



BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY

TUESDAY, 7TH JUNE 2005 AT 2.00 P.M.*

CONFERENCE ROOM, THE COUNCIL HOUSE, BROMSGROVE

(*Please note time of Meeting)

AGENDA

Council Agendas and Minutes are available on our web site at
www.bromsgrove.gov.uk/meetings

MEMBERS: Councillors G. N. Denaro, Mrs. J. Dyer M.B.E., Mrs. K. M. Gall, R. Hollingworth, G. H. R. Hulett, Mrs. J. D. Luck, D. McGrath, D. C. Norton, N. Psirides J.P., J. A. Ruck, Mrs. M. A. Sherrey, Mrs. M. M. T. Taylor, C. J. Tidmarsh and C. J. K. Wilson.

1. Election of Chairman for the Ensuing Municipal Year
2. Election of Vice-Chairman for the Ensuing Municipal Year
3. To receive apologies for absence and notification of substitutes
4. To confirm the Minutes of the Meeting held on 19th April 2005
5. Statement of Community Involvement
6. MG Rover – Longbridge
7. Issues and Options Paper
8. Survey of Buildings of Local Interest
9. To consider any other business, details of which have been notified to the Head of Administrative Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting

The Council House,
Burcot Lane,
BROMSGROVE
Worcs.
B60 1AA

S. NIXON
Chief Executive

27th May 2005

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY

Tuesday, 19th April 2005 at 4.00 p.m.

PRESENT: Councillors Mrs. M. M. T. Taylor (Chairman), Mrs. J. Dyer M.B.E. (Vice-Chairman), A. J. Dent (substituting for J. A. Ruck), Mrs. K. M. Gall, G. H. R. Hulett, Mrs. J. D. Luck, D. C. Norton, S. R. Peters (substituting for G. N. Denaro), Mrs. M. A. Sherrey and C. J. Tidmarsh.

07/04 **APOLOGIES**

Apologies for absence were received from Councillors G. N. Denaro, D. McGrath and J. A. Ruck.

08/04 **MINUTES**

The Minutes of the Meeting of the Local Development Framework Working Party held on 8th February 2005 were submitted.

RESOLVED: that the Minutes of the Meeting be approved and confirmed as a correct record.

09/04 **STATEMENT OF COMMUNITY INVOLVEMENT**

Members received a report and presentation on the responses received to the Draft Statement of Community Involvement as a result of the public consultations period. The consultation fulfilled all of the statutory requirements and a Community Workshop event also took place. A number of further comments had been received since the report had been prepared and these were reported to the Working Party. It was felt that the time allocated for consultation over the summer period should be extended as far as possible.

RESOLVED: that the ideas and comments submitted by the Consultees on the subject of Community involvement during the consultation period be used to inform the Final Statement of Community Involvement.

10/04 **SUSTAINABILITY APPRAISAL SCOPING REPORT**

Members received a report and presentation on the Sustainability Appraisal process. It was noted that the first stage of the process was the publication of a Scoping report to set the context, objectives and establish the baseline for deciding the scope of the sustainability appraisal.

Following the presentation, Officers responded to Members' questions and comments. It was noted that at the next Meeting of the Working Party, schedule to take place on 17th May, there would be a full discussion on key sustainability issues and options to be considered.

RESOLVED: that the Sustainability Appraisal Scoping Report be approved for public consultation.

The Meeting closed at 5.30 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

LDF WORKING GROUP MEETING

7TH JUNE 2005

STATEMENT OF COMMUNITY INVOLVEMENT

Responsible Portfolio Holder	Councillor Mrs M Taylor
Responsible Head of Service	Malcolm Griffiths, Director of Planning Services

1. SUMMARY

- 1.1 A key part of the new Local Development Framework (LDF) planning system is the requirement on the Council to produce a Statement of Community Involvement (SCI). The SCI is intended to show how the Council aims to involve the community throughout the planning process and how we propose to resource and manage these proposals.
- 1.2 Following approval by Members at this meeting and by the Cabinet at their meeting on the 22nd June 2005 the SCI will be submitted to the Planning Inspectorate. Following this submission a final statutory period of 6 weeks will commence. This period allows for parties who are still aggrieved time to submit representations on the Council's SCI to an independent Planning Inspector.

2. RECOMMENDATIONS

- 2.1 That Members recommend to Cabinet that the Statement of Community Involvement be approved and submitted to the Secretary of State for independent examination.

3. PREVIOUS CONSULTATION

- 3.1 Previous consultation on the SCI included;
- November 2004 The circulation of an initial questionnaire and leaflet on community involvement.
 - March 2005 A workshop was held on the 3rd March 2005 during which the contents of a draft Statement of Community Involvement were discussed.
 - March & April 2005 A six week statutory consultation period was held during which a number of responses were received.
- 3.2 Responses from the above statutory consultation period combined with previous community input has been used to guide the contents of the Statement of Community involvement.

4. WHAT NEXT?

- 4.1 The minutes of this meeting will go to Cabinet on the 22nd June 2005. Following approval by Cabinet the Council's proposed final SCI will be sent to the Planning Inspectorate. At the same time a statutory 6 week period of consultation will commence. This statutory period will allow for any parties who are still aggrieved time to submit representations on the Council's SCI to an independent Planning Inspector. It is anticipated that an Inspector will report back early next year. If objections are submitted to the SCI an Inspector may decide to hold a public examination. However it is likely that any objections received will be heard by way of written representations.

5. CONCLUSIONS

- 5.1 Involving the community in planning, using the most effective methods open to us will help the Council ensure that the needs of the community are being met and will allow them to see that the Council is keen for the community to engage in the planning process. The SCI will be a step towards a 2-way line of communication on planning matters between the Council and the community.
- 5.2 Successful involvement of the community in the planning process will help the Council to ensure that the decisions that are made are the best decisions possible through using local knowledge and planning expertise.

6. FINANCIAL IMPLICATIONS

- 6.1 The Council will need to bear the cost of the time required by the Planning Inspectorate to assess this document and for any subsequent examination. A potential cost of £5,000 was thought likely for this element of the LDF process in 2005/06. There is no budget included in the approved allocations in 2005/06. Any financial costs would have to be met from the contingency budget 2005/06.

7. LEGAL IMPLICATIONS

- 7.1 There would be legal implications if the Council did not follow statutory processes.

8. ATTACHED DOCUMENT

- 8.1 Statement of Community Involvement (Submission Version)

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Statement of Community Involvement (Submission Version)

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1. Introduction

What is planning?

Planning is the process through which we make land use decisions about the area we live in. The planning system is in place to make sure that a balance is maintained between protecting our environment and developing our area. Both elements are important in creating a place where people want to live and work. It is essential that the community get involved in planning as the decisions taken affect everyone's lives.

Planning can be divided up into two main areas; development control and planning policy. Development control is concerned with planning applications and making decisions on specific developments. Planning policy is about creating a long-term vision for the area. How the community can get involved in both aspects of planning is covered by this document, the *Statement of Community Involvement (SCI)*.

What is changing?

The old system of planning policy required Local Planning Authorities to produce a '*Local Plan*.' The *Local Plan* covered every aspect of planning for a whole area. This took many years to produce and the production process was at times very slow. Now instead a '*Local Development Framework*' (*LDF*) will be produced. This is a collection of different documents that can be worked on individually; making the system more manageable and flexible, with different documents being produced as needs change.

The Government has made improvements to the planning system to make it faster, more responsive to change and to encourage greater community involvement. This document, the *SCI*, outlines what we, the Council aim to do to get the community involved in planning matters. In the past, the planning system has been prone to conflict between different parties. It is hoped that with effective, continuous community involvement, this will no longer be the case. All members of the community can be involved and contribute to the preparation of plans but we must be realistic: many different views will be expressed and some may be in opposition to one another. All views will be listened to but we won't always be able to do everything that people ask. This document outlines how you can get involved in discussing the issues that affect our District and have your say on planning for Bromsgrove.

More information

This document should be read alongside the *Local Development Scheme (LDS)*. The *LDS* sets out the timetable for production of the *Local Development Framework* and a plan of how the process will be managed. It can be found on the Council's website or obtained from the Council Offices on request. A glossary of the different planning terms and acronyms is included in Appendix 2. (Any terms that are in *italics* within the main text of the document are explained in the glossary.)

2. The aims of the Statement of Community Involvement (SCI)

We have produced this document to set out the ways in which the community can be effectively involved in the planning system. By involving the community, the Council will gain a greater understanding of the needs of the community and we can develop a *Local Development Framework (LDF)* that is better suited to the needs of the people of Bromsgrove. At the same time, we are keen to make every effort possible to improve decision-making, minimise delays and use resources effectively.

The SCI will;

- Explain why involving the community is important,
- Describe what we intend to involve you in,
- Let you know how and when you can be involved,
- Give an overview of the community of Bromsgrove,
- Outline the various methods for involving people and;
- Explain how you will be informed of any outcomes.

3. Why involve the community?

Involving the community in the planning process from the beginning will provide many benefits for both the Council and the community. Involving the community is a key part of having a planning system that is open and transparent.

The Council will benefit from effective community involvement because:

- We can gain important local knowledge from the community
- We can get community support for the plans we create; and
- We can reduce the levels of conflict in the system.

The benefits for the community include:

- A better understanding of the planning process
- Reduced levels of conflict in the system; and
- Having a say in the development of their area.

4. How did we develop the SCI?

Production of the SCI began in August 2004. The Local Plans team began to compile a database of all potential consultees for the LDF process. We started by combining all contact details from those who had been involved in planning matters before. We then contacted other Council Departments to seek their views on organisations that may be interested in being involved. Additional research was carried out to identify further local groups, this included Internet searches and liaising with the Parish Councils and County Council. You can be added to our current database by completing your details online at www.bromsgrove.gov.uk/index.cfm?articleid=4949 or by completing the enclosed questionnaire.

A letter, leaflet and questionnaire were sent out to over 250 local groups, local organisations and individuals. The leaflet summarised the new planning system, the purpose of the SCI and the benefits of community involvement. It asked the recipient for their views about the best ways to involve the community in planning. In total we received a very positive response of 55 completed questionnaires. The questionnaires showed support for the methods we were already using to keep people involved in planning. Ideas included having documents in the waiting rooms of GPs and dentists in the District. This has since been implemented.

An LDF Working Group was set up to oversee the whole LDF process. The Working Group consists of 14 Councillors who geographically represent the entire District. The group was established to ensure the highest standards would be maintained regarding all aspects of the new system including community involvement. As well as having regular meetings with the LDF Working Group, the Local Plans team also attended meetings with other local groups including the *Local Strategic Partnership* and the Parish Councils to engage them in the process. Throughout these activities the Local Plans team used the information gained to produce a Draft SCI. Once the Draft was completed it was taken to the LDF Working Group to approve it for consultation.

Once the document was approved it was made available for consultation for a *statutory* 6-week period. The consultation period was launched with a Planning

Workshop Event. Over 200 local groups and individuals were invited to this event and articles were published in the local press publicising the opportunity to get involved. The event comprised of two sessions, an afternoon and an evening session. Each session included interactive displays, an exhibition, workshop activities and presentations about the SCI and community involvement. Over 75 people attended and, along with individual responses received during the consultation process, the feedback received from this event was used to inform the development of this document.

5. What we will consult on

The Council will produce a series of Documents that will make up a *Local Development Framework* (LDF). The LDF will be made up of three types of documents: *Development Plan Documents* (DPDs) and *Supplementary Plan Documents* (SPDs) and other required documents. The timetable of document production has been carefully managed to ensure that consultation periods on different documents coincide so cutting down on costs and ensuring the public are not over consulted.

Over the next 3 years, the Council intends to produce the following documents;

➤ **The Core Strategy**

This is a DPD and is the central part of the *Local Development Framework*. This document sets out the long-term vision for Bromsgrove (until 2021) and the key policies that will help to deliver that vision. The Core Strategy will contain the primary policies for delivering the vision and will set out broad locations for future development.

