

A G E N D A

Planning Committee

Date: **Friday, 1st October, 2004**

Time: **10.00 a.m.**

Place: **The Council Chamber,
Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

*Pete Martens, Members Services,
Tel 01432 260248*

e-mail: pmartens@herefordshire.gov.uk

**County of Herefordshire
District Council**

AGENDA

for the Meeting of the Planning Committee

To: Councillor T.W. Hunt (Chairman)
Councillor J.B. Williams (Vice-Chairman)

Councillors B.F. Ashton, M.R. Cunningham, P.J. Dauncey, Mrs. C.J. Davis,
D.J. Fleet, J.G.S. Guthrie, J.W. Hope, B. Hunt, Mrs. J.A. Hyde,
Brig. P. Jones CBE, Mrs. R.F. Lincoln, R.M. Manning, R.I. Matthews,
Mrs. J.E. Pemberton, R. Preece, Mrs. S.J. Robertson, D.C. Taylor and
W.J. Walling

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| 1. APOLOGIES FOR ABSENCE | |
| To receive apologies for absence. | |
| 2. NAMED SUBSTITUTES (IF ANY) | |
| To receive details any details of Members nominated to attend the meeting in place of a Member of the Committee. | |
| 3. DECLARATIONS OF INTEREST | |
| To receive any declarations of interest by Members in respect of items on the Agenda. | |
| 4. MINUTES | 1 - 8 |
| To approve and sign the Minutes of the meeting held on 16th July, 2004. | |
| 5. CHAIRMAN'S ANNOUNCEMENTS | |
| To receive any announcements from the Chairman. | |
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| To receive the attached report of the Northern Area Planning Sub-Committee meeting held on 14th July, 11th August and 8th September. | |
| 7. CENTRAL AREA PLANNING SUB-COMMITTEE | 11 - 12 |
| To receive the attached report of the Central Area Planning Sub-Committee meeting held on 28th July and 25th August, 2004. | |
| 8. SOUTHERN AREA PLANNING SUB-COMMITTEE | 13 - 14 |
| To receive the attached report of the Southern Area Planning Sub-Committee meeting held on 4th August and 1st September, 2004. | |

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| 9. | DCSE2004/2399/F - APPLICATION FOR THE RETENTION OF NEWLY FORMED ACCESS, LAND AT WELSH NEWTON, ROSS-ON-WYE, HERFORDSHIRE | 15 - 18 |
| | To consider a planning application which has been referred to the Committee by the Head of Planning Services because the Southern Area Planning Sub-Committee is minded to refuse it, contrary to the Council's Planning Policies and officer recommendations. | |
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| | To note proposed changes to the system for protecting the historic environment | |
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| 13. | REPAIR OF HISTORIC BUILDINGS WITHIN HEREFORDSHIRE | 35 - 40 |
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| | Wards: County-wide | |

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| <p>16. BISHOPSTONE AND DISTRICT GROUP PARISH PLAN</p> <p>To consider the Bishopstone and District Group Parish Plan for adoption as interim supplementary planning guidance to the emerging Herefordshire Unitary Development Plan. A copy of the document is enclosed separately for Members of the Committee</p> <p>Ward: Wormsley Ridge</p> | <p>85 - 86</p> |
| <p>17. WEOBLEY PARISH PLAN</p> <p>To consider the Weobley Parish Plan for adoption as interim supplementary planning guidance to the emerging Herefordshire Unitary Development Plan. A copy of the document is enclosed separately for Members of the Committee</p> <p>Ward: Golden Cross with Weobley</p> | <p>87 - 88</p> |

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COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

MINUTES of the meeting of Planning Committee held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Friday, 16th July, 2004 at 10.00 a.m.

Present: Councillor T.W. Hunt (Chairman)
Councillor J.B. Williams (Vice Chairman)

Councillors: B.F. Ashton, Mrs. L.O. Barnett, Mrs. C.J. Davis, P.J. Edwards, J.G.S. Guthrie, P.E. Harling, J.W. Hope, B. Hunt, Mrs. J.A. Hyde, Brig. P. Jones CBE, Mrs. R.F. Lincoln, R.M. Manning, R.I. Matthews, J.W. Newman, Mrs. J.E. Pemberton, R. Preece, Mrs. S.J. Robertson, D.C. Taylor, W.J. Walling and R.M. Wilson

In attendance: Councillors P.J. Edwards and R.M. Wilson

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors MR Cunningham, PJ Dauncey and DJ Fleet.

2. NAMED SUBSTITUTES (IF ANY)

Substitute
Member

Councillor JW Newman for
Councillor DJ Fleet

3. DECLARATIONS OF INTEREST

RM Manning referred to the Planning Code of Conduct and asked whether the Head of Planning Services should withdraw from the meeting during the consideration of Agenda Item 10 (**DCNE2003/3706/F – Change of Use to Residential 3 No Apartments, 3 No Houses, Garages and Parking Spaces Associated Drainage at Stretton Grange Retirement Home, Stretton Grandison, Ledbury, Herefordshire, HR8 2TS**) because he had expressed a view about the application in the press and radio. The County Secretary and Solicitor said that the Head of Planning Services had referred the application to the Planning Committee as required under the Council’s Constitution because the application did not comply with the Council’s Planning Policies. It was for the Committee to determine the application. The County Secretary and Solicitor advised that there was no need for the Head of Planning Services to withdraw from the meeting but that she would investigate the applicability of the Code of Conduct to officers.

Note: The County Secretary and Solicitor subsequently advised Councillor Manning that officers are regulated by a separate Code of Conduct. He had not appreciated that the National Code of Conduct only applied to Members and therefore withdrew his complaint made at the meeting.

4. MINUTES

RESOLVED: That the Minutes of the meeting held on 23 April 2004 be approved as a correct record and signed by the Chairman.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:

Vacancies within the Planning Department

The Head of Planning Services was encouraged that there had been fifteen expressions of interest for the post of Planning Officer, six for the post of Senior Planning Officer and three for the post of Principal Planning Officer.

Referral of Planning Applications to Sub-Committees by Members

The form used for the referral of planning applications to Sub-Committees had been clarified to make them more user friendly and guidelines had been updated.

Council Chamber Acoustics

Investigations were being made into the possibility of improving the acoustics within the Council Chamber so that the debate could be heard more clearly.

6. NORTHERN AREA PLANNING SUB-COMMITTEE

RESOLVED: That the report of the Northern Area Planning Sub-Committee be received and noted.

7. CENTRAL AREA PLANNING SUB-COMMITTEE

RESOLVED: That the report of the Central Area Planning Sub-Committee be received and noted.

8. SOUTHERN AREA PLANNING SUB-COMMITTEE

RESOLVED: That the report of the Southern Area Planning Sub-Committee be received and noted.

9. **PLANNING APPLICATION DCNE2004/0703/F - RESIDENTIAL DEVELOPMENT OF 11 DWELLINGS, ACCESS, PARKING AND GARAGING AT 26 & 27 ALBERT ROAD, LEDBURY, HEREFORDSHIRE, HR8 1DW.**

The Chief Development Control Officer reported on the contents of a letter received from Ledbury Town Council which considered the application to constitute over development and likely to have an adverse impact on the local road network. He provided the Committee with details about previous appeals that had been dismissed at public inquiries and gave reasons why the revised application was considered to be acceptable on planning and highway grounds.

