



BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY

TUESDAY, 25TH OCTOBER 2005
AT 2.00 P.M. *

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

(* Please note time of Meeting)

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

AGENDA

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

1. To receive apologies for absence and notification of substitutes
2. To confirm the Minutes of the Meeting of the Working Group held on 7th June 2005
3. Local Development Scheme
4. Statement of Community Involvement
5. Housing Supplementary Planning Documents
6. Longbridge Situation
7. Annual Monitoring Report
8. To consider any other business, details of which have been notified to the Head of Legal and Democratic 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

S. NIXON
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

14th October 2005

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY

Tuesday, 7th June 2005 at 2.00 p.m.

PRESENT: 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. C. Norton, N. Psirides, J. A. Ruck, Mrs. M. A. Sherrey, Mrs. M. M. T. Taylor, C. J. Tidmarsh and C. J. K. Wilson

Observer: Councillor G. G. Selway

01/05 **ELECTION OF CHAIRMAN**

RESOLVED: that Councillor Mrs. M. M. T. Taylor be elected as Chairman of the Working Party for the remainder of the Municipal Year.

02/05 **ELECTION OF VICE-CHAIRMAN**

RESOLVED: that Councillor Mrs. J. Dyer M.B.E. be elected as Vice-Chairman of the Working Party for the remainder of the Municipal Year.

03/05 **APOLOGIES**

An apology for absence was received from Councillor D. McGrath.

04/05 **MINUTES**

The Minutes of the Meeting of the Local Development Framework Working Party held on 19th April 2005 were submitted.

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

05/05 **STATEMENT OF COMMUNITY INVOLVEMENT**

Members received a report on the production of a Statement of Community Involvement. It was reported that the Statement had been the subject of extensive consultation within the community and would be required to be submitted to the Secretary of State for independent examination. There would then be a further statutory six week period to allow any aggrieved parties to submit representations on the Statement of Community Involvement to an independent Planning Inspector and it is likely any objections received would be dealt with by way of written representations.

It was noted that the Council would be required to meet the fees of the Planning Inspectorate in relation to the assessment of the document and the consideration of any challenges. It was anticipated that the fee would be approximately £5,000 for a two day Inquiry should this be required. Funding for this could be met from the Local Plan budget for 2005/2006. It was

RECOMMENDED: that the Statement of Community Involvement be approved by the Cabinet and submitted to the Secretary of State for independent examination.

06/05 **M.G. ROVER - LONGBRIDGE**

The Working Party considered a report on the M. G. Rover site including the current planning situation and action proposed in relation to securing the future use of the site. There was discussion of both the short term and long-term future of the site including the Statement of Intent and Planning Framework document. It was

RESOLVED:

- (a) that the report be noted;
- (b) that the Statement of Intent and Planning Framework attached to the report be approved;
- (c) that the proposed application to the Rover Task Force to fund the preparation of Action Plans by consultants be approved; and
- (d) that the proposal to form a cross authority steering group to produce an Action Plan for each Authority as a Local Development Framework document be approved.

07/05

ISSUES AND OPTIONS PAPER

Members gave consideration to the Issues and Options Paper which would be used to promote discussion on planning issues facing the District. It was noted that the results of the discussions would inform the content of policies for the Core Strategy and associated documents. It was

RESOLVED:

- (a) that the identified issues and options be approved as a basis for consultation subject to the following amendments and additions:-
 - (i) Key Issue - Location of Growth
Issue 1 - Location for Growth
Option 3 to read "Apportion growth in respect of the size of each settlement on both brownfield and Greenfield sites, including growth in Bromsgrove Town."
Issue 2 - Areas of Development Restraint
Option 3 to be re-worded.
 - (ii) Key Issue - Housing for Everyone
Issue 1 - Type of Housing
Option 3 to read "Ensure all schemes have a needs assessment for the type of dwellings being proposed but against clear guidelines with respect to 1 and 2."
 - (iii) Key Issue - Rural Life
Issue 3 - Supporting the Rural Economy
Option 2 to read "Allow limited extension of any existing businesses within villages with adequate infrastructure."
 - (iv) Key Issue - The Local Economy and Creating Jobs
Issue 1 - The Future of the Bromsgrove Economy
Option 2 to read "Develop business parks to encourage new high technology and other industries."
 - (v) Key Issue - A Safe and Well Designed Environment
Issue 2 - A Better Designed Local Environment
Option 2 to read "Produce enhancement schemes for key locations and promote designs which reflect local character."
 - (vi) Key Issue - Preserving the Past
Issue 1 - Designating and Enhancing Conservation Areas
Option 3 to read "Take action first in areas where the threat to the historic environment is greatest."
 - (vii) Suggested Additional Issues/Items for Consideration
 - (a) Land use - Backland/Frontland development and how this should be addressed.
 - (b) Agricultural land - Policies on Control of Industrial Uses/development.
 - (c) Enhancement of areas such as Spadesbourne Brook.
 - (d) Improvement in the quality of design of buildings.

- (b) that the additional work to be carried out by the consultants appointed to undertake work in relation to the Sustainability Appraisal be noted.

08/05

SURVEY OF BUILDINGS OF LOCAL INTEREST

The Group considered a report on the proposal to commence survey work to enable production of a draft list of buildings of local architectural, historic or landscape interest within the District. It was intended to consult Members, Parish Councils, amenity bodies and local history societies, together with the general public, for nominations. It was intended that the draft list would be submitted to Members and full consideration would take place with the owners of nominated buildings. It was noted that a local list and associated planning policies would ensure development proposals affecting buildings that help to give local distinction to the District are given appropriate consideration. It was

RESOLVED: that the proposals contained in the report be approved and that consideration be given to the possibility of recognising the importance of buildings included in the final list by means of a "blue plaque" type scheme.

(NOTE: Councillor Mrs. J. D. Luck declared a personal interest in this item as the owner of a property, which may be considered for inclusion in the draft list.)

The Meeting closed at 4.25 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

LDF WORKING GROUP MEETING

25th OCTOBER 2005

LOCAL DEVELOPMENT SCHEME

Responsible Portfolio Holder	Councillor Mrs. M. M. T. Taylor
Responsible Head of Service	Peter Allan - Interim Head of Planning and Environment Services

1. SUMMARY

- 1.1 Members may recall that the Executive Cabinet adopted the Bromsgrove Local Development Scheme in January 2005. Since then a number of issues have arisen that have necessitated changes to the Scheme.
- 1.2 The closure of the Rover factory at Longbridge earlier this year has led to the need to undertake an Area Action Plan for the Longbridge site. This has necessitated a change to the original timetable and the insertion of this new Development Plan Document.
- 1.3 Over the last two years the Local Plans Section has seen increased turnover of staff and difficulty in recruiting experienced staff. This combined with an increased draw on officer time due to the restructuring of the Council, has inevitably slowed the production of key areas of work. However it must be noted that to date the Council have submitted all key documents on time to Government Office. To prevent any possible slippage in respect of milestones within the LDS it is necessary to amend the original target dates. The key changes to the LDS, including a revised timetable, are attached to this report. Full copies of the amended LDS have been placed in the Member's room.

2. RECOMMENDATIONS

- 2.1 That Members agree to the submission of the amended Local Development Scheme to Government Office for approval and then to Full Council for adoption.

3. CHANGES TO THE LOCAL DEVELOPMENT SCHEME

- 3.1 The immediate key changes to the scheme include the following;
- The insertion of a Longbridge Area Action Plan.
 - Delaying the production of the Core Strategy Preferred Options until January/February 2006.
 - Delaying the production of the 'Affordable Housing' and 'Managing Housing' SPDs to January/February 2006, the same time as the production of the Core Strategy.
- 3.2 In respect of the Core Strategy it is intended that, subject to approval from Government Office, the final adoption date will remain the same.

3.3 In respect of the 'Managing Housing' SPD, Officers have had to consult Government Office on issues regarding the policy base that the SPD will be linked to. As the SPD will be controlling new housing releases up to and beyond 2011 then it is linked to housing requirements contained in the Regional Spatial Strategy. Housing figures in the Regional Spatial Strategy have now replaced those in the Structure Plan (back dated to 2001). The new SPD may have to be linked to an emerging Core Strategy Housing Policy, as such it is important that the two documents are published at the same time. The 'Affordable Housing' SPD will be linked to existing saved policies in the Local Plan.