➤ **Proposals Map**

The Proposals Map will present all of the policies and proposals contained in the different documents in map form. The map will be a separate *Development Plan Document* (DPD) and it will be revised as any new plans are produced.

➤ **Generic Development Control Policies**

This will also be a *Development Plan Document*. It will contain all of the policies that will be used to guide decisions on planning applications for development and the use of land and buildings.

➤ **Managing Housing Supply**

This will be a Supplementary Planning Document (SPD). It will contain specific guidance on delivering and managing the District's housing supply.

➤ **Affordable Housing**

This document will also be a Supplementary Planning Document (SPD). It will review the need for a supply of affordable housing in the District. It will also assess how much of new housing developments should be affordable homes.

➤ **Sustainability Appraisal Report**

The undertaking of a *Sustainability Appraisal* (SA) is vital to the integration of sustainability and environmental considerations into the preparation and adoption of plans. SA will not be a separate activity but an integral part of the plan making process in Bromsgrove. As such reports documenting the SA process will be published at the same time as the preferred options and submission stages of Development Plan (DPD) document production and at the draft stage of Supplementary Planning Document (SPD) production.

European Directive 2001/42/EC requires that planning authorities undertake an 'environmental assessment' (SEA) of plans that are likely to have a significant effect upon the environment. Any future documentation produced by Bromsgrove District Council in respect of *sustainability appraisal* will incorporate the requirements of this legislation.

To ensure a robust and comprehensive *sustainability appraisal* is undertaken *stakeholders* will have the chance to contribute their knowledge and influence the process. To meet requirements, consultation bodies together with other *stakeholders* and the public will be consulted at appropriate stages throughout the production of the LDF documents and SA Report.

The links between LDF document production stages and the SA process

LDF Stage	SA Process Stage
<ul style="list-style-type: none"> • Evidence Gathering • Preparation of Issues and Options • Consult on Issues and Options • Prepare Preferred Options • Consultation on Preferred Options • Consultation on Submission Document • Adoption • Monitor 	<ul style="list-style-type: none"> • Develop Baseline and Scoping Report • Consult on Scoping Report • Developing and refining options • Assess effects of preferred options • Consultation on Draft SA Report • Consultation on Final SA Report • Monitoring implementation of Document

6. Links with other community initiatives

The *Local Development Framework* will not be developed in isolation from the Council's other strategies, but rather there will be links with other initiatives, such as Parish Plans and the Community Plan. The Community Plan aims to provide a coordinated approach to improving the quality of life for everyone in Bromsgrove. Many of the aims will be delivered through the LDF. The *Local Strategic Partnership* (LSP) is responsible for the Community Plan. The LDF will be developed with as much input as possible from the LSP.

A key part of the process will be information sharing and combining consultation events with a variety of partners. Where relevant, there will also be links to other strategies and initiatives such as The Local Transport Plan and the Housing Strategy and those plans and strategies originating from other departments. We will also aim to share information and best practice with the County Council and adjoining authorities

Fig 1. Stages of Document Production

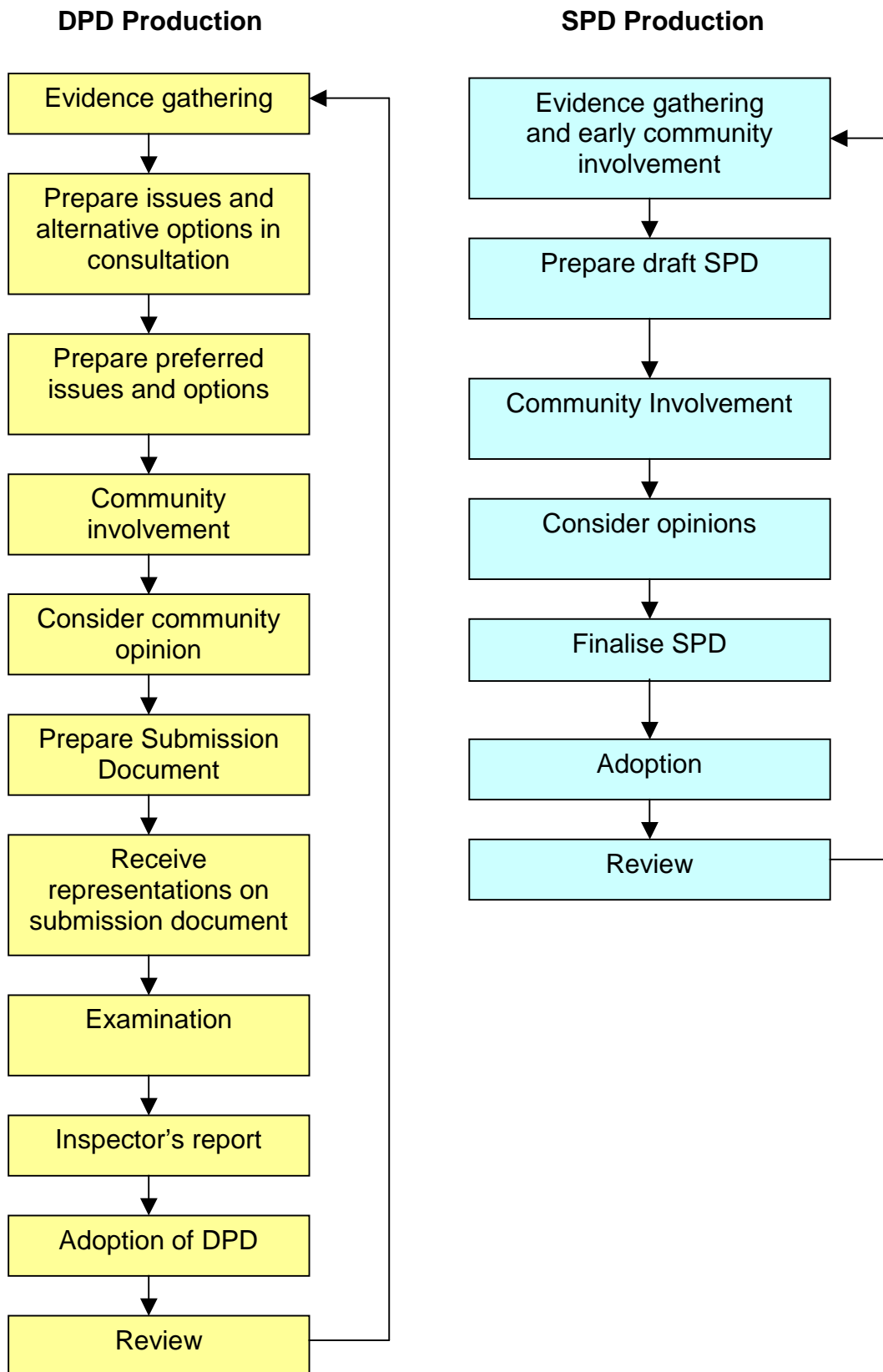


Fig 2. Stages in Development Plan Production

Stage 1: Evidence Gathering and Frontloading

The first stage of creating a document is to gather evidence about what the document should contain. The Council has already carried out major evidence gathering studies on issues such as housing and employment that will inform the production of the documents. Evidence gathering is still taking place to identify relevant groups and organisations that may wish to be involved in the *LDF* process. Frontloading refers to seeking community needs and views before documents and policies are written. In terms of the *SCI* this took the form of a scoping questionnaire.



Stage 2: Preferred Options

The next stage is the production of a Preferred Options document (also known as a Draft), which will set out the available options along with the Council's preferred option. People will be invited to make comments on this document for a *statutory* six-week period. The Council will publicise the document through the methods outlined in the *SCI* so that as many people as possible have the opportunity to feed their views into the process.



Stage 3: Submission Document

After the six-week period of consultation a 'submission document' will be produced. This will consider all the views that were received during the consultation. This document will be submitted to the *Secretary of State* via the *Planning Inspectorate* (PINS) for independent examination. Consultees will be notified of this further stage and then there will be another *statutory* six-week consultation period to make formal comments on the document.



Stage 4: Examination

A Planning Inspector, who is independent of the Council, will then hold an examination of the document in public. They will consider and evaluate all of the comments received and decide if any changes are necessary. The Inspector's findings will be contained in a Report that they produce. A key change in the new system is that the Inspector's Report will be binding on the Council.



Stage 5: Adoption

The Council will then adopt the document.

Fig 4. When will we consult?

This table below provides a summary of the production timetable for the LDF. It sets out each of the documents that make up the LDF, the stages the documents will go through and when we intend to complete each stage. For more information on the timetable please refer to our LDS, which can be found on the Council's website: www.bromsgrove.gov.uk (look for local plans section.)

Document Name	Start preparing Issues and Options	Consultation on Preferred Options	Consultation on Submission version	Estimated Examination Date	Estimated date for Binding Report	Estimated Adoption Date
Local Development Scheme	October 04	N/A	N/A	N/A	N/A	February 05
Statement of Community Involvement	October 04	February 05 / March 05	July 05	October 05	January 06	March 06
Core Strategy	November 04	September / October 05	June 06	December 06	June 07	September 07
Proposals Map	N/A	N/A	June 06	N/A	N/A	September 07
Generic Development Control Policies	September 05	September / October 06	July / August 07	After September 07	After September 07	After September 07
Affordable housing SPD	January 05	N/A	November / December 05	N/A	N/A	June 06
Managing Housing SPD	December 04	N/A	September / October 05	N/A	N/A	February 06

7. How will we involve people?

A basic minimum for involvement would be informing the required (*statutory*) consultees about documents and when they were being produced. We intend to do much more and it is our intention to involve as many parties as possible and use a variety of techniques to involve the public.

Our Vision for Community Involvement

To involve local people in local planning through appropriate and relevant methods, providing them with an opportunity to understand, provide their views, and contribute to document production if they wish to.



Principles for involvement








We intend to adopt an approach, which is;




- **Accessible**, have documents and hold events in the most suitable places for people to make use of
- **Genuine**, to only involve people when they can have a real influence on the outcome of a plan
- **Transparent**, to keep the lines of communication open
- **Appropriate**, to use the best method possible for involving people

Fig 5. Methods for involvement

Throughout the process of creating the SCI we consulted the community on how they would like to be involved. From the views expressed, we have identified a variety of methods for involving the community. The methods we will use to keep people informed and involved in the LDF process are:

Method	Our Approach
<u>Letter</u> 	Letters will be sent out to all required consultees, all those who have expressed a specific interest and local bodies who may have valuable input, to inform them of any consultation they may want to take part in or about a document that has been released for consultation.
<u>Email</u> 	Emails will be used when appropriate. All documents will be available in an electronic format via email as this is an important way of saving paper.

<p><u>Exhibitions</u></p> 	<p>An exhibition including explanatory posters and leaflets will be held to inform people about any documents that have been produced. These exhibitions will be held at the Council House, the Customer Service Centre and other locations as appropriate.</p>
<p><u>Workshops</u></p> 	<p>Workshop events will consist of a presentation followed by group work in order to discuss the issue at hand. These organised discussion group events can be very worthwhile but can be very resource intensive. Workshop event or focus group will be held for documents. Which technique we will use depends on the nature of the document.</p>
<p><u>Focus Groups</u></p> 	<p>Focus groups bring together a small number of <i>stakeholders</i> to discuss a specific issue in depth. They will be used to explore specific subjects in detail.</p>
<p><u>Website</u></p> 	<p>The Council's website has proven to be a very useful tool when engaging the public. All documents will be available online free of charge. There will also be a summary of each document and details of any planning events where the community can get involved.</p>
<p><u>Newsletter</u></p> 	<p>The Council has a bi-annual newsletter, which is sent out to every home in the district. The Planning Department will make use of this to inform the community about the LDF process and how they can be involved.</p>
<p><u>Public Meetings</u></p> 	<p>The Council holds public meetings called Spotlight Evenings at various locations throughout the district. If the timing of a Spotlight Evening coincides with the production of a document, a Planning Officer will attend the Event to inform the community about the document and receive the public's feedback on the issue.</p>
<p><u>Questionnaire</u></p> 	<p>Questionnaires will be used at an early stage of document production to gauge public opinion on a specific topic. Questionnaires will generally be sent out to members of the public who have previously displayed an interest in the subject to find out their opinions on certain matters. This is technique is useful when we need quantitative data.</p>

<p><u>Physical Planning</u></p> 	<p>Physical Planning refers to using interactive displays and 3-D plans to illustrate the issue we are dealing with. These techniques tend to be very popular with the public and can help those who have not taken part before to have their say. Physical Planning will be used in conjunction with other methods to help maximise involvement.</p>
<p><u>Interviews</u></p> 	<p>It may be useful to do one to one interviews with specific individuals who have links to a specific subject to get their in-depth knowledge of the subject. This technique will be employed when appropriate.</p>
<p><u>Media</u></p> 	<p>There are <i>statutory</i> requirements for the Council to publish details of consultation periods in a newspaper which covers the whole of the District. We will attempt to get extra media coverage of any events to improve publicity.</p>

A wide variety of methods have been identified in order to involve as many people as possible in the most suitable way for them. Different people will want to be involved in the process to different degrees. Some people may wish to be informed of when documents are being produced and others may wish to devote their time to taking part in focus groups, for example. We are also aware of the suitability of different methods at different stages of document production. At early stages we may seek to gather quantitative data (views, reasoning and suggestions) and this may involve a workshop or focus group; later stages will necessitate as much publicity of proposals as possible to ensure people are aware of proposals.

