectivity to the surrounding area, and wherever possible will maximise opportunities to link into the wider strategic green infrastructure network.
- 2.4.3 The design of open spaces should contribute to the character of the surrounding area either by reflecting distinctiveness and identity and enhancing the character of the existing surroundings or by creating new character for a development if little exists.
- 2.4.4 Open spaces need to provide a clear purpose, use and respond to the needs of the local community to ensure their success. In most cases it will be possible to take a multifunctional approach with opportunities for enriching ecology, alleviating pressures from flood, and to promote health and wellbeing through spaces for sport, play, recreation and community events.





*Play area incorporating SuDs features provides a practical and educational function, making our relationship with water visible to the local community, Eagle Walk*

- 2.4.5 Open space should be attractive and contribute to promoting biodiversity. An approach to planting that achieves biodiversity and year round interest is encouraged. There are often opportunities within open spaces to plant specimen trees that would be too large for streets or gardens, which may offer great value in terms of character and focus for the community.
- 2.4.6 It is important that the hierarchy between public, semi public and private spaces is balanced through the design. This can be achieved through the use, position and character of soft and hard materials.
- 2.4.7 Additional guidance on the provision of open space can be sought through the pre-application advice service, as encouraged within the Open Space SPD.





*Useful networks of footpaths connect historic and new buildings, in this space flexible enough to use for community events, The Great Hospital.*

*Image courtesy of Tessa Hobbs Garden Design*



*Multifunctional features and planting providing seasonal interest, Leonard Street Play area*



### Considerations

- *Good natural surveillance*
- *Space linked to wider network of landscape and routes*
- *Clear purpose, which responds to needs of community*
- *Dual or multi functions*
- *Contribute to local character*
- *Diverse and interesting planting*

### Incorporating open space

*Policies DM1, DM2, DM3, DM5, DM8*

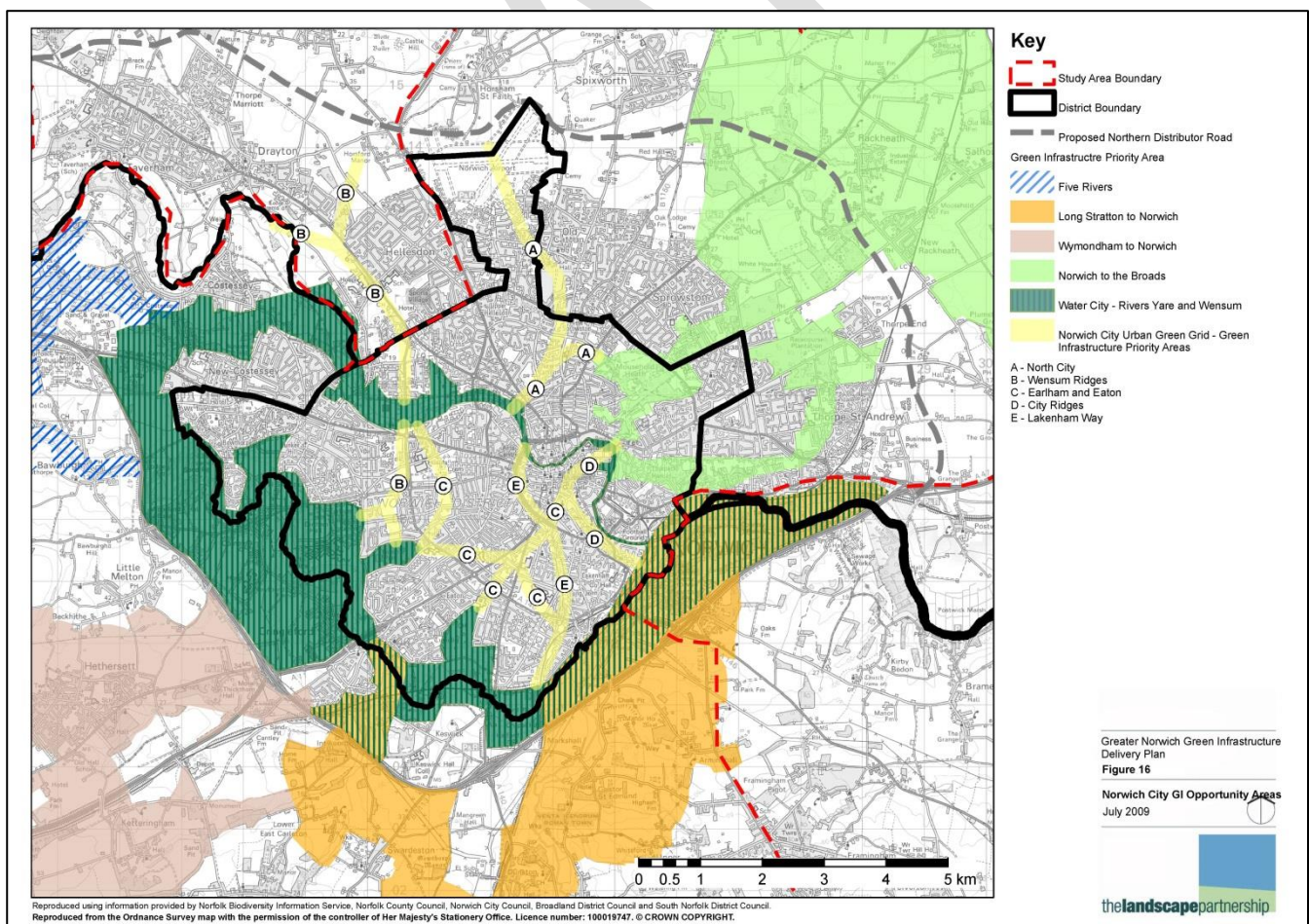
## 2.5 Environment and Green Infrastructure considerations

### Key principles

2.5.1 Good planning of landscape offers the opportunity to achieve multiple benefits. The council welcomes landscape designs that incorporate the principles of sustainability. Wherever possible, landscaped spaces will need to increase biodiversity and wildlife enhancement, include SuDs and provide accessible routes and networks to facilitate connections (people, plants and animals) to surrounding areas. Developments should also aim to make space for trees.

### Guidance

2.5.2 The provision of green space within a development is important and will provide value and a range of benefits, additional consideration of strategic connections to other nearby features will significantly increase the benefit. Wherever possible, sites should link their boundaries to surrounding landscapes through green infrastructure (GI). Sites should be designed to contribute to the GI network in Norwich. The core area of the network is set out in the [Greater Norwich Green Infrastructure delivery plan](#).



Greater Norwich Green Infrastructure Delivery Plan, Norwich City GI Opportunity Areas

2.5.3 By definition, green infrastructure can provide a variety of functions and benefits including biodiversity enhancement, water management, connectivity, health and wellbeing in addition to providing an attractive area. Therefore where a green infrastructure approach is possible this will be of mutual benefit to meeting other policy requirements. Where enhancements to the green network and strategic green infrastructure are required, they should be appropriate to the location and character of the area. The Greater Norwich Green Infrastructure Delivery Plan provides additional guidance on opportunity areas.

2.5.4 Existing vegetation on sites can often provide important, established habitats. Developments should seek to retain native landscape features and consider opportunities to extend similar or provide new types of habitats in key locations to ensure that ecology is an integral part of the site proposals and wider ecological network. Consideration should be given to the selection of boundary treatments such as mixed species hedges that have potential to improve biodiversity rather than prohibit wildlife. Sites that have boundaries with rivers or other water courses also present opportunities for habitat enhancement. This could include for example provision of floating vegetation platforms, where appropriate, which will increase and diversify vegetation along the river, and include native and high yield pollination species.





*Amenity space incorporating seating, connectivity to river walk, and a naturalistic approach to planting, Dragonfly House*



*Extract from Green Infrastructure improvements analysis, Newmarket Road Bus Rapid Transit Route*

- 2.5.5 It is acknowledged that some sites require solid boundary treatments such as timber fences, and where this is the case should include hedgehog holes to make sure they are permeable. Even the most difficult sites have the potential to limit their environmental effects; the use of lighting for example should be sensitively designed to limit impact on wildlife populations, and artificial habitat features including bat and bird boxes and habitat piles can provide positive enhancement.
- 2.5.6 Ornamental planting and semi-ornamental planting also has potential to serve an ecological function, and the use of ecologically informed non-native planting mixes will be particularly encouraged on urban sites where a native species approach is not appropriate. The style of planting can also contribute to ecological value, for example an informal or naturalised planting will provide more variation of species and plant communities than mass planting. Flowering, fruit and berry bearing plants will provide a good food source for insects and birds. Generally speaking, double-flowered plant varieties are of much less value for insects and should be avoided. Further information and advice can be found on the web sites of UK nature conservation organisations, listed appendix 5.



2.5.7 There are a number of SuDs techniques that not only help comply with national and local flood policy, but offer benefits to landscape and ecology due to their ability to incorporate a range of habitats and plant material. These include green roofs, SuDs basins, ponds and constructed wetlands, filter strips, swales and rain gardens, all of which provide opportunities to enhance the visual appearance of a development and contribute to biodiversity. Where any of these measures are included in a development, early discussion with the Natural areas officer on the use of planting appropriate to the specific context is encouraged.

#### Considerations

- *Link boundaries to surrounding landscape*
- *Retain and enhance habitats*
- *Link into wider ecological network*
- *Planting designed to contribute ecology*
- *Consideration of landscape enhanced SuDs*
- *Limit environmental effects*

#### Environment and Green Infrastructure considerations

*Policies DM1, DM3, DM5, DM6, DM8*

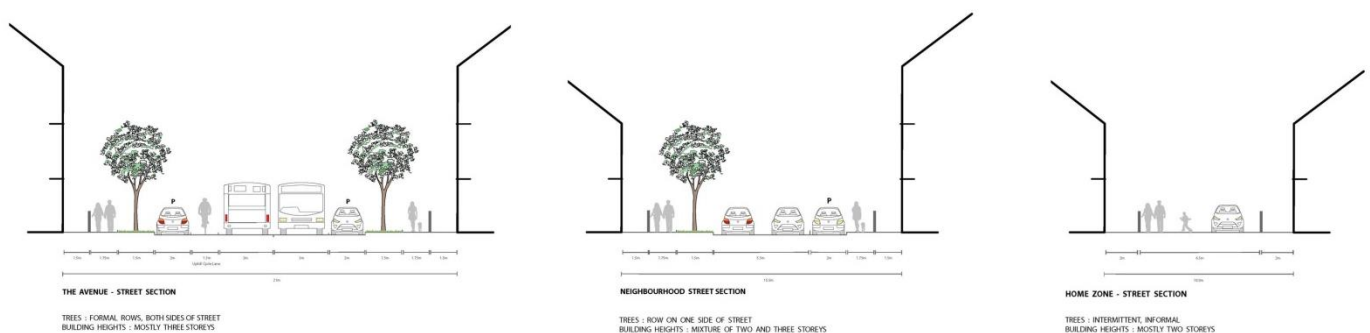
## 2.6 Street layout

### Key principles

2.6.1 The layout of developments and their streets will determine access networks both within and beyond its boundaries. Buildings and landscape associated with streets should reinforce the street hierarchy principles of the site layout which will help the user to understand this hierarchy and thereby improving usability.

### Guidance

2.6.2 Where layouts and street designs work with the character of the development and the surroundings they will respond to the way people access and move through the site, with appropriate provision for vehicles, cyclists and pedestrians. For larger developments effective landscape proposals will also contribute to achieving a hierarchy of circulation, highlighting key routes and providing appropriate variation in character.



*Different approaches to street design, with variation of width, building heights and uses, providing different characters*

2.6.3 Many factors including the scale, massing and layout of built form and formality the layout will influence the character of streets. Consideration should be given to how appropriately the street layout relates to the local character and distinctiveness and reference should be made to [Conservation Area Appraisals](#). As streets provide the main navigation routes through developments, consideration should be given to key views and vistas they create, into and out of a development. The appropriateness of focusing views on new marker buildings of significant quality, or existing local landmarks or landscape features beyond the site boundaries should be considered on a site by site basis.

- 2.6.4 The design and use of boundary treatments and semi-private spaces fronting on to streets will undoubtedly contribute to character and distinctiveness of an area, so their design should be carefully considered.
- 2.6.5 Adequate provision of street trees and other planting, along with choice of hard materials, street furniture and lighting will also contribute to the character and appearance of streets and the public realm and provide balance to ensure that parking areas and carriageways do not dominate a scheme. Key considerations when specifying these elements should be for the robustness of materials, appropriateness for context and local character and ability to maintain them in perpetuity.



*Materials specified to be in keeping with local character and to adoptable standards, Quayside*

- 2.6.6 Street trees provide a number of functions within a design, the environmental benefits include providing shading, improved air quality, providing soft areas to assist in natural drainage and enhancing biodiversity. They also have a function in terms of our experience of a space and can effectively enclose a street to provide a human scale, provide a sense of maturity and quality, enhance character, and reinforce the nature of the street hierarchy to aid navigation.
- 2.6.7 In accordance with Policy DM 7, major development proposals that have a frontage onto a new or existing highway of more than ten metres will only be permitted where they provide



for the planting and maintenance of street trees of appropriate species at intervals appropriate to the site, except where the site's location requires a clearly building-dominated design approach that would be prejudiced by the inclusion of street trees. Schemes should therefore include an appropriate amount of space for trees within street layouts.