In accordance with the criteria for public speaking Mr Watts spoke on behalf of Ledbury Town Council, Mr Francis spoke against the application and Mr Stentiford, the agent acting on behalf of the applicant spoke in favour of the application.

Councillor BF Ashton said that although the application met the guidelines of the Office of the Deputy Prime Minister (ODPM) he did not feel that the type and location of the development was suited to the Victorian architecture and road layout of this part of a Herefordshire market town. Councillor PE Harling, the Local Ward Member supported this view and asked the Committee to reject the application because it was out of character for the area and would have a considerably adverse impact upon the highway congestion already suffered in Albert Road.

Having considered all the facts in respect of the application the Committee noted the views of the officers but decided that there were sufficient grounds to refuse the application.

RESOLVED: That planning permission be refused on the grounds that the application constituted over development and was inappropriate for the area and subject to any appropriate reasons considered necessary by officers name in the scheme of delegation to officers.

10. DCNE2003/3706/F - CHANGE OF USE TO RESIDENTIAL 3 NO. APARTMENTS, 3 NO. HOUSES, GARAGES AND PARKING SPACES AND ASSOCIATED DRAINAGE AT STRETTON GRANGE RETIREMENT HOME, STRETTON GRANDISON, LEDBURY, HEREFORDSHIRE, HR8 2TS

The Northern Team Leader reported the receipt of 13 letters of support and 1 letter of objection.

In accordance with the criteria for public speaking Mr Nicholson spoke on behalf of Stretton Grandison Parish Council and Mr Brock spoke in favour of the application.

Councillor RM Manning, the Local Ward Member outlined the planning history of the site and correspondence between the Chief Executive and the Local MP. He felt that the application should be approved for a number of important reasons. It afforded protection for most of the trees on site, many of which were mature and a significant enhancement to the area and very important to the local surroundings and to residents. The proposal would also enhance the surrounding conservation area more than the extant planning permission. It may also provide affordable and sought after family homes there was likely to be an improved sewerage system provided and it had the full support of local residents. If the application was refused there was also a possible problem that the dwelling could be used as a refuge and that because of its rural location and lack of amenities in the area it would not be best suited for the integration of disadvantaged persons into society. Planning restrictions on the extant permission would also be difficult to enforce in respect of the possible split of residents between the old building and a new block.

The officers drew attention to the Council's planning policies in respect of the development of dwellings within the open countryside and pointed out that the application did not comply with the Council's policies. The Committee had a full discussion about the merits of the application and whilst mindful of the Council's policies, felt that there were sufficient grounds for an exception to be made.

RESOLVED: That planning permission be granted subject to the permitted development rights being removed and any appropriate conditions considered necessary by the officers named in the scheme of delegation to officers.

11. REVISED SUPPLEMENTARY PLANNING GUIDANCE UPON THE PROVISION OF AFFORDABLE HOUSING

The Forward Planning Manager presented his joint report with the Head of Strategic Housing Services in respect of information contained within the revised supplementary planning guidance (SPG) on the provision of affordable housing and a proposed process of consultation.

He advised that the SPG was originally approved by the Council in 2001. The SPG related to the policies contained within the Council's development plans and used data from the Housing Needs Study of 1999. This document has been used to assist in delivering affordable housing throughout the County. Over time the document had become out of date and required revision. A further housing needs study had been undertaken and needed to be reflected within the document, as did a change in key data relating to the housing market and affordability. To assist in this process officers from Research, Strategic Housing Services, Legal Services and Forward Planning had been involved in undertaking the review. The document would continue to provide additional information to supplement the policies of the existing development plans and would eventually be adopted as revised Supplementary Planning Guidance.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that the revised Supplementary Planning Guidance upon the Provision of Affordable Housing be approved for the purposes of public consultation.

12. SUPPLEMENTARY PLANNING GUIDANCE - LANDSCAPE CHARACTER ASSESSMENT

The Landscape Officer presented the report of the Head of Planning Services in respect of representations made in relation to the Draft Landscape Character Assessment SPG, proposed amendments and a suggested procedure for adoption as interim policy guidance.

- (d) She said that the draft was published in September 2002 as one of a series of documents associated with the Unitary Development Plan. The SPG was intended to provide the framework within which development and land management proposals could be designed and assessed in relation to the impact on landscape character. Once the proposed changes had been approved the document would be published as an interim policy guidance.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that:

- (a) the volume and content of the comments received on the Landscape Character Assessment SPG consultation and set out in Appendix A to the report be noted;**
- (b) the revisions proposed by officers and set out in Appendix B to the report be approved;**
- (c) authority be given to the Head of Planning Services to undertake minor changes such as correcting typographical errors and paragraph re-numbering and updating text to take into account new Government**

guidance as appropriate;

- (d) **the revised Landscape Character Assessment SPG be adopted and published as interim guidance, pending adoption of the Unitary Development Plan.**

13. SUPPLEMENTARY PLANNING GUIDANCE - BIODIVERSITY

- (a) The Committee considered a report about representations made in relation to the draft Biodiversity SPG, proposed amendments and its adoption as an interim policy guide. It was noted that in September 2002, the Council published draft Supplementary Planning Guidance (SPG) on Biodiversity as one of a series of SPG documents associated with the Unitary Development Plan. The SPG was intended to provide complementary guidance to the development plan, elaborating on UDP policies in more detail than is possible in the Plan itself and offering more specific guidance to the public and interested parties.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that:

- (b) **the volume and content of the comments received on the consultation be noted and welcomed**
- (c) **the changes proposed by officers to the SPG be approved,**
- (d) **the revised SPG Biodiversity be published as interim guidance, pending adoption of the Unitary Development Plan.**
- (e) **the revised Biodiversity SPG be adopted and published as interim guidance, pending adoption of the Unitary Development Plan.**

14. HEREFORDSHIRE UNITARY DEVELOPMENT PLAN: PUBLIC CONSULTATION ON REVISED DEPOSIT DRAFT

The Forward Planning Manager provided the Committee with details of public consultation in respect of the Herefordshire Unitary Development Plan Revised Deposit Draft.

The public consultation period ran from 13 May 2004 to 24 June 2004. Public notices, press releases, exhibitions and leaflets had highlighted the main changes proposed and the revised Plan was sent to all parish councils and explained at meetings of the Local Area Forums. An individual response was sent to those individuals and organisations who had made previous comments on the Plan. He advised that 1403 comments had been received including 631 objections and 772 supporting representations. Arrangements had been made for new and outstanding objections to be considered by an Independent Planning Inspector at a Public Local Inquiry, which would open in February 2005 and probably run for a three-month period.

The Forward Planning Manager advised that a UDP Inquiry Programme Officer had been appointed to deal with the arrangements for the lead-in period to the Inquiry and the Inquiry period itself. In answer to a request from Councillor Mrs SJ

Robertson, he confirmed that Members would be kept informed of the issues arising in their wards.