4. CONCLUSIONS

4.1 For the Council to continue to meet targets and to maximise planning delivery grant it has become essential to alter the Local Development Scheme to reflect a more realistic timetable for document production over the next year.

5. FINANCIAL IMPLICATIONS

5.1 If the Council do not alter the timetable for document production then it will miss important targets so leading to a reduction in Planning Delivery Grant. The grant for 2005/06 was £267,000. There are a number of posts that are directly funded by Planning Delivery Grant, so any reduction in grant would have an impact on the financial planning of the Council and the future delivery of elements of the Planning Service.

6. LEGAL IMPLICATIONS

6.1 None

Contact Officer

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Jayne Pickering
Head of Financial Services
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Appendix

Proposed Development Plan Documents

This Section provides an overview of development plan documents the Council are proposing to begin work on before September 2007.

- **Core Strategy**

This document will set out the long-term spatial vision and the strategic policies and proposals to deliver that vision. It will cover the same period as the Regional Spatial Strategy, that is to 2021. It will not merely repeat national and regional guidance but instead provide a spatial strategy specific to the needs of Bromsgrove. It will contain a set of primary policies for delivering the core strategy and set the broad locations for development through the production of a key diagram. It will not deal with site specific allocations or issues. Once adopted, all other development plan documents will have to be in conformity with it.

- **Proposals Map**

The proposals map will illustrate on an Ordnance Survey base map all the policies and proposals contained in development plan documents and saved policies. It will be revised as new development plan documents are prepared and adopted. It will show areas of protection, including Green Belt boundaries and Conservation Areas, and site specific policies and proposals.

Separate inset maps will also be produced showing proposals for parts of the authority's area. It is intended that the maps will be produced in a A3 loose leaf format for ease of use and to allow easy updating. An overview map of the whole District would also be produced. Any allocations or designations from the County Council's Minerals and Waste Plan will also be shown on the Proposals Map.

- **Generic Development Control Policies**

The document will contain a generic set of District wide policies against which planning applications for the development and use of land and buildings will be considered.

This document will;

- i. Contain policies that accord with the vision and objectives set out in the Core Strategy.
- ii. Focus on topic relate policies such as protecting residential amenity and protection of the landscape instead of use-related policies.

- iii. Policies will not repeat national planning policy statements but will set in context how such policy applies to the local area.
- iv. Policies will be positive and will focus on achieving the outcomes required to meet the authority's vision as set out in the Core Strategy.

- **Longbridge Area Action Plan**

This document will provide a comprehensive land use strategy for the Longbridge area. With the closure in early 2005 of the Rover MG car manufacturing plant in Longbridge a significant amount of land has become vacant in the Bromsgrove District. This Area Action Plan will guide not just redevelopment of this land but also the wider Longbridge area and will be produced in cooperation with Birmingham City Council. Two separate but linked plans will be produced, one by Bromsgrove and another by Birmingham. The Bromsgrove plan will cover the area of the site that is within Bromsgrove District.

Key milestones in the production of local development documents

<u>Document</u>	Begin preparation of issues & options	Consultation on Preferred Options	Date of Submission to Inspectorate	Consultation on Submission document (or Draft SPD)	Estimated date for pre-examination meeting	Estimated date for Commencement of Examination	Estimated date for receipt of Binding Report	Adoption Date
Local Development Scheme	<i>October 04</i>	<i>N/A</i>	<i>January 05</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>February 05</i>
Statement of Community Involvement	<i>October 04</i>	<i>February / March 05</i>	<i>14th July 05</i>	<i>July / August 05</i>	N/A	January 06	January 06	March 06
Core Strategy	<i>January 05</i>	February 06	July 06	July / August 06	November 06	January 07	June 07	September 07
Proposals Map	N/A	N/A	N/A	July / August 06	N/A	N/A	N/A	September 07
Longbridge AAP	October 05	August / Sept 06	March 07	March / April 07	July 07	September 07	After September 07	After September 07
Generic Development Control Policies	January 06	September / October 06	July 07	July / August 07	After September 07	After September 07	After September 07	After September 07
Affordable housing SPD	January 05	N/A	N/A	February 06	N/A	N/A	N/A	June 06
Managing Housing SPD	January 05	N/A	N/A	February 06	N/A	N/A	N/A	June 06

Longbridge Area Action Plan DPD		
Document Details	<ul style="list-style-type: none"> • Role and Content • Status • Position in chain of conformity • Geographic coverage 	<p>This document will provide a comprehensive land use strategy for the Longbridge area</p> <p>Development Plan Document.</p> <p>Conforms with Core Strategy.</p> <p>Former Rover site at Longbridge.</p>
Timetable	<ul style="list-style-type: none"> • Preparation of Issues and Options • Consultation on Preferred Options • Submission to Inspectorate • Consultation on Submission Document • Pre-examination meeting • Commencement of Examination Period • Receipt of Binding Report • Adoption date 	<p>October 2005 to July 2006</p> <p>August and September 2006</p> <p>March 2007</p> <p>March and April 2007</p> <p>July 2007</p> <p>September 2007</p> <p>After September 2007</p> <p>After September 2007</p>
Production	<ul style="list-style-type: none"> • Process led by • Management arrangements • Resources required to produce DPD • Approach to involving stakeholders 	<p>Local Plans Section</p> <p>See Section 11</p> <p>Internal resources including studies produced for evidence base.</p> <p>Outlined in Statement of Community Involvement</p>

BROMSGROVE DISTRICT COUNCIL

LDF WORKING GROUP MEETING

25th OCTOBER 2005

STATEMENT OF COMMUNITY INVOLVEMENT

Responsible Portfolio Holder	Councillor Mrs. M. M T. Taylor
Responsible Head of Service	Peter Allan - Interim Head of Planning and Environment 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 the Cabinet meeting on 22nd June 2005, minutes of which were taken to the Full Council meeting on 5th July 2005, the SCI was submitted to the Secretary of State for independent examination. Following this submission there was a statutory 6 week consultation period. This period allowed for parties who were still aggrieved time to submit representations on the SCI to an independent Planning Inspector. A total of 24 representations were received, many of which were general comments. A summary of representations received is attached to this report.

2. RECOMMENDATIONS

- 2.1 That Officers are given delegated powers to respond to any additional comments made by objectors prior to the SCI being assessed by the Planning Inspectorate.
- 2.2 That Members note the report.

3. PUBLIC EXAMINATION OF THE SCI

- 3.1 In accordance with the LDF management programme contained in the Local Development Scheme (January 2005) the SCI was submitted on time to the Secretary of State on 14th July 2005.
- 3.2 Representations on the SCI were sent to the Inspector following the end of the statutory 6 week consultation period. The Council is only required to provide a summary of representations received, not a set of recommendations or changes to the SCI.
- 3.3 A four week period of consultation began on the 5th October 2005 to allow for those who had already submitted representations time to provide any additional information. If any additional comments are submitted then the Council will have two weeks until 19th November 2005 to respond. The Inspector will then consider all representations and additional comments and produce a report on the SCI.
- 3.4 The Inspector will not just consider issues raised within the representations but also assess the SCI against the 9 tests of soundness contained in Planning Policy Statement 12, 'Local Development Frameworks'. Any changes recommended by the Inspector will be binding on the Council.

3.5 The Planning Inspectorate is due to publish a final report on the Council's SCI in January 2006. A report will then be brought to the Working Group in February 2005 seeking approval of the SCI for submission to Full Council for adoption in March 2006.

4. CONCLUSIONS

4.1 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.

4.2 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.

5. FINANCIAL IMPLICATIONS

5.1 The Council will need to bear the cost of the time required by the Planning Inspectorate to assess this document. A charge will be made by the Planning Inspectorate for assessing the soundness of the SCI. The current fee rate is £679 per day or £91.76 per hour.

5.2 As none of the objectors requested that they be heard at a public examination then all responses will be by written representation. This will lead to a quicker process and less Inspector time, resulting in reduced financial implications for the Council.

5.3 A potential cost of £5,000 was originally thought likely for this element of the LDF process in 2005/06. As there is no budget included in the approved allocations in 2005/06, any financial costs would have to be met from the contingency budget. A full report detailing any changes made by the Inspector to the SCI and the financial implications of the submission process will be presented to Members on receipt of the Inspectors Report.