- 2.6.8 On a site specific basis Council officers will specify the number of street trees required with due consideration given to available planting space and planting distances. Where the highway is not within the development boundary and planting is appropriate on that frontage, a commuted payment for street tree planting will be sought through a section 106 agreement or a unilateral agreement.
- 2.6.9 The commuted sum will be based upon the planting and establishment costs that are current on the signing date of the section 106 agreement, and will be sufficient for a thirty year period, an example for the financial year 2016-2017 is indicated appendix 3 and is based upon the minimum initial cost for a tree. The costs are in line with the Council's current tree contract; selection of trees will be carried out by the Council's arboricultural officer as scheduled into the Council's next planting programme.
- 2.6.10 Widths of footpaths and carriageways should be appropriate to the streets function, and in accordance with national and local guidance including National Planning Practice Guidance on design, the Manual for streets, the city council's local Streetscape design manual and ACPO's Secured by Design website.
- 2.6.11 Policy requires that areas for vehicle movements and parking areas create convenient, safe and attractive environments rather than dominate a scheme. Car parking requirements should be balanced with adequate landscaped areas the location and size of which should support the proposed planting. To maximise ecological and aesthetic benefit of landscape within parking areas, landscaped areas should be linked across a site and into site boundaries and small isolated areas of landscape should be avoided. Where trees are proposed in hard landscaped areas, sufficient consideration will need to be given to tree pit design to support the tree root volume requirements and protection of surrounding hard landscaped areas from root damage. There are a variety of proprietary products on the market that may assist in helping to achieve good and sustainable growing conditions for trees.



*Pedestrian access along the river frontage is well surveyed by buildings, and spaces are defined with soft planting and boundary treatments to establish private and publicly accessible areas, The Moorings*

### Considerations

- *Provision for vehicles, pedestrians and cyclists*
- *Clear hierarchy of circulation, with appropriate variation in character*
- *Appropriate materials, designed to adoptable standards if relevant*
- *Views and vistas protected and planned in*
- *Clearly defined public, private and semi-private spaces*
- *Sufficient space for trees and landscape in streets and parking areas*

### Street layout

*Policies DM1, DM3, DM7, DM28*

## 2.7 Future maintenance

### *Key principles*

2.7.1 Planned maintenance operations are required for hard and soft landscape areas to sustain attractive and successful landscape settings. To ensure landscapes are managed from the outset and in perpetuity it is important that responsibilities are established during the planning process.

### *Guidance*

2.7.2 Arrangements for future management and maintenance of public and other spaces should be fully understood at a design stage so that they can be properly planned for.

Consideration should be given at a design stage to who will take over the landscape management responsibility for the site. This could be a management company, community trust, or the responsibility could be retained by the applicant. The local authority may adopt areas that are designed to adoptable standards for hard and soft landscape materials. The council will not adopt verges containing shrub and herbaceous planting, however trees are acceptable and further detail can be found in section 2.6.

2.7.3 Maintenance issues can be designed out by avoiding isolated areas of landscaping with no sense of ownership, providing clear boundaries and clarity over hierarchy of public, semi-private and private spaces, and selecting appropriate plant material. Provision of footpaths on desire lines, the use of robust materials in areas accessible to the public and planning in natural surveillance can assist in minimising issues of misuse or vandalism.



*Poorly planned boundary treatments creating difficult to maintain areas with no sense of ownership*



*Failure of small isolated planting bed within parking area*

### Considerations

- *Maintenance considered and a clear demonstration of ability to deliver*
- *Clarity over maintenance responsibilities*
- *Clear sense of ownership for planted areas*
- *Good surveillance*
- *Provision of footpaths on desire lines*

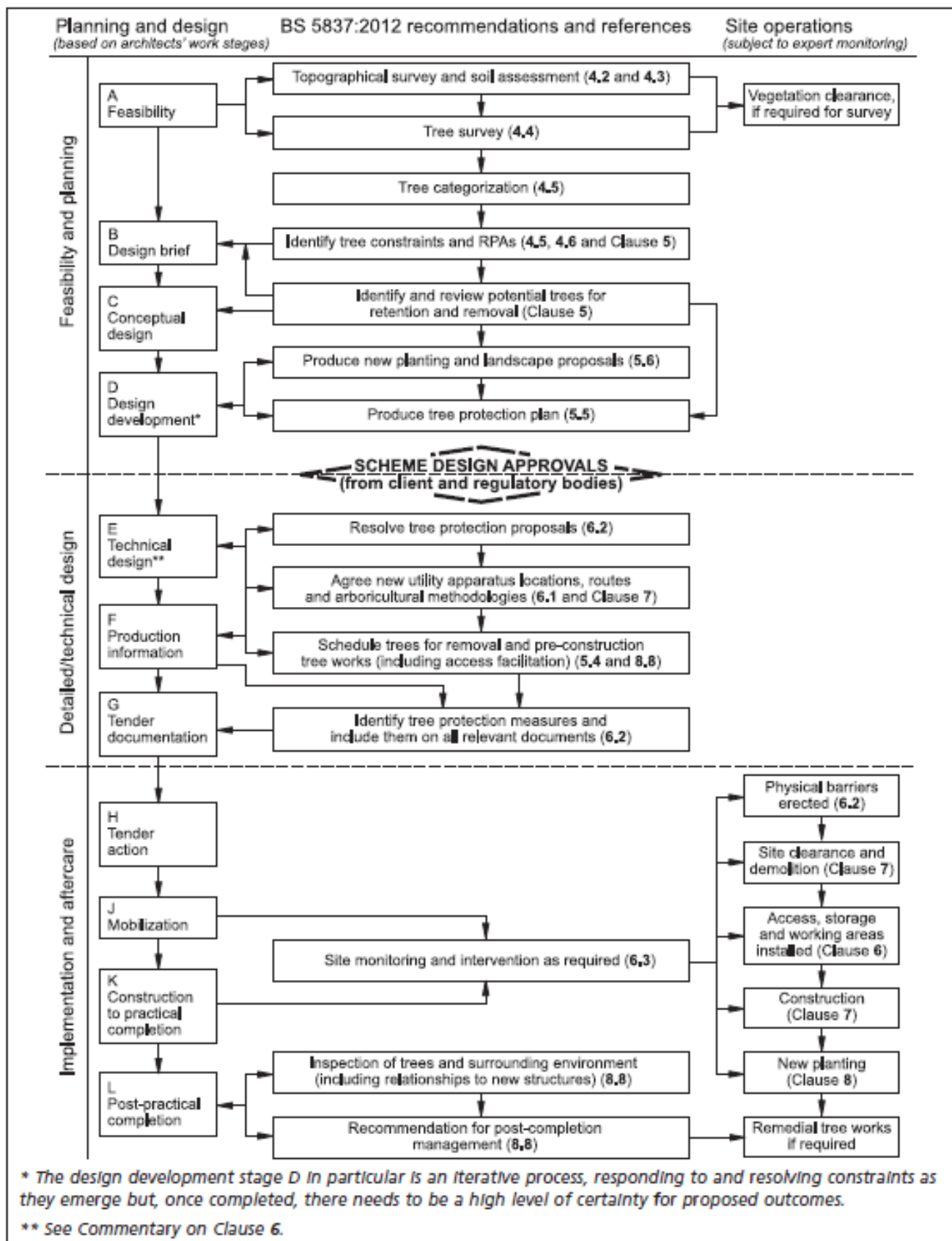
### Future maintenance

*Policies DM1, DM7*

DRAFT



## Appendix 1 - The design and construction process and tree care



## Appendix 2 - British Standards relevant to vegetation management and development proposals

British Standards that apply to vegetation management and development proposals. *(NB BSI standards are subject to regular revision)*

|                |   |
|----------------|---|
| <b>BS 5837</b> | Trees in relation to construction - Recommendations (2005)  |
| <b>BS 1192</b> | Construction drawing practice Part 4 Recommendations for landscape drawings   |
| <b>BS 1377</b> | Methods of test for soils for civil engineering purposes  |
| <b>BS 1722</b> | Fences<br>Part 1 Specification for chain link fences<br>Part 4 Specification for cleft chestnut pale fences   |
| <b>BS 3936</b> | Nursery Stock<br>Part 1 Specification for trees and shrubs<br>Part 4 Specification for forest trees<br>Part 5 Specification for poplars and willows                     |
| <b>BS 3998</b> | Recommendations for tree work   |
| <b>BS 4043</b> | Recommendations for transplanting root-balled trees   |
| <b>BS 4428</b> | Code of practice for general landscape operations (excluding hard surfaces)   |
| <b>BS 5930</b> | Code of practice for site investigations  |
| <b>BS 8004</b> | Other relevant publications: 'Low-rise building on shrinkable clay soils: Part 1'   |
| <b>BRE</b>     | BRE Digest 240 : 1980<br><br>BRE Digest 298 : 1985 'The influence of trees on house foundations in clay soils'<br><br>NHBC Standards, Chapter 4.2 'Building near trees' |
| <b>NJUG</b>    | National Joint Utilities Group – Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees.                                  |
| <b>AAIS</b>    | APN1. Driveways Close To Trees  |

## Appendix 3 - Tree planting and establishment costs 2016 -2017

**Note: Costs are updated annually in line with retail price index (RPI)**

| Tree planting and establishment costs 2016 -2017 |  | contract<br>inflation | 2.2910% |
|--|--|-----------------------|---------|
| <b>Year 1</b>                                    |  | 16/17                 |         |
| Tree purchase                                    |  | £68.70                |         |
| Plant heavy standard                             |  | £52.57                |         |
| Wood tree surround                               |  | £27.48                |         |
| Erect tree surround                              |  | £17.54                |         |
| Mulch tree                                       |  | £9.36                 |         |
| Water tree (12 visits p/a @ £4.43)               |  | £55.63                |         |
| Young tree maintenance                           |  | £18.72                |         |
|  |  | <b>£250.00</b>        |         |
| <b>Year 2 - 4</b>                                | Each tree will be inspected <b>2</b> times between years 2 and 4   |                       |         |
| Water tree (12 visits p/a @ £4.43)               |  | £111.26               |         |
| Young tree maintenance                           |  | £37.44                |         |
|  |  | <b>£148.70</b>        |         |
| <b>Year 5 - 15</b>                               | Each tree will be inspected <b>3</b> times between years 5 and 15  |                       |         |
| Crown raise                                      |  | £40.74                |         |
| Formative prune                                  |  | £13.58                | Once    |
| Remove frame                                     |  | £5.86                 | Once    |
| Weed tree pit                                    |  | £14.05                |         |
|  |  | <b>£74.23</b>         |         |
| <b>Year 16 - 20</b>                              | Each tree will be inspected <b>3</b> times between years 16 and 20 |                       |         |
| Crown raise                                      |  | £40.74                |         |
| Weed tree pit                                    |  | £14.05                |         |
| Formative prune                                  |  | £13.58                | Once    |
|  |  | <b>£68.37</b>         |         |
| <b>Year 21 - 25</b>                              | Each tree will be inspected <b>3</b> times between years 21 and 25 |                       |         |
| Crown raise                                      |  | £163.01               |         |
| Weed tree pit                                    |  | £14.05                |         |
|  |  | <b>£177.06</b>        |         |
| <b>Year 26 - 30</b>                              | Each tree will be inspected <b>3</b> times between years 26 and 30 |                       |         |
| Crown raise                                      |  | £162.99               |         |
| Clean out / remove deadwood                      |  | £162.99               |         |
| Weed tree pit                                    |  | £14.03                |         |
|  |  | <b>£340.01</b>        |         |
| <b>Total</b>                                     |  | <b>£1,058.37</b>      |         |

## Appendix 4 - The Legal and Policy Framework

### Legislation

14. Section 197 of the Town and Country Planning Act 1990(as amended) states that it shall be the duty of the local planning authority

(a) “To ensure whenever it is appropriate that, in granting planning permission for any development, adequate provision is made by the imposition of conditions for the preservation or planting of trees”.

(b) “To make such orders (*Tree Preservation Orders*) under Section 198 as appear to the authority to be necessary in connection with the grant of such permission, whether for giving effect to such conditions or otherwise”.

In support of Norwich City Council’s duty as set out in the 1990 Act, policies relating to trees and woodlands are incorporated within the Local Plan.

Local authorities also have a duty to have regard to the conservation of biodiversity in exercising their functions. This duty was introduced through the Natural Environment and Rural Communities Act and came into force on 1 October 2006. The duty affects all public authorities and aims to raise the profile and visibility of biodiversity, to clarify existing commitments with regard to biodiversity, and to make it a natural and integral part of policy and decision making. Conserving biodiversity includes restoring and enhancing species populations and habitats, as well as protecting them.

### National policy

The National Planning Policy Framework (NPPF) requires local authorities to protect valued landscapes. It also sets a requirement to minimise impacts on, and provide net gains in biodiversity, where possible, aiming to halt the overall biodiversity decline which has occurred over recent years.

The NPPF also states that plans should identify and map local ecological networks, including: international, national and local sites of importance for biodiversity, wildlife corridors and areas identified by local partnerships for habitat restoration or re-creation. This involves planning positively for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure.



## Local policies

The Norwich Local Plan contains a number of relevant policies, most particularly JCS 1, 2, 11 and 20 and DM 3, 6 and 7.

A summary of these policies is set out below, along with other relevant policies (DM1, DM2, DM4, DM5, DM8, DM12 and DM28).

## The JCS

Policies in the [Joint Core Strategy](#) (JCS) for Broadland, Norwich and South Norfolk (adopted 2011, amendments adopted 2014) provide the strategic framework for the Norwich Local Plan.

**JCS1** (Climate change and Environmental Assets) protects environmental assets and requires the development and maintenance of the green infrastructure network set out on page 33 of the JCS. This network was identified through evidence studies supporting the JCS. This includes the map in appendix 3 of this document which identifies the Yare and Wensum valleys and as sub regional green infrastructure corridors and green infrastructure hubs. It proposes development of a new corridor from Mousehold Heath to the north east into Broadland. It also identifies local corridors and County Wildlife Sites.

**JCS2** (Design) requires development to be designed to the high possible standards to create a strong sense of place and to respect local distinctiveness. Landscaping will play a key role in this.

**JCS10** (Locations for major new or expanded communities in the Norwich Policy Area). The green infrastructure map supporting this policy on page 69 of the JCS also identifies the Yare and Wensum valleys and as priority areas for green infrastructure.

**JCS11** (Norwich City Centre) requires an integrated approach to economic, social, physical and cultural regeneration to enable greater use of the city centre and enhancement of its regional centre role. To support this, improvements will be required to open spaces, green linkages and connections between open spaces, linking the river corridor and the open countryside. The City Centre key diagram identifies opportunities for enhanced principal Green Links.