Piggybacking

Piggybacking refers to the Council's Planning Department getting involved in and attending the meetings of other groups. This relates to our intention to link our activities with other community initiatives. By 'piggybacking' events we will be able to reach a broader and, potentially, a greater number of people than we would otherwise be able to do. We will make every attempt to attend meetings of other organisation, such as the parish councils, on request.

The following table shows the various pros and cons of the methods that have already been highlighted;

Method	Pros	Cons
Newsletter	Regularly updated; Reaches large numbers	Can be costly; Can be time consuming; May not be read
Exhibitions	Gives opportunity for comments; Can be effective publicity	Few may attend, those who do may not be representative; Who is reached is very time dependent.
Questionnaires	Low in cost and time; Reaches many people; Detailed replies; Easy to analyse data	Not good for complex questions; Can get few responses; Viewed as dull; Hard to reach may not reply
Focus Groups	Can involve hard to reach; Can be complex and in depth; Allows for interaction	Costly; Time consuming; Difficult to analyse results;
Public Meetings	Inexpensive; Flexible; Involves large numbers	Turnout can be poor Attendees may not represent community Can be difficult to organise
Workshops	Can go into detail; Large numbers can take part; Everyone actively participates	Requires skilled managers; Can be difficult to organise; Can be expensive; Time consuming
Physical Planning	Easy to set up; Entertaining; Can deal with complex issues; Can involve hard to reach	Costly; Needs suitable venue; Cannot ensure representative
Letter/ Email	Can be detailed Only informs the reader	Will only reach people already involved
Interviews	Detailed: Involving	Time consuming: Only possible on a very small scale
Website	Easy to access Easy to update	Lack of access to internet

Inform, Consult, Involve?

Community involvement refers to a wide range of activities each with a varying level of involvement. Some of the methods can **inform**, some can **consult** and some can, more actively **involve**. At a very basic level we can inform people that a document has been produced and is available for consultation. This may include sending out letters and putting up posters to **inform** people about the document. Some of the methods mentioned will go further and **consult** people asking for their opinion on particular issues. This will include methods such as questionnaires and perhaps focus groups. One step further is to more actively **involve** people in the development of the documents. For example, workshop events can be used to involve people in identifying priorities and shaping plans.

We aim to have an increased emphasis on using more interactive methods such as focus groups and on getting people involved early at a stage, where they can have a real say on the future of a plan. However, for every document we produce, we will use a variety of methods to insure that we **inform**, **consult** and **involve** the community, providing an opportunity for everyone to be involved at a level that suits them. The following table reviews each method in terms of how it can be used to involve the community:

	Does it inform?	Does it consult?	Does it involve?
Letter/Email	✓	X	X
Exhibition	✓	X	X
Piggybacking	✓	✓	X
Workshop Event	✓	✓	✓
Focus Group	X	✓	✓
Website	✓	X	X
Newsletter	✓	X	X
Questionnaire	X	✓	X
Public Meeting	✓	✓	X
Physical Planning	X	✓	✓
Interviews	X	✓	✓
Media Coverage	✓	X	X

Fig 6. Choosing the appropriate approach

The following table explains how we intend to use each of the methods in developing the different documents. The table indicates methods that will definitely be used (indicated by a ✓) and methods that may be used if we have the necessary resources and it would prove useful to do so (indicated by a ?).

Stage 1 - early community involvement including evidence gathering and issues and options

Stage 2 - consultation on Council's preferred options (or draft SPD)

Stage 3 - consultation on submission document (N.B. This stage does not occur for SPDs.)

Refer back to Figure 2 for more information about stages.

Consultation Method	Core Policies			Development Plan Document (DPD)			Supplementary Plan Document (SPD)	
	1	2	3	1	2	3	1	2
Document available to view	-	✓	✓	-	✓	✓	-	✓
Leaflet/ Summary available	✓	?	?	✓	?	?	✓	?
Advert in paper	-	✓	✓	-	✓	✓	-	✓
Press Release	?	✓	?	?	✓	?	-	✓
Exhibition	✓	?	-	?	?	-	?	?
Informal Questionnaire	✓	-	-	?	-	-	✓	-
Focus Group	✓	?	-	✓	?	-	?	?
Workshop	✓	-	-	?	-	-	?	-
Physical Planning	✓	-	-	?	-	-	-	-
Informing via email and letter	-	✓	✓	-	✓	✓	-	✓
Public Meeting	?	?	-	?	?	-	-	?
Interviews	✓	?	-	✓	?	-	✓	?

8. Access to Information

The Council recognises the importance of effective communication. All Local Development Documents will be available for review at the locations below:

- The Council House
- All District Libraries
- The Council Website www.bromsgrove.gov.uk/localplans
- Customer Service Centre

We will also advertise in the local press when a draft version of any document is available for consultation and prior to submission to the *Secretary of State*. The advert will state where and when the documents can be viewed. The LDD's will be available in a variety of different formats including: -

- Paper copies – leaflets, posters and paper copies of documents, which will be placed in key community locations;
- Electronic Versions –that can be e-mailed to interested individuals/organisations;
- Website – proposals documents, proposals matters, availability of proposals documents for inspection (with times, locations, places) will be published on the Council's website – www.bromsgrove.gov.uk

We will also make documents available in other languages and formats (large print, Braille) as needs are identified. Any comments that people wish to make on any of the LDDs can be sent to the Council by post or by emailing l.plans@bromsgrove.gov.uk

9. Feeding back and taking views into account

The views that are expressed by the community during any involvement activity will be fed into the process of document production. Feedback from consultation will be made available in summary form and will be used to influence the drafting of policy. Those who participate in the process will be told what the outcomes of consultation processes were and how the results will be used to move the process forward.

Ensuring people are kept informed of the outcome of events is seen as a vital part of the new planning system to reinforce the message that public involvement is helpful and worthwhile.

We are committed to incorporating the consensus views raised through involvement into the preparation of the documents. At both the Preferred Options stage, and also at the Submission stage of the DPDs, we will;

- Acknowledge written comments by letter or e-mail;
- Record comments from public meetings and forums and feed these into the process;
- Produce a summary of written comments received during meetings and make these publicly available on the Council's Website,
- Produce a report to Members listing all written comments received, our responses and recommendations as to what changes, if any, should be made. This report will also be available on the Council's website.

The Council will also keep contributors informed, where possible, through using;

- The Local Media, e.g. Press Releases;
- Newsletters such as Council Chat, distributed to all households in Bromsgrove District;
- Officer presentations to *stakeholder* groups who have been involved in participation events and those who contact us to request a presentation.

10. Ongoing Involvement

We will develop and maintain the contact management database of those people and organisations that wish to be involved in the LDF process, to enable a two-way flow of information at the key stages of developing planning policy.

Fig 7. What do we mean by 'Community'?

<p>Required consultees Have to be involved in the Planning Process</p>	<p>Hard to Reach Groups Those groups who tend not to get involved</p>	<p>Communities of Place Those who have an interest in a specific geographical area</p>
<p>For full details see Appendix 3, examples include; English Nature, Highways Agency, Environment Agency</p>	<p>Single Parents, Disabled people, Carers, Elderly, Young people, Black and minority ethnic groups</p>	<p>Landowners Parish Councils Community Groups Resident's Associations Ward Councillors Members of Parliament</p>
<p>Communities of Work Those who have the primary interest of employment</p>	<p>Service Providers The providers of the services available in the District</p>	<p>Communities of Interest Communities that can be defined by the common interest they share</p>
<p>Chamber of Commerce BROMARK Self-Employed Unemployed Micro Enterprise Small to Medium Enterprise Large Enterprise Agricultural Businesses Agricultural Employees</p>	<p>Telecommunications Providers Utility Providers Tourism Providers Emergency Services Health Services Public Transport Providers Community Transport Providers Educational Establishments Rural Service Providers</p>	<p>Housing Groups Transport User Groups Agencies (Regional, County, Local, National) Local Strategic Partnership Countryside and Nature Preservation Arts and Culture Community Safety Sports, leisure and recreation Faith Groups</p>

11. Who we will consult

As a minimum the Council must consult a list of required consultees about every document we produce or planning application. This list is available in Appendix 3. Clearly it is vital we involve more of the community than just the required consultees.

Many groups may be harder to reach than others. The Council will aim to remove any barriers that may hinder people from taking part in the planning process. Groups that may find it difficult to get involved include;

- People with disabilities,
- Carers
- Elderly people,
- Young people,
- Those affected by rural exclusion,
- Black and Minority Ethnic Communities and
- Those who work long hours

In an attempt to remove the barriers to involvement for these groups the Council will;

- Use a variety of involvement techniques to reach as many people as possible,
- Reach rural communities through Parish Councils,
- Hold events outside of normal working hours,
- Contact specific representative groups for advice on encouraging involvement, and
- Produce documents in different languages and formats

To reach the 'communities of work' we aim to involve as many people as we can through their field of employment. The contact database has the details of many local businesses and places of work as well as those of representative bodies. These people will be kept informed of involvement opportunities throughout the plan making process.

In an attempt to involve as much of the community as possible in the planning process we will target many local groups with specific interests such as Transport user groups or Housing Issues groups. These groups will be informed of all

community involvement opportunities and will be asked specifically to take part in the development of documents that involve their interests.

‘Communities of place’ are those who have a specific interest in the District of Bromsgrove. This will include organisations such as the Parish Councils and specifically the local organisation, ‘Our Bromsgrove.’

The service providers of the District will also be targeted. They will play an important role in development of plans, as they will have important and specific areas of knowledge that will be of considerable value to the development of our plans

12. Community Involvement in the Development Control Process

The Development Control process involves the consideration of individual planning applications, such as a house extension or new shopping centre, against the different planning policies, and also the enforcement of planning conditions that have been imposed on developments.

Currently most people only get involved in the planning system through development control and planning applications. This could be through applying for planning permission for an extension, getting a letter about an application close to you or seeing a site notice.

It is important that the public are involved in the determination of planning application process as well as planning policy. The SCI also aims to set out a framework of community involvement for the different types of planning application. The Development Control department of the Council gets over 1,500 applications each year. These range from advertising consent and house extensions to major applications from developers for building houses.

The main way for people to have their say in the planning application process will be through sending a representation to the Council about the application. This may be in support of the application or an objection to it. The representation will be taken account of when a decision is being made on the application.

In order to deal with the different types of planning application, the government has proposed that a tiered system of involvement be used. More minor applications may have the *statutory* minimum amount of community involvement whereas other types of application may require more.