6. LEGAL IMPLICATIONS

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

7. ATTACHED DOCUMENT

7.1 Summary table of representations.

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Appendix 1 - Summary of Representations

Ref	Name (Agent)	Summary of Representation	Council Comments
SCI01	Highways Agency	Welcome its inclusion in the list of interested groups and people. Wish to main actively involved in all future stages.	Support noted.
SCI02	Sport England - West Midlands	<p>1) Copy of decision notice is required by Sport England and similar bodies.</p> <p>2) On major applications, it is worthwhile involving Sport England and other mainstream consultees at pre-submission discussions.</p> <p>3) Hardcopies of drawings will still be required.</p> <p>4) Sport England and similar bodies should be used in the drafting of conditions and 106 Agreements.</p>	<p>1) It is impractical to send copies to all statutory bodies or other local or national stakeholders who may have commented or have an interest in an application. The Council is aiming when the technology is in place to publish decision notices on the internet.</p> <p>2) Where appropriate Sport England will be involved at the pre-application stage.</p> <p>3) When requested they will be supplied. An appropriate charge may also be made.</p> <p>4) Comments noted.</p>
SCI03	British Wind Energy Association	<p>1) The SCI should follow recommendations contained in PPS 22: Renewable Energy.</p> <p>2) Local planning authorities may wish to consider informing local communities about renewable energy, its potential benefits and any potential effects of development, before any schemes are submitted for planning permission in their area.</p> <p>3) Appropriate methods of community involvement may include; public examinations, displays, road-shows, presentations at meetings, internet, local press, leaflet drops, focus groups and consultation with parish councils.</p>	<p>1) For renewable energy schemes the Council will follow guidance contained in PPS 22.</p> <p>2) Where appropriate the Council will consider raising the profile of renewable energy.</p> <p>3) The Council is proposing to undertake many of these methods.</p>

		4) Issues that may need to be addressed include; lack of awareness, noise, visual effects, odour, juxtaposition between global warming and local impact of a project and difficulty between making link between regional policy and local delivery.	4) These issues will be considered at pre-application or during determination of a renewable energy proposal.
SCI04	LEVVEL Ltd	<p>1) <i>Fig 2 - Stage 1 Evidence gathering</i></p> <p>i. SCI does not stipulate what major evidence gathering studies were carried out. Evidence base must be full and robust.</p> <p>ii Members of the development industry are considered to hold valuable information relating to local housing and commercial property market which local authorities would benefit from drawing on.</p> <p>iii Development industry must be involved in evidence gathering.</p> <p>2) <i>Fig 5 - Methods of Involvement</i></p> <p>i Levvel supports the use of focus groups, however it does not clarify who will be involved in these groups.</p> <p>ii Need to identify developers, landowners and house builders as a focus group and clearly state their purpose.</p> <p>iii Ensure appropriate methods of consultation are used when consulting developers.</p> <p>iv Focus groups and workshop sessions should discuss specific issues and seek to be quantitative where possible.</p> <p>v) Council should be more proactive in involving the development industry.</p> <p>3) <i>Fig 6 - Choosing the appropriate approach</i></p> <p>i Concerned Council is not using workshops and focus groups in stage 1 of DPDs and SPDs.</p>	<p>1i) The diagram is showing the key stages in Development Plan production. It is not intended to provide detailed information on each stage as the evidence base is constantly changing.</p> <p>ii) Comment noted.</p> <p>iii) Comment noted.</p> <p>2i) Involvement will depend on the type of document to be produced and required outcomes.</p> <p>ii) Stakeholders will be invited to relevant focus groups.</p> <p>iii) A variety of methods will be used.</p> <p>iv) Focus groups can be quantitative or qualitative depending on their purpose.</p> <p>v) This SCI will provide the framework for the proactive involvement of all stakeholders.</p> <p>3i) The Council is intending to use Focus Groups in stage 1 of DPD production and if necessary in stage 1 of SPD production. Workshops may also be used during stage 1 of DPD and SPD production.</p>

		<p>ii Development industry may not be fully appreciative of the change in emphasis to a front loaded process. It is considered critical that the development industry is specifically cited.</p> <p>4) <i>Fig 7 - What do we mean by 'Community'?</i> Commend the Council for incorporating housing groups and the development industry in "Communities of Interest" and landowners in "Communities of Place".</p>	<p>ii) It will take time for all stakeholders to become fully aware of the change in emphasis. The Council will endeavour to promote the increased emphasis on front-loading.</p> <p>4) Support noted.</p>
SCI05	National Grid Transco (Malcolm Judd & Partners)	Offering assistance in the formulation of policies and requesting early involvement in the LDF process.	Comments noted. We will endeavour to involve Transco in the early formulation of policies.
SCI06	Billingham & Kite Ltd (Philip Woodhams)	<p>1) <i>Page 24 - Second Paragraph</i> The following text should be added; "Where a pre-application discussion is requested by an applicant such a discussion will be convened by a responsible officer for a date no later than ten working days after the date the discussion is requested."</p> <p>2) <i>Page 24 - Section dealing with significant applications</i> This section should be deleted. It introduces uncertainty as there is no clear indication what sort of development will be embraced by the requirements. Secondly requirements go beyond what is judged reasonable for major developments. Such 'extra' obligations are therefore considered unreasonable. If reference to significant development is not deleted then what is significant should be defined in the document in clear and unambiguous terms.</p>	<p>1) Subject to resources the Council will endeavour to respond to requests for a pre-application discussion within a reasonable timeframe.</p> <p>2) The SCI encourages developers to undertake pre-application discussions and early community consultation for applications that may give rise to local controversy. This approach follows guidance contained in PPS12 and its companion guide.</p>

		<p>3) <i>Penultimate box of figure 8</i> The box omits to refer to the fact that applicants may appeal against a refusal of planning permission. Whilst this is well known to the objector it is considered appropriate, for the public at large, that the omission be remedied. This can be achieved by the insertion of the words “The application is refused planning permission or” between ‘if’ and ‘specific’ in the first line of the penultimate box of figure 8.</p>	<p>3) Omission noted. The addition of the suggested text could help the ‘layperson’ better understand the process.</p>
SCI07	Gallagher Estates Limited (Wood Frampton)	<p>Support the inclusion of landowners as a community group to be included in consultations. Request that Gallagher Estates Ltd be added to the list of consultees.</p>	<p>Support noted.</p>
SCI08	Grinell, Johnson, Wild & McIntyre (Pegasus Planning)	<p>1) <i>Developer consultation on significant applications</i> Fails test of soundness relating to the requirement to clearly describe the planning authority’s policy for consultation on planning applications. Does not provide enough certainty for applicants. Refers to ODPM guidance titled, “Statements of Community Involvement and Planning Applications” which details a number of factors influencing the extent of pre-application discussion by developers.</p> <p>2) <i>Major and significant application definitions</i> Fails test of soundness relating to the requirement to clearly describe the planning authority’s policy for consultation on planning applications. A ‘tiered approach’ should be adopted in line with guidance in “Statements of Community Involvement and Planning Applications” para 6.2. This sets indicative thresholds for determining which applications are subject to different types of community involvement required at each stage in the planning process.</p>	<p>1) “Statement of Community Involvements should encourage developers to undertake pre-application discussions and early community consultation although they cannot prescribe that this is done” (Companion Guide to PPS12, para 7.7). The Council’s SCI seeks to do this, as such it is not unsound.</p> <p>2) The Council have proposed a tiered approach relating to the size and likely community interest in an application. As issues change both nationally and locally then the types of applications that will arise community interest also change. The Council have adopted a flexible approach by encouraging developers to adopt early community involvement for ‘significant applications’.</p>

SCI09	WM. Morrison Supermarkets PLC (Peacock & Smith)	Support the proposals set out in the SCI for future consultation, and in particular the proposal to write to all persons who have expressed an interest. Would like to be consulted at all stages in the LDF process.	Support noted.
SCI10	The Church of England - Diocese of Worcester	<p>1) The document looks at a number of means of contacting people in hard to reach groups. The Local Authority staff need to go to youth clubs, residential homes, prisons and so on, to speak to people directly, not through representatives or focus groups, about the proposals, with interpreters as necessary. While it is expensive other methods tend not to work. An alternative is for the Council to recruit and train representatives from those hard to reach groups to visit their peers.</p> <p>2) Concerned that the document is full of jargon and Local Authority speak.</p> <p>3) A Faith Group should not be confined to the "Communities of Interest" list because that means we may not be consulted about wider community matters, just those that the officers think the church will be interested in. We must be in the "Communities of Place" and "Service Providers" lists because of our engagement and activities.</p>	<p>1) Figures 5 and 6 of the Council's SCI highlight the varying methods that the Council will be using.</p> <p>2) The SCI has been written so it can be read and understood by not just planning professionals but also members of the public.</p> <p>3) Generally faith groups are defined by their common interest. However we do recognise they also have wider community interests. Future consultation will not be restricted to any particular group or 'community' group.</p>

BROMSGROVE DISTRICT COUNCIL

LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP

25TH OCTOBER 2005

HOUSING SUPPLEMENTARY PLANNING DOCUMENTS

Responsible Portfolio Holder	Councillor Mrs. M. M. T. Taylor
Responsible Head of Service	Peter Allen: Interim Director of Planning and Environment Services.