15. COMPULSORY PURCHASE: CONSULTATION ON DRAFT GUIDANCE & REGULATIONS ARISING FROM PART 8 OF THE PLANNING & COMPULSORY PURCHASE ACT 2004

A report was presented by the Forward Planning Manager about consultation from the Office of the Deputy Prime Minister (ODPM) on proposed amendments to compulsory purchase arrangements. He said that The Planning and Compulsory Purchase Act received Royal Assent on 13 May 2004 and includes changes to the powers available to local authorities to compulsorily purchase land. The new powers were intended as a tool for local authorities and other public bodies to assemble land in order to deliver social and economic change and were predominantly concerned with difficult to develop land in urban areas. Policy objectives included effective and efficient urban regeneration, revitalisation of communities and the promotion of business. He felt that the new arrangements would be particularly helpful in a situation such as the proposals for the Edgar Street Grid area of Hereford and anticipated that the arrangements would take effect in the Autumn of 2004.

RESOLVED: That the Cabinet Member (Environment) be recommended that the comments set out in the report of the Forward Planning Manager form the basis of a response to the Office of the Deputy Prime Minister.

16. BELMONT RURAL PARISH PLAN

The Belmont Rural Parish Plan has been prepared as interim Supplementary Planning Guidance to the emerging Herefordshire Unitary Development Plan.

The Committee expressed its appreciation for the hard work undertaken by the local community in helping to prepare the document.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that the planning elements of the Belmont Rural Parish Plan be adopted as interim Supplementary Planning Guidance as an expression of local distinctiveness and community participation.

17. SUPPLEMENTARY PLANNING GUIDANCE (SPG) - DESIGN AND DEVELOPMENT REQUIREMENTS

The Team Leader (Local Planning) presented the report of the Forward Planning Manager about responses and proposed changes to the draft SPG together with its adoption as interim policy guidance. He said that the need for the design guide was confirmed by the Herefordshire Partnership Housing Ambition Group who set up a working group to agree its contents and purpose. Its remit was widened to benefit all forms of new development using parts of the guidance where appropriate. A draft was endorsed by the Housing Ambition Group on 3 July 2002 and agreed for consultation by the Cabinet Member (Environment). This and other draft SPG were published separately alongside the Deposit Draft UDP in October 2002.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that the amended draft be adopted as interim Supplementary

Planning Guidance to the Herefordshire Unitary Development Plan.

18. SUPPLEMENTARY PLANNING GUIDANCE - REUSE AND ADAPATION OF RURAL BUILDINGS

A report was presented by Team Leader (Local Planning) about the responses and changes to the Draft SPG together with proposals for its adoption as interim guidance to the Herefordshire Unitary Development Plan.

RESOLVED: That it be recommended to the Cabinet Member (Environment) that the re-use and adaptation of rural buildings be adopted as interim Supplementary Planning Guidance to the Herefordshire Unitary Development Plan.

19. TANYARD LANE DEVELOPMENT BRIEF

The Team Leader (Local Planning) presented the report of the Forward Planning Manger about the draft Tanyard Lane Development Brief and proposals for public consultation with a view to it eventually forming Supplementary Planning Guidance to the Unitary Development Plan. The Development Brief had been prepared to guide the future development of the Tanyard Lane site which is located in Ross on Wye and formed a housing allocation for 150 units within the emerging UDP. The Brief had been prepared jointly between the Council and developers of the site. The Brief would provide additional information to supplement the policies of the Plan and as such would eventually be adopted as Supplementary Planning Guidance. It was reported that all objections relating to Tanyard Lane would be debated at the Inquiry. These objections centre around the following issues: access/traffic, flooding, affordable housing, landscape, design, greenfield/brownfield issues, and capacity of the local infrastructure. The Brief was aimed at progressing and developing proposals in the Plan and addressing detailed issues relating to development of this site.

The Team Leader (Local Planning) said that there were a number of issues of concern which needed to be aired again separately through the consultation process on the brief. He outlined the proposals for consultation which include an exhibition at the Ross Info in Herefordshire office and debate at the Local Area Forum at its next meeting in September.

RESOLVED: That the draft Tanyard Lane Development Brief be approved for public consultation purposes as detailed within the report of the Forward Planning Manager.

20. DEVELOPMENT BRIEF FOR FROME VALLEY HAULAGE DEPOT, BISHOPS FROME

A report was presented by the Team Leader (Local Planning) about the draft Development Brief for the Frome Valley Haulage Depot and proposals for its publication for consultation purposes with a view to it forming interim supplementary planning guidance to the Unitary Development Plan. He advised that the draft development Brief has been prepared to guide the future development of the Frome Valley Haulage Depot which is located in Bishops Frome and forms a housing allocation for 15 units within the emerging UDP. The Brief had been prepared by the Council in conjunction with developers of the site. The Brief would provide additional

information to supplement the policies of the Plan and would eventually be adopted as Supplementary Planning Guidance.

RESOLVED: That the draft Development Brief for Frome Valley Haulage Depot, Bishops Frome, be approved for consultation purposes as detailed within the report.

The meeting ended at Time Not Specified

CHAIRMAN

REPORT OF THE NORTHERN AREA PLANNING SUB-COMMITTEE

Meetings Held on 14th July, 11th August and 8th September, 2004

Membership:

Councillors: Councillor J.W. Hope (Chairman)
Councillor J. Stone (Vice-Chairman)
Councillors B.F. Ashton, Mrs. L.O. Barnett, W.L.S. Bowen, R.B.A. Burke,
P.J. Dauncey, Mrs. J.P. French, J.H.R. Goodwin, K.G. Grumbley, P.E. Harling,
B. Hunt, T.W. Hunt T.M. James, Brig. P. Jones C.B.E., R.M. Manning, R. Mills,
R.J. Phillips, D.W. Rule M.B.E., R. V. Stockton, J.P. Thomas and J.B. Williams
(Ex Officio).

PLANNING APPLICATIONS

1. The Sub-Committee has met on 3 occasions and has dealt with the planning applications referred to it as follows:-
 - (a) applications approved = 25;
 - (b) approved contrary to recommendation = 4
 - (c) applications refused = 2;
 - (d) applications refused contrary to recommendation= 4;
 - (e) deferred applications = 3;
 - (f) site inspections = 4; and
 - (g) public speakers = 22

PLANNING APPEALS

2. The Sub-Committee received information reports about 9 Appeals received and 5 that have been determined. Of the latter, 4 have been dismissed and 1 withdrawn.

**J.W. HOPE
CHAIRMAN
NORTHERN AREA PLANNING SUB-COMMITTEE**

- **BACKGROUND PAPERS – Agenda for meetings held on 14th July, 11th August and 8th September 2004**

REPORT OF THE CENTRAL AREA PLANNING SUB-COMMITTEE

Meetings Held on 28th July and 25th August, 2004

Membership:

Councillors: Councillor D.J. Fleet (Chairman)
Councillor R. Preece (Vice-Chairman)
Councillors Mrs. P.A. Andrews, Mrs. W.U. Attfield, Mrs. E.M. Bew, A.C.R. Chappell, Mrs. S.P.A. Daniels, P.J. Edwards, J.G.S. Guthrie, T.W. Hunt (ex-officio), G.V. Hyde, Mrs. M.D. Lloyd-Hayes, R.I. Matthews, J.C. Mayson, J.W. Newman, Mrs. J.E. Pemberton, Ms G.A. Powell, Mrs. S.J. Robertson, Miss F. Short, W.J.S. Thomas, Ms A.M. Toon, W.J. Walling, D.B. Wilcox, A.L. Williams, J.B. Williams (ex-officio) and R.M. Wilson.