The government's definition of a major application is;

- A residential development comprising 10 or more dwellings or,
- A site area of 0.5 hectares or more where the number of dwelling is not given or,
- For other uses where the floor space to be built is 1000m² or more or
- When a site area is 1 hectare or more

Greater community involvement will be necessary in these cases. However, it is often not these cases that prove to be the most controversial. In light of this there will also be a category of applications that will be termed 'significant'. It can be difficult to identify what will be a significant application but it will include applications which;

- Are likely to attract significant public interest,
- Will have a significant physical impact on the area and;
- Form a departure from the Local Plan or subsequent *Development Plan Documents*

There may be other circumstances where an application may be deemed to be 'significant'. A planning officer can judge an application to be significant if past experiences have shown that similar applications have proven to be controversial.

If you have any queries about the development control process or about a planning application please email d.hammond@bromsgrove.gov.uk or call **01527 881346**.

Fig 8. The Planning Application Process

The following flow diagram shows the planning application process for a minor application. An explanation of how the process will be different for both 'major' and 'significant' application follows.

Pre-application

Applicant can contact an Officer for advice on the **Planning Help line**, Monday-Friday, 10am-4pm on **01527 881346**. **The applicant can also look** Applicant can look up the Council's Website, www.bromgrove.gov.uk for advice and links to other useful websites



Application received

A notification letter is sent out to all those who own land neighbouring the development and also to required consultees

If a landowner can't be identified or a public right of way, conservation area, listed building is affected or an environmental statement attached, a site notice will be put up or a newspaper advertisement will be placed

A weekly list of all applications is available at the Council House, in Local Libraries, at Parish Council Offices and on the Council's Website

Anyone can make a representation within 21 days of the application being registered



Decision on application

The officer considers the merits of the application and the representations that have been sent in. They write a report and make a recommendation.

Usually the Director of Planning Services makes a decision about the application but the decision can be referred to Planning Committee at the Officer or Councillors request.



Notification

Decision notices can be viewed on the Council Website

Letters will be sent out to all those who made a representation. If more than 12 people make representations a notice will be placed in the newspaper instead



Appeal

Applicants can appeal if specific conditions have been imposed or if the application was not processed in 8 weeks

If an inquiry does occur, a site notice or newspaper advertisement will publicise this and letters will be sent out to all statutory consultees.

Major Applications

If an application falls into the major category there will be a number of differences. A site notice will be put up or an advertisement will be placed in the relevant newspaper¹. All major applications will go to the Planning Committee² for a decision. They also take 13 weeks as opposed to 8 weeks to process the application.

The Council recommends that any developer proposing a major development in the District contact the Council for a pre-application discussion. We will encourage any developer doing so to consider involving the community prior to submitting their application. We would expect the developer to maintain the highest standards when conducting community involvement work.

Significant Applications

Applications that are deemed to be significant are those, which are likely to have significant public interest. With this in mind, it is likely developers proposing 'significant' applications will need to involve the community to a greater degree. The community involvement should include:

- Attending or arranging a public meeting,
- Holding an exhibition, and
- Releasing a development brief.

The Council will encourage any developer to have a pre-application meeting with the Council about the proposed development and the community involvement that should be undertaken. The Council will play a guiding role regarding the development to ensure high standards are maintained but without compromising their impartiality. The consultation methods adopted should be relevant and appropriate for the exact nature of the planning application and those to be involved.

¹ Notices will be placed in the relevant newspaper covering the District. It will be either, the Bromsgrove Advertiser, the Bromsgrove Standard, the Redditch Indicator, the Stourbridge News or the Birmingham Post

² Members of the public can attend Planning Committee but cannot currently speak at committee. This situation is under review and it is expected that a trial period of public speaking at Planning Committee will commence sometime this year.

13. Resources and Management

Involving the community in an effective way, particularly through more interactive methods, can be very time consuming and costly. This is why it is important that the process is appropriately resourced and managed. We have carefully considered how the community will be involved and have developed an approach that is fit for purpose but also achievable within the constraints of the Council's resources. The Head of Local Plans will manage the whole process. Other resources, which we will need take account of, are as follows:

➤ **Budgets**

The Local Plans team has two budget sources: The Council's Planning Budget and The Planning Delivery Grant (PDG.) The Council's Planning Budget for this financial year takes account of the community involvement initiatives set out in the SCI and their costs. The Planning Delivery Grant (PDG) is awarded to the Council by Central Government. The amount of PDG the Council receives is based on our performance and how well we meet targets. It is important that we keep to the timetable set out in this document in order to receive as much PDG as possible. The PDG was considered when deciding on the timetable of document production.

➤ **Staff**

The Local Plans team will carry out much of the community involvement work. Other sections of the Council will provide assistance as necessary. We are aware that the Council has suffered staffing problems, with many posts being vacant long term. This may affect the LDF process and may limit our resources. As such we must be prepared to review our approach to community involvement in response to this. A review will be undertaken as part of the monitoring process.

➤ **Consultants**

Part of our Planning Budget is set aside for employing consultants. A detailed review of the potential benefits and costs will be undertaken to help us decide if it will be appropriate to hire consultants to undertake community involvement work.

➤ **Equipment and Materials**

The Council already has access to equipment and materials such as IT facilities and projectors needed for successful community involvement. Part of our Planning Budget is set aside for equipment and materials. By working with the other Council departments and in collaboration with other local organizations, additional equipment and materials will be available to us.

➤ **Venue hire and other direct costs**

Most community involvement activities will be undertaken free of charge at the Council House. It has proven to be an accessible and suitable venue in past consultation experiences. We will also aim to minimise the costs of undertaking events by attending the events and/or combining with the events of other organisations. The timetable of production for the LDF has been arranged so consultation periods for different documents will coincide. This will enable us to reduce the overall number of events and minimise costs. It will also mean that the community will not suffer from over-consultation (consultation fatigue) and will be more likely to get involved.

➤ **Members**

The Councillors, through their role as representatives of the community will have an important part to play throughout the LDF process. Not only will members be involved in the LDF Working Group but also they will be involved through the consultation events.

14. Planning Aid

West Midlands Planning Aid is an independent service that will provide free advice on planning matters to those groups and individuals who cannot afford professional fees. The service can help communities to prepare themselves for getting involved with the LDF and the Development Control process. The Council has and will continue to look to the Planning Aid service for advice throughout the LDF process, as they may be able to facilitate and encourage more effective involvement. The Council will aim to make the public more aware of the service and what it has to offer.

15. Monitoring

The SCI is not intended to be a static document. Community involvement is a process of continuous learning. The SCI will change over time as we learn through experience. The Council will be producing an *Annual Monitoring Report (AMR)* to ensure work is being completed efficiently and effectively. As a part of the AMR the SCI will be reviewed. If there is a deficiency in the SCI, changes will be made. As part of the review process the community will be asked when they take part in any event, their opinion of the event and how it could be improved.

The monitoring process is in place to help ascertain if;

- The SCI is effectively engaging communities and if not, why not?
- The techniques being used are working and if not, why not?
- There is any room for improvement

The first AMR will be produced by December 2005 and will be available on the Council's Website, www.bromsgrove.gov.uk.

16. Legal Duties

The Race Relations Act (2000) sets out the duty of The Council regarding race relations. We have a duty to remove any unlawful discrimination and to promote equality. Community involvement must reflect this. The Council must also comply with the duty outlined in the Disability Discrimination Act (1995) to provide a public service that doesn't discriminate against disabled people by providing them with a lower standard of service.

Therefore we will make sure that there are no barriers for people from Black and Ethnic Minority communities or those with disabilities in getting involved in the planning process. We will remain in contact with representative organisations throughout the LDF process to ensure that we are making every reasonable effort to involve these groups in the planning process.

17. Conclusion

The purpose of the SCI is to set out how people can be involved in the planning process. The development of the document has involved a broad range of community representatives through a survey, workshop and *statutory* consultation period. We recognise that it is essential to ask the community how they wish to be involved – resulting in a document that has been developed in line with its own principles. All of the comments were considered and have been incorporated into this version of the document. It is the Council's view that this document meets all of the necessary criteria of an SCI.

It explains:

- The minimum requirements for community involvement,
- The links with other community initiatives,
- The local groups and bodies to be involved generally,
- How involvement will occur in a timely and accessible way,
- That we have the resources to carry out the work proposed,
- That suitable methods will be employed,
- How results of involvement will be fed into document production,
- How people can be involved in planning applications, and
- How the SCI will be reviewed.

Appendix 1: Glossary

Local Development Framework (LDF)

This is the portfolio of DPDs (Development Plan Documents) and SPDs (Supplementary Plan Documents.) This will be the framework for delivering the planning strategy and policies for Bromsgrove District.

Development Plan Documents (DPD)

These will be the key documents of the LDF they will contain development plan policies and be subject to independent examination.

Supplementary Planning Documents (SPD)

Each SPD will cover a specific issue, which will provide additional guidance for policies in the *DPDs*.

Local Development Scheme (LDS)

This document is a 3-year project plan for the production of documents in the LDF.

Annual Monitoring Report (AMR)

This document will show the progress of plan production set out in the LDS and how effective the development plan policies have been.

Sustainability Appraisal (SA) Report

An appraisal of the environmental, social and economic impacts of specific policies and proposals. Will be undertaken at the same time as the SEA.

Strategic Environmental Assessment (SEA)

The environmental assessment of plans and policies. As required by an EU Directive.

Local Strategic Partnership (LSP)

A partnership of members from many different bodies responsible for the Community Plan

Statutory

Based on a legal requirement. Certain consultees are statutory and we are required to consult them. They are referred to as required consultees in this document.

Stakeholders

Person with a share and/or an interest

PINS

Planning Inspectorate, the governing body of planning

Secretary of State

Office of the Deputy Prime Minister

Appendix 2: Required Consultees

Consultee	Required Consultee for Development Plan Document	Required Consultee for Planning Applications
Regional Government body – Government Office of West Midlands (GOWM)	✓	
Regional Planning body - GOWM	✓	
Regional Development Agency – Advantage West Midlands	✓	
DEFRA (Department for the Environment Food and Rural Affairs)	✓	
County Council – Worcestershire County Council	✓	✓
Adjoining Local Planning Authorities -	✓	✓
Town and Parish Councils -	✓	✓
Environment Agency	✓	✓
Countryside Agency	✓	✓
English Nature	✓	✓
English Heritage	✓	✓
Strategic Rail Authority	✓	✓
Relevant Telecommunications company	✓	
Strategic Health Authority - West Midlands South Strategic Health Authority	✓	
Relevant electricity and gas companies	✓	✓
Relevant sewerage and water undertakers	✓	
Equal Opportunities Commission	✓	
Local Airport Operators	✓	
Health and Safety Executive		✓
Secretary of State for Transport		✓
Rail Operators		✓
Local Highways Authority	✓	✓
The Coal Authority		✓
The Theatres Trust		✓
Department for Environment, Food and Rural Affairs (DEFRA)		✓
Waste Regulation Authority		✓
British Waterways		✓
The Commission for Architecture and the Built Environment		✓
Council for British Archaeology		✓
Council for the Protection of Rural England		✓
Forestry Commission		✓
Highways Agency	✓	✓
Sport England		✓

BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP

7TH JUNE 2005

MG ROVER - LONGBRIDGE

Responsible Portfolio Holder	Councillor Mrs M Taylor
Responsible Head of Service	Malcolm Griffiths, Director of Planning Services

1. SUMMARY

- 1.1 The closure of MG Rover at Longbridge releases a major site onto the market. The future use of this site has repercussions for the Regional Spatial Strategy and for Local Development Frameworks being produced both by Birmingham City Council and Bromsgrove District Council.
- 1.2 This report provides an overview of the current planning situation and identifies a course of action on which Members views are invited.

2. RECOMMENDATION

That Member's views are sought.