1. Summary

- 1.1 The purpose of this report is to outline the results of the informal consultation on two new Supplementary Planning Documents (SPDs). These SPDs will provide new policies on managing housing and affordable housing in the District.
- 1.2 The informal consultation exercise undertaken in August/September consisted of sending out a leaflet and questionnaire to over 200 people/organisations, including all Councillors, Parish councils, adjoining authorities, planning consultants, registered social landlords, and all those who responded to formal consultation on the current SPG10 - Managing Housing Supply in the District of Bromsgrove. A total of 56 responses were received the results of which are outlined briefly in section 4 below, with full details of the results in appendix 1, attached to this report.

2. Recommendation

- 2.1 That Members note the report.

3. Background

- 3.1 The new planning system requires that plan preparation is front loaded, meaning that every opportunity to engage with the local community and relevant stakeholders should be taken, in order that key decisions can be made early on in the plan preparation process, avoiding the need to make any late changes.
- 3.2 Views and opinions expressed at other consultation events held by the planning policy section and the housing strategy section will also be used to inform the preparation of the drafts of the SPDs.
- 3.3 It is intended that the Managing Housing SPD will replace the current, SPG10 - Managing Housing Supply, whilst the Affordable Housing SPD will provide new guidance on the provision of affordable housing in the District.

4. Summary of Consultation responses

- 4.1 The main conclusions that can be drawn from the consultation responses are as follows;

- Q1. Should we continue restricting new housing development?

The majority of responses support continued housing restrictions, although with more exceptions than current policy allows.

Q2. The current Housing SPG has four exceptions from the new policy, should we remove any of these exceptions from the new policy, if so which ones and why?

The largest response was for the retention of the current exceptions, although 20% of people thought renewals of existing permission should be removed from the new policy.

Q3. Would you like to see more exceptions to current policy?

An overwhelming majority of people would welcome more exceptions, with living over the shop schemes the most popular, followed by converting empty properties, conversion of agricultural buildings, and mixed use schemes.

Q4. What size of home would you like to see built in the District?

The response to this question was varied with 1 - 2 bed flats proving to be slightly more popular.

Q5. What size of sites should be exceptions to the Managing Housing policy?

The largest response for this question was for small site 0 - 5 dwellings to be exempt from the managing housing policy.

Q6. Please rank the following location in the order where you would like to see new affordable housing built?

Bromsgrove Town was the most popular location for new affordable housing development, with rural areas proving to be the least popular.

Q7. Should a site's suitability for affordable housing be based on the number of dwellings or the site area?

Site area was preferred over number of dwellings when choosing sites for affordable housing, although in many cases people chose both, and identified that many other considerations should be taken into account when choosing new sites.

Q8. What size of sites should we be requesting an element of affordable housing from?

There were mixed views regarding this question with the largest responses received for all sites to provide an element of affordable housing or only the largest sites, with site sizes in between gaining a smaller share.

Q9. What type of affordable housing should be provided?

All three types of affordable housing got a significant share of the response with shared ownership schemes proving to be slightly more popular.

Q10. What levels of affordable housing should we be providing on new housing sites?

The majority of responses indicated we should be looking to make sure up to 30% of dwellings on new housing sites are affordable, with reduced numbers of people wanting to see higher percentages of affordable dwellings.

Q11. Should we be relaxing the policy on planning obligations on affordable housing developments if it makes them more viable?

A large majority of people thought we should be relaxing policy on planning obligations in order to make affordable housing schemes more viable

5. Programme

5.1 As indicated in PPS12 there are three main stages in the production of an SPD,

- Pre Production,
- Production,
- Adoption.

We are currently in the production phase, with the pre production element having been completed in the form of the evidence gathering and consultation methods outlined above.

5.2 The production phase contains three further sections,

- Preparation of draft SPD,
- Public participation on draft SPD,
- Consideration of representations and finalising the SPD.

We are currently at the drafting stage with the draft SPD due to be published for a formal 6 weeks consultation in January / February 2006. It is envisaged after this consultation ends a further 12-14 weeks will be required to finalise to document before adoption in June 2006.

5.3 Another element of the process is the undertaking of a sustainability appraisal of each SPD. For this part of the process we have commissioned Hyder Consulting to carry out the appraisal and produce a Sustainability Appraisal Report. This work had already been approved in the LDF Working Group meeting on the 8th February 2005.

5.4 One final aspect of producing the SPD is the publication of a consultation statement which clearly details whom, how, and when people were consulted in respect to the SPDs, and also provides a summary of responses/views expressed.

5.5 Both the sustainability appraisals and the consultation statements will be published alongside the drafts of the SPDs in January / February 2006.

6. Financial Implications

6.1 Hyder Consulting were commissioned to undertake the sustainability appraisal element of the SPD production, through already approved planning delivery grant monies.

7. Legal Implications

7.1 None

8. Background Papers

8.1 None

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APPENDIX1

Affordable Housing and Managing Housing, Supplementary Planning Documents (SPDs)

Informal Consultation Summary.

As part of the LDF process we are required to front load plan preparation and consult with not only statutory consultees but also any other stakeholders and local groups at the earliest possible stage. As outlined in the Local Development Scheme (LDS) adopted on the 25th of January 2005 we are proposing two new Supplementary Planning Documents (SPDs), the subjects of which are affordable housing and managing housing supply.

The evidence gathering/informal consultation on these two documents began on Thursday 3rd March 2005 with an event designed to launch the Bromsgrove LDF and more specifically the SCI. At this event various workshops were held to gauge public opinion on all matters related to planning in Bromsgrove including housing provision. Further information gathering has been done as part of the core strategy issues and options report as well as work done with the Housing Strategy Section of the Council who are preparing a new housing strategy. Such events have included;

- SCI / Local Planning workshop event,
- Planning officers facilitating at housing strategy consultation event,
- Focus groups on issues and options for the core strategy,
- Leaflets and subsequent responses generated as part of the informal consultation on issues and options for the core strategy,
- Planning, housing, and environmental health officers working groups on affordable housing and housing strategy,

The main element of the consultation has been the publication of an information leaflet and questionnaire that has been sent out to over 200 people/organisations. This document summarises the results from the 56 returned questionnaires.

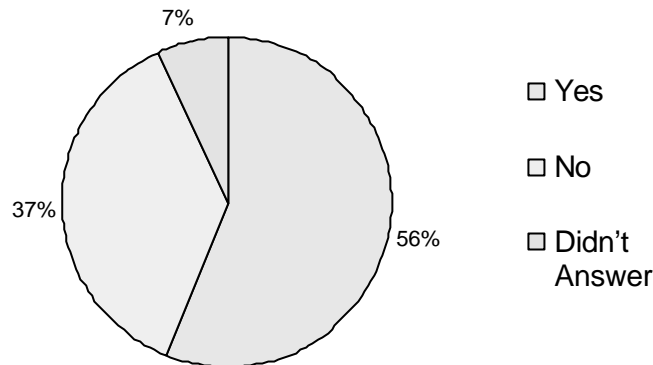
The responses received represented a wide variety of interest groups as shown in the table below;

RSL / Housing Groups	13%
Development Industry	27%
Councillors / Parish Councils	23%
General Public	21%
Local Interest groups	13%
Other	3%

Question 1

Should we continue to restrict new housing development?

The response to this question clearly identified a consensus that housing restrictions should continue, 56% of those asked said new housing restriction should continue, 37% saying restriction should be removed, and 7% failed to answer the question.