**JCS12** (Remainder of the Norwich urban area) promotes development to support sustainable housing and employment growth and regeneration in the rest of the urban area and fringe

parishes, including the promotion of green infrastructure links and protecting the landscape setting of the city.

**JCS20** (Implementation) requires development to provide and maintain open space and green infrastructure to secure sustainable development, specifically identifying the need for trees, hedgerows, woodland and landscaping as well as habitat creation and parks.

## **DM Policies Local Plan**

The [Development Management Policies local plan](#) provides more detailed policies for Norwich.

**Policy DM3** requires all new developments to achieve a high quality built and natural environment, building on the strength of existing design and promoting local distinctiveness. It requires all new development to make appropriate provision for the protection of existing and provision of new green infrastructure. The policy expects identified gateway sites to be marked by development of exceptionally high quality that reflect distinctiveness, and seeks to manage and control development which could affect key long views.

DM3 also requires developers to make efficient use of space, provide a permeable and legible network of routes and spaces for public access, and incorporate well-designed and well-defined private, semi-private and public open space for all developments. The design of streets, routes and spaces that enhance the environment will be required.

**Policy DM6** implements national and JCS requirements to ensure the protection, management and enhancement of the city's valued natural environmental assets and, along with policy DM3, requires green infrastructure networks to be promoted through development.

**Policy DM7** specifically covers trees and development. It requires trees and significant hedges and shrubs to be retained as an integral part of the design of development except where the trees are in poor condition or there are exceptional benefits in accepting their loss, and sets out the requirements for replacement planting where the loss of trees is accepted.

DM7 also requires street trees to be provided on new developments, either on site or through a section 106 or unilateral agreement as and where appropriate.

In addition the SPD also relates to the following policies:

- **Policy DM1** sets out sustainable development principles for Norwich and establishes the expectation that development proposals will protect and enhance the physical

environmental and historic assets of the city and safeguard the special visual and environmental qualities of Norwich for all users;

- **Policy DM2** requires for residential developments the provision of external private or communal amenity space, appropriate for and integral to the residential development and forming a key part of the overall design of the site;
- **Policy DM4** identifies landscaping as a mitigation measure to minimise potential negative visual impacts of renewable energy generation schemes;
- **Policy DM5** stipulates that development proposals will be assessed and determined having a regard to the need to manage and mitigate against flood risk;
- **Policy DM8** requires all new development involving the construction of new dwellings to contribute to the provision, enhancement and maintenance of local open space;
- **Policy DM12** requires proposals for residential development to have no detrimental impact upon the character and amenity of the surrounding area including open space and designated and locally identified natural environmental assets;
- **Policy DM28** requires proposals to incorporate measures to aid sustainable travel, including integral links within the development and the surrounding area, along with specific treatments where development proposals front on to the rivers Wensum and Yare.

These policies will ensure that development is planned to take a comprehensive view of tree issues and landscape features at an early stage in the design process.

## Appendix 5 – Nature Conservation

Additional information and resources for nature conservation

### Strategic

#### [Natural England](#)

The government's adviser for the natural environment in England, helping to protect England's nature and landscape for people to enjoy and for the services they provides

#### [Landscape Institute](#)

The Landscape Institute is the **Royal** Chartered Institute for Landscape Architects and Landscape professionals, including landscape designers, landscape managers, landscape planners, landscape ecologists and urban designers

#### [JNCC](#)

JNCC is the public body that advises the UK Government and devolved administrations on UK-wide and international nature conservation.

#### [National Character Area profiles](#)

The NCA profile documents explain how you can access and use environmental evidence and information about places.

### General

#### [Buglife](#)

An organisation devoted to the conservation of all invertebrates, includes 29 member organisations

#### [Buglife member organisations](#)

29 Member organisations who help support and develop the work of Buglife

#### [RPPB](#)

The RSPB is the country's largest nature conservation charity, inspiring everyone to give nature a home

#### [Norfolk Wildlife Trust](#)

Norfolk Wildlife Trust is the oldest Wildlife Trust in the country. The purchase of 400 acres of marsh at Cley on the north Norfolk coast in 1926 to be held 'in perpetuity as a bird breeding sanctuary' provided a blueprint for nature conservation which has now been replicated across the UK

#### [RHS](#)

The activities of the RHS are focused on delivering a real benefit to all those involved and interested in horticulture and gardening in the UK

## Appendix 6 – Glossary

**Green Infrastructure:** Green spaces and interconnecting green corridors in urban areas, the countryside in and around towns and rural settlements, and in the wider countryside. It includes natural green spaces colonised by plants and animals and dominated by natural processes and man-made managed green spaces such as areas used for outdoor sport and recreation including public and private open space, allotments, urban parks and designed historic landscapes as well as their many interconnections like footpaths, cycleways, green corridors and waterways.

**SuD:** Sustainable Urban Drainage System are efficient drainage system which seeks to minimise wastage of water, including the use of appropriate groundcover to enable maximum penetration of clean water run-off into the ground and, where appropriate, recycling grey water within the development. Designed to minimise the impact of development on the natural water environment.

**Sustainability:** The effective protection of the environment, including the ability of something to be maintained or to sustain itself, without use of additional natural resources, and without jeopardising the potential for people in the future to meet their needs.

## Appendix 7 – Schedule of consultee comments and Norwich City Council responses

| Consultee              | Comments   | Norwich City Council Response  |
|------------------------|--|--|
| Norfolk County Council | <ol style="list-style-type: none"> <li>1. This is an excellent comprehensive document and NCC fully supports the City Council in adopting this SPD.</li> <li>2. The proposed Trees and Landscape SPD is comprehensive and reflects current national guidance.</li> <li>3. The document reflects Norfolk County Council practice with regard to Highway tree planting and provides a high level of detail while allowing enough flexibility for adaption for different site conditions.</li> <li>4. In terms of landscape, the document concisely outlines what is required of an applicant and refers to relevant national guidance. There are frequent reference to Norwich City and Joint Core Strategy Policy within which Green Infrastructure (GI) is a specific requirement</li> </ol> | <ol style="list-style-type: none"> <li>1. <b>Response noted and welcomed.</b></li> <li>2. <b>Response noted and welcomed.</b></li> <li>3. <b>Response noted and welcomed.</b></li> <li>4. <b>Response noted and welcomed.</b></li> </ol>   |
| Anglian Water          | <ol style="list-style-type: none"> <li>1. Tree planting – It is important to provide guidance on tree type and size to ensure the correct type of planting and consideration must be given to the long term impact of planting in close proximity to underground infrastructure. Root damage from maturing trees and shrubs can be a risk to sewers and water mains.</li> <li>2. Sewers for Adoption 6<sup>th</sup> Edition has useful guide lines for planting adjacent to sewers. Briefly, low lying shrubs – no problems, larger hedge type bushes should be 3 metres distance from the pipe; Ash, Oak, Elm type trees 6 metre distance, and Poplar/ Willow type trees 12 metre distance.</li> </ol>  | <ol style="list-style-type: none"> <li>1. <b>Noted. Text amended accordingly.</b> Officer advice will be given on suitable tree species.</li> <li>2. <b>Noted. No amendment to text.</b> As noted above, Council Tree and Landscape Officers will comment on the suitability of planting specific to individual applications.</li> </ol> |

**Report to** Cabinet  
08 June 2016  
**Report of** Head of planning services  
**Subject** Statement of Community Involvement - proposed revision

**Item**

14

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### **Purpose**

To seek approval for the revised draft Statement of Community Involvement (SCI) for public consultation.

### **Recommendation**

- 1) To approve the revised draft Statement of Community Involvement for public consultation for a period of not less than six weeks.
- 2) To authorise the executive head of regeneration and development, in consultation with the portfolio holder for environment and sustainable development, to make any minor changes necessary to the document prior to publication and to make arrangements to publish the document on the website as soon as reasonably practicable following the date of this meeting.

### **Corporate and service priorities**

The report helps to meet the corporate priority for a prosperous and vibrant city and a fair city. Having a SCI is a statutory requirement and a specific work priority within the planning policy team plan for 2016-17.

### **Financial implications**

There are no direct financial implications of this report.

**Ward/s:** All Wards

**Cabinet member:** Councillor Bremner – Environment and sustainable development

### **Contact officers**

Mike Burrell 01603 212525

Jonathan Bunting 01603 212162

### **Background documents**

None

# Report

## Introduction

1. This report considers a proposed revision to the city council's Statement of Community Involvement (SCI). The SCI is the council's formal code of practice which describes how people can expect to be involved in the planning process, setting out the standards that will be used to consult people and organisations about planning applications and plan-making. Preparing a Statement of Community Involvement is a statutory requirement under the 2004 Planning and Compulsory Purchase Act.
2. The SCI sets out how the council will involve the public in plan-making at different stages and for different types of planning document. It also sets the standards that the council's planning service will use when the public are consulted on planning applications for new development.
3. The draft SCI was reported to sustainable development panel on 23 March 2016. The panel agreed the draft document and recommended that cabinet approve it for consultation commencing in June, subject to making an amendment to ensure that consultation on planning documents would not take place during August.
4. The draft revised SCI is attached at Appendix 1. The changes recommended by sustainable development panel have been made to the document in the table following paragraph 44, with the amended text underlined.

## Why a review is necessary

5. Norwich's current Statement of Community Involvement was adopted in July 2013 and can be found at the following link:

[https://www.norwich.gov.uk/info/20225/planning\\_policies\\_supporting\\_documents/1506/satement\\_of\\_community\\_involvement](https://www.norwich.gov.uk/info/20225/planning_policies_supporting_documents/1506/satement_of_community_involvement)

The 2012-13 review of the SCI was fairly extensive, seeking to respond to a number of major changes in national planning policy, legislation and regulation which streamlined and simplified many aspects of planning and plan-making. The 2013 SCI also took account of improved procedures within the council's own development management service for consulting the public on planning applications and involving people more effectively in decisions about development proposals.

6. The revisions to the SCI document now proposed are generally minor. The current adopted SCI is up to date and in most respects remains fit for purpose to inform the council's procedures for public consultation and engagement for planning. The bulk of the SCI would therefore remain unchanged from the 2013 version. The principal changes result from work being carried out by the city council on the emerging statutory Greater Norwich Local Plan (GNLP) in partnership with Broadland and South Norfolk district councils and Norfolk County Council, as well as ongoing work with other planning authorities in Norfolk on developing the non-statutory Norfolk Strategic Framework (NSF).
7. As part of this process (and to meet the Duty to Cooperate), Norwich and its partner councils preparing the Greater Norwich Local Plan have agreed to:



- a) Update their respective Local Development Schemes (LDSs) to incorporate the jointly agreed timetable for preparing the Greater Norwich Local Plan and NSF. Sustainable development panel agreed Norwich's revised Local Development Scheme at its meeting on 24 February 2016, recommending approval by Cabinet. Cabinet approved the revised LDS at its meeting on 9 March in accordance with the panel's recommendation and it came into effect on 10 March 2016. Discussions in relation to future governance arrangements for the emerging plan have resulted in changes to the plan production timetable which will require focused changes to the LDS: these are being reported separately to this meeting with a recommendation of approval.
  - b) Update and align their respective Statements of Community Involvement (SCIs) to ensure a consistent, focused approach to consultation and public engagement on the emerging GNLP and associated documents. As noted, the SCIs for Broadland and South Norfolk are further advanced than Norwich's SCI, but have been prepared in close cooperation with Norwich; adopting a common approach to consultation timescales with local variations of content to incorporate references to plan documents specific to those areas and (for example) to take account of the wider role of parish councils in suburban and rural areas.
8. At a national level, there are also a number of ongoing and anticipated changes to the planning system which may reduce the extent to which the council can involve people in plan making and in decisions on planning proposals. The need for a more focused and streamlined approach to plan-making and for timely and up to date local plans has been signalled repeatedly by government, as part of a drive to speed up development and remove barriers to economic and business growth perceived to be imposed by so-called "red tape" in planning and other regulatory regimes. The recent report of the Local Plans Expert Group<sup>1</sup> commissioned by government has highlighted many failings in the current local planning system and made a number of recommendations for improvement, urging that local plans should be shorter, speedier, more focused on strategic issues, well-evidenced and more authoritative and robust.
  9. The government has now confirmed its intention to impose sanctions on councils which do not have local plans in place which are compliant with national policy or fail to adhere to the production and review timescales set out in published Local Development Schemes. In the worst case scenario, local plans that are deemed to be out of date or behind schedule would no longer have any weight in local decision making and councils could be placed in special measures whereby the preparation of a local plan is taken over by an external agency. Sanctions are also possible for those councils with a track record of refusing planning permission for new housing developments which are then allowed on appeal.
  10. The city council has a proven track record of cooperating effectively with its partner authorities in plan making to deliver growth across Greater Norwich, but it is important that the new generation of local plans, most importantly the Greater Norwich Local Plan, must be expedited and not be subject to avoidable delays. The

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<sup>1</sup> Local Plans: Report to the Communities Secretary and to the Minister of Housing and Planning, Local Plans Expert Group, March 2016 – see [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/508345/Local-plans-report-to-governement.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/508345/Local-plans-report-to-governement.pdf)

city council must strike a careful balance between meeting government expectations for speedy plan-making and decision taking and giving people a meaningful opportunity to comment on and influence emerging plans and proposals.

11. Therefore, in order to meet government directives and ensure that new planning documents for Norwich will be prepared to the timescales set out in the LDS, some of the consultation arrangements for plan-making in the 2013 SCI must be reviewed, particularly to streamline certain procedures and (where this is unavoidably necessary) to shorten the length of time the council consults on key documents including those being prepared for the Greater Norwich Local Plan.
12. Norwich City Council is a signatory of “The Compact”, which is a national agreement between the government and community sectors aiming to improve the way that voluntary and community sectors and local councils work together. The Compact can be viewed here:

[http://www.compactvoice.org.uk/sites/default/files/the\\_compact.pdf](http://www.compactvoice.org.uk/sites/default/files/the_compact.pdf)

The proposed revised SCI follows the principles of the Compact (as did the 2013 version) although where shorter timescales for consultation are proposed than the minimum 12 week period specified in the Compact, the reasons for this need to be clearly set out and justified. Paragraphs 43 to 46 of the SCI document set out the revised timescales for plan-making and the reasoning for the revised approach.