PLANNING APPLICATIONS

1. The Sub-Committee has met on 2 occasions and has dealt with the planning applications referred to it as follows:-
 - (a) applications approved 9;
 - (b) applications refused 0;
 - (c) applications minded to approve contrary to officer recommendation 1;
 - (d) site inspections 2; and
 - (e) number of public speakers 5, (supporters 3, objectors 1, parish 1)

PLANNING APPEALS

2. The Sub-Committee received information reports about 3 appeals that had been received and 1 that had been determined; the appeal determined had been dismissed.

**D.J. FLEET
CHAIRMAN
CENTRAL AREA PLANNING SUB-COMMITTEE**

- **BACKGROUND PAPERS – Agenda for the meetings held on 28th July and 25th August, 2004**

REPORT OF THE SOUTHERN AREA PLANNING SUB-COMMITTEE

Meetings Held on 4th August and 1st September, 2004

Membership:

Councillors: Councillor Mrs. R.F. Lincoln (Chairman)
Councillor P.G. Turpin (Vice-Chairman)
Councillors H. Bramer M.R. Cunningham, N.J.J. Davies, Mrs C.J. Davis, G.W. Davis, J.W. Edwards , Mrs. A.E. Gray, T.W. Hunt (Ex-Officio) Mrs. J.A. Hyde, G. Lucas, D.C. Taylor, J.B. Williams

PLANNING APPLICATIONS

1. The Sub-Committee has dealt with the planning applications referred to it as follows:-
 - (a) applications approved 17
 - (b) applications refused contrary to recommendation 1 (Referred to Planning Committee by the Head of Planning services)
 - (c) site inspections 3
 - (d) number of public speakers 9, (supporters 4, objectors 4, parish 1)

PLANNING APPEALS

2. The Sub-Committee received information reports about 7 appeals that have been received and 11 which have been determined. Of the latter, 10 were dismissed, and 1 allowed.

**MRS R.F. LINCOLN
CHAIRMAN
SOUTHERN AREA PLANNING SUB-COMMITTEE**

- **BACKGROUND PAPERS – Agenda for meeting held on 4th August & 1st September, 2004,**

**DCSE2004/2399/F - APPLICATION FOR THE
RETENTION OF NEWLY FORMED ACCESS, LAND AT
WELSH NEWTON, ROSS-ON-WYE, HEREFORDSHIRE**

**For: Mrs B Jones per Williams Parry Richards,
Windsor House, St Mary's Street, Ross on Wye
Herefordshire, HR9 5HT**

Date Received: 1st July 2004

Ward: Llangarron

Grid Ref: 50874, 18564

Expiry Date: 26th August 2004

Local Member: Councillor Mrs. J. A. Hyde

Introduction

This application was reported to the Southern Area Planning Sub-Committee on 1st September 2004. The Sub-Committee was minded to refuse the application contrary to the officer's recommendation. The reason for refusal was that Members felt the access was unsafe.

Head of Planning Services has examined the proposal and refers the application to the Planning Committee for the reason that the decision of the Sub-Committee may not be defensible at appeal.

1. Site Description and Proposal

- 1.1 This field access has been formed on the southern side of the Class C road (C1248) between Welsh Newton and Llangarron. The access is about 1.5km west of the junction with the unclassified road leading to Llangrove. It has been formed near the crown of a bend, close to the northern apex of the fields to which it provides vehicular access. These two fields have an area of about 10.6ha.

2. Policies

2.1 Planning Policy Guidance

- | | | |
|--------|---|--|
| PPS.7 | - | The Countryside: Environmental Quality and Economic & Social Development |
| PPG.13 | - | Transport |

2.2 Hereford and Worcester County Structure Plan

- | | | |
|---------------|---|-------------------------------|
| Policy CTC.2 | - | Area of Great Landscape Value |
| Policy CTC.10 | - | Development Requirements |

2.3 South Herefordshire District Local Plan

- | | | |
|-------------|---|--|
| Policy T.3 | - | Highway Safety Requirements |
| Policy C.8 | - | Development within Area of Great Landscape Value |
| Policy GD.1 | - | General Development Criteria |

3. Planning History

- 3.1 No previous applications have been submitted relating to this site.

4. Consultation Summary

Statutory Consultations

- 4.1 No statutory or non-statutory consultations required.

Internal Council Advice

- 4.2 Head of Engineering and Transportation recommends that conditions be imposed if permission is granted.

5. Representations

- 5.1 Llangarron Parish Council "does not support this application for the retention of the newly formed access, but would suggest that support would be given upon examination of plans for an access further up the road."
- 5.2 Welsh Newton Parish Council "object to the proposed site for this access. A number of parishioners have complained that the access has been situated on an inappropriate bend giving rise to safety concerns, due to the type of vehicles likely to be using this access. The Parish Council have no objections to an access per se, however feel that a more appropriate access should be formed on a straight section of the road (which they would like to see before agreed)."

6. Officers Appraisal

- 6.1 This small agricultural unit has a frontage only to the Welsh Newton – Llangarron road. Until this new access was formed there was no direct vehicular access to these fields, which it is understood were part of a larger land holding. The access is on the inside of the bend and a visibility splay of 2m x 60m in each direction can be formed which the Head of Engineering and Transportation considers is adequate for this road. In his opinion this is the best position for such an access and at 5m would be wide enough for large agricultural equipment to enter and leave.
- 6.2 It may be that greater visibility could be achieved further to the west of the application site but this would entail a greater loss of hedgerow. The hedgerow adjoining the access is deep and aside from the 5m access itself it may be possible to form the visibility splays and still retain most of these hedges. In view of the Head of Engineering and Transportation's advice it is considered therefore that the proposal is acceptable.

That planning permission be granted subject to the following conditions:

- 1. H01 (Single access - not footway)**

Reason: In the interests of highway safety.

- 2. H03 (Visibility splays)**

Reason: In the interests of highway safety.

- 3. H05 (Access gates)**

Reason: In the interests of highway safety.

- 4. None of the hedgerows on the site (other than those required to be removed to provide the access and visibility splays pursuant to condition nos. 1 & 2 above) shall be removed, destroyed, felled, lopped or pruned without the prior consent in writing of the local planning authority. Details of those to be removed to form the access and visibility splays and of new planting shall be submitted to and approved in writing by the local planning authority before any works are undertaken.**

Reason: To safeguard the amenity of the area.

- 5. G05 – Implementation of landscaping scheme (general)**

Reason: In order to protect the visual amenities of the area.