The reasons as to why people think we should or shouldn't restrict housing are varied, and too numerous to list in full in a report of this length but the main findings appear to be.

Reasons to continue restriction

- Current infrastructure unable to cope with extra demands new housing would place on it.
- To protect green belt / areas and to prevent increased congestion.
- To prevent oversupply situation escalating.

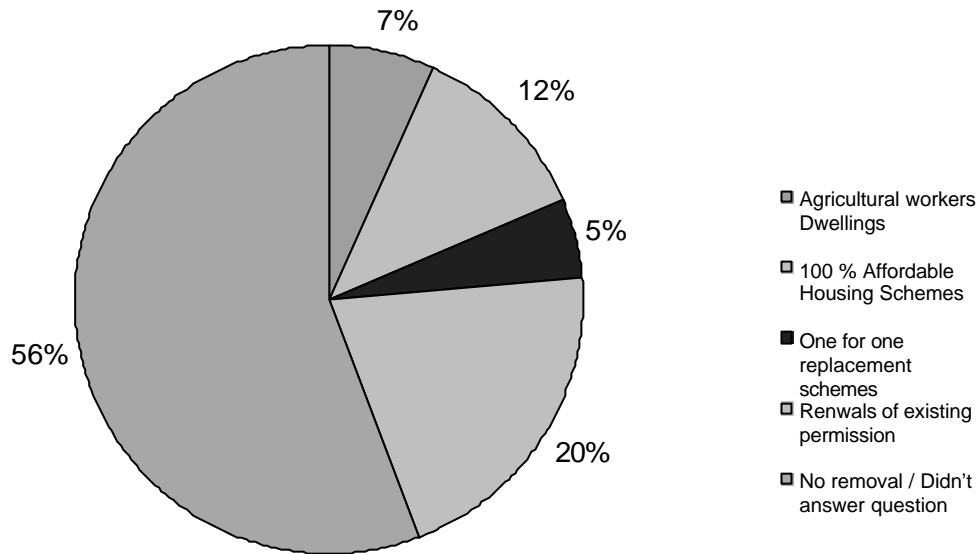
Reasons to lift restrictions

- To provide more affordable housing.
- To increase development on Brownfield land, including unused industrial/commercial properties.
- We should now be looking 15 years in advance with a 5-year rolling supply to manage housing supply.
- PPG3 advocates that housing sites should be released in a managed way.
- Would generate income for local businesses connected to the house building industry.
- To reduce current house prices.

Question 2

The current Housing SPG has four exceptions from the new policy, should we remove any of these exceptions from the new policy?

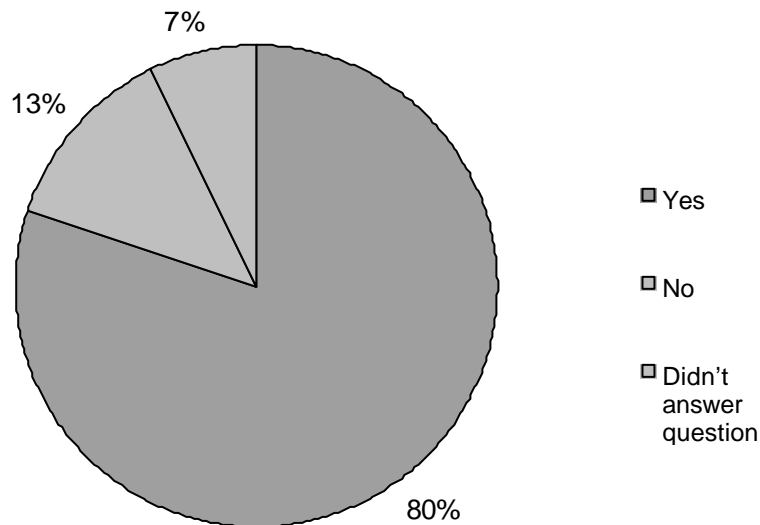
The majority of those people asked didn't recommend any of the current exceptions to be removed (56%), although it is likely that some of those who didn't pick any exceptions could have simply not understood the question or failed to answer, as is the case with most of the questions. Of those who did want exceptions removed, the majority would like to see renewals of existing permission removed, with the least number of people wishing to see one for one replacement schemes removed. There were a number of reasons given as to why various exceptions should be removed, the most regular one concerning renewals of existing permission stating that any new application should be judged against the current adopted policy base, and not given permission just because the proposals have been acceptable in the past.



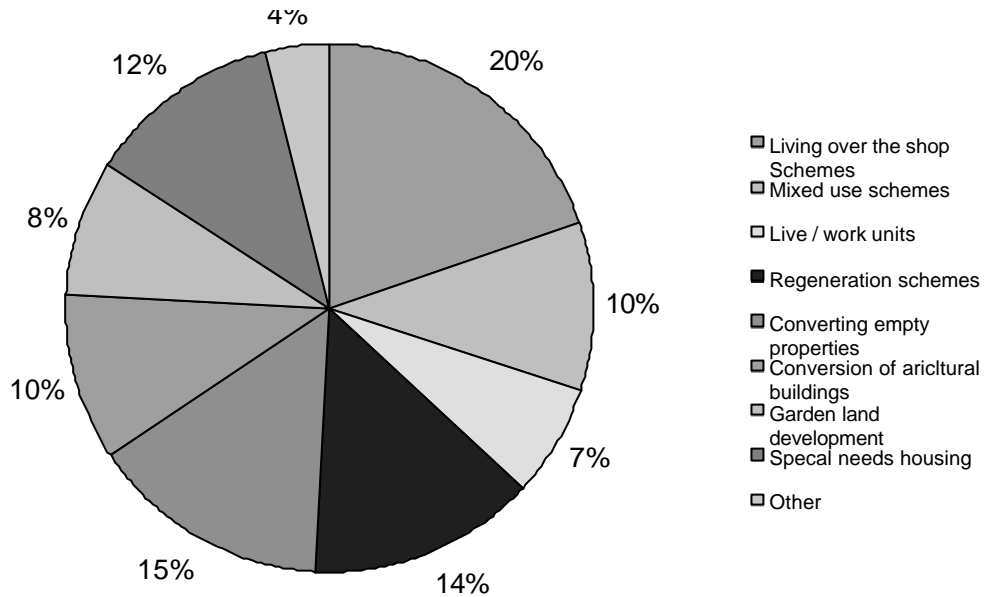
Question 3

Would you like to see more exceptions to the current policy?

The overwhelming majority of people who answered this question answered in favour of more exceptions, with 80% in favour and only 13% in opposition, a further 7% didn't answer this question.

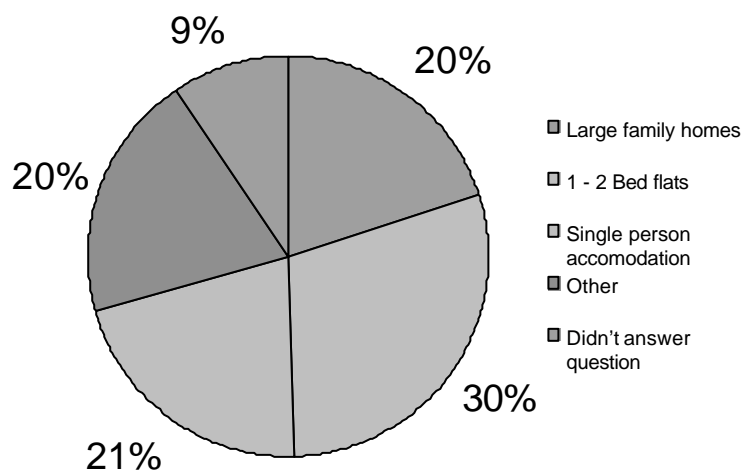


The second element of this question asked which out of a list of nine new exceptions would they like to see introduced. Although all nine categories received some nominations, Living over the shop initiatives appeared to be the most welcomed with 20% of all the nominations, converting empty properties and regeneration schemes also proved popular with 15% and 14% of the total. One of the categories gave respondents the chance to suggest other exceptions they thought could be included, only 4% of the respondents suggested alternative suggestions, Sheltered housing was suggested along with the redevelopment of redundant garage sites, and key worker sites. Other suggestions included Brownfield sites, within Bromsgrove, Alvechurch, Hagley and Wythall, although it could be argued that such sites could be classed under a number of the exceptions already listed.