13. As previously, the SCI document indicates how it will interpret various parts of the council’s Community Engagement Strategy, adopted in 2009, and how it relates to the current Corporate Plan.

## Key changes from the 2013 SCI

### Plan making

14. The new SCI document incorporates additional commentary in relation to plan-making, describing the most recent national policy changes and in particular the government’s requirements to speed up and streamline the local plan process. It updates the local context for plan-making with reference to the most recently adopted (2014) local plan for Norwich City, the emerging Greater Norwich Local Plan and Norfolk Strategic Framework, the Duty to Cooperate and the new joint planning and governance arrangements under the Greater Norwich Growth Board (GNGB), which have been introduced since the last SCI was adopted.
15. There are a number of changes to the minimum **consultation periods** for key planning documents which are necessary in response to the more rigorous timeframes for plan preparation. These can be summarised as:
  - a) Ensuring that planning policy documents are consulted on for at least the statutory minimum period in all cases (that is, six weeks for development plan documents and neighbourhood plans; four weeks for supplementary planning documents);
  - b) No longer requiring an automatic two-week extension of the statutory minimum consultation period whenever a consultation overlaps with holiday periods irrespective of the length of the overlap (albeit that consultations during August

will be avoided). Outside of the August period, a more flexible and pragmatic approach is proposed, extending consultations by an appropriate number of days dependent on when consultation periods will fall in relation to the holiday.

- c) No longer requiring an automatic 12-week consultation period for any document not included in the published Local Development Scheme. The expectation is that Local Development Schemes would be reviewed regularly to ensure that any requirements for new policy documents are captured and publicised well in advance, as well as noting them in published Annual Monitoring Reports.
- d) Clarifying the arrangements for consultation on informal policy documents and advice notes and on future reviews of the SCI itself, and making clear that consultations will not normally be undertaken in the run up to local elections ("purdah").

16. The proposed revised consultation periods are set out in the table following paragraph 48 of the SCI document. In relation to statutory planning documents, the same periods are specified in the corresponding SCI documents being prepared for Broadland and South Norfolk.

17. A new table is added at the end of Section 2 detailing the statutory stages of council publicity for **Neighbourhood Plans** prepared by the community. This is to clarify the statutory process should any neighbourhood plans be taken forward in Norwich in future (there are none currently). The table is consistent with corresponding ones included in the SCIs for Broadland and South Norfolk, both of which have a number of neighbourhood plans already in place.

### **Planning applications**

18. The SCI document, as previously, sets out the standards for consulting on planning applications and specifically the requirement for developers to undertake their own pre-application consultations on major schemes. The section provides a general overview and is largely unchanged from the 2013 SCI except in relation to matters of detail. The SCI will not contain full details of current planning service standards and pre application advice fees since these may be subject to further amendment over the SCI period. Links are instead provided to the relevant planning service web pages, whose content will be updated as necessary.

19. A review of planning pre-application advice service standards, consultation processes and charging levels has recently been undertaken and a number of changes were agreed by Cabinet on 9 March. They took effect in April.

### **Consulting on the revised document**

20. Subject to approval by Cabinet, it is proposed to consult on the draft revised SCI for six weeks (consistent with timescales in the Local Development Scheme) publishing it for consultation as soon as practicable after this meeting.

### **Conclusions**

21. The revised Statement of Community Involvement as now proposed would be broadly unchanged from the 2013 version. It provides a clear framework for effective public engagement in the planning process to ensure timely production of the

Greater Norwich Local Plan and supporting documents and ensure that well planned, sustainable development can be delivered for the city.

22. The government's continued drive to simplify and streamline the planning system (and the prospect of sanctions for councils perceived to be delaying their local plans or not determining planning applications quickly enough) means that it may not always be possible to involve local people in the planning process to the extent that we would like. This is especially so in the case of the many categories of development that no longer need planning permission at all, or where the statutory requirements for public consultation have been reduced. For that reason, it has been necessary in a small number of cases to propose a reduction in the length of time we consult on key documents compared with the timescales set out in the current SCI.
23. It is clear that a careful balance must be struck between speedy and efficient plan making and decision taking and the need for communities in Norwich to have a meaningful opportunity to comment on and influence development decisions that will affect them. The SCI demonstrates the council's continuing commitment to involve the community to the widest practical extent in local plan production and in the decision making process for planning applications.

## Integrated impact assessment



The IIA should assess **the impact of the recommendation** being made by the report  
Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

### Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  | 8 June 2016  |
| <b>Head of service:</b> | Graham Nelson, Head of Planning  |
| <b>Report subject:</b>  | Statement of Community Involvement - proposed revision   |
| <b>Date assessed:</b>   | 23 May 2016  |
| <b>Description:</b>     | Approval of a proposed revision to the city council's Statement of Community Involvement (SCI), which is the council's code of practice for consulting the public about planning documents and planning applications for new development. Preparing (and consulting in accordance with) the SCI is a statutory requirement under planning legislation. |

|  | Impact                              |                                     |                          | Comments   |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
|  | Neutral                             | Positive                            | Negative                 |  |
| <b>Economic</b><br>(please add an 'x' as appropriate)                      |                                     |                                     |                          |  |
| Finance (value for money)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | There are some costs associated with the preparation of the SCI, but this is a statutory requirement. Publication of timely and relevant information about the council's planning policy documents will reduce the amount of officer time dealing with enquiries about their status and contribute to more efficient service delivery. |
| Other departments and services<br>e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | Very limited impact on Design Print and Production service - only necessary for the web team to upload electronic versions on the council's website.   |
| ICT services   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified   |
| Economic development   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified   |
| Financial inclusion  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified.  |
| <b>Social</b><br>(please add an 'x' as appropriate)                        | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>  |
| Safeguarding children and adults   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified.  |
| <u>S17 crime and disorder act 1998</u>                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified.  |
| Human Rights Act 1998  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified.  |
| Health and well being  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No impact identified.  |

|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| Equality and diversity<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments  |
| Relations between groups<br>(cohesion)                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The Statement of Community involvement reflects the guidance set out in the National Compact that communities and civil society organisations will be given meaningful involvement in the planning process. This consultation will provide the public and groups with the opportunity to contribute to the ways they will be consulted and is therefore judged to have a positive impact in that regard.  |
| Eliminating discrimination & harassment                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | No direct impact identified.  |
| Advancing equality of opportunity                            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The consultation will seek views from groups from different sectors and individuals from different backgrounds so will have a positive impact on advancing equality of opportunity. Proposals for reduced consultation timescales in some circumstances may have a limited negative impact on people's ability to become involved in the planning process at certain times compared with current arrangements. The overall impact is judged as neutral. |
| Environmental<br>(please add an 'x' as appropriate)          | Neutral                             | Positive                            | Negative                 | Comments  |
| Transportation   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | The SCI consultation will have no direct impact on transportation.  |
| Natural and built environment                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | The SCI consultation will have no direct impact on the natural and built environment.   |
| Waste minimisation & resource use                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | The SCI consultation will have no direct impact on waste and resources.   |

|   | Impact                              |                          |                          |   |
|---|-------------------------------------|--------------------------|--------------------------|---|
| <b>Pollution</b>                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SCI consultation will have no direct impact on pollution.   |
| <b>Sustainable procurement</b>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SCI consultation will have no direct impact on sustainable procurement.   |
| <b>Energy and climate change</b>          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SCI consultation will have no direct impact on energy and climate change.   |
| <b>(Please add an 'x' as appropriate)</b> | <b>Neutral</b>                      | <b>Positive</b>          | <b>Negative</b>          | <b>Comments</b>   |
| <b>Risk management</b>                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Updating the SCI will reduce risk by ensuring that the Council's approach to consultations responds to recent changes in the planning system and legislation. In setting out clear timescales for consultation the SCI should ensure that the timetable for key planning documents (in particular the emerging Greater Norwich Local Plan) is adhered to and the risk of sanctions and financial penalties for non-compliance with that timetable is minimised. |

## Recommendations from impact assessment

### Positive

Some positive impacts identified, the revised SCI document once in place should provide a more flexible approach in guiding future involvement in planning process.

### Negative



|   |
|---|
| Some limited negative impact on equality of opportunity through proposed reductions in some consultation timescales, mitigated as far as possible by more effective and focused practices for consultation and publicity generally.   |
| <b>Neutral</b>  |
| No impact in relation to the majority of issues.  |
| <b>Issues</b>   |
| The proposals for reduced planning consultation timescales in some circumstances may have some limited negative impact on people's ability to have their views heard compared with current arrangements. This must be carefully weighed against the risks of unreasonably delaying the production of statutory planning documents and the processing of planning applications. The priority is to ensure that the level of consultation remains proportionate and meaningful while minimising reputational and financial risks to the council and its partners. |



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# 1. Introduction

## Why we are preparing the Statement of community involvement

1. The city council is always looking for ways for the community to become more involved in its plan making and decision taking. We want to encourage more people to be involved and to make that as easy as possible. We hope that your local knowledge will help to make sure that development in the city benefits everyone whilst protecting the special qualities of the city. How we will ensure that you are part of this process is set out in this statement.
2. Under Section 18 of the Planning and Compulsory Purchase Act 2004, all local planning authorities in England and Wales must prepare a Statement of community involvement (SCI) and must carry out planning consultations in accordance with it. The SCI is a 'code of practice' setting out how the council intends to involve people in planning decisions. This can include both decisions about planning policy (plan-making) and decisions on planning applications.
3. This is the fourth edition of the Statement of community involvement. It replaces the version published in July 2013.

## Need for review

4. Under the national planning system, the council must prepare a *local plan*, which will guide the city's development and growth over the next 15 to 20 years. With an up to date local plan in place, it is clear how the council intends to provide for new housing and employment in the city, how much development will be planned for and where it will go. A local plan also sets out clearly what will and what will not be allowed in certain areas and which areas must be protected from development altogether. Local plans must be reviewed regularly to remain up to date and respond to changes in local circumstances. Plans must also be consistent with national planning policy and guidance. If this guidance changes, local planning policy usually needs to change too.
5. Since we published the last Statement of community involvement in 2013, there have been a number of important changes to the national planning system which will affect how we prepare and consult on plans and proposals in future. Further changes in national rules are expected in coming years, particularly as a result of measures announced in the forthcoming Housing and Planning Act.
6. In relation to **plan-making**, the government has made it clear that it expects councils to prepare local plans and put them in place as quickly as possible. Recent government announcements suggest that councils which do not already have up to date local plans will be expected to prepare and *adopt* them (that is, complete the legal process to bring them into force) by the end of 2017. Councils which fail to produce timely local plans might also face possible sanctions and financial penalties. Councils that have adopted their plans recently must keep

them up to date and review them as soon as practicable. There will also be an increased role for neighbourhood plans prepared directly by local communities.

7. Although Norwich's main local plan documents were adopted as recently as December 2014, the overall planning strategy for the Norwich area, the *Joint core strategy* for Broadland, Norwich and South Norfolk, is becoming out of date and a new local plan needs to be prepared to manage and shape longer term growth and development. At the same time, there is a need for an overall planning framework to establish future needs and set targets for housing and jobs in Norfolk and ensure that new local plans for individual districts are consistent with those targets.
8. Accordingly, in partnership with Broadland and South Norfolk Councils and Norfolk county council, we are starting work on a new *Greater Norwich Local Plan* that will set out a development strategy for the wider Norwich area between now and 2036, as well as a broader *Norfolk Strategic Framework* to set overall planning targets.
9. In relation to **planning applications**, the government has made further changes in national planning rules which mean that more kinds of development can be carried out and more kinds of premises can change their use without planning permission – called *permitted development*. As part of the drive to encourage more housebuilding, the government will also be changing and simplifying the planning process for housing, granting automatic “permission in principle” for new housing development on previously developed sites which councils have listed as suitable. Local plans will also have to identify land for low cost starter homes on all suitable housing development sites.
10. During this period of rapid change, we must strike a careful balance between meeting our obligations to government to prepare plans and decide applications as quickly as possible, and making sure that local people still have a meaningful opportunity to comment on and influence planning policies and proposals. In order to meet government directives we will need to review some of the consultation arrangements for plan-making in the 2013 Statement of Community Involvement, particularly to streamline certain procedures and (where this is unavoidably necessary) to reduce the length of time we consult on key documents.
11. Taken together, the changes in the planning system will inevitably affect the way that local plans are prepared and how planning applications are made and dealt with. This means that the way we involve local people in the planning process also needs to change. In cases where no planning application is needed, the city council cannot always let people know about all development which is happening in their area. In a very small number of cases, the national rules have been tightened, for example changing a shop to a betting shop now needs permission where it did not before, as does changing the use of or demolishing a local pub which is registered as an Asset of Community Value. The permitted development

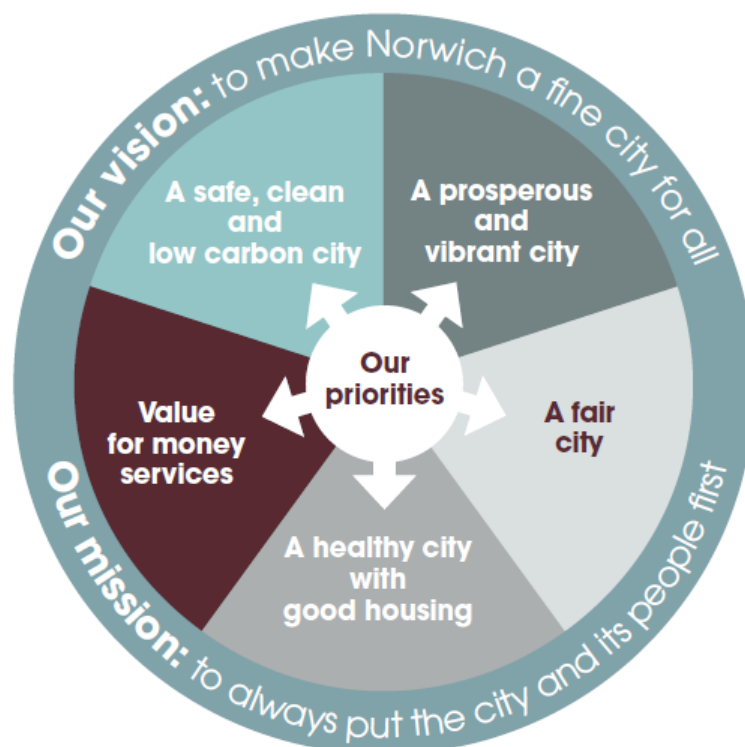
rule changes are designed to speed up the planning process, get development going and make smaller scale building projects and minor changes easier. But they will sometimes mean that local people will have less opportunity than before to have their say.