3. BACKGROUND

- 3.1 The demise of the MG Rover operation at Longbridge releases a major 160 hectare brownfield site onto the market, 35 ha. of which lies within Bromsgrove District. This plant, which has been in employment use for a century, is likely to be the single largest site available for development in Bromsgrove over the next decade. It will therefore be of considerable interest to the development industry and is a crucial site for the Council as local planning authority.
- 3.2 Meetings between the main agencies involved concluded that an early statement of planning principles should be worked up and agreed between Birmingham City Council, Worcestershire County and ourselves. This will form the basis for assessing any early proposals or applications for development and allow time for a more detailed assessment. The more detailed work will ultimately lead to the production of an Action Area Plan as part of the new Local Development Framework.
- 3.3 The Statement of Planning Principles is currently being worked up by the three authorities. The current form of this statement is attached as Appendix 1. This confirms that any proposals must centre on employment uses but excludes distribution uses. An extension to the permission already granted by Birmingham City for a 16 ha. high technology park would be permissible although there is a limit to how much is practical. Other uses such as retail and housing would not be allowed.

- 3.4 GOWM has already indicated that the scale of the site and the ramifications of its future use in relation to both the Regional Spatial Strategy and to its impact at a local level necessitate formal policy documents being produced as a matter of urgency. This can either be done through a planning document produced jointly between Birmingham City and Bromsgrove or, alternatively, as separate plan documents but ones which are developed and assessed collectively as they are progressed through the LDF system.
- 3.5 The emergence of this issue requires a revision being made to the Council's Local Development Scheme which sets out the key documents the Council intends to produce over the next three years. It will be necessary to amend the timetable slightly to accommodate the additional document. GOWM recognise the difficulties in making early changes to a new system and have verbally indicated their willingness to support both Councils' moves to amend plan schemes and timetables.
- 3.6 Given the scale of the site and its urgency it seems likely that consultants would be appointed to carry out the detailed work. An early estimate is that the cost of this will be of the order of £250,000. While there is yet to be confirmation it is believed that the Rover Taskforce Group (via the Government) is likely to be the funding source.
- 3.7 The outcome of this work should be a comprehensive plan to cover the long-term redevelopment of the entire area. Proposals would have to be in conformity with the Regional Spatial Strategy and relevant policies in both Councils Core Strategy documents. To this end GOWM envisage the need for a joint inquiry into both plans to ensure consistency.

4. CONCLUSIONS

- 4.1 Recent events at Longbridge require a coherent land use plan to be put into place to regulate the future redevelopment of the motoring plant. In turn this necessitates an early change to the Council's Local Development Scheme to include a new planning document and to seek the agreement of the Planning Inspectorate to a new timetable.

5. FINANCIAL IMPLICATIONS

- 5.1 The use of consultants to carry out the work needed to put in place a plan document for Longbridge will be expensive. It is anticipated that any costs arising from the use of consultants to undertake the work will be met by the Rover Taskforce Group. Were this not to be the case then the Council would have to consider what alternatives existed to fund this work.

6. LEGAL IMPLICATIONS

There are no legal implications arising from this study.

BACKGROUND PAPERS

None

Contact officer

Name P Crysell
E Mail: pcrysell@bromsgrove.gov.uk
Tel: (01527) 881318

APPENDIX 1

Longbridge – Statement of Intent and Planning Framework

The former MG Rover site represents possibly the largest and strategically most significant development opportunity in the West Midlands for many years. As such it has unrivalled potential to deliver planned and sustainable economic growth and the intention is to create a new and vibrant Longbridge the region can be proud of. This paper sets out a Statement of Intent to cover the future development of this land. It has been agreed by the three planning and economic development authorities; Birmingham City Council, Bromsgrove District Council and Worcestershire County Council and is supported by all other partners in the Rover Task Force. The principal landowners, AWM and St Modwen have also endorsed the statement of intent.

Statement of Intent

- The Task Force is committed to turning around the fortunes of Longbridge and the South West from one of economic need to one of sustained prosperity, growth and opportunity.
- It will achieve this through realising the unprecedented opportunity the former MG Rover site has to deliver new, quality, sustainable developments to provide both jobs and a range of other social, economic and environmental benefits
- The site is of regional significance and will attract national interest. The Task Force is committed to maximising the site's potential to deliver a number of key regional objectives, not least; significantly contributing to re-structuring the local economy, providing new and stable employment opportunities and supporting long term sustainable growth in line with the city-region growth agenda.
- To achieve the above will require the collective vision and commitment of all parties and the principles of quality and sustainability will drive our ambition.
- To maximise the huge potential the 160 ha (400acre) site offers will require comprehensive planning and carefully co-ordinated partnership working, including with landowners and the local community. Measures will be put in place to facilitate this.
- Given the scale of this brownfield redevelopment opportunity, visionary thinking will be encouraged as the site has the potential to meet unique needs that otherwise could be lost to the city and region.

To deliver the above, it is the intention of Birmingham and Bromsgrove Councils to immediately commence the preparation of an Area Action Plan (or plans) under the Planning and Compulsory Purchase Act 2004. This will ensure the whole site is dealt with comprehensively and opportunities not lost through incremental decision-making.

In accordance with the Act's requirements the preparation of the plan will allow all interested parties, including landowners, public agencies and the local community, to be involved and it is envisaged there will be a high degree of co-operation between all parties. The plan process requires options to be drawn up and considered and this affords the opportunity both for any interested party to promote their ideas and for a variety and mix of imaginative proposals to be considered

The parties to this statement have agreed an initial target of 10,000 new employment opportunities be established at Longbridge. It is believed this will still leave substantial development land for a range of further complementary uses. Under these circumstances the potential to help deliver real growth to support the City-Region objectives will be considered

The Site

The site to which this guidance applies covers the whole of the former MG Rover / Powertrain plant (see attached plan) comprising the works and railway formations to the west of the A38 Bristol Road (31ha), cleared land to the north and south of Longbridge Lane (20 ha), the works bounded by Lickey Lane (and the rail line to Redditch and Bromsgrove (46ha), and the works at the southern end of the site on both sides of the railway at Cofton Hackett (41ha).

Planning status

A Local Development Framework covering 28 hectares (70 acres) of land released following the first Rover crisis has already been adopted. This outlines a range of early start development opportunities and planning permission has recently been granted for a 40-acre high technology park and small new local centre to serve Longbridge. The commitment to these uses remains and our first ambition is to accelerate the speed with which these opportunities are delivered. Centro are also pursuing the development of a strategic park and ride site linked to Longbridge Station.

In bringing forward an Area Action Plan, scope exists on the remainder of the site to re-examine how such a large landholding can contribute towards meeting a variety of regional and local policy objectives. For example, the regional spatial strategy requires a Regional Investment Site of 25-40 hectares to be identified to serve the A38 High technology corridor. Longbridge would be well placed to deliver this. Equally, the site could meet the need for a Major Investment site, provide for general industrial needs or provide for a unique large development that otherwise could not be found a suitable site in Birmingham or the West Midlands.

The preparation of an Area Action Plan will have to follow the statutory process and timetable. Given this, it is possible that land may come forward for development before this is in place. Under such circumstances the planning principles set out below will be applied by each local authority.

Planning Principles to be applied prior to the adoption of the Area Action Plan

Any applications for development submitted in advance of an adopted Area Action Plan will be considered against Regional Spatial Strategy and existing local planning policy. The latter includes:

- 1) Worcestershire County Structure Plan,
- 2) Bromsgrove District Plan,
- 3) The Birmingham Plan, and
- 4) The Longbridge Development Framework.

The key policy requirements of Regional Spatial Strategy, (supported by the more detailed local policy documents) in relation to Longbridge may be summarised as:

- to safeguard existing employment land for employment uses;
- to ensure that significant land is available for employment creation and to support the redevelopment and re-use of previously developed land;
- to create a skilled workforce, encourage development and investment fostering business development and the diversification of the economy;
- to improve accessibility and mobility to and around the site, in order to make employment opportunities widely available;
- to resist piecemeal development of the site; and that
- a minimum of 40 acres should be reserved for high technology development to support the Central Technology Belt and the A38 Strategy.
- The line of the potential rail extension to Frankley should be safeguarded

In addition schemes should not jeopardise the potential to achieve strategic new transport proposals such as the construction of a possible Longbridge Link road.

Any non-employment applications that come forward that could potentially jeopardise the Area Action plan's option appraisal and evaluation work will be resisted.

In safeguarding the site for employment uses any applications for freestanding or large-scale B8 warehousing or logistic uses will be resisted (these should more appropriately be considered as part of the Area Action plan options).

Any applications for retail development that undermine the function and viability of Northfield and Rubery as the Local Centres serving the SW of Birmingham and north Bromsgrove will also be resisted.

Any schemes that come forward should adhere to the highest quality design principles and particularly address best practice in terms of sustainability, energy efficiency, urban and architecture design.

Implementation Programme

It is envisaged that to help prepare and co-ordinate the plan's preparation, a multi-disciplinary team of Consultants should be appointed under the direction of a cross authority steering group led by Birmingham City Council and endorsed by each Authority and the Task Force. It is hoped to immediately work up a full brief and commission this work within the next 2 months.

The preparation of the Area Action Plan will involve full community involvement and follow the statutory requirement to: gather evidence, working up alternative options, prepare a sustainable impact assessment, select a preferred option, undertake a period of formal public consultation prior to its submission to the Secretary of State for independent examination, and final adoption.

Worcestershire County Council and Birmingham City Council will act on behalf of the West Midlands Regional assembly to ensure that any planning proposals of regional significance are in general conformity with Regional Spatial Strategy.

BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP

7TH JUNE 2005

ISSUES AND OPTIONS PAPER

Responsible Portfolio Holder	Councillor Mrs M Taylor
Responsible Head of Service	Malcolm Griffiths, Director of Planning Services

1. SUMMARY

- 1.1 The issues and options paper will be used to promote discussion on planning issues facing the District, the results of which will be used to inform the content of the Core Strategy, Affordable Housing SPD, Managing Housing SPD and the Longbridge Area Action Plan. The issues and options paper is not a definitive list of issues facing the District, other issues and options will arise during consultation that will need to be considered during the preparation of policies for the Core Strategy and associated documents. Please remember that at this stage we are only looking to identify the key broad issues for consultation.
- 1.2 Attached to this report is a summary of the key issues and options (Appendix 1). Copies of the full issues and options report have been placed in the Members Room. This expands on the summary by providing a short introduction to each key issue and then information on the issues in respect of their national, regional and local context.

2. RECOMMENDATION

- 2.1 That Members approve the identified issues and options as a basis for consultation.
- 2.2 That Members note the additional work to be carried out by the consultants appointed to undertake work in relation to the Sustainability Appraisal.

3. ISSUES AND OPTIONS PAPER

- 3.1 I have attached a summary of the Issues and Options Paper.
- 3.2 While the Core Strategy will be the first document produced as part of the Bromsgrove LDF, it is important to remember that policies in the Core Strategy cannot allocate sites or contain detailed criteria to assess development proposals. Core Strategy policies will set the broad framework for planning in Bromsgrove to 2021. Other documents produced as part of the Local Development Framework, will need to conform with the Core Strategy and will provide detail as required.
- 3.3 The Issues and Options Paper is effectively split into 10 sections representing 10 identified issues. As well as producing a single paper it is considered beneficial to produce separate issue leaflets to encourage a response from individuals and organisations who do not wish to participate in all areas.

- 3.4 As well as the usual methods of consultation, including publishing the report on the website, sending it to key stakeholders (such as Parish Councils, local community groups etc) and publishing a press release we are intending to form focus groups to discuss each issue. These focus groups will be comprised of representatives from key groups who have an interest in the issue. For example 'Our natural environment' issue could involve representatives from English Nature, Worcestershire Wildlife Trust, CPRE, the Council's Tree Officer, Friends of the Earth, representatives of interested rural Parish Council's etc. Outcomes from focus group meetings together with responses received as part of the general consultation process will be used to inform the contents of new Local Development Framework documents.
- 3.5 After the consultation period on the key issues and options the next stage in the plan process will involve an assessment of the responses to the Issues and Options Report, then the publication of the Core Strategy Preferred Options Plan, a Preferred Options Plan for the Longbridge Area Action Plan and Draft SPDs to cover affordable housing and managing housing supply.
- 3.6 As Members are aware the Council have already appointed consultants to verify the Council's Sustainability Appraisal of the Core Strategy. The consultants have now been appointed to undertake additional work in respect of the appraisal of policies and options. This will involve them undertaking technical work involved with appraising policies so leaving Officers more time to devote to writing policies for the Core Strategy and other Local Development Framework documents. The additional costs occurred have already been met from the existing consultancy budget derived from Planning Delivery Grant received by the Council.