Question 4
What size of home would you like to see built in the district?

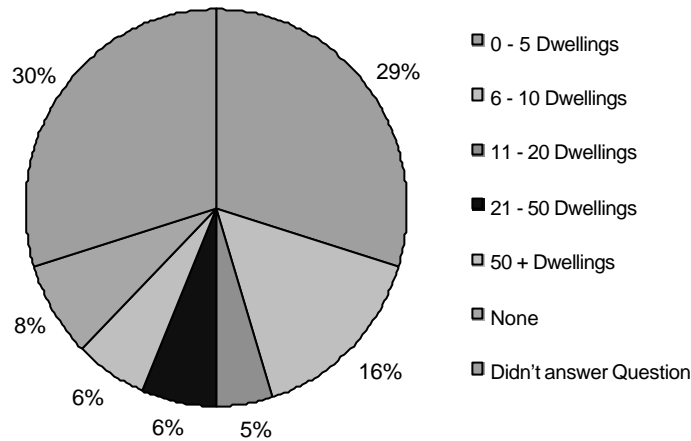
The results for the above question were relatively evenly spread out with 1-2 bed flats gaining a slightly larger share of the responses. This would seem to suggest that we should be providing a wide range of dwelling types and sizes throughout the district.



Question 5

What size of sites should be exceptions to the managing housing policy?

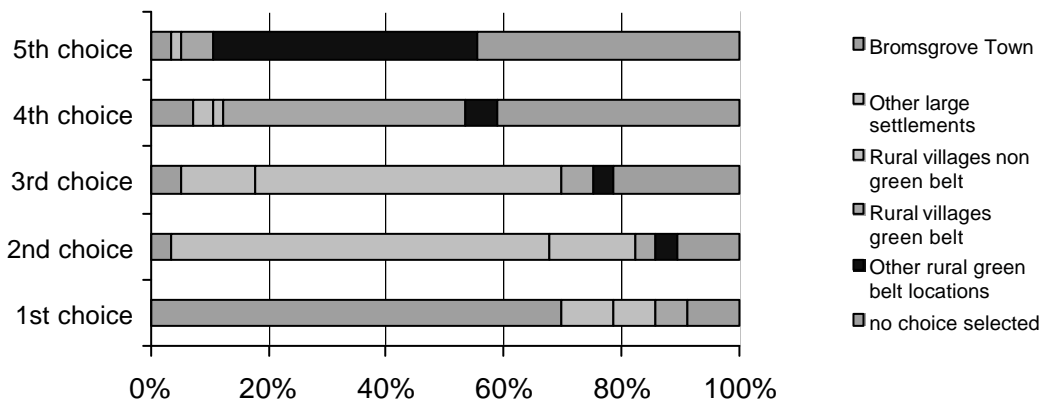
A significant proportion (29 %) of the responses indicated that sites with 0-5 dwellings should be exceptions to the managing housing policy, all other categories gained much less support suggesting people are willing to see small sites developed, but developing larger sites should be resisted, although 8 % of respondents indicated that no sites should be exempt from the managing housing policy. An alarming number of respondents (30%) failed to answer this question, and a number of respondents also gave answers that appeared to be inconsistent with earlier comments suggesting an element of confusion over what was being asked in this question.



Question 6

Please rank the following (1-5) in order of where you would like to see new affordable housing built?

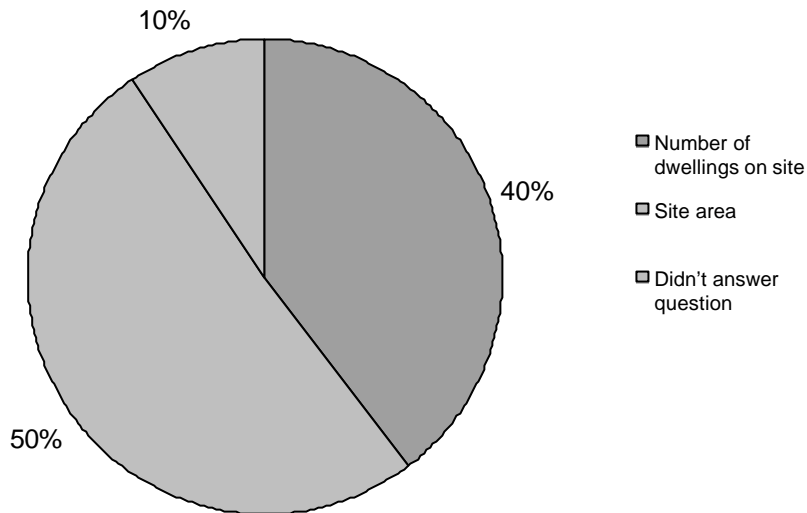
The responses indicated a clear trend in the location of where people thought new affordable housing should be located. Bromsgrove town was by far the most popular choice for new affordable housing development, and other large settlements was a clear 2nd choice, rural villages non green belt, rural villages green belt and then other locations green belt were the 3rd 4th and 5th favoured locations for new development. One interesting feature of these results were the number of respondents in each category, only 7% of respondents failed to have a first choice location, whereas 32% and 35% failed to have a 4th and 5th choice location for affordable housing development. This indicates that more people thought Bromsgrove was a good first choice location than thought more rural areas were good 4th and 5th choice locations, demonstrating a preference for urban areas over more rural locations.



Question 7

Should a site's suitability for affordable housing be based on the number of dwellings or the site area?

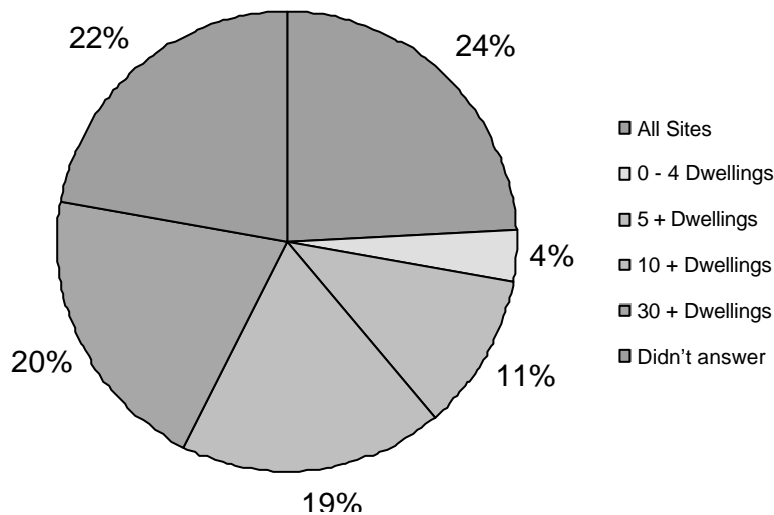
50% of the responses preferred site selection to be based on site area, with 40% preferring number of dwellings, and a further 10% not answering the question. The results also showed a number of responses where both options were picked, and various comments were received to the effect that both are important elements but there are many others to be considered. Circular 6/98 Planning and affordable housing, was also cited as it advocates both methods can be used to assess a site's suitability for affordable housing. It is also argued that issues such as the character of the locality and existing surrounding densities also govern the number of dwellings on a site.



Question 8

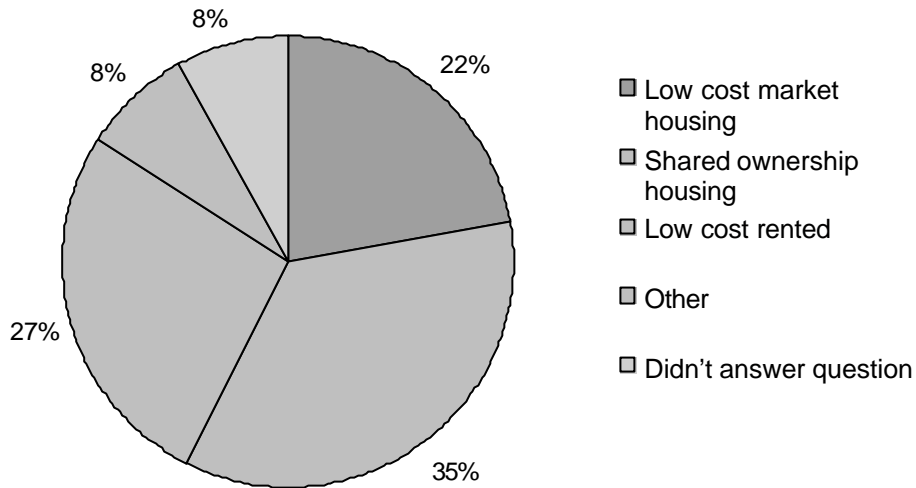
What size of sites should we be requesting an element of affordable housing from?