### **Planning and community Involvement**

12. The council produced a Community engagement strategy (CES) in 2009 outlining the council-wide approach to community involvement. The Statement of community involvement shows how this approach will be applied to plan making and decision making on planning applications.
13. The Council developed the Community engagement strategy to support the overall citywide vision and objectives in its corporate plan. The priorities within the latest corporate plan (2015-2020) are shown in Figure 1 on page 4.



## Council priorities



### Our core values

Everything we ever do as an organisation, whether in teams or as individuals, will be done with our core values in mind. These are:

- P Pride.** We will take pride in what we do and demonstrate integrity in how we do it.
- A Accountability.** We will take responsibility, do what we say we will do and see things through.
- C Collaboration.** We will work with others and help others to succeed.
- E Excellence.** We will strive to do things well and look for ways to innovate and improve.

**Figure 1:** Extract from the Corporate Plan 2015-2020 (Norwich City Council)

14. In order to achieve the council's vision and priorities through the planning service, it is essential that there is effective public involvement in plan-making and decision making on planning applications and that clear standards are set for when and how involvement will take place.

### The Compact: Code of practice on involvement

15. Norwich City Council is a signatory of The Compact. The Compact is a national agreement between the government and community sectors, which aims to improve the way voluntary and community sectors, and local councils involve each other, including involvement in the planning process. We will continue to provide a positive framework for productive working relationships and will ensure that the guidelines set out in the Compact are met where possible. In

some circumstances it may be necessary to depart from the Compact should new legislation change the regulations for involvement of others in plan-making and planning applications, or if full compliance with the compact is likely to result in penalties or sanctions for the Council through failure to meet prescribed Government targets for plan-making or decision-taking.

16. Further details on consultation arrangements for planning policy are provided in section 2 – Consultation on planning policy documents. Consultation arrangements for development management are provided in section 3 – Consultations on planning applications.

### **The Council's commitment to equality**

17. The council has a commitment to equality which is a statutory duty under the Equality Act (2010). This is particularly relevant to planning which has a role to play in promoting equality of opportunity and cohesion by considering the needs of the community. The council recognises that equality of opportunity in practice includes ensuring that vulnerable or disadvantaged groups have their voices heard and their needs considered. This statement supports that objective through providing guidance on how to get people involved. The impact of planning activities and decisions will be assessed in order to ensure that there are no unintended negative impacts on vulnerable or disadvantaged groups. The assessments will focus on the six protected characteristics of race, gender, disability, age, sexual orientation and religion or belief, but will also consider the wider implications of socio-economic inequalities on community cohesion. This is normally carried out through an Equality Impact Assessment (EqIA) which takes place at the beginning of the plan-making process.

### **The role of councillors**

18. Councillors have three roles: as decision makers, as community representatives and as communicators to exchange and share information and discuss the issues and concerns of local electors with council officers and other stakeholders. Members of the public can make their views known to ward councillors, the relevant council executive member/portfolio holder, or at planning applications committee in a number of ways; by letter, email, or face-to-face discussion. However, it is important that the consultation process is used because this is how views are registered in the plan-making or planning application process. This ensures that while councillors hear what you have to say, you will not miss the opportunity to be heard at committees or at any subsequent appeal, inquiry, hearing or examination.

### **RTPI Planning Aid England**

19. The Royal Town Planning Institute (RTPI) Planning Aid England offers assistance and advice on the planning system to individuals and groups who are unable to pay for independent professional planning advice. Planning Aid encourages people to get involved in the planning system to help shape their own environment. The council supports the work of Planning Aid and will work with



the service to provide independent advice for some of the involvement procedures proposed in this document.

20. RTPI Planning Aid England can be contacted via planning aid advice line:

Tel: 0330 123 9244

Email: [advice@planningaid.rtpi.org.uk](mailto:advice@planningaid.rtpi.org.uk)

Web: [www.rtpi.org.uk/planning-aid](http://www.rtpi.org.uk/planning-aid)

## 2. Consultations on planning policy documents

### National policy requirements

21. National planning policy makes clear that local planning authorities must seek the views of communities and other stakeholders from an early stage in the plan-making process, stating:

*'Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made.'*

National Planning Policy Framework (NPPF), 2012; para 155.

22. The Localism Act 2011 has made a range of new powers available to communities across the country to enable them to play a greater part in planning for their future. One of these powers is neighbourhood planning, which we discuss in more detail later in this SCI. The Localism Act also introduced a Duty to Cooperate which is a legal duty on local planning authorities, county councils and public bodies to *engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters*. In simple terms, this means that councils cannot plan for new development within their areas in isolation, but must make sure that neighbouring councils and other organisations which provide services across larger areas participate fully in plan-making to ensure a co-ordinated, strategic approach to development and growth across administrative boundaries.

### What kinds of documents are consulted on?

23. **Development plan documents** or DPDs (now more usually called "local plans") are the formal policy documents which make up the statutory development plan for Norwich. Once adopted, these have full legal weight in decision making. The council's decisions to approve or refuse any development which needs planning permission must be made in accordance with the policies in the development plan, unless material considerations indicate otherwise.
24. **Supplementary planning documents** (SPD) help to support and explain in more detail how the city council will implement particular policies and proposals in the local plan. SPD can also take the form of master plans, detailed design briefs or development briefs for sites identified for future development ("allocated") in the plan, as well as for other emerging sites. SPD can be reviewed frequently and relatively straightforwardly to respond to change, whereas a review of the policies in the plan is a longer and more complex process.

25. The planning policy documents to be prepared by the council are identified in the Local development scheme (LDS). The LDS includes a timetable of when we aim to produce the documents, and the various stages they must go through to be adopted. The LDS is available on the Council's website and is reviewed and updated regularly (hard copies are available on request): [https://www.norwich.gov.uk/downloads/file/1671/local\\_development\\_scheme](https://www.norwich.gov.uk/downloads/file/1671/local_development_scheme)

### **The current local plan**

26. The currently adopted development plan (the local plan) for Norwich comprises the **Joint Core Strategy for Broadland, Norwich and South Norfolk** (the JCS) adopted in March 2011, amendments adopted January 2014; the **Norwich Site Allocations and Site Specific Policies Local Plan** (the Site Allocations Plan), adopted December 2014; the **Norwich Development Management Policies Local Plan** (the DM Policies Plan), adopted December 2014; and the **Northern city centre area action plan** (NCCAAP) for part of Norwich city centre, adopted March 2010. The NCCAAP runs only to March 2016 and will expire during the currency of this Statement of Community Involvement. The JCS will be replaced by the emerging Greater Norwich Local Plan (GNLP), which is scheduled to be adopted in 2020.
27. The table in **figure 2** shows the relationship between these documents, as well as the supplementary planning documents which are already in place to support their policies. More details of supplementary planning documents the council intends to prepare in future are in the LDS. Both the LDS and this Statement of community involvement (SCI) are procedural documents that support the production of the local plan setting out what will be produced and explaining how people can get involved with the process.

### **The emerging local plan**

28. The proposed **Greater Norwich Local Plan** (GNLP) will be a new statutory local plan for Broadland, Norwich and South Norfolk to update the present Joint Core Strategy (JCS). This will, similarly, set out a statement of strategic planning policy for the wider Norwich area but, unlike the present JCS, will also include policies and proposals for individual sites. As such, the GNLP will eventually also replace separate site allocations plans for individual districts. It is the only formal Development Plan Document in the current Local Development Scheme programme.
29. The proposed **Norfolk Strategic Framework** (NSF) will be a non-statutory strategic policy statement which will set broad strategic targets and priorities for the next round of statutory local plans for individual local planning authorities in

Norfolk, facilitating joint working across district boundaries and helping to fulfil the statutory Duty to Co-operate.

30. Both the above documents will cover the period to 2036. The work programme for the preparation of the GNLP and NSF is set out in the latest revision of the Norwich Local Development Scheme which was published in March 2016. The programme is subject to review dependent on the extent of evidence likely to be required.

### **Procedural Requirements**

31. Local plan documents must be prepared in accordance with a nationally prescribed procedure set out in the national Local Planning Regulations for England, which were last reviewed in 2012. This procedure will be followed in preparing the Greater Norwich Local Plan, but a more streamlined and fast-track process will be used for the Norfolk Strategic Framework, as this is not a local plan but an evidence framework to inform other plans.
32. At key stages of plan-making there is an opportunity for the public to comment on emerging planning policies and proposals in the documents. At the end of the process, development plan documents must be submitted to the Secretary of State and be independently examined by a government appointed inspector to assess their soundness and legal compliance before they can be *adopted* by the city council and come into force.
33. Certain other documents must be published alongside each DPD, including:
- the independently prepared *sustainability appraisal (SA) report* of the DPD at each stage (a *sustainability appraisal scoping report* is prepared and consulted on at the start of the process to set out what sustainability issues and objectives the SA should cover and what evidence it will use);
  - a policies map, setting out the DPD's policies and proposals on a map base (if relevant);
  - a statement of consultation summarising public representations made to the plan and how they have been addressed (called the "Regulation 22(c) statement");
  - copies of any representations made;
  - any other supporting documents considered by the council to be relevant in preparing the plan;
  - an adoption statement and environmental statement (when the plan is adopted).

34. The local plan is supported by a range of research reports, studies and topic papers making up a detailed evidence base which informs and justifies its policies.

### **Meeting the Duty to Cooperate**

35. For many years Norwich City Council has worked in close cooperation with its neighbouring councils Broadland and South Norfolk to plan for and deliver major growth envisaged for the Norwich Policy Area. This work was first undertaken as part of a formal Greater Norwich Development Partnership (GNDP), whose responsibilities have since been inherited by its successor the Greater Norwich Growth Board (GNGB). The Joint Core Strategy for Broadland, Norwich and South Norfolk was produced by the GNDP, which includes the Broads Authority and Norfolk County Council working in partnership with the three districts. Other documents produced by the GNDP include the Community Infrastructure Levy (CIL) Charging Schedule for each district/authority area. The Community Infrastructure Levy is a statutory charge on new development introduced by the CIL Regulations 2010. It came into force in Norwich in 2013.
36. As noted above, the need for councils and other agencies to work together in developing effective planning strategies for their areas is now a legal duty. Councils must show that they have met this statutory *Duty to Cooperate* in order for local plans to be accepted (found “sound” and “legally compliant”) when those plans are independently examined by government. Work on preparing the overall Norfolk Strategic Framework – although it will not be a formal local plan – will involve the city council in joint working with all the local planning authorities and other relevant bodies across Norfolk.
37. The planning policy documents which have been (and will be) prepared jointly by the Norwich area authorities are set out in the respective Local Development Schemes for each authority. Public involvement in their preparation is guided by the community involvement standards as set by the partnership councils jointly in their respective statements of community involvement. For the current round of joint local plan preparation, consultation standards and consultation periods will be common across the three local authority areas and all the participating authorities will work to the same consultation timeframes for key documents in their SCIs.

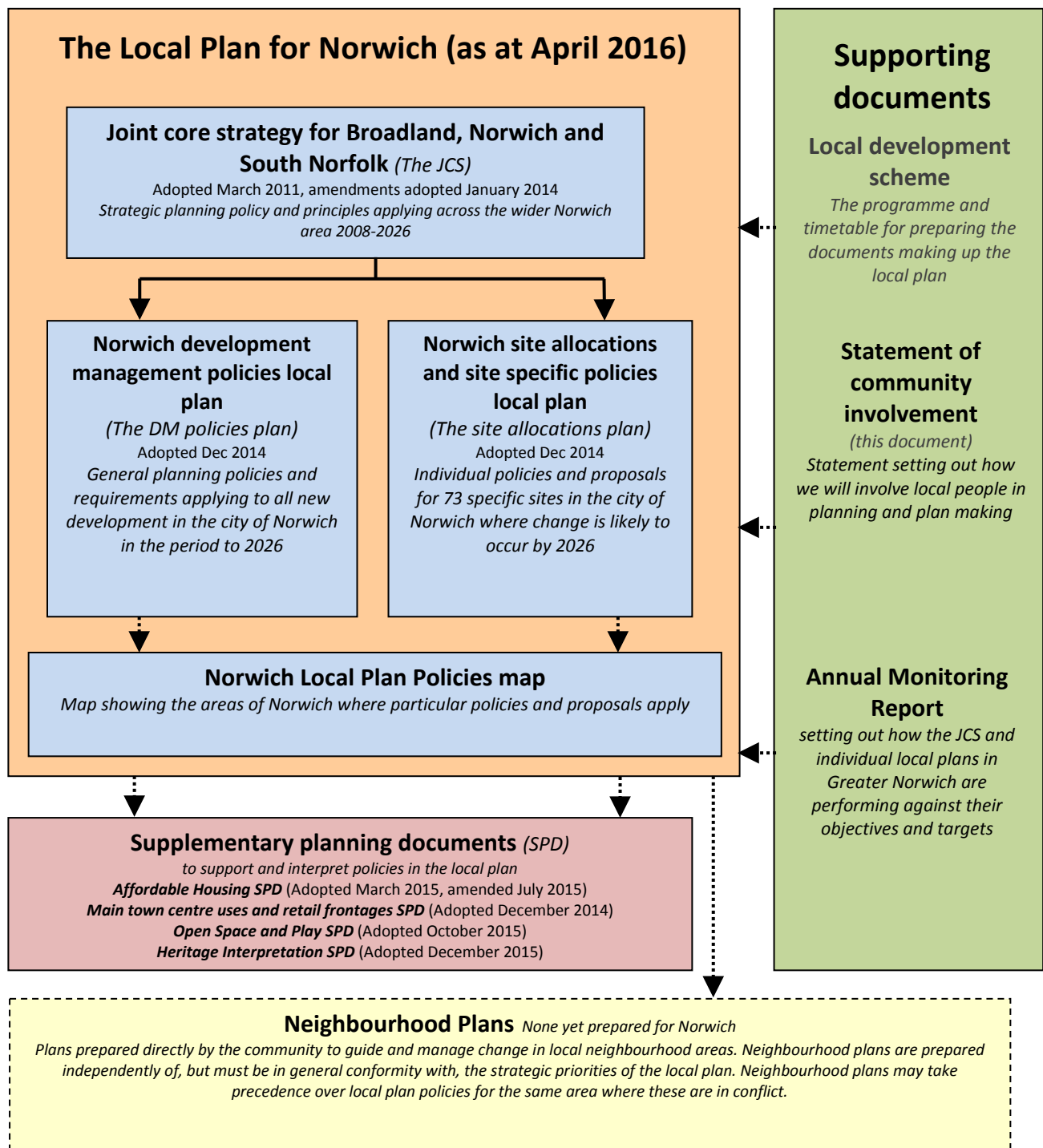


Figure 2: Documents making up the adopted local plan

## Consultation Methods

38. The council has a well established procedure for involving people in plan-making. We will continue to develop our understanding of different consultation techniques over time and learn from what works, and what doesn't. A variety of methods have and will be used during consultations, taking into consideration issues being consulted on and the needs of the audience. These include the use of appropriate locations, and/or the use of particular presentation media for presentations to blind people, people with impaired hearing, and people with mental health issues or learning difficulties.