Informative(s):

- 1. HN01 - Mud on highway**
- 2. HN04 - Private apparatus within highway**
- 3. HN05 - Works within the highway**
- 4. N15 - Reason(s) for the Grant of Planning Permission**

Decision:

Notes:

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Background Papers

Internal departmental consultation replies.

AREA SUB-COMMITTEE

Further information on the subject of this report is available from «CONTACT» on «CONTACT_TELNO»

TREES AND DEVELOPMENT – SUPPLEMENTARY PLANNING GUIDANCE

Report By: Head of Planning Services

Wards Affected

1. County-wide

Purpose

2. To approve draft Supplementary Planning Guidance for trees on development sites and its publication for consultation purposes.

Financial Implications

3. At this stage, the costs involved are printing and dissemination to bodies and organisations in order to obtain their comments. These can be met within the existing budget.

Introduction

4. Councillors have always given careful consideration to the protection of important trees on development sites through the use of Tree Preservation Orders (TPOs). This reflects the fact that the Town and Country Planning Act 1990 makes specific reference to this requirement (section 197). However, the making of a TPO to protect important trees is only one of a range of actions necessary to ensure their long-term retention.
5. The need to retain important trees should be recognised at the site planning stage so that their presence, both above and below ground, can be taken into account. Consideration must also be given to future growth requirements, especially where young trees are involved. Subsequently after planning permission for development has been granted, the protection of trees during construction works is equally important, so there will be instances where detailed conditions are necessary which need to be regularly monitored.
6. Draft guidance has been produced (Appendix 1) containing advice upon how trees should be considered within the planning process. This covers considerations from the time when ideas about the form of development are being formulated before any application is made, through to the making and determining of a planning application, and then when construction works are taking place. Please note that in order to avoid delay in presenting the item to committee the full set of illustrations have yet to be prepared. However, the text is complete with the exception of a forward by the Cabinet Member for the Environment.
7. The intention is that the document should be published as a draft and relevant organisations and individuals consulted upon its content. The matter might also be discussed at the Tree Agents Forum comprising arboriculturists, tree surgeons and tree wardens. They have already supported the principle of such a document and

Further information on the subject of this report is available from Jane Patton, Landscape Officer
on 01432 260150

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have been helpful in identifying examples from elsewhere around the country. These documents have been drawn upon significantly in the preparation of the draft Supplementary Planning Guidance before you.

8. Planning Officers have already been provided with training upon this subject and the draft guidance reflects the advice they have been given. A member training event upon this matter and the protection of trees in general is planned for Friday 29th October, 2004.

RECOMMENDATION

THAT Cabinet Member for the Environment be recommended to approve draft Supplementary Guidance for Trees and Development for consultation purposes and officers be authorised to carry out consultation upon this with relevant parties.

Further information on the subject of this report is available from Jane Patton, Landscape Officer
on 01432 260150

REVIEW OF HERITAGE PROTECTION: THE WAY FORWARD – DEPARTMENT FOR CULTURE, MEDIA AND SPORT

Report By: Head of Planning Services

Wards Affected

1. Countrywide

Purpose

2. To note proposed changes to the system for protecting the historic environment.

Financial Implications

3. There are no direct financial implications to the Council resulting from the short term package of proposals which generally affect Government and its agency, English Heritage.
4. The longer-term package of proposals may, however, have financial implications for the council. These are expected to require primary legislation and it is impossible to quantify the cost for implementing such measures until their exact nature is known.

Background

5. Planning Committee on 3rd October 2003 generally supported Government's intentions to improve the system of historic environment designations set out in the Department for Culture, Media and Sport's (DCMS) review consultation document entitled "Protecting our Historic Environment: Making the System Work Better". However, it expressed some concerns, primarily in relation to the financial and staff implications of what was proposed.
6. In June 2004, DCMS published the outcome of its consultation in a document entitled 'Review of Heritage Protection – the Way Forward'. It's conclusion is that: 'A system is needed which is more simple and transparent to the general public and other key stakeholders but which maintains at least the same level of protection for historic assets.' The document also sets out the decisions it has taken following the review.
7. The proposals put forward include measures that DCMS feels will:
 - bring greater clarity for people owning, living in, using and managing historic properties about the significance of those assets; and
 - develop new ways of managing complex sites and partnerships with those who own and manage historic sites.

Some of these reforms could begin quickly and some would need primary legislation and gradual introduction over a period of years. For the latter, a White Paper is expected to be published next year with a view to getting Parliamentary time in 2007.

Further information on the subject of this report is available from Bill Bloxsome, Conservation Manager
on 01432 261783

8. The short term measures that will be introduced include the following:

- English Heritage will take over administration of the current listed buildings system from April 2005.
- DCMS and English Heritage will review now the criteria for listing buildings to be followed by a public consultation later in the year.
- English Heritage will construct a 'summary of importance', setting out the reasons for designation for items added to the register.
- With each 'summary of importance' English Heritage will provide a map that shows the extent of listing.
- English Heritage will begin consulting owners and local planning authorities on applications to list buildings from the point at which DCMS hand over responsibility for the administration of listing.
- DCMS will introduce a more formal review process for the process of designating new sites than exists at present, again from the point at which DCMS hand over responsibility for the administration of listing.
- English Heritage will co-ordinate pilot partnership of themselves, local authorities and other parties in sub-regional grouping to test the feasibility of sharing skills, expertise and good practice where shortages exist.
- Government will review the operation of the Ancient Monuments (Class Consents) Order 1994 in order to improve the protection of nationally important archaeological sites from the damaging effects of ploughing

9. The longer term package of measures requiring primary legislation include:

- There will be a single unified 'Register of Historic Sites and Buildings of England'. This will bring together the current regimes of listing, scheduling and registration and incorporate World Heritage Sites. There will also be a 'local section' containing conservation areas and local lists of buildings.
- Different types of historic assets should be integrated into a single register entry on some sites.
- English Heritage will be given statutory responsibility for designating at national level, subject to agreed safeguards.
- Government will put on statute an overarching definition of historic assets.
- A revised system of grading will be introduced. The current Grade I and II* levels will be combined and renamed G1. The current Grade II level will remain as G2.
- Public consultation will be undertaken on applications for listing with an interim protection put on each asset.
- There will be a statutory rights of appeal to the Secretary of State for owners against decision.

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- There will be a new integrated consent regime, unifying Listed Building Consent and Scheduled Monument Consent and administered by local authorities. Also unification of planning permission and conservation area consent will be considered.
 - Government will require local authorities to establish and maintain Historic Environment Records (enhanced version of the Sites and Monument Record).
10. The report concludes that there is much right about the present system and change will not be entered into for change's sake. It is intended that the next three years should be used by English Heritage to test many of the proposals, particularly those for the longer term through a series of pilot projects. Furthermore, DCMS will introduce many of the short term improvements through policy guidance in an incremental fashion.