A mixed response was received for this question with a considerable percentage (24%) indicating that all sites should be required to provide an element of affordable housing, but 20% also indicated that only sites of 30+ dwellings should have to make provision, there is clearly an element of uncertainty with regard to this issue, or perhaps as with other questions the number of people who didn't respond (22%) suggests an element of confusion as to what was being asked.



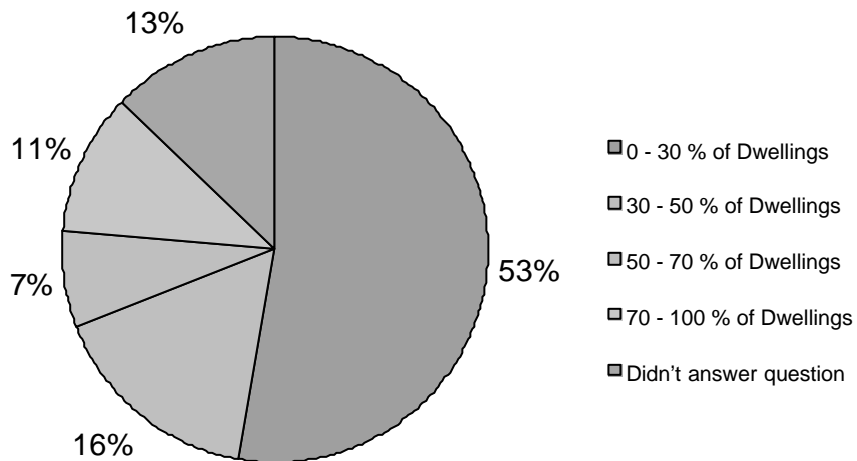
Question 9
What type of affordable housing should be provided?

The results show that shared ownership housing is the favoured choice, although all 3 types of affordable housing received a considerable share of responses. With many respondents indicating that all types of affordable housing should be encouraged. Of the suggestions for other types of affordable housing to be provided, key worker/employee housing was suggested by a number of people.



Question 10
What levels of affordable housing should we be providing on new housing sites?

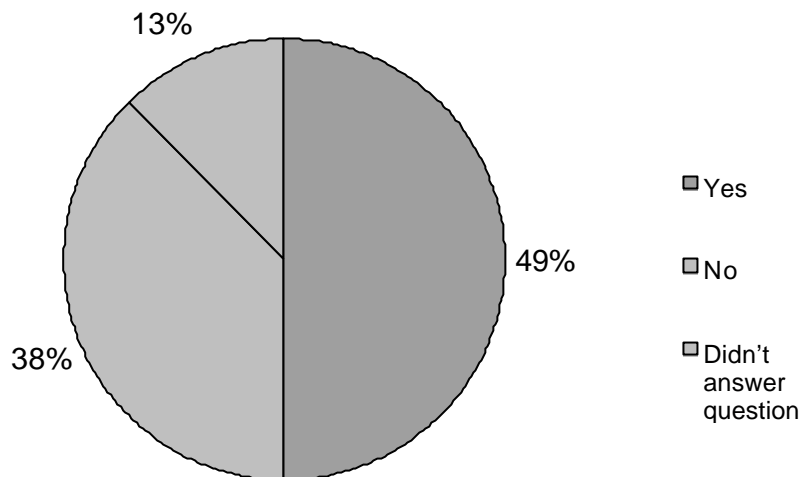
The largest response to this question was for sites to be providing between 0 - 30% affordable dwellings, with the smallest response for sites to be providing between 50 - 70% of all new dwellings to be affordable. There also appeared to be support for sites to provide much larger percentages of affordable dwellings with 11% of those who responded indicating they would like to see between 70 - 100% of new dwellings to be affordable.



Question 11

Should we be relaxing the policy on planning obligations on affordable housing developments if it makes them more viable?

There was more support for the relaxing of planning obligations, than those who felt that we shouldn't be relaxing planning obligations. Although again a number of people failed to answer this question, perhaps indicating a bit of confusion as to the question being asked.



Further Comments

The range of additional comments received varied considerably, some were concerning one individual question others were lengthy and detailed concerning a number of issues, below is a list of some of the summarised key points raised, although it must be noted this is not an exhaustive list of all the points made.

- Provide mixed communities, not ghettos
- Maintain character of the district / Rural areas should be kept rural
- Village envelopes should be enlarged, and provide homes for young people in the villages
- Living over the shop revitalises town centres
- Special needs housing should be provided
- Infrastructure should be provided for any new schemes
- The council should wait until the publication of PPS3 before it continues, with the SPDs
- Revised regional figures could render any policy out of date
- Needs to be a range of different size houses built
- Not all single people want to live in 1 - 2 bed properties
- Development should be planned comprehensively and not allow windfalls through at two and three a time.
- The level of affordable housing development needs to reflect an up to date needs assessment and should take into account specific locations.
- Relaxing planning obligations would need to be assessed on a site by site basis
- The current policy lacks flexibility, and does not allow for the redevelopment of genuine Brownfield sites, where existing property has fallen into disrepair or is unviable in economic terms to continue its use.
- Listed buildings and buildings with architectural merit are not considered, there may be cases where the only way to retain these buildings is to allow for residential conversion.
- The control rather than the restriction of new house building is the appropriate option in order to plan for the short, medium, and long-term growth of Bromsgrove district.

- The current moratorium has stopped the supply of affordable housing through cross subsidy, leaving the only route being through grants from the housing corporation.
- Planning must consider the economic realities of providing affordable housing. The moratorium needs to be lifted to allow cross subsidy and all sites need to be a mix of private for sale, affordable, shared equity, and social rented.
- This consultation gives the impression that the council is able to control the housing market. Whilst it may be able to control the granting of planning permission for new housing, it has no control whatsoever over the operation of the existing housing supply which accounts for the vast majority of transactions, Those who chose to and can afford to live in the district will still do so by buying into the existing housing market.
- If the council continues to restrict the supply of land for new houses, the combination of that restriction and the normal operation of the market within the existing housing stock will inevitably lead to rises in house prices and consequent problems of affordability.

Summary

The responses received in general were useful and informed, although some appeared to be contradictory in some of their answers to various questions. A number of responses simply used the leaflet and questionnaire as the basis for a much lengthier and detailed response which addressed issues touched on in the literature provided but didn't answer specifically the questions that were asked. This and also the nature of some of the questions was perhaps responsible for the number of questions which were left out in the returns. Those who provided general comments as opposed to filling out the questionnaire still had their comments noted as the list above shows.

In general the consensus of opinion seems to be that housing restriction should continue but perhaps with more exceptions than the current policy to allow for some limited development on key sites, and that affordable housing should be provided in all forms and on all sites.

BROMSGROVE DISTRICT COUNCIL

LDF WORKING GROUP MEETING

25th OCTOBER 2005

LONGBRIDGE SITUATION

Responsible Portfolio Holder	Councillor Mrs. M. M. T. Taylor
Responsible Head of Service	Peter Allan - Interim Head of Planning and Environment Services

1. SUMMARY

- 1.1 To provide members with information regarding the long-term future of that part of the Longbridge site which lies within Bromsgrove District.

2. RECOMMENDATION

That Members

1. acknowledge the need to revise the Local Development Scheme to include reference to an Action Area Plan for Longbridge;
2. note the report

3. BACKGROUND

- 2.1 Members will be aware that initial discussions have taken place between Birmingham City, Worcestershire County and Bromsgrove District Councils regarding both the immediate and longer-term future of the former MG Rover plant at Longbridge.
- 2.2 The site in total comprises some 140 hectares (350 acres) of which 34 ha. (90 acres) lie within Bromsgrove District. Collectively, Longbridge provides the largest concentration of employment land on the south-western fringes of the Conurbation.
- 2.3 The outcome of discussions earlier this year led to the review and republishing of a Planning Policy Statement by Birmingham City Council. This Statement was very similar to one which ourselves and Worcestershire County Council had previously agreed when BMW were in the process of disposing of their interest in the Longbridge plant. The latest statement seeks to restrict the use of land at Longbridge to employment purposes until such time as a full review of future uses is concluded. This approach provides the relevant local planning authorities with a suitable stance to avoid early, piecemeal exploitation of the site
- 2.4 A total of three meetings about Longbridge have taken place during the summer involving a number of parties including Birmingham City Council, Worcestershire County Council, Government Office, St Modwens (landowner) Advantage West Midlands, officers from the Regional Body and ourselves.
- 2.5 Supported by the Government Office, the local authorities have suggested that work should be undertaken to produce a long-term plan to determine future land uses for the entire Longbridge site. Under the new planning system this could be either a joint plan or two separate plans prepared in close cooperation between the authorities. In consultation with the Planning Portfolio holder it was decided that this latter course was more suitable from this Council's perspective.