39. Consultation is carried out increasingly by electronic means but is still rapidly evolving in the digital age. Although almost all the documents we consult on are made available electronically, the challenge remains as to how information can be publicised effectively to attract the widest audience. The council is steadily expanding the use of interactive web technology to enable direct access to its services across a range of devices and allow local people to make payments, submit comments and report issues and problems direct via online forms. We will endeavour in future planning consultations to integrate these mechanisms where possible and extend the use of social media to help access "hard to reach" groups, especially younger people. We will also continue to use more traditional methods of consultation to include those without access to the internet or social media.

40. Based on our current success and lessons learned from previous consultations, we will endeavour to use a range of consultation approaches, as necessary, set out in the following list:

- Letters/emails to groups and individuals
- newspapers and Citizen magazine
- paper documents
- council's website
- "planning for real"<sup>1</sup> type events
- presentations to community groups
- public meetings
- focus groups
- exhibitions
- local councillors
- social media
- local radio



41. We acknowledge that it is important to make public consultation arrangements as extensive as possible to make sure the public can get their voice heard. However, it is not always possible or appropriate to consult using all the methods

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<sup>1</sup> "Planning for Real" is a nationally recognised planning process where residents take a hands-on role in registering their views, identifying priorities and suggesting solutions for development in their area using 3D models, plans and maps. Sessions are usually facilitated by an independent organisation such as Planning Aid England.

listed above. We will make sure that consultations are tailored appropriately to the kind of plan, policy or proposal being consulted on and the stages it has reached. We will ensure that people with no access to the internet, email, text or social media are kept informed by traditional, non-electronic means.

### How long will consultations last?

42. At all consultation stages the Council will comply with the minimum legal requirements. The National Compact (see paragraph 15 above) states that local authorities should “...where it is appropriate, and enables meaningful engagement, conduct 12-week formal written consultations, with clear explanations and rationale for short timeframes or a more informal approach.”

43. In most circumstances a 12 week consultation period will not be needed to respond to emerging plans and policies. This is because

- In future, the need to expedite the production of statutory local plans to meet more rigorously enforced **government targets** for speedy plan-making and timely review mean that an extended period of public consultation may not always be achievable within the timeframes available. In these circumstances the reasons for reducing the consultation timescale will be clearly set out.
- the council’s programme for preparing planning policy documents must be set out in the statutory **Local Development Scheme (LDS)** and this gives details of forthcoming documents and expected timescales well in advance;
- The council’s **forward agenda** gives advance notice of documents which will be considered by council committees.

44. The following timescales will be adhered to for documents consulted on:

| Document type   | Normal period for consultation  | Circumstances in which the consultation period will be extended   |
|---|---|---|
| Development plan documents (DPDs)                       | We will consult for at least the minimum statutory period of <b>six weeks</b> (42 calendar days) on DPDs  | We will ensure wherever possible that consultation periods are not timed to coincide with the Christmas, Easter, <u>or summer holiday periods. We will not undertake consultations during August. Where overlaps with other holiday periods</u> are unavoidable, we will extend consultation to allow for extra days where a bank holiday occurs in the period. |
| Neighbourhood development plans (“Neighbourhood plans”) | We will consult for at least the minimum statutory period of <b>six weeks</b> (42 calendar days) when proposals for neighbourhood plans prepared by designated neighbourhood planning bodies are published. | Where a normal period of consultation would take in all or part of the  |



| Document type   | Normal period for consultation  | Circumstances in which the consultation period will be extended  |
|---|---|--|
| Future reviews of this Statement of Community Involvement (SCI).  | We will consult for at least <b>six weeks</b> (42 calendar days) on any future reviews of this SCI.   | Christmas/New Year holiday, the Easter holiday <u>or the school summer holiday period outside of August</u> , extra days will be added to compensate for this, up to a maximum of 14 calendar days over and above the statutory minimum.           |
| Supplementary planning documents (SPD) including planning briefs. | We will consult for at least the minimum statutory period of <b>four weeks</b> (28 calendar days) on SPD and on planning briefs which have the status of SPD. | At its discretion, and only in the early, informal stages of DPD/SPD production, the Council may allow additional time for representations to be made in circumstances where there is a justifiable reason for not responding within the deadline. |
| Non-statutory planning documents and informal advice notes.       | We will consult for a period appropriate to the coverage and content of the document concerned.   | In accordance with the Code of Recommended Practice on Local Authority Publicity, we will not normally run consultations on planning documents in the six week period immediately before local council elections. ("Purdah").                      |

45. For supplementary planning documents (SPD) and planning briefs, the Local Development Regulations specify a minimum four week consultation period, although the period for legal challenge after adoption is longer than it is for DPDs. Because supplementary planning documents typically relate to small geographical areas or subjects of specialist interest, shorter consultation periods are justified, particularly as similar lead-in times and reporting arrangements exist for SPD as they do for development plan documents.

46. For neighbourhood plans a separate period of public consultation by the neighbourhood planning body proposing the plan is required before a draft plan can be formally submitted to and accepted by the council. Although at the time of writing no neighbourhood plans have been prepared or proposed in Norwich, the

#### Who will we involve, and how?

47. The Council's Community engagement strategy (CES) "Working Better Together" identifies five levels of involvement:

- Keeping you informed;
- Asking what you think;
- Deciding together;
- Acting together, and;

- Supporting independent community initiatives.

48. Different types of policy documents need different levels of involvement, depending on factors such as how many people would be affected by the proposed policy and the type of impact it would have. Detailed guidance on who we will involve, how, and at what level at the various stages of the plan making process is given in the tables on the following pages.

### Public involvement in Local Plans (Development plan documents)

| Key stages   | Involvement Level  | Public/stakeholder involvement arrangements   |
|--|--|---|
| <b>1. Pre-production/evidence gathering</b><br>The information needed for the plan is prepared and potential issues identified.  | <ul style="list-style-type: none"> <li>• Asking you what you think</li> <li>• Deciding together</li> </ul> | <ul style="list-style-type: none"> <li>• Writing to statutory environment bodies to initiate Sustainability appraisal screening</li> <li>• Early involvement of relevant stakeholders</li> <li>• Hold focus group sessions where necessary to help decide issues to be included in the plan</li> </ul>  |
| <b>2. Draft Local plan</b><br>The information gathered at first stage is taken into account in the drafting of detailed policies and allocations. Depending on the level of complexity, the draft local plan stage may involve more than one period of consultation. | <ul style="list-style-type: none"> <li>• Asking you what you think</li> </ul>                              | <ul style="list-style-type: none"> <li>• Publish draft documents for consultation for a minimum of <b>six weeks</b>, and, at the start of the consultation period,                             <ul style="list-style-type: none"> <li>▪ publish the Sustainability scoping report or appraisal as appropriate;</li> <li>▪ inform specific consultation bodies (this will be done by email where possible: postal mailing will be used where there is no email address on the database);</li> <li>▪ inform relevant consultation bodies , other interested bodies and individuals on the consultation database, as above;</li> <li>▪ publish electronic copies of the consultation documents on the Council's website;</li> <li>▪ make hard copies of consultation documents available for inspection at the Council's office and the Millennium library;</li> <li>▪ issue press release in local papers;</li> <li>▪ add consultation information on Council's social media sites.</li> </ul> </li> <li>• Arrange public meetings, exhibitions, focus groups as appropriate</li> </ul> |
| <b>3. Publication of the Local plan</b><br>The Local plan is finalised and published for a last stage of consultation. Comments at this stage will only be sought on soundness and legal compliance of the plan.   | <ul style="list-style-type: none"> <li>• Asking you what you think</li> </ul>                              | <ul style="list-style-type: none"> <li>• Publish the Local plan and relevant documents for consultation for a minimum of <b>six weeks</b>, and, at the start of the consultation period,                             <ul style="list-style-type: none"> <li>▪ publish a statement of the representations procedure;</li> <li>▪ publish the Sustainability appraisal report for consultation;</li> <li>▪ publish a consultation statement summarising all comments received from the previous stages and how the comments have been considered and taken into account;</li> <li>▪ publish relevant supporting documents;</li> <li>▪ inform specific consultation bodies, as above;</li> <li>▪ inform relevant general consultation bodies , other interested bodies and individuals on the</li> </ul> </li> </ul>  |

| Key stages  | Involvement Level  | Public/stakeholder involvement arrangements   |
|---|--|---|
|   |  | <p>consultation database, as above;</p> <ul style="list-style-type: none"> <li>▪ publish electronic copies of all the documents on the Council's website;</li> <li>▪ make hard copies available for inspection at the Council's office and the Millennium library;</li> <li>▪ issue public notice in local newspapers;</li> <li>▪ issue press release in local newspapers;</li> <li>▪ add consultation information on Council's social media sites.</li> </ul> <p>• Arrange exhibition or presentation to interest groups if necessary</p>  |
| <b>4. Submission</b>  | <ul style="list-style-type: none"> <li>• No involvement</li> </ul>       | The draft Local plan, and all supporting documents and the comments received from public consultation are submitted to the Secretary of State, who appoints an independent planning inspector. The hard copy documents are made available at Council's offices and the Millennium library.  |
| <b>5. Public examination</b>  | <ul style="list-style-type: none"> <li>• No involvement</li> </ul>       | The Local plan and the comments received are examined by the planning inspector, followed by the inspector's report.  |
| <b>6. Adoption</b><br>The Local plan is adopted following the consideration of the recommendations in the inspector's report. | <ul style="list-style-type: none"> <li>• Keeping you informed</li> </ul> | <ul style="list-style-type: none"> <li>• Make the inspector's report available for inspection on the Council's website and at the Council's office</li> <li>• Inform consultees who previously made representations about the availability of inspectors report</li> </ul> <p>Following adoption of the Local plan, we will:</p> <ul style="list-style-type: none"> <li>• Publish the Local plan, make electronic copies available on the Council's website and hard copies available at the Council's office</li> <li>• Publish adoption statement in Local newspapers</li> <li>• Send adoption statement to specific and general consultees and those who made representations at previous stages or those who have asked to be notified of the adoption</li> <li>• Make the Sustainability appraisal and other supporting documents available for inspection for six weeks after adoption</li> <li>• provide information about the adoption of the plan on Council's social media sites</li> </ul> |

### Public involvement in Supplementary Planning Documents (SPDs) and planning briefs

| Key stages  | Involvement Level  | Public/stakeholder involvement arrangements   |
|---|--|---|
| <b>1. Pre-production/evidence gathering</b><br>The information needed for the plan needs to be prepared and potential issues need to be identified.   | <ul style="list-style-type: none"> <li>Asking you what you think</li> <li>Deciding together</li> </ul> | <ul style="list-style-type: none"> <li>Engaging relevant stakeholders in deciding the level of detail to be included in the plan and to identify key issues that need to be addressed</li> <li>Where necessary, preliminary consultations will be carried out prior to the publication of draft SPDs</li> </ul>   |
| <b>2. Draft SPDs/ Planning briefs</b><br>A Draft SPD/planning brief is prepared following the initial evidence gathering stage. Consultations at this stage will involve publishing a draft of the SPD/ planning brief for comment. | <ul style="list-style-type: none"> <li>Asking you what you think</li> </ul>                            | <ul style="list-style-type: none"> <li>Publish the Draft SPD/planning brief for consultation for a minimum of <b>four weeks</b>, and, at the start of the consultation period,                             <ul style="list-style-type: none"> <li>make electronic copies of the plan and supporting documents available on the Council's website;</li> <li>make hard copies of the plan and supporting documents available at the Council's office and Millennium library for inspection;</li> <li>inform relevant specific and general consultees and those on the consultation database who may have an interest on the issues (this will be done by email where possible: postal mailing will be used where there is no email address on the database);</li> <li>issue a press release for the matters concerned if appropriate;</li> <li>provide consultation information on Council's social media sites.</li> </ul> </li> <li>Arrange exhibition or presentation to interest groups if appropriate</li> </ul> |
| <b>3. Adoption</b><br>The Council will consider the representations received through the consultations and make any amendments necessary before adopting the SPD/ planning brief.   | <ul style="list-style-type: none"> <li>Keeping you informed</li> </ul>                                 | <ul style="list-style-type: none"> <li>Publish the SPD/planning brief – make electronic copies and any supporting documents available on the Council's website and hard copies available at Council's office</li> <li>Publish a consultation statement summarising all comments received from the previous stages and how the comments were considered and taken into account</li> <li>Send an adoption statement to those who have made representations during the previous consultations and those who have asked to be notified of the adoption of the SPD/planning brief.</li> <li>provide information on Council's social media sites</li> </ul>   |