Officers Appraisal

11. Officers still remain concerned about the resource and skills implications, especially in relation to the longer term proposals. In the short term, these will predominantly affect English Heritage. Until more detail is available about the longer term proposals, the implications for local authorities remains uncertain.
12. Whilst openness and public consultation are generally welcomed the review appears to view listing as a 'burden' rather than recognising the benefits of heritage protection. There is little recognition of the key role played by the built heritage in regenerating cities, towns and rural areas and its value to tourism, local distinctiveness and culture.
13. The review does not address ways to protect those assets such as conservation areas and buildings of local importance which are identified by local communities. If the new approach is to prove effective, the apparent higher status and significance of such areas and buildings need to be matched by positive proposals to avoid local character being eroded. It remains to be seen whether this issue is covered in the proposed White paper. It is to be hoped that the proposed policy guidance that is to be issued will include criteria for local lists and conservation area statements in order to maintain an appropriate and consistent standard.

RECOMMENDATION

THAT the changes put forward in DCMS document "Review of Heritage Protection: The Way Forward" be noted and that a further report be brought to the Committee when the White Paper anticipated on this matter emerges in 2005.

REVIEW OF CONSERVATION AREAS WITHIN HEREFORDSHIRE

Report By: Head of Planning Services

Wards Affected

Countywide

Purpose

1. To approve a programme for the review of conservation areas within the County in years 2005 and 2006.

Financial Implications

- 2.1 The recommendation proposed within this report is put forward on the basis that the programme of review is undertaken by existing staff
- 2.2 Should a more intensive programme of review be required a further report, describing the implications of this and its cost, will be required.

Introduction

- 3.1 Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires local planning authorities to determine which parts of their area shall be conservation areas. This task should be undertaken "from time to time". However the period is not specified although there is a suggestion in Government guidance that it should be in association with the review of local plans (or UDP).
- 3.2 Such reviews need not only look at new areas for designation. They might consider boundary revisions or even removal of any designation in its entirety. Furthermore, the preparation of conservation area appraisals should form part of the review process.
- 3.3 Up until now neither Government nor the Audit Commission had set any national performance indicators or related advice upon targets for the historic environment. However, ODPM is in the process of consulting local authorities upon a range of new Best Value Indicators including one for conservation areas. That suggested in this instance is:

Percentage of conservation areas which have been subject to a character appraisal, or its review, within the last 5 years, as a proportion of the total number of conservation areas in the local authority area.

The target for this indicator would be set locally.

- 3.4 In addition Department of Culture Media and Sport are currently engaged in revising the approach to historic environment designations. Members were

Further information on the subject of this report is available from Mr Bill Bloxsome on (01432) 261783

advised upon the issues that were being suggested at the Planning Committee meeting on 30th October 2003. A report also appears elsewhere on this agenda upon interim proposals. It is unlikely that this will affect any indicator within the short term.

- 3.5 The County has 63 conservation areas and these are listed in Appendix 1. Their coverage ranges from city/town centres and their suburbs to villages, both large and small. Herefordshire Council has designated 4 new conservation areas since 1998. All were identified for consideration by their predecessor local authorities.
- 3.6 Both Government¹ and English Heritage² provide guidance on the assessment and designation of conservation areas. English Heritage also provides guidance on the content of conservation area appraisals³. They place emphasis upon the need to set consistent local standards for assessing whether a conservation area should be designated. Furthermore areas should justify their designation and the concept should not be devalued by designating areas lacking any special interest. Designation should take into account the resources available not only for administering conservation area controls, but also consultation and the formulation and implementation of policies and proposals.
- 3.7 The approach advocated for this County, given its size, character and the number of existing conservation areas is that a set of designation criteria be adopted through the UDP process. A programme identifying priorities for review should then be developed. UDP policy HBA5 is the relevant policy (see Appendix 2). No objections were received specifically upon its content when the consultation draft UDP was placed on deposit and hence it should carry significant weight.
- 3.8 With regard to conservation area appraisals, a number of areas have some form of brief description, either published or in draft, prepared by predecessor authorities, although it is debatable whether these would meet English Heritage's guidelines. The most recently prepared appraisal statement by this Council covers Colwall Conservation Area: this is fairly close to meeting that standard and could be suitably and relatively easily enhanced. However the approach proposed is not to produce a very detailed and unwieldy document but one that is both informative to the public while serving the purposes of development control.
- 3.9 The Cabinet Member for the Environment recently agreed changes within the structure of the Conservation section. This should enable staff resources to be made available to carry out some reviews and appraisals of conservation areas. Nevertheless it will not be possible to undertake an intensive programme. A target of no more than 4 conservation area reviews per annum is realistic within the resources available. Even that target would be difficult to achieve if a town or city centre conservation area were included. Any requirement beyond this would be either to the detriment of development control work or need an increased resource to be made available.

- 4.1 Determining which existing conservation areas should be reviewed first and where new ones might be designated requires some process to be devised to enable priorities to be identified. The potential for new stand-alone conservation areas to be brought forward is considered limited although some further areas are considered worthy of appraisal. Of far greater concern, however, is the quality and consistency of the large number of existing conservation areas that have been designated over the last 30 years or so.
- 4.2 The following criteria might usefully indicate which conservation areas should be reviewed as a matter of priority: Efforts ought to concentrate upon reviewing and appraising those identified using these criteria in the short to medium term before looking for further new conservation areas.
- a) Age of conservation area – the older the conservation area the more likely that it needs to be reviewed against the criteria set out for designation in the UDP.
 - b) Anomalies and inconsistencies within boundaries – development may have taken place that could affect boundaries, inappropriate areas might now be included that devalue the status, or important areas may have been omitted. New development pressures may also be relevant.
 - c) Availability of a sufficiently detailed supporting statement – such statements need to contain sufficient justification for designation in order to be a factor that the Secretary of State will take into account in appeal decisions.
- 4.3 These criteria have been used to give an initial indication of relative priority for reviewing each conservation area (see again Appendix 1). The scale of priority ranges from 1 (highest) to 6 (lowest). Some 17 (approximately 25 %) conservation areas fall within priority categories 1 and 2.
- 4.4 The process of review might also be assisted if efforts are concentrated on appraising similar types of conservation areas. An analysis suggests there are seven types of conservation area within the County:
- 1 Urban Centre (6)
 - 2 Suburban Villa/Planting (12)
 - 3 Large Village with Castle (3)
 - 4 Linear Village (12)
 - 5 Linear Village with Ancient Monument (13)
 - 6 Cross Road Village (4)
 - 7 Rural Hamlets (13)

- 4.5 Appendix 1 also shows which of these categories each conservation area falls into. Appendix 3 provides the broad definitions for each of the categories. Of those conservation areas falling within priorities 1 and 2, the largest numbers (4 each) are within the types Urban Centres and Linear Villages with Ancient Monuments.
- 4.6 It is recommended that the initial programme concentrate on these eight conservation areas over the two years 2005 and 2006. However, in the immediate term a review of Colwall Conservation Area appraisal statement should be undertaken such that it might usefully be amended as necessary and form the template for subsequent appraisals.