- 2.6 The demise of MG Rover and the need to consider future plans for the site therefore necessitates a change to the Council's Local Development Scheme (LDS). This is the Council's project plan for its planning policy work over the next three years and it is now intended to include reference, in the LDS, to the production of a Longbridge Action Area Plan (see agenda item no. 3).
- 2.7 All parties to date have acknowledged the need for a rapid plan-making process to produce a comprehensive land use strategy for the Longbridge area. In particular, it is essential that there is a clear direction for the wider community to gain maximum advantage from what, in the context of Bromsgrove District, will be the largest site to become available for reuse over the next 15 years.
- 2.8 Although it will not be possible to provide an adopted statutory plan by the end of next summer, there is general agreement that sufficient work can be carried out by then to have a sufficiently robust draft document against which both Birmingham and Bromsgrove Councils can consider future planning applications. The proposed Action Area Plans will become adopted documents once other key elements of the new plan system have been put in place, most crucially the respective Core Strategies for the two councils.
- 2.9 The additional plan work now required was not anticipated by either Birmingham City or this Council when setting out intended plan work over the next few years. Birmingham City have consequently been seeking, with Government Office support, European Regional Development Funding (ERDF) in order to employ consultants to carry out the essential research and investigative work leading to the development of issues and options for the Longbridge site. To secure this funding a matching contribution is required from the participating authorities. In this instance, Birmingham City are willing to pick up 50% of the cost leaving the remainder to be found by Worcestershire County Council and ourselves.
- 2.10 The use of consultants will necessitate the formation of a small group of officers, from the three councils, to oversee and manage the process. It is felt that by keeping this key group small more rapid progress is likely. Clearly it will be the responsibility of the relevant members of the team to act as a channel to their respective authorities to maintain awareness of progress and, if necessary, seek formal endorsement of key elements of the process.
- 2.11 St Modwens as landowners, have now offered to fund initial investigative work in order to ensure early progress is made before the end of the year. It is unclear whether this will have any impact on the costs involved of using consultants, as outline above (para 2.9).
- 2.12 Members should also be aware that there is an implicit assumption by a majority of the participants in the discussions held to date that inclusion of a Longbridge Link Road is an essential element of an overall master plan for the area. While participants are aware of our concerns on this matter there will be considerable pressure on this Council to accommodate a new road link in any future plans.

3. CONCLUSION

- 3.1 There is an urgent need to provide an appropriate land use framework for the redevelopment of the former Longbridge car plant. Realistically this can only be achieved in the timescales envisaged if consultants are employed to oversee the process and undertake the necessary extensive research and consultation work the new plan system demands.

4. FINANCIAL IMPLICATIONS

- 4.1 If the Council is to support the development of the Action Area Plan there will be a financial cost to the Council of the proposed share of the match funding between Birmingham City, Worcestershire County and Bromsgrove District Councils.
- 4.2 The current estimation is that the cost for this Council would be between £50,000 and £75,000. There is no budget allocated in the financial plan of the Council as it was not anticipated when the budgets were being proposed.
- 4.3 When the final decision is made as to the development of the plan a report will be submitted to members to identify sources of funding for the financial implications.

5. LEGAL IMPLICATIONS

It is not envisaged that there will be legal implications arising from this strategy.

6. BACKGROUND PAPERS

Draft Planning Position Statement for Longbridge - July 2005

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BROMSGROVE DISTRICT COUNCIL

LDF WORKING GROUP MEETING

25th OCTOBER 2005

ANNUAL MONITORING REPORT

Responsible Portfolio Holder	Councillor Mrs M Taylor
Responsible Head of Service	Peter Allan - Interim Head of Planning & Environment Services

1. Summary

1.1 Bromsgrove District Council is required to produce an Annual Monitoring Report (AMR) under the Planning & Compulsory Purchase Act 2004. The AMR is a Local Development Document and forms part of the Local Development Framework. The Annual Monitoring Report will assess:

- i.) the implementation of the Local Development Scheme; and
- ii.) the extent to which policies in the Local Development Documents are being achieved.

2. Recommendation

2.1 That Members note this report.

3. Background

3.1 As required by Section 35 of the Act, Local Planning Regulation 48, and SEA Regulation 17, authorities must undertake the following five key monitoring tasks:

- i.) review actual progress in terms of local development document preparation against the timetable and milestones in the local development scheme;
- ii.) assess the extent to which policies in local development documents are being implemented;
- iii.) where policies are not being implemented, explain why and to set out what steps are to be taken to ensure that the policy is implemented; or whether the policy is to be amended or replaced;
- iv.) identify the significant effects of implementing policies in local development documents and whether they are intended; and
- v.) set out whether policies are to be amended or replaced.

3.2 The AMR will cover the period 1st April 2004 to 31st March 2005. It must be completed and submitted to Government Office by 31st December 2005. The report should be no longer than 25 to 30 pages, supported by non-technical commentaries, graphs, tables and maps. It should be written in plain English and made available to local communities in hard copy form and electronically on the Council's website. A possible structure and format of the AMR is set out below:

- An introduction, setting out the key contextual characteristics, issues, challenges and opportunities in respect of the local authority area (including sub-areas).
- A section on local development scheme implementation;

- Sections on the key elements of the local development framework and the relationships between them. These would include an analysis of policy performance and effects, focussing on the achievement of sustainable development.
- Detailed content could vary from year to year reflecting particular local issues (e.g. flooding, closure of a major company, need for key worker housing, etc);
- If appropriate, a section summarising the key findings including any key actions to be taken in revising the strategy for the area.

4. Conclusions

4.1 The Annual Monitoring Report is a compulsory component of the Local Development Framework. It must cover the period 1st April to 31st March and be submitted to Government Office in December on an annual basis.

4.2 A draft copy of the Annual Monitoring Report for 2004/05 will be made available to Members in December 2005.

5. Financial Implications

5.1 If the Annual Monitoring Report is not submitted on time the Council will miss an important best value target, leading to a reduction in Planning Delivery Grant. The grant for 2005/06 was £267,000. There are a number of posts that are directly funded by Planning Delivery Grant, so any reduction in grant would have an impact on the financial planning of the Council and the future delivery of elements of the Planning Service.

6. Legal Implications

6.1 None.

7. Attached Documents

7.1 Key Milestones in the production of local development documents.

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Key milestones in the production of local development documents

Document	Begin preparation of issues & options	Consultation on Preferred Options	Date of Submission to Inspectorate	Consultation on Submission document (or Draft SPD)	Estimated date for pre-examination meeting	Estimated date for Commencement of Examination	Estimated date for receipt of Binding Report	Adoption Date
Local Development Scheme	<i>October 04</i>	<i>N/A</i>	<i>January 05</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>February 05</i>
Statement of Community Involvement	<i>October 04</i>	<i>February / March 05</i>	<i>14th July 05</i>	<i>July / August 05</i>	<i>N/A</i>	<i>N/A</i>	January 06	March 06
Core Strategy	<i>January 05</i>	February 06	July 06	July / August 06	November 06	January 07	June 07	September 07
Proposals Map	N/A	N/A	N/A	July / August 06	N/A	N/A	N/A	September 07
Longbridge AAP	October 05	August / Sept 06	March 07	March / April 07	July 07	September 07	After September 07	After September 07
Generic Development Control Policies	January 06	September / October 06	July 07	July / August 07	After September 07	After September 07	After September 07	After September 07
Affordable housing SPD	January 05	N/A	N/A	February 06	N/A	N/A	N/A	June 06
Managing Housing SPD	January 05	N/A	N/A	February 06	N/A	N/A	N/A	June 06