4. PROGRAMME

- 4.1 To tackle issues arising from the closure of the Longbridge Rover car factory the timetable for document production has been amended. The proposed next stages in document production are set out below:
- June and July 2005 Consultation on Issues and Options Paper using focus groups and public displays.
 - September 2005 Report back to the Working Group on the outcome of the consultation exercise.
 - November 2005 Bring draft copies of the Core Strategy, Managing Housing SPD and the Affordable Housing SPD to Members.
 - December 2005 Consultation on Core Strategy, Managing Housing SPD and Affordable Housing SPD.
 - January 2006 Potential consultation on Draft Longbridge Area Action Plan

5. CONCLUSIONS

- 5.1 That Members approve the Issues and Options for consultation.

6. FINANCIAL IMPLICATIONS

- 6.1 There are financial implications in terms of appointing consultants to verify the SA. However the work involved has already been funded through approved Planning Delivery Grant monies relating to consultancy fees.

7. LEGAL IMPLICATIONS

7.1 None

8. BACKGROUND PAPERS

None

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Appendix 1 - Issues and Options Report (Summary)

Introduction

This document sets out the key planning issues in the District. Planning influences many aspects of our lives from where we live and work to what we do in our leisure time. It is important that we get it right. As such we need to know how you think the District should develop and grow, the things that need to be or done better and the things that need protecting.

The new planning system - A simple guide

A new planning system has been introduced by the Government. This has changed the way local authorities prepare their planning policies. Like the old system of planning the new system will be plan-led. This means that development has to accord with policies and proposals in a plan. The new plans will therefore contain policies to guide future development in the District. For Bromsgrove there are now two levels of plan:

- Each region (such as the West Midlands) has prepared something known as a Regional Spatial Strategy (RSS). This sets out things such as how many homes are needed to meet the future needs of people in the region, or whether the region needs a new major shopping centre or an airport.
- At a local level, there will be a plan known as a Local Development Framework (LDF). This will be a folder of documents that sets out how your local area may change over the next few years. Local Development Frameworks are prepared by the local planning authority (Bromsgrove District Council). As well as new plans the LDF folder, will for a few years, contain policies from the 'old' Local Plan and Structure Plan. These 'old' policies will over time be replaced by policies in the new LDF plans as we produce them.

At the heart of this new LDF will be the Core Strategy. This document will contain the core district wide planning policies. It will not include policies relating to specific sites or allocate sites for new uses and neither will it contain detailed policies to control development. Separate plans will be produced to deal with all these detailed issues. While the Core Strategy will provide general guidance on what development will be allowed, a separate plan document will be produced to provide detailed criteria to guide the Council when it is deciding whether to allow or refuse new developments. This will be called the Development Control Policies Plan Document.

The old Local Plan primarily contained land-use policies. The new Core Strategy will contain spatial policies that set a broad vision for the area. While traditionally planning policy has largely been concerned with the regulation and control of land, spatial planning takes a more holistic approach to land use and considers how use of land influences how we move around, our health, education opportunities, employment, crime prevention etc. There are three key spatial elements to the new planning system;

- Environment (e.g. countryside, buildings, the earth's resources)
- Social (e.g. housing, health, safety, transport)
- Economy (e.g. jobs, wealth)

The key aims of the Local Development Framework are to deal with the spatial issues raised by the Community Plan and spatial implications of strategies produced by other bodies such as the County Council, Health Authority or Environment Agency. Spatial planning will require more community involvement at the early stages of plan-making and throughout the process. The Council have produced a Statement of Community Involvement (SCI) indicating how they will do this. As part of this early involvement we want to know from the community and other stakeholders whether we have chosen the right issues and options.

With the recent demise of MG Rover the Council will produce a document for the part of the Longbridge site which is within Bromsgrove District. The intention is that this plan, together with a similar document produced by Birmingham City Council for their corresponding part of the site, will set a framework for the future redevelopment of the areas. The Council will also be producing two supplementary documents to provide further detail on policies in the Core Strategy and 'old' policies in the Local Plan. These will be based on two key issues, the provision of affordable housing in the District and the control of new housing development. As such the Council will now be producing together with the Core Strategy the following documents;

- Longbridge Area Action Plan (Development Plan Document)
- Managing Housing Supply (Supplementary Planning Document)
- Affordable Housing (Supplementary Planning Document)

We want your view on the issues and options

Please use the tick boxes below each issue to let us know what you think. Please tick all options you agree with. If other issues and options exist that we have not thought off then please use the space provided under the relevant key issue heading to tell us about them. If you require more space then please continue on another piece of paper and attach it to this summary paper.

Key Issue - Location of growth

Introduction

One of the key roles of the planning system is to ensure that future growth in the District occurs in the most sustainable locations. Over 90% of the land in Bromsgrove is designated as Green Belt and there are few large available brownfield sites. Consequently, the Local Plan had to remove land from the Green Belt to accommodate future growth. However since the Local Plan was adopted the Regional Spatial Strategy has defined Bromsgrove as a rural area that should generally only provide for local needs and not for migration from the nearby urban areas like Birmingham.

Issue 1 – Location for growth

When new housing or employment is needed where should it go?

- Option 1 – All growth in Bromsgrove Town, especially the Town Centre.
Option 2 – Concentrate growth in Bromsgrove Town combined with other limited brownfield development in other settlements (i.e.Hagley, Alvechurch, Wythall).
Option 3 – Apportion growth in respect of the size of each settlement on both brownfield and greenfield sites.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – Areas of Development Restraint

What should we do with existing designated sites removed from the greenbelt?

- Option 1 – Maintain them indefinitely as a reserve bank of land for growth.
Option 2 – Prioritise their release with those around Bromsgrove Town being released first.
Option 3 – Undertake Allocations and Green Belt documents after the Core Strategy and once new housing and employment figures are known then decide which sites to release.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 3 – Previously developed sites in the Green Belt

What should we do with these sites when existing uses become redundant?

- Option 1 – Allow reuse of the existing footprint for the most appropriate use.
Option 2 – Allow reuse for employment only.
Option 3 – Allow only very limited reuse (i.e. less than the original footprint)

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue - Housing for everyone

Introduction

Ensuring the supply of the right types of housing in the right locations is a major challenge facing Bromsgrove. The District is facing a serious oversupply of housing with the result that no general housing is being allowed at the moment. As household needs vary, we need to have a range of size of dwellings including an increasing amount of single person dwellings for those who require smaller homes. Affordability of housing is also a key issue with many local people unable to afford to buy a house. To tackle these issues the Council is producing more detailed guidance on managing housing supply and affordable housing.

Issue 1 – Type of housing

In the future what type of housing will be required in Bromsgrove?

- Option 1 – Priority given to smaller dwellings but also ensure adequate family housing to support local schools and facilities.
- Option 2 – More specialised housing for our ageing population.
- Option 3 – Ensure all schemes have a needs assessment for the type of dwellings being proposed.

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 2 – Provision of affordable housing

How should we ensure further affordable housing provision?

- Option 1 – Allocate land for affordable housing particularly Council or County Council owned land including school and town centre sites.
- Option 2 – Allow limited general housing on brownfield sites with a high level of affordable housing provision, ensuring mixed developments.
- Option 3 – Use Green Belt land adjacent to villages and Bromsgrove Town (including land removed from the Green Belt e.g. Areas of Development Restraint (ADRs))

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 3 – Location of affordable housing

More affordable housing needs to be provided in the District. Where should it be located?

- Option 1 – Mainly on brownfield sites in Bromsgrove Town as the District's largest settlement
- Option 2 – Concentrate adjacent to rural settlements to support rural schools and services
- Option 3 – Spread across the District.

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 4 – Supply of housing

The Council is currently not allowing any new general market housing as enough houses have already been allowed in relation to requirements placed upon the District. In future should we continue to allow a modest but steady supply of housing or keep the restriction going and allow only affordable housing?

- Option 1 – Allow no more general market housing but allow affordable housing and sheltered housing where a need has been identified.
- Option 2 – Allow only conversions of redundant buildings outside the Green Belt and as part of mixed use schemes to support regeneration of Bromsgrove Town Centre
- Option 3 – Allow development on all brownfield sites below a certain size.

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue - Rural life

Introduction

Bromsgrove is a predominately rural district containing a number of rural communities. Rural areas have faced a steady decline in farming and related industries and increased diversification of the rural economy. House prices in the District's villages have climbed out of reach of young people wanting to stay, work and live in our rural villages. The District has seen a rise in commuting out of the District to work, leading to dormitory villages and a decline in local rural facilities. The Local Development Framework needs to promote rural communities where people can live, work and access essential local facilities.

Issue 1 - Access to services in rural areas

How should we ensure our villages contain a range of essential services?

- Option 1 – Resist change of use of all existing facilities in villages.
Option 2 – Identify mixed-use village centres for local services.
Option 3 – Locate key services in the main settlements and improve transport links.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – Village growth

Should we allow villages to expand?

- Option 1 – Only allow affordable housing for identified local needs
Option 2 – Consider characteristics of village and supporting infrastructure before allowing new development.
Option 3 – Allow a wider mix of housing in rural locations to ensure essential facilities are maintained or made viable.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 3 – Supporting the rural economy

How should we support businesses in rural areas?

- Option 1 – Only allow conversion of rural buildings to employment use.
Option 2 – Allow limited extension of any existing business within villages.
Option 3 – Only allow agricultural related industries in rural areas and support the relocation of other business to the main settlements.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 4 – Getting about without a car in rural areas

Accessibility is an issue in rural areas, how can we improve access to services?

- Option 1 – Ensure villages have a range of facilities.
- Option 2 – Support improved transport links to the main service centres like Bromsgrove Town.
- Option 3 – Provide a balance of the above options with only limited facilities in villages.

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue - The local economy and creating jobs

Introduction

The District has a diverse economy. Historically the District's economy has been based on farming. While this does continue, over time as new employment areas have emerged then the economy has changed. Manufacturing is still the most common form of employment with 21% still employed in this sector, although real estate, education, and health and social care now cater for 15%, 11% and 15% of the workforce respectively (Census 2001).

Unemployment in the District is low with only 2.1% of the population currently unemployed in 2005 which compares favourable to the national average of 3.3% (WCC, 2005). However, the District has one of the lowest average incomes in the County for those working in the District, and it is also below national levels. Conversely income levels for the residents of Bromsgrove are generally considerably higher than the rest of the County and national figures indicating that the higher salaries are earned outside the District.

Issue 1 – The future of the Bromsgrove economy

Bromsgrove has a high incidence of commuting out of the District to work. Should we concentrate the local economy on service industries to support the growing commuter population and encourage tourists or should we try to diversify our economy and attract new high technology industries?

- Option 1 – Increased emphasis on service industries to support a growing population and promote tourism, i.e. shops, restaurants, leisure and tourist facilities.
Option 2 – Develop more business parks to encourage new high technology industries.
Option 3 – Keep the balance as it is with a mixture of economies.

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 2 – Location of new employment opportunities

If required where should new employment land be generally located?

- Option 1 – Small areas of employment within main settlements (i.e. Bromsgrove, Hagley, Rubery) to support starter businesses and small scale local firms.
Option 2 – Balance provision in Bromsgrove Town by developing large business parks on greenfield ADR sites to west of Bromsgrove (land removed from the greenbelt for future development needs).
Option 3 – Redevelop and extend existing sites to southeast and south of Bromsgrove.

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 3 – The rural economy

How should our rural economy be developed?

- Option 1 – Concentrate on Green Belt compatible businesses based around existing farming activities, tourism and leisure.
- Option 2 – Encourage reuse of rural buildings to provide small scale office accommodation.
- Option 3 – Encourage new business to locate in main settlements but still continue to support existing businesses in the rural areas.