RECOMMENDATION

That Cabinet Member for the Environment be advised that:

- a) **the Conservation Area appraisal statement for Colwall be reviewed and subsequently used as a template for appraisals of other areas;**
- b) **that a programme for undertaking conservation area reviews and appraisals for 2005 and 2006 should comprise:**
- 2005- Almeley, Dilwyn, Ross and Kington**
- 2006- Bosbury, Much Marcle, Leominster Town Centre and Central Hereford**
- c) **the programme beyond this be set in the light of the experience gained over the first two years.**

Background Papers

¹ **PPG 15 - Planning and The Historic Environment, Sept 1994**

² **Conservation Area Practice, English Heritage, October 1995**

³ **Conservation Area Appraisals, English Heritage, March 1997**

APPENDIX 1: HEREFORDSHIRE CONSERVATION AREAS AND ASSESSMENT

Notation: Y = Yes
 N = No
 R = Review Date

S = Significant
 M = Moderately
 L = Low Significance

LV+ AM = Linear Village + Ancient Monument
 V/P = Villa/Planting
 CRV + Cross Roads Village
 LV+C = Large Village + Castle

| CONSERVATION AREA | DATE OF DESIGN | BOUNDARY + OTHER ISSUES | APPRAISAL PRODUCED | PRIORITY | TYPE | COMMENTS |
|--------------------------|----------------|-------------------------|--------------------|----------|----------------|-------------------------------|
| Almeley | 1987 | Y (M) | N | 2 | LV + AM | Boundary cuts thro' buildings |
| Aylestone Hill, Hereford | 1969 | Y (M) | Brief | 2 | Suburb – V/P | Boundary cuts thro' buildings |
| Aylton | 1991 | N | Brief | 6 | Rural Hamlet | |
| Bircher | 1995 | N | Draft Brief | 6 | Linear Village | |
| Bodenham | (R) 1990 | Y(L) | Draft Brief | 5 | Linear Village | Large amount of countryside |
| Bodenham Road, Hereford | 1992 | N | Brief | 6 | Suburb – V/P | |
| Bosbury | 1976 | Y(M) | N | 2 | LV+ AM | New housing in area |
| Bromyard | (R)1997 | Y(M) | N | 3 | Urban Centre | Development pressures |
| Broomy Hill, Hereford | 1975 | Y(L) | Brief | 3 | Suburb – V/P | Minor change |
| Bulmer Gard Sub, Heref'd | 1991 | N | Brief | 6 | Suburb – V/P | |
| Burghill | 1978 | N | N | 4 | Linear Village | |
| Central Hereford | (R) 1975 | Y(S) | Brief | 1 | Urban Centre | Major development pressures |
| Cradley | 1976 | Y(H) | N | 2 | Rural Hamlet | Large amount of new housing |
| Colwall Stone | 2001 | N | Y | 6 | Suburb – V/P | |
| Dilwyn | 1974 | Y(M) | N | 1 | LV + AM | Boundary issues |
| Dorstone | 1976 | Y(L) | N | 3 | LV + AM | Some new housing |
| Eardisland | 1995 | N | Draft Brief | 5 | LV + AM | |
| Eardisley | 1990 | N | N | 5 | LV + AM | |
| Eastnor | 1991 | N | Brief | 6 | Rural Hamlet | |
| Fownhope | 1976 | Y(L) | N | 3 | Linear Village | Some new housing |
| Hafod Road, Hereford | 1992 | N | Brief | 6 | Suburb - V/P | |
| Hampton Bishop | 1997 | Y(M) | N | 3 | Linear Village | Some new housing |
| Hampton Park, Hereford | 1969 | Y(M) | Brief | 2 | Suburb – V/P | Boundary cuts thro' buildings |
| Hoarwithy | 1976 | N | N | 4 | Linear Village | |

| CONSERVATION AREA | DATE OF DESIGN | BOUNDARY + OTHER ISSUES | APPRAISAL PRODUCED | PRIORITY | TYPE | COMMENT |
|--------------------------|----------------|-------------------------|--------------------|----------|----------------|-----------------------|
| Huntingdon (Hereford) | 1975 | N | Brief | 4 | Rural Hamlet | |
| Kingsland | 1975 | Y(L) | N | 3 | LV+C | Some new housing |
| Kington | 1969 | Y(S) | N | 1 | Urban Centre | Boundary issues |
| Ledbury | (R)1995 | Y(L) | N | 4 | Urban Centre | Minor boundary issues |
| Leintwardine | 2000 | N | Draft Brief | 6 | LV+AM | |
| Leominster Town | 1969 | Y(S) | N | 1 | Urban Centre | Major development |
| Leominster Bargates | 1995 | Y(L) | Draft Brief | 5 | Suburb – V/P | Some new development |
| Leominster Bridge Street | 1993 | Y(L) | N | 4 | Suburb – V/P | Some new development |
| Leominster River Meadows | 1995 | Y(M) | Draft Brief | 4 | Suburb – V/P | New development |
| Lingen | 1995 | Y(L) | Draft Brief | 5 | LV +AM | Some new housing |
| Linton | 1978 | Y(L) | N | 3 | Rural Hamlet | Some new housing |
| Llanwarne | 1978 | Y(L) | N | 3 | CRV | Some new housing |
| Lucton | 2000 | N | Draft Brief | 6 | LV+ AM | |
| Lugg Bridge (Stapleton) | 2000 | N | Draft Brief | 6 | Suburb – V/P | |
| Lugwardine | 1988 | N | N | 4 | LV+ AM | |
| Luston | 1990 | Y(L) | N | 5 | Linear Village | Minor boundary issues |
| Mordiford | 1976 | Y(M) | N | 2 | Rural Hamlet | New housing |
| Much Marcle | 1976 | Y(M) | N | 2 | LV+ AM | New housing |
| Ocle Pychard | 1993 | N | Brief | 6 | Rural Hamlet | |
| Orleton | 1976 | Y(M) | N | 2 | Linear Village | New housing |

| CONSERVATION AREA | DATE OF DESIGN | BOUNDARY + OTHER ISSUES | APPRAISAL PRODUCED | PRIORITY | TYPE | COMMENTS |
|-------------------------|----------------|-------------------------|--------------------|----------|----------------|-----------------------------|
| Pembridge | 1974 | Y(L) | N | 2 | LV+C | New development |
| Peterstow | 1976 | Y(L) | N | 3 | CRV | New development |
| Putley | 1993 | N | Brief | 6 | Rural Hamlet | Major developments |
| Ross on Wye | (R) 1976 | Y(S) | N | 1 | Urban Centre | |
| Staunton on Wye | 1995 | N | Draft Brief | 6 | Rural Hamlet | |
| Stoke Lacy | 1993 | N | Brief | 6 | Linear Village | |
| Stretton Grandison | 1993 | N | Brief | 6 | Rural Hamlet | |
| Sutton | 1978 | Y(S) | N | 2 | Linear Village | Large amount of new housing |
| Tedstone Delamere | 1993 | N | Brief | 6 | Rural Hamlet | |
| Thornbury | 1993 | N | Brief | 6 | Rural Hamlet | |
| Ullingswick | 1993 | N | Brief | 6 | Rural Hamlet | |
| Wellington | 1978 | Y(L) | N | 3 | Linear Village | |
| Weobley | 1977 | Y(S) | N | 1 | LV+C | New Housing |
| Whitbourne | 1994 | N | Brief | 6 | LV+ AM | New housing/countryside |
| Widemarsh Com. Hereford | 1975 | Y(L) | Brief | 3 | Suburb – V/P | Some loss of character |
| Wigmore | 1995 | N | Draft Brief | 6 | LV+ AM | |
| Withington | 1978 | Y(L) | N | 3 | CRV | Some new development |
| Woolhope | 1978 | Y(L) | N | 3 | Linear Village | Some new development |
| Yarpole | 1984 | Y(L) | N | 3 | CRV | Some new development |