## Publicising Neighbourhood Plans

Neighbourhood plans are prepared independently by the local community. As such, deciding how to involve people about what should be in a neighbourhood plan and determining what issues it will cover is the role of the neighbourhood forum or other designated body<sup>2</sup> actually proposing the plan. The council does not itself have a direct role in preparing a neighbourhood plan but must provide technical advice and support to any group proposing one, to ensure that it will be broadly consistent with the existing development plan for the area. The council is only required to consult formally at key stages, following the legal procedures as described below. The neighbourhood planning body must abide by the neighbourhood planning regulations and must consult “meaningfully” about a proposed plan, but is not bound by this Statement of Community Involvement.

| Key stages   | Involvement Level  | Public/stakeholder involvement arrangements   |
|--|--|---|
| <b>1. Neighbourhood Area Application</b><br>A neighbourhood forum or other prospective neighbourhood planning body applies to the city council to designate a Neighbourhood Area for which they propose to prepare a Neighbourhood Plan. The city council publicises the application and invites representations over a minimum 6 week period. | <ul style="list-style-type: none"> <li>• Keeping you informed</li> <li>• Asking you what you think</li> <li>• Supporting independent community initiatives.</li> </ul> | Publish the Neighbourhood Area proposal and invite representations for a minimum of six weeks, and, at the start of the period, <ul style="list-style-type: none"> <li>• make electronic copies of the proposal documentation available on the Council’s website;</li> <li>• make hard copies of the proposal documentation available at the Council’s office and Millennium library for inspection;</li> <li>• inform relevant specific and general consultees and those on the consultation database who may have an interest in the proposal (this will be done by email where possible: postal mailing will be used where there is no email address on the database);</li> <li>• issue a press release relating to the proposal if appropriate;</li> <li>• add information about how to respond to the proposal on the Council’s social media sites.</li> </ul> |

<sup>2</sup> In areas without a parish or town council (such as Norwich), local people will need to decide which organisation should produce a neighbourhood plan. These can be existing community groups or local people forming a new group. In both cases they will need to be formally designated and must meet the basic conditions set out in the Localism Act. This includes having at least 21 members and being established to promote the wellbeing of the neighbourhood area. It must be open to new members and have a written constitution and have taken reasonable steps to secure membership from residents, business and local elected members across the neighbourhood area.

| Key stages  | Involvement Level  | Public/stakeholder involvement arrangements  |
|---|--|--|
| <b>2. Submission of a Neighbourhood Plan</b><br>The neighbourhood forum submits the Neighbourhood Plan to the city council. The council invites representations on the submitted plan over a minimum 6 week period.   | <ul style="list-style-type: none"> <li>• Keeping you informed</li> <li>• Asking you what you think</li> <li>• Supporting independent community initiatives.</li> </ul> | Publish the submitted plan and invite representations for a minimum of six weeks, and, at the start of the period, <ul style="list-style-type: none"> <li>• make electronic copies of the submitted plan available on the Council's website;</li> <li>• make hard copies of the submitted plan available at the Council's office and Millennium library for inspection;</li> <li>• inform relevant specific and general consultees and those on the consultation database, as above;</li> <li>• issue a press release relating to the Neighbourhood Plan if appropriate;</li> <li>• provide information about how to respond to the plan on the Council's social media sites.</li> </ul> |
| <b>3. Publication of examiners report</b><br>The city council publishes the report of the examination into the submitted Neighbourhood Plan and the decision of the council as to whether or not it accepts the examiner's recommendations.                         | <ul style="list-style-type: none"> <li>• Keeping you informed</li> </ul>   | <ul style="list-style-type: none"> <li>• make electronic copies of the examiner's report and decision statement available on the Council's website;</li> <li>• make hard copies of the examiner's report and decision statement available at the Council's office and Millennium library for inspection;</li> <li>• inform relevant specific and general consultees and those on the consultation database, as above;</li> <li>• Provide information about the examiner's report and decision on the Council's social media sites.</li> </ul>  |
| <b>4. Referendum information statement</b><br>The city council publishes the Referendum Information Statement and specified documents, setting out the date and procedure for the Neighbourhood Plan referendum. A minimum of 28 working days notice will be given. | <ul style="list-style-type: none"> <li>• Keeping you informed</li> </ul>   | No less than 28 working days before a Neighbourhood Plan referendum: <ul style="list-style-type: none"> <li>• make electronic copies of the referendum information statement and documentation available on the Council's website;</li> <li>• make hard copies of the referendum information statement and documentation available at the Council's office and Millennium library for inspection;</li> <li>• inform relevant specific and general consultees and those on the consultation database, as above;</li> <li>• Provide information about the referendum on the Council's social media sites.</li> </ul>   |

| Key stages  | Involvement Level   | Public/stakeholder involvement arrangements   |
|---|---|---|
| <b>5. “Making” of the neighbourhood plan</b><br>The city council confirms that the Neighbourhood Plan has come into effect (has been “made”) <sup>3</sup> . | <ul style="list-style-type: none"> <li>• Keeping you informed</li> <li>• Supporting independent community initiatives.</li> </ul> | <ul style="list-style-type: none"> <li>• Publish the neighbourhood Plan – make electronic copies and any supporting documents available on the Council’s website and hard copies available at Council’s office</li> <li>• Notify those who have asked to be informed about the making of the neighbourhood plan.</li> <li>• Provide information about the made plan on Council’s social media sites.</li> </ul> |

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<sup>3</sup> Under planning legislation, neighbourhood development plans prepared by the community are referred to as being “made” when they take legal effect. This is distinct from local plans prepared by a council or other local planning authority, which are “adopted”.



### 3. Consultations on planning applications

#### Introduction

49. Planning applications are considered through the development management process. It is important that the views of the general public and stakeholders are taken into account to inform decisions.
50. The legal minimum requirements of publicity on planning applications are set out in legislation. These requirements include publication on the Council's register, notices displayed near the site and/or neighbours being notified directly. For some applications, an advertisement is required in a local newspaper. Similar requirements apply to applications for listed building consent.
51. This section sets out the council's approach to encouraging, and requiring where necessary, developers to undertake pre-application consultations and for the involvement of the community in commenting on planning applications.
52. The Planning service standards outline how people can expect to be involved in planning applications and the service they can expect to receive including response times to letters, emails and phone calls. The most up-to-date Planning service standards are available on our website at [www.norwich.gov.uk](http://www.norwich.gov.uk); these will be updated when appropriate to reflect any future changes in legislation or internal processes.

#### Pre-application consultation

53. The National Planning Policy Framework (NPPF) states that local planning authorities should encourage other parties involved in the development process to take maximum advantage of the pre-application stage, so that prospective developers and applicants who are not already required to do so by law may engage effectively with the local community before they make a planning application. This should improve the efficiency and effectiveness of the planning application system for all parties.
54. The city council strongly encourages developers and agents of all application types to engage with the community at the earliest opportunity. For major schemes this is a requirement. This will give the best information on which to base proposals and enable any planning application that is subsequently made to have the best chance of success.
55. Early involvement between developers, the community, consultees and the local planning authority allows issues and concerns to be discussed before planning proposals are formally submitted for assessment and decisions are made. Pre-application involvement by all parties allows issues and concerns to be raised at an early stage, potentially enabling them to be addressed and giving communities the opportunity to shape or influence the development proposals.
56. There are several levels of pre-application service available, depending on the type of development proposed. A fee will be charged for this service. Further guidance can be found on the Council's website at the following

link <http://www.norwich.gov.uk/Planning/PlanningApplications/Pages/PreApplicationAdviceService.aspx>.

57. The Council strongly encourages applicants to consult the local community before submitting a planning application for significant development, in particular:
- Housing developments of 10 or more dwellings;
  - Any other development with a floor area of 1,000 square metres.
58. The **Validation requirements** produced by the Council provide details of the pre-application consultation requirements for applications. These will be regularly updated in accordance with legislative requirements. The validation requirements can be accessed from the Council's website: [https://www.norwich.gov.uk/downloads/file/1558/validation\\_requirements](https://www.norwich.gov.uk/downloads/file/1558/validation_requirements).
59. The figure on the next page gives some basic advice on how involvement/consultation would be expected to be conducted:

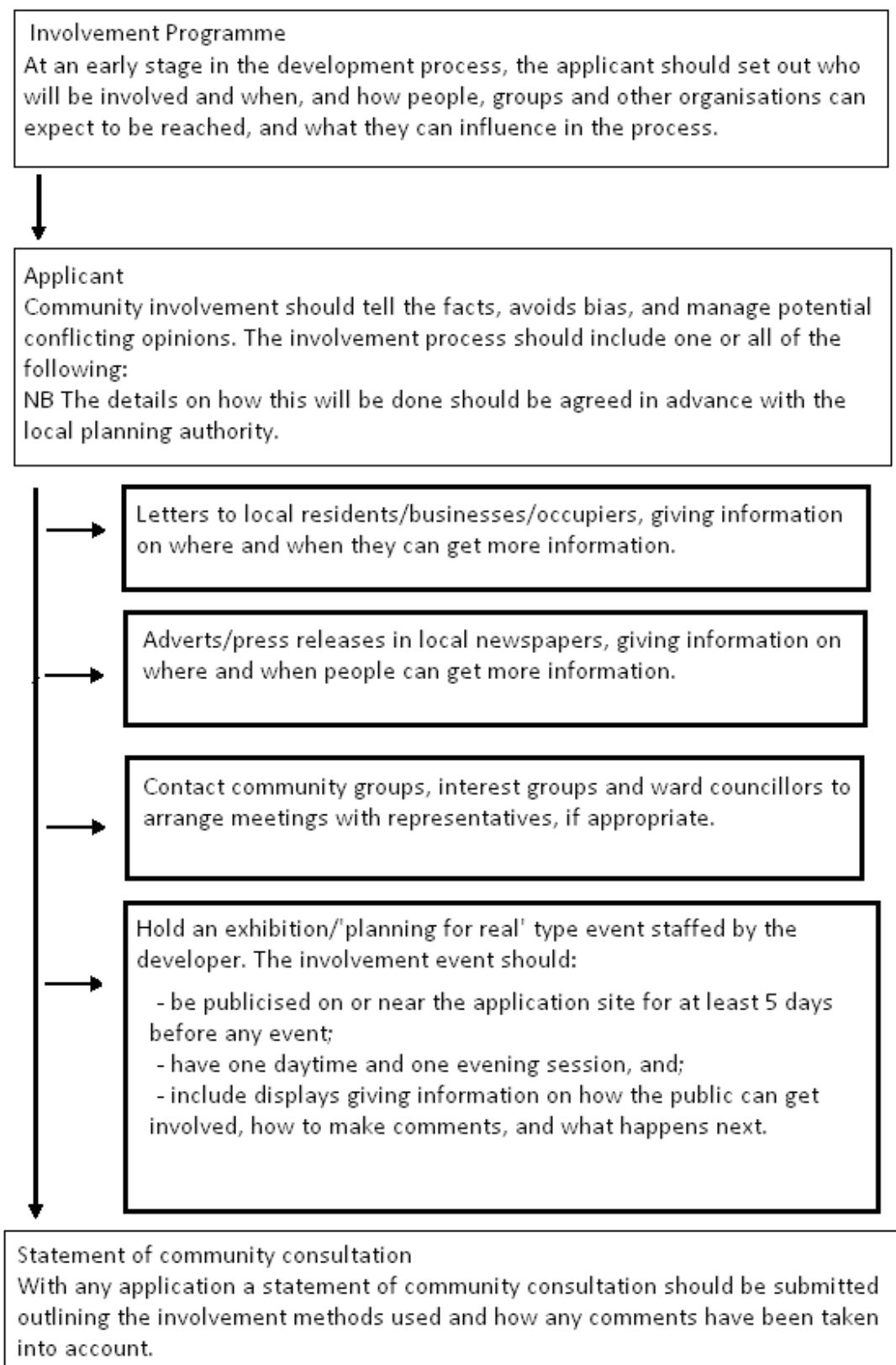


Figure 3: An example of how a pre-application community consultation could be conducted

### Planning application consultation

60. It is important that the community have suitable opportunities to be involved in commenting on planning applications and that those comments are taken into account when the decision is made.

61. The council has a well established process of consultation on planning applications. The main way to find out information on planning applications is through the Planning Public Access service<sup>4</sup> on our website: <http://planning.norwich.gov.uk/online-applications>. You can also sign up to receive e-mail alerts of proposed developments in your area through this service. Other methods currently include:

- i) letters and emails to statutory consultees, other organisations and interest groups;
- ii) letters and emails to residents, businesses and properties within 10metres of the boundary of the site;
- iii) the display of site notices (for some applications);
- iv) publication in local newspapers (for some applications);

*NB The methods listed at ii), iii) and iv) above will be carried out in accordance with at least the minimum requirements of Section 15 of the The Town and Country Planning (Development Management Procedure) (England) Order 2015 (or any updated version thereafter)*

- v) viewing of all comments received on our website;
- vi) viewing of all decision reports on our website;
- vii) presentations at committee (for some applications) (in accordance with the requirements of the Planning Service Code of Conduct);
- viii) committee papers – available a week before each meeting (in paper form/website), and;
- ix) committee minutes – available 7 days prior to the next meeting.

***NB The above list is not exhaustive and may be amended in response to future changes in national planning legislation or regulation. Full details of the consultation methods on planning applications can be found at the following***

***links: [https://www.norwich.gov.uk/info/20017/planning\\_applications/1201/april\\_2009](https://www.norwich.gov.uk/info/20017/planning_applications/1201/april_2009) [https://www.norwich.gov.uk/info/20017/planning\\_applications/1202/june\\_2013](https://www.norwich.gov.uk/info/20017/planning_applications/1202/june_2013) (the second link incorporates process changes resulting from the national extension of permitted development rights in the Planning (General Permitted Development) Order 2013)***

62. If any planning application is amended during the process of its assessment and the amendment would be likely to have a significant adverse impact on neighbouring properties, then the occupiers of properties affected will be re-notified. All revised or additional documentation or plans will be published on the website. If necessary, the case officer for the application will agree a new determination deadline with the developer/agent as required.