Tick all you agree with:

- Option 1 Option 2 Option 3

Issue 4 – Reuse of redundant employment sites

Occasionally large employment sites become available for re-use. How does the Council best look to reuse these sites?

- Option 1 – Retain sites for traditional employment uses only.
- Option 2 – Promote a mix of employment generating activities (e.g. tourism, retail)
- Option 3 – Consider reuse for non-employment uses.

Tick all you agree with:

- Option 1 Option 2 Option 3

Your comments

Key Issue – Local shopping and Bromsgrove Town Centre

Introduction

While town centres continue to act as the main focus for retail activity, over recent years the pattern of retail activity has altered. Larger food stores provide for one-stop shopping trips on a reduced frequency. Retail warehouses selling DIY goods, electrical appliances, carpets, furniture and other bulky goods have been developed. This has seen the decline of some town centres. There has also been a marked decline in the number of village shops and other local facilities in rural areas.

Bromsgrove Town Centre is still the main retailing location in the District. Other minor retailing centres exist throughout the District to serve local needs. Shopping patterns in the District are strongly influenced by the location of nearby shopping centres. The Council need to determine the future role of Bromsgrove Town Centre and also other smaller localised shopping locations in the District.

Issue 1 – The role of Bromsgrove Town Centre

What should be the future role of Bromsgrove Town Centre?

- Option 1 – Promote its expansion so as to compete with other centres like Redditch and Kidderminster.
Option 2 – Promote it as a specialist shopping location to attract tourists.
Option 3 – Promote modest expansion to serve local needs.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – The future of Bromsgrove Town Centre

What uses should we try and provide for in Bromsgrove Town Centre?

- Option 1 – Increased shopping opportunities and larger stores.
Option 2 – More emphasis on providing for the leisure needs of local people (pubs, restaurants etc)
Option 3 – A mix of uses with shopping being the main use.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 3 – The role of other local centres

How should we ensure the viability of other local shopping centres (Alvechurch, Barnt Green, Catshill, Aston Fields, Hagley, Rubery and Wythall)

Option 1 – Keep local shopping centres only for retail uses.

Option 2 – More emphasis on providing for the leisure needs of local people (pubs, restaurants etc)

Option 3 – A mix of uses with shopping being the main use.

Tick all you agree with:

Option 1

Option 2

Option 3

Your comments

Key Issue – Learning, leisure and improving health

Introduction

Our attractive rural environment provides an excellent ready-made resource for both leisure and tourism opportunities in Bromsgrove District. Informal leisure and tourist facilities such as countryside footpaths, canals, nature reserves and the use of more formal facilities such as the Avoncroft Museum, sports centres and children’s play areas provide opportunities for both local residents and visitors. The provision of good and accessible leisure facilities is also vital to achieving a healthy population. Government initiatives aimed at promoting a healthy population have raised awareness of the importance of recreational and tourist facilities in urban areas and the increasing use of the countryside for leisure and tourism purposes.

The County Council is the Local Education Authority. As such they are responsible for all state schools in the District including large areas of playing fields attached to the schools. The District also contains the Bromsgrove campus of North East Worcestershire College.

The Local Development Framework represents an opportunity to reassess the current provision of leisure and tourist facilities within the District and to encourage sustainable proposals that improve the quality and range of leisure and tourism opportunities. The initial purpose of the Core Strategy will be to set the context and key principles.

Issue 1 – Provision of open space and green areas

We need to protect existing open spaces for the benefit of the whole community and seek to where appropriate improve or provide new areas of open space.

- Option 1 – Target poorly provided wards and parishes in the District.
- Option 2 – Prioritise improvement of larger areas and their expansion.
- Option 3 – Provide a larger number of smaller easily accessible areas.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – Provision of health facilities

Where should health facilities be located?

- Option 1 – Safeguard key accessible sites for future health service provision.
- Option 2 – Seek the enhancement of existing key health service sites.
- Option 3 – Maintain existing facilities.

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue - A safe and well designed environment

Introduction

Good design is now a fundamental part of the planning process and is not just restricted to the historic environment. As such the promotion of good design will flow through the preparation of all Local Development Framework documents. Good design can also lead to a safe local environment. Feeling safe is important to the well being and quality of life of all communities throughout the District. Bromsgrove is a safe place to live compared to the nearby conurbation and the rest of Worcestershire. However a countywide survey in 2004 identified levels of fear of crime in Bromsgrove to be the highest in the County.

Issue 1 – Safer communities

Planning has a role to play in ensuring safer communities. How can we do this?

- Option 1 – Improve lighting in both urban and rural areas.
- Option 2 – Seek dispersal of night time entertainment uses (i.e. pubs, clubs, restaurants).
- Option 3 – Promote designing out crime initiatives.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – A better designed local environment

Planning is key to a better designed buildings, streets and towns. How can we promote better design?

- Option 1 – Reduce conflict between car users and pedestrians through better design.
- Option 2 – Produce enhancement schemes for key locations.
- Option 3 – Reduce signage and clutter in streets.

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue - Our natural environment

Introduction

The District sits within the rural West Midlands Green Belt, which has contained the expansion of the conurbation and protected the rolling, undulating landscape of larger settlements farmland and wooded areas. The north of the District is characterised by ridges that form a barrier between the District and the Birmingham plateau. These ridges include the Clent Hills, Waseley Hills, and the Lickey Hills.

While there is much to celebrate regarding our biodiversity and landscape we also face some difficult challenges. The District's and also the wider Region's plants and animals have suffered major declines in recent decades, and there are continuing pressures from changing land uses and more indirect factors such as climate change.

Issue 1 – The Green Belt and our rural environment

We need to protect our rural environment, especially the Green Belt as a rich source of natural biodiversity.

- Option 1 – Critically assess the impact of developments acceptable in the Green Belt on the natural environment.
- Option 2 – Restrict disruptive outdoor leisure uses in rural areas.
- Option 3 – Prioritise the protection of the natural environment above social and economic objectives.

Tick all you agree with:

Option 1 Option 2 Option 3

Issue 2 – Flooding and water run-off

We need to protect our existing watercourses and reduce harm caused by flooding especially flooding resulting from development and an increase in run-off.

- Option 1 – Require all new developments have sustainable drainage systems.
- Option 2 – Promote buffer zones around watercourses.
- Option 3 – Encourage schemes that minimise water runoff.

Tick all you agree with:

Option 1 Option 2 Option 3

Your comments

Key Issue – Getting around

Introduction

Good transport and accessibility is vital if you want a good quality of life. Without it, it would be very difficult to get to work, school, shopping or visit friends. As Bromsgrove is a largely rural District the car remains the main choice of transport. However the continuing growth and use of the motor car can only be harmful to the environment not only globally through climate change but also at the local level through increased air pollution. One of the key objectives of the Local Development Framework will be to seek to reduce travel and promote an improvement in sustainable transport options as a viable alternative to car use. However this will not be easy due to the dispersed population of the district.

Issue 1 – Reducing the need to travel

Reducing the need to travel is a key part of ensuring access for all of the community.

Option 1 – Locate jobs and houses together.

Option 2 – Ensure better access to everyday facilities.

Option 3 – Encourage more working from home and live-work units.

Tick all you agree with:

Option 1

Option 2

Option 3

Issue 2– Transport options in rural areas

It is recognised that the car often provides the most convenient and comfortable door to door means of travel and for many rural residents there is at present little real alternative

Option 1 – Ensure better access to major service centres like Bromsgrove Town.

Option 2 – Seek the retention of essential rural facilities.

Option 3 – Seek to locate services in larger village service centres.

Tick all you agree with:

Option 1

Option 2

Option 3

Issue 3 – Improving public transport options

As part of a development proposal, measures to encourage and facilitate the use of public transport can be investigated.

Option 1 – Require green travel plans for all new major developments.

Option 2 – Target key public transport interchanges as locations for new development.

Option 3 – Improve facilities at public transport sites.

Tick all you agree with:

Option 1

Option 2

Option 3

Issue 4 – Cycling, walking and motorcycling

Cycling and walking are the most sustainable modes of travel for short journeys. For longer journeys the motorcycle is seen as a more sustainable alternative than car use.

Option 1 – Require new developments contain cycling and motor cycling facilities and improved pedestrian access.

Option 2 – Enhance existing facilities within and between settlements.

Option 3 – Ensure better linkages between new developments.

Tick all you agree with:

Option 1

Option 2

Option 3

Your comments

Key Issue – Preserving the past

Introduction

Our historic past needs to be valued and be a central part of our cultural heritage and our sense of national identity. Our historic environment is an irreplaceable record which contributes, through formal education and in many other ways, to our understanding of both the present and the past. Our historic environment also adds to the quality of our lives, by enhancing the familiar and cherished local scene and sustaining the sense of local distinctiveness which is so important an aspect of the character and appearance of our towns, villages and countryside. The protection of our heritage is also of immense importance for leisure and recreation and the effective conservation and reuse of historic buildings is at the heart of regeneration and sustainability.

Issue 1 – Designating and enhancing Conservation areas

The District has 10 Conservation Areas. Do we need more or should we enhance the existing areas first?

Option 1 – Seek to designate new Conservation Areas as a priority.

Option 2 – Seek enhancement of existing areas before designating new ones.

Option 3 – Prioritise action based on an assessment of threat to the historic environment.

Tick all you agree with:

Option 1

Option 2

Option 3

Issue 2 – Protecting locally important buildings

The District has many locally important buildings that are unsuitable for full national listing. We need to ensure these locally important buildings are protected.

Option 1 – Produce a list of only historic locally important buildings.

Option 2 – Prioritise action to protect locally important buildings that are not currently within Conservation Areas.

Option 3 – Ensure policy encourages viable reuse of locally important buildings.

Tick all you agree with:

Option 1

Option 2

Option 3

Your comments

BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP

7TH JUNE 2005

SURVEY OF BUILDINGS OF LOCAL INTEREST

Responsible Portfolio Holder	Councillor Mrs M Taylor
Responsible Head of Service	Malcolm Griffiths, Director of Planning Services

1. SUMMARY

- 1.1 This report informs the working group of the preparatory survey work which is about to start on the draft list of buildings of local interest.
- 1.2 The purpose of the survey is to produce an initial draft list of buildings, of local architectural, historic or landscape interest. This will enable Bromsgrove District Council to initiate public consultation on the suggested entries together with accompanying planning policy and to take these into account in developing planning policy.

2. RECOMMENDATION

- 2.1 That the report is noted

3. BACKGROUND

- 3.1 Work will shortly commence on a district-wide survey of buildings to identify those potentially capable of being included in a local list. The work will be carried out by Nick Joyce Architects LLB an historic building advisor in consultation with the Conservation Officer. It is being funded from planning delivery grant. Ward councillors, parish councillors, amenity bodies and local history societies are being informed of the survey and being asked to consider nominating buildings. There will also be a press release giving all Bromsgrove district residents the opportunity to nominate buildings.
- 3.2 The survey is to be in the form of a brief external assessment of relevant buildings, with a short description of what makes the building of interest. each entry will consist of a short description, reason for its inclusion on the list, photograph and location map
- 3.3 The Statutory list of buildings of special architectural or historic interest contains buildings and structures which are consider to be the best examples of local vernacular and therefore of interest to the nation.
- 3.4 The government recognises that there are also buildings of local interest, which whilst not qualifying for the statutory listing, are nevertheless of significant interest to the local community. In their policy on Planning and

The Historic Environment (PPG15 published September 1994) they acknowledge that it is appropriate for local authorities to draw up a local list and accompanying planning policy. These will primarily be buildings which do not qualify for statutory listing dated from after 1840 and not already protected by virtue of being in a conservation area.

- 3.5 The purpose of the list, and the accompanying planning policy, is to take fully into account the importance of buildings of local interest when determining planning applications, which directly or indirectly affect them.
- 3.6 There are no policies in the current approved Bromsgrove District Local Plan specifically relating to a Local List since it was initiated in 1993 prior to the Government's advice in 1994 on such lists. However the Worcestershire County Structure Plan 1996-2011, Policy CTC19 (iii) states:

“ development that adversely affects significant buildings or features of local historic and/or architectural interest that contribute to the character of the urban and rural areas will not normally be allowed”.