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<sup>4</sup> The Planning Public Access website allows you to search for details of planning applications, plans and supporting documentation that have been submitted to Norwich City Council's planning service.

63. The Planning Portal ([www.planningportal.gov.uk](http://www.planningportal.gov.uk)) provides information on planning in general, with Norwich City Council's website providing more specific information relevant to Norwich. Public Access contains details of all planning applications and comments of consultees and the consideration of the application by officers from December 2005 onwards, with some information on applications from January 1988 to November 2005.



### Material planning considerations

64. In the process of assessing an application the planning officer must have regard to *material planning considerations*. Some examples of material considerations and non-material considerations can be found below (please note, this list is not exhaustive). For example, the loss of property value is not a material planning consideration and will not be taken into account in the assessment of an application.

65. More advice on material planning considerations can be found via the Planning Portal and Planning Aid England by following the links below:

<http://www.planningportal.gov.uk/general/faq/faqapplyprocess%20-%20Whatarematerialconsiderations#Whatarematerialconsiderations>

<http://www.rtpi.org.uk/media/686895/Material-Planning-Considerations.pdf>

| MATERIAL CONSIDERATIONS  | NON-MATERIAL CONSIDERATIONS    |
|---|---|
| <ul style="list-style-type: none"> <li>National and local policies</li> </ul>                               | <ul style="list-style-type: none"> <li>Issues considered under Building Regulations</li> </ul>  |
| <ul style="list-style-type: none"> <li>Planning history and previous appeal decisions</li> </ul>            | <ul style="list-style-type: none"> <li>Land/boundary disputes, including rights of access</li> </ul>  |
| <ul style="list-style-type: none"> <li>Case Law</li> </ul>  | <ul style="list-style-type: none"> <li>Opposition to business competition</li> </ul>  |
| <ul style="list-style-type: none"> <li>Impact on sunlight, outlook, privacy and amenity</li> </ul>          | <ul style="list-style-type: none"> <li>Loss of property value</li> </ul>  |
| <ul style="list-style-type: none"> <li>Highways issues (e.g. increased traffic movements)</li> </ul>        | <ul style="list-style-type: none"> <li>Loss of view (<i>NB this does not include 'outlook'</i>).</li> </ul>   |
| <ul style="list-style-type: none"> <li>Effect on a Listed Building or Conservation Area</li> </ul>          | <ul style="list-style-type: none"> <li>Opposition to the principle of a development if permission has been granted by an outline application or appeal decision.</li> </ul> |

**Figure 4:** Examples of material and Non-material considerations (Source: RTPI/Planning Portal/ Planning Aid England)

## 4. Resources and management

66. This section discusses the management of the involvement process and the resources available to the council. The local plan is managed by the council's planning policy and projects team and supported by officers from other council departments who will provide expertise, support and advice during the process. The resources are designed to ensure that the Local plan, Sustainable community strategy and other council strategies are linked and that all local community involvement events are coordinated.
67. The council will aim to make the most efficient use of limited staff time and resources to prepare local planning documents and involve people throughout the plan-making process. We will closely work with those involved to understand and agree policies and proposals at an early stage so that outstanding issues can be resolved where possible, meaning that fewer resources are needed at the examination stage to debate outstanding objections. From previous experience of consulting on planning policy documents, using time and resources efficiently to involve the public, developers and other stakeholders at the earliest stage can greatly shorten the length of examination time and reduce unnecessary delays in the plan production process. This helps to ensure that emerging policies and proposals have a broad consensus and will be appropriate and effective in bringing forward sustainable development.
68. The council may engage specialised agencies or consultants for specific parts of the planning policy framework such as masterplanning and evidence studies. They will be expected to undertake public participation and involvement on their proposals and results which will be consistent with this document.



## Appendix 1: Local plan consultees

In the planning policy making process, the Council has to consult organisations which are known as either 'specific' or 'general' consultees. In addition the government has introduced a 'Duty to co-operate' in the 2012 planning regulations<sup>5</sup>; many of the consultees required under the Duty to co-operate are already included in the list of 'specific consultees' below, but for completeness they are all listed separately on page 25. As the legislation and regulations are frequently updated, the lists of consultees below may change over time and must be checked against the requirements set out in any new regulations.

The recent planning regulations set out the specific consultation bodies. Along with relevant government departments, the list contains the following bodies:

### Specific consultation bodies

- The Coal Authority
- The Environment Agency
- The Historic Buildings and Monuments Commission for England (Historic England)
- The Marine Management Organisation
- Natural England
- Network Rail Infrastructure Limited
- The Highways Agency
- Norfolk County Council
- Broads Authority
- Adjacent local authorities
- Norfolk, Suffolk and Cambridgeshire Clinical Commissioning Bodies (or successor health care bodies)
- Norfolk Constabulary
- Police and Crime Commissioner
- Relevant telecommunications companies
- Relevant electricity and gas companies
- Relevant water and sewerage undertakers
- The Homes and Communities Agency
- Local nature partnerships

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<sup>5</sup> The Town and Country Planning (Local Planning) (England) Regulations 2012

### **General consultation bodies - examples**

Through this Statement of community involvement, we are committed to involving a wide range of other groups, organisations and interested individuals in the planning process. This will ensure that as many people as possible who are interested are involved in the future development of Norwich.

The list below provides some examples of general consultation bodies:

- Community groups (area based and topic based)
- Parish councils in Norwich policy area
- Housing organisations
- Housebuilders
- Residents and tenants groups
- Business and commerce organisations
- Economic development agencies
- Educational bodies
- School councils
- Community safety bodies
- Environmental and heritage organisations
- Equal opportunities bodies
- Ethnic minority groups
- Disabled people's organisations
- Older people's groups
- Faith groups
- Health and social care groups
- NHS Norfolk
- Norfolk and Waveney Mental Health Trust
- Youth organisations
- Agents/developers
- Landowners
- Regeneration bodies
- Tourism bodies
- Transport bodies
- Community centres
- Volunteer development organisations
- Sports and recreation organisations
- Health and Safety Executive
- Royal Mail
- Emergency services.
- Gypsies, Travellers and Travelling Showpeople
- Design Review Panel
- Norfolk Historic Environment Service
- Local Enterprise Partnerships
- Interested individuals



**Duty to Co-operate: consultees required under the 2012 Planning Regulations**

(as amended by the National Treatment Agency (Abolition) and the Health and Social Care Act 2012 (Consequential, Transitional and Saving Provisions) Order 2013)

- The Environment Agency
- The Historic Buildings and Monuments Commission for England (Historic England)
- Natural England
- The Civil Aviation Authority
- The Homes and Communities Agency
- Clinical Commissioning Groups (established under section 14D of the National Health Service Act 2006);
- The National Health Service Commissioning Board
- The Office of Rail Regulation
- Integrated Transport Authorities
- Highway Authority (Norfolk County Council)
- The Marine Management Organisation

*Note that consultees specific to London are not included in this list.*



**Report to** Cabinet  
**Report of** Executive head of regeneration and development  
**Subject** Installation of 100 Thermodynamic Hot Water Systems

**Item**

**15**

## **KEY DECISION**

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### **Purpose:**

To consider the procurement process for the contract relating to the installation of 100 thermodynamic hot water systems in council-owned homes.

### **Recommendation**

To agree to award a contract for the installation of Thermodynamic hot water systems to 100 council owned homes to Impact Renewable Energy Ltd. (Impact Renewables)

### **Corporate and Service Priorities:**

The report helps to meet the corporate priority “Decent housing for all” and the service plan priorities to continue to deliver the programme of making all council homes decent, to maximise the use of our housing stock and to enable new homes. Installation will enable council tenants to benefit from free hot water, reducing their energy bills. This will also contribute to the council’s carbon reduction target of 6 per cent per year.

### **Financial Implications:**

The value of the contract will be £305,200.00. The funding for this will be taken from the capital budget allocated to improve energy efficiency of council owned homes. The properties which have been highlighted for these systems have older boilers and hot water systems which are due for replacement in financial year 2017/18. Thermodynamic systems use a certain type of cylinder which will be installed prior to a boiler upgrade. This will reduce the cost of the heating upgrade next financial year.

### **Ward/s:**

The current programme will affect many wards though a majority of the work will occur in Mile Cross, North Earlham, Clover Hill and West Earlham wards.

**Cabinet member:** Councillor Harris – Housing

### **Contact Officers**

|   |              |
|---|--------------|
| Andy Watt – Head of City Development Services                     | 01603 212691 |
| Gary Atkins – Associate Director, NPS Norwich Ltd                 | 01603 227902 |
| Jay Warnes – Head of Strategic Property Services, NPS Norwich Ltd | 01603 227906 |

## **Background Documents**

None

# Report

## Background

1. Thermodynamic hot water systems includes a panel which sit on the roof of a property. They are similar in appearance to a photovoltaic (PV) panel however, they are dependant on air temperature rather than sunlight. The panels use the suns thermal energy to provide some free hot water all through the year.
2. The work shall contribute to the Councils aim of reducing fuel poverty across the city and in addition, reducing the risk of tenants falling into arrears due to rising energy costs. This could also release more money into the local economy that would have otherwise gone towards fuel bills.
3. To date, Norwich City Council has successfully installed 150 thermodynamic hot water systems to its housing properties.
4. Impact Renewables has already successfully installed over 130 of these thermodynamic systems to the housing stock.
5. The panels and associated works would be maintained and repaired by Impact Renewables.

## Procurement process

1. A contract notice was placed on the council's e-procurement website and on the Contracts Finder national portal to ensure an open competitive tendering process.
2. Five suppliers expressed an interest in the opportunity and submitted a tender bid.
3. Evaluation of the tenders revealed that Impact Renewables provided the most comprehensive evidence of being able to successfully deliver the required outcomes contained within the tender documentation and specification.
4. Price of installation works out at around £700 cheaper per property than our previous installations. The technology has become widely used throughout the country which has resulted in more economically efficient installations.
5. Impact Renewables were also the most economically advantageous tenderer.

## Use of NPS Norwich Ltd

1. NPS Norwich Ltd is a joint venture (JV) company jointly owned by NPS Group and Norwich City Council. The JV now provides the entire professional property function for Norwich City Council.
2. The advantages of this proposal would be that NPS Norwich Ltd would provide overall project management resources and would receive fees in addition to any survey fee work to cover the project. 50% of NPS Norwich profit is returned to Norwich City Council.
3. NPS Norwich Ltd will project manage the surveys, installations and resident liaison. NPS Norwich Ltd will ensure that the regular monthly meetings are held to ensure project and contract compliance.



The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

## Report author to complete

|                         |  |
|-------------------------|--|
| <b>Committee:</b>       | Cabinet  |
| <b>Committee date:</b>  | 08/06/2016   |
| <b>Head of service:</b> | Andy Watt  |
| <b>Report subject:</b>  | Managing Assets (Housing)  |
| <b>Date assessed:</b>   |  |
| <b>Description:</b>     | To seek approval to award a contract to Impact Renewables for the installation of thermodynamic panels to 100 council owned homes. |

|  | Impact                              |                                     |                          |   |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| <b>Economic</b><br>(please add an 'x' as appropriate)                                    | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| <b>Finance (value for money)</b>   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This procurement process ensures the Council achieves the best value for money. The tender return is competitively priced and cheaper compared to previous installations.   |
| <b>Other departments and services</b><br><b>e.g. office facilities, customer contact</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | The contract may generate enquiries with the customer contact team at the early stages of the project. Correspondence will be aimed at reducing the need for customer contact.  |
| <b>ICT services</b>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | The recommended option will not impact on our ICT systems.  |
| <b>Economic development</b>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The thermodynamic panels will reduces energy bills and fuel poverty for tenants. In lowering energy bills tenants have more money, some of which may be spent on the local economy.<br>Through employment of local labour, the project assists in social economic benefits for the city and county. |
| <b>Financial inclusion</b>   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | As above  |
| <b>Social</b><br>(please add an 'x' as appropriate)                                      | <b>Neutral</b>                      | <b>Positive</b>                     | <b>Negative</b>          | <b>Comments</b>   |
| <b>Safeguarding children and adults</b>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| <b><u>S17 crime and disorder act 1998</u></b>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |
| <b>Human Rights Act 1998</b>   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |   |

|  | Impact                              |                                     |                          |  |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
| Health and well being  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | More energy efficient homes for tenants, reduced energy bills and reduction in the council's carbon footprint.   |
| Equality and diversity<br>(please add an 'x' as appropriate) | Neutral                             | Positive                            | Negative                 | Comments   |
| Relations between groups<br>(cohesion)                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Eliminating discrimination & harassment                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Advancing equality of opportunity                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Environmental<br>(please add an 'x' as appropriate)          | Neutral                             | Positive                            | Negative                 | Comments   |
| Transportation   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Natural and built environment                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The project introduces new and proven technology to these homes thus enhancing the image of the housing stock. Property surveys are carried out ahead of the natural stock condition surveys increasing additional asset data. |
| Waste minimisation & resource use                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |  |
| Pollution  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Reduction in Carbon Footprint of affected properties.  |
| Sustainable procurement                                      | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | E-procurement.   |



|                                    | Impact                   |                                     |                          |  |
|------------------------------------|--------------------------|-------------------------------------|--------------------------|--|
| Energy and climate change          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The thermodynamic project will contribute to reducing the councils overall carbon emissions and footprint. |
| (Please add an 'x' as appropriate) | Neutral                  | Positive                            | Negative                 | Comments   |
| Risk management                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  |

| Recommendations from impact assessment  |  |
|---|--|
| <b>Positive</b>   |  |
| Reduced fuel bills therefore preventing fuel poverty, reduction in carbon emissions within the housing stock and for the city contributing to our overall reduction target. |  |
| <b>Negative</b>   |  |
|   |  |
| <b>Neutral</b>  |  |
|   |  |
| <b>Issues</b>   |  |