It is therefore a material consideration to be taken into account when considering applications affecting such buildings or structures. The new local Planning Framework recognises this omission and includes proposals for a list and accompanying policy.

- 3.7 Currently judgements have to be taken when a planning application is made, on whether a building or structure has this local interest. This is an unsatisfactory situation since there is no public knowledge of the local interest on an application site, prior to submission and no published approved criteria on which to make these judgements.
- 3.8 Many buildings, especially rural dwellings continue to be under threat of demolition and replacement, and this is eroding the distinctive historic character of the Bromsgrove District. It is therefore imperative to initiate the preparation of a list of Buildings of Local Interest, which is to be a completely separate entity to the statutory list, with different criteria for selection.

4. CONCLUSIONS

- 4.1 This survey is the first step to producing a properly considered local list, bringing Bromsgrove District in line with the other district authorities in Worcestershire who have, or are in the course of preparing local lists. Having a local list and associated planning policies will ensure development proposals affecting buildings that help to give local distinctiveness to the District will be given appropriate consideration.

5. FINANCIAL IMPLICATIONS

- 5.1 The consultants' survey work is being funded from an underspend on staffing within the Planning Delivery Grant.

6. LEGAL IMPLICATIONS

- 6.1 The survey work has no legal implications

8. BACKGROUND PAPERS

8.1 Consultants brief and Suggested Guidelines (see Appendix 1)

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APPENDIX 1

Brief for Survey of List of Buildings of local Importance Document 2 March 2005 – September 2005 for Bromsgrove District Council

1. Purpose of the Survey

The purpose of the survey is to produce an initial draft list of buildings, of local architectural, historic or landscape interest. This will enable Bromsgrove District Council to initiate public consultation and to produce accompanying planning policy as a Local List Supplementary Planning Document. The survey is to be in the form of a brief external assessment of relevant buildings, with a short description of what makes the building of interest. It is to be accompanied by a digital photographic image/s of each listed building. All the information is to be entered onto a pro forma A4 sheet. This information will also need to be entered onto a compact disk and a summary on a spreadsheet.

2. Brief Requirements

- a) The area to be surveyed relates to Bromsgrove District Council area comprising approximately 22,700 hectares with a population of approximately 90,000.
- b) Listed buildings, curtilage listed buildings, scheduled monuments, conservation areas and proposed conservation areas, historic parks and gardens are to be excluded.
- c) Also to be excluded are post second world war housing and industrial estates which are considered to be unlikely to contain buildings of local interest.

3. Methodology

- a) ***For each building recommended for inclusion on the list the following information is required***
 - i) The address
 - ii) A short architectural/historic description of the building.
 - iii) A short statement why the building merits inclusion on the list.
 - iv) A Photograph/s to be included alongside the description.
 - v) Information is to be supplied on an A 4 paper survey format (as sample attached)
 - vi) Each A4 entry should be down-loaded onto a compact disk
 - vii) A summary version should also be entered on a computer database in Access or a spread Sheet in Excel. The Council will provide the tabulated format.
- b) ***Programme***
 - i) The closing date for receipt of quotations is 5th January 2005. Appointment is at the discretion of the Council and will be through the official tender process.

- ii) The surveys are to be completed by September 2nd 2005 and the completed survey sheets and digital photographic information downloaded onto disk by this date.
 - iii) The programme may only be extended in exceptional circumstances by agreement (e.g. due to exceptionally inclement weather). Delays must be reported to the Conservation Officer at the earliest possible opportunity to agree a revised completion date.
 - iv) Regular meetings to be held with the Conservation Officer to review progress and to identify any difficulties e.g. gaining access.
- c) *The Council will provide:***
- i) Letters to Parish Councillors, District Councillors and the Police, explaining the nature of the survey.
 - ii) An identity card establishing the bona fide of the surveyor.
 - iii) Local list assessment forms on request.
 - iv) A digital camera can be loaned, if required.
 - v) Information handbook covering the Bromsgrove District.
 - vi) Information on potential buildings including a Survey carried out by the Victorian Society on the work of local architect John Cotton.
 - vii) Administrative support for arranging access to buildings which are inaccessible from public or private driveways
 - viii) Pay the quoted fee on satisfactory completion of the contract.
- d) *The surveyor will agree to:***
- i) Provide a certificate of professional indemnity and public liability insurance.
 - ii) Provide insurance cover for photographic equipment supplied by the Council.
 - iii) Provide all necessary protective clothing.
 - iv) Make all necessary arrangements for transport to and from the buildings to be surveyed including transport costs.
 - v) Meet all subsistence costs incurred during the survey.
 - vi) Provide four passport-size photographs for ID card.
 - vii) Provide a bi-weekly report (may be faxed) on progress.
 - viii) Make contact with the occupier of each building either in person at the time of survey or if the occupier is not present by leaving a visiting card to be supplied by the Council.
 - ix) No later than mid-day on 2nd September 2005 provide to the Council completed survey forms for all listed buildings surveyed, and provide digital images of all buildings surveyed.

e) *Queries, report of problems etc:*

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Draft Framework

Buildings of Local Interest Bromsgrove District Council

Draft Suggested Guidance.

1. Background

The Statutory list of buildings of special architectural or historic interest contains buildings and structures which are considered to be the best examples of local vernacular and therefore of interest to the nation.

The government recognises that there are also buildings of local interest, which whilst not qualifying for the statutory listing, are nevertheless of significant interest to the local community. In their policy on Planning and The Historic Environment (PPG15 published September 1994) they acknowledge that it is appropriate for local authorities to draw up a local list and accompanying planning policy.

The purpose of the list, and the accompanying planning policy is to take fully into account the importance of buildings of local interest when determining planning applications, which directly or indirectly affect them.

There are no policies in the current approved Bromsgrove District Local Plan specifically relating to a Local List since it was initiated in 1993 prior to the Government's advice in 1994 on such lists. However the Worcestershire County Structure Plan 1996-2011, Policy CTC19 (iii) states, development that adversely affects significant buildings or features of local historic and/or architectural interest that contribute to the character of the urban and rural areas will not normally be allowed. It is therefore a material consideration to be taken into account when considering applications affecting such buildings or structures.

2. Justification

Currently judgements have to be taken when a planning application is made, on whether a building or structure has this local interest. This is an unsatisfactory situation since there is no public knowledge of the local interest on an application site, prior to submission and no published approved criteria on which to make these judgements.

Many buildings, especially rural dwellings continue to be under threat of demolition and replacement, and this is eroding the distinctive historic character of the Bromsgrove District. It is therefore imperative to initiate the preparation of a list of Buildings of Local Interest, which is to be a completely separate entity to the statutory list, with different criteria for selection.

3. Criterion for Selection

Inclusion on the local list will provide buildings with a more secure future. The associated implication is that buildings that are not on the local list will be at

greater risk than would otherwise be the case. This leads to the temptation to include too much of our building stock, but this is likely to devalue the list's status. The following are the standards against which buildings are to be strictly judged for inclusion on the local list, together with examples. The reference to buildings includes man made structures.

- ❖ Pre 1840 buildings that are too altered to qualify for listing, but nevertheless retain their identifiable historic form, such as Abberley House, Worcester Road, Bromsgrove
- ❖ Post 1840-1930 buildings that are significantly important examples of their type, contributing to the local scene. They will need to stand out from others of their age and be essentially unaltered externally, such as Parkside School, Stourbridge Road, Bromsgrove
- ❖ Unaltered examples of exceptional post 1930s buildings possessing high intrinsic qualities and making a major contribution to the local scene, such as The Britannic Assurance Offices, Wythall Green Way.

Within the above parameters the following categories of buildings will be eligible for inclusion in the local list.

- ❖ Buildings exhibiting the work of locally important builders and architects exhibiting high levels of craftsmanship and or architectural skill, such as works by the Bromsgrove Guild and the architect, John Cotton.
- ❖ Buildings that illustrate local, social or technological features –The nail making cottage industry, scythe making of Belbroughton, glass making at Fairfield, model Victorian farms, railways, war artefacts, air raid shelters, pill boxes.
- ❖ Good examples of particular styles, such as art nouveau, art deco, 1960's.
- ❖ Locally important building types, such as churches, schools and water mills,
- ❖ Structures, such as post boxes, telephone kiosks, gates and gate piers and street furniture.
- ❖ Generally they should be individual buildings or structures. Groups or terraces will be more appropriately recognised by conservation area designation –e.g. College Road, Bromsgrove, Hewell Grange Estate.
- ❖ Buildings that are landmark features, making an especially important contribution to the locally distinctive character of the street scene or isolated rural setting such as The Clock Tower at Fockbury,.
- ❖ Buildings/structures will be excluded if they are:-
 - a) Within conservation areas.
 - b) Included on the statutory list of buildings of special architectural or historic interest.
 - c) Within a registered garden.
 - d) A scheduled monument.

All these buildings are subject to a higher statutory level of control than can be secured through local listing. Many buildings within conservation areas are deemed to have local architectural or historic interest, which contributes to the character of the area and these buildings will be highlighted in conservation area character appraisals.

4. Planning Policy

- ❖ The local list will not have the same level of planning control as the statutory list or in respect of buildings within conservation areas. For example there will be no additional direct controls over demolition, no changes to permitted development rights and no additional controls over curtilage buildings. Individual controls only could be introduced by serving article 4 directions, which have to be approved by the Secretary of State.
- ❖ Whilst it will not be possible to stop demolition (without the service of an article 4 direction in respect of every building) the presumption would be that their local interest is a material consideration and must be fully recognised when determining development proposals affecting them. This is likely to mean that planning permission resulting in the loss, alteration or extension which adversely affects the interest of a building on the local list is unlikely to be approved unless there are very special planning reasons, which outweigh its loss.
- ❖ Similarly development schemes, which would harm the building's character or setting will be unlikely to secure approval from the local planning authority.
- ❖ The Local list policies will need to be cross-referenced with existing planning policy such as the policy relating to replacement buildings in the green belt (policy S12).
- ❖ All Buildings on the local list having architectural or historic interest will be eligible for grant aid for sensitive repairs in accordance with and subject to the Council operating an historic buildings grant repair scheme.
- ❖ In exceptional circumstances where the planning benefit outweighs the harm or loss, evidence of the structure could be retained by archaeological recording, and made publicly available.
- ❖ A building on the local list could be removed at a future date if no longer possessing the merit it was deemed to have for inclusion on the local list, or if for example it was added to the statutory list.
- ❖ It will be open for any one to apply to the council for a building to be included or deleted from the list at any time.

5. Action Plan

- ❖ The initial stage will be an assessment of the existing building stock within Bromsgrove District. This can be targeted by excluding listed buildings, curtilage listed buildings, existing and proposed conservation areas, registered historic gardens, scheduled monuments and major 20/21-century housing and industrial areas.
- ❖ Where significant groups of buildings such as a terrace are identified they should be marked up as potential conservation areas.
- ❖ Where complete or largely unaltered pre 1840 buildings are discovered they should be noted for potential spot listing requests.
- ❖ Where pre 1840 buildings survive largely in tact they should marked up for spot listing
- ❖ The list should be drawn up utilising all known sources of information, amenity groups, parish councils, local historians and societies, failed spot listing, County Council archaeological records, building surveys, archive information, recent research, books and other publications and information held by the Bromsgrove Planning Authority.

- ❖ The survey should be carried out on a parish-by-parish basis.
- ❖ This initial list is not envisaged to be a conclusive exercise. It will be possible at any time to make additions or subtractions from the list.

- ❖ Following completion of the draft list and its endorsement by Bromsgrove Council, consultation will take place. This will be with the occupiers of buildings proposed for inclusion on the list, parish councils, Worcestershire County Council, local amenity bodies, and history societies. Notification will be made in the local press of the consultation period. All comments received, will be taken into account by the Council in making a decision on the First edition of the list and supporting policy.

- ❖ Following consideration of material comments the Council will be requested to endorse the Local List and accompanying policy.

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October 2004

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