APPENDIX 2: UDP POLICY HBA5 – Designation of Conservation Areas

New conservation areas will be designated where areas of special architectural or historic interest are identified on the basis of the following elements, which will also provide a basis for the definition and revision of conservation area boundaries:

1. historic elements which comprise the topographical framework representing the origins and development of the area, including any predominant use or mixture of uses and the historic layout of property boundaries;
2. important buildings and other structures, both listed and unlisted, which combine to provide a special historic or architectural character through their type, period, design, quality or other similarly important inter-relationships;
3. areas of archaeological significance, including Scheduled Ancient Monuments;
4. high quality civic spaces, precincts and similar important layouts creating enclosure, serial vision and views in and out of the area;
5. a generally consistent range or attractive combinations of high quality and/or traditional materials for buildings, walls and ground surfaces;
6. important trees, hedges, greens and other vegetation which combine with buildings and spaces to create the particular character and appearance of the area;
7. significant landmarks, vistas and panoramas and other elements of landscape related to the built environment; and
8. the need for enhancements measures to improve features which detract from the area's appearance, to reduce the intrusion or impact of traffic and to encourage beneficial changes through appropriate development.

APPENDIX 3: EXPLANATION OF CATEGORIES OF CONSERVATION AREAS

Urban Centres – The town and city centres in Herefordshire. This covers the Medieval, Georgian and Victorian core of these major settlements. In a number of instances they form the central core of a larger conservation area where the boundaries include a range of different character areas which have not been separately defined.

Suburban villas/planting – Planned suburbs which usual date from the Victorian and Edwardian eras. These are important due to their plot size, relatively standard design type, boundaries and planting which may include important tree specimens.

Linear Village with Ancient Monument – The Village is an early settlement site and has grown up along a road next to a Castle or Bishops Palace. However, after their loss of status they have not expanded much until the late 20th century if at all.

Large Village with Castle – These are Medieval villages that have continued to expand from the medieval period throughout the 16th-19th centuries as well as the 20th century. As such they are much larger than Linear Village with Ancient Monument group, although they share the feature of having been initially established around a castle or other important building.

Linear Village – The Village has grown up along a road. As such it is lengthy but not usually more than a 2 plots wide. The original orientation was probably church-manor/farm. However in some villages that has altered and the village has realigned itself along the main through road creating concentrations of plots.

Cross Roads Village – The village has grown up around a cross roads and so is relatively compact and tend to be spherical in geographical area. They are therefore the opposite of the linear village model.

Rural Hamlet – Small number of buildings either grouped or spread out at time of designation. These are found in the countryside surrounded by fields.

REPAIR OF HISTORIC BUILDINGS WITHIN HEREFORDSHIRE

Report By: Head of Planning Services

Wards Affected

Whole County

Purpose

1. To report upon the operation of the Council's Historic Building Consent Scheme and English Heritage's Buildings at Risk Register 2004.

Financial Implications

2. The budget for the Council's Historic Building Grants Scheme is set at the beginning of each financial year. For 2004/5 and with the agreement of the Cabinet Member for the Environment, this budget is being used more flexibly to tackle a number of pressing building issues.

Background

Historic Building Grants Scheme

3. For **2003/4** members approved an initial budget for Historic Buildings Grants of £25,500.00. This sum was supplemented by a further sum of £3,619.00 which is recycled grant money that has been offered and either not claimed or clawed back following the sale of property. A total of £29,119.00 was therefore available to offer in that financial year.
4. This enhanced sum enabled 12 offers of grant to be made. Appendix 1 lists those properties that have benefited from grant aid together with the nature of repairs undertaken. Should members require specific information about any of the awards they are asked to contact the Historic Buildings Surveyor who can furnish them with details.
5. The available budget triggered works valued in excess of £170,000 all of which were executed by local Herefordshire craftsmen with a number of materials being sourced locally. This work is important in helping to retain the local distinctiveness of our built heritage within the County, enhancing in turn both the local economy and tourism.
6. The grants budget for **2004/5** is £26,140 and again some recycling is likely such that a total of £36,140 is presently anticipated. Of this some £4,320 has been reserved for contribution towards a project involving buildings at St Katherine's, Ledbury and £3,500 towards Urgent Works at The Summerhouse (aka the Watchtower), Homme House, Much Marcle.

7. The sum available for 2004/5 is already fully committed. Appendix 2 lists those properties for which grant aid has been offered and the value of work triggered in this instance is around £260,000. Appendices 1 and 2 are attached for members as confidential papers.
8. Within 2004/5 to date some 50 inquiries for grant aid have been received and this is typical of the annual level of interest.

English Heritage's Buildings at Risk

9. English Heritage publishes an annual list of those grade 1 and 2* Listed Buildings that it considers to be at risk. Some 34 entries relate to Herefordshire and these are listed in Appendix 3.
10. Two new entries are made compared to the 2003 register although one of these, Clifford Castle, appears to be the re-insertion following an omission in error. Kilpeck Castle is a completely new entry.
11. Although there have been no deletions from the previous year, some improvements have taken place. English Heritage lists grades the buildings according to a priority 1 (low) to 6 (high). Works have been undertaken to two of the buildings on the previous list, Wilton Castle and Broomy Hill Pumping Station, and these have now entered the lowest category of risk.
12. The Council owns one of the properties on the list – Hereford City Walls. This is the Saxon Wall to the rear of St Owens Court. Works are soon to commence which should hopefully remove it from the list, or at least reduce its level of priority.
13. Reference is made in paragraph 6 to the funding of Urgent Works at the Summerhouse, Much Marcle. Although these works are only intended to safeguard against further decay, measures are being investigated to secure its long-term restoration. In addition Works are being undertaken to the Palm House at Whitbourne Hall with the aid of funds from English Heritage which should improve the condition of this building.
14. It is difficult to identify the overall condition of grade 2 Listed Buildings, which make up around 94% of the County's 5,800 Listed Buildings. It is hoped to carry out a sample survey over the next 6 months to forecast the level and extent of their vulnerability.

RECOMMENDATIONS

It is recommended that the report be noted

Document is Restricted

HEREFORDSHIRE ARCHAEOLOGY STRATEGY 2004-2007

Report By: Head of Planning Services

Wards Affected

Countywide

Purpose

1. To approve an Archaeological Strategy for the County covering 2004-2007 together with its accompanying Strategic Plan for the same period.

Financial Implications

2. The direct costs are simply those for printing the two documents, which will be met from within the existing budget.
3. The programme of actions set out within the Strategic Plan is such that it is anticipated this will be met through the existing revenue budget or through budget bids, primarily to external sources of grant aid and assistance.

Background

4. Planning Committee last received a report on an Archaeological Strategy in June 2001. That Strategy covered the period 2001-2005, and has resulted in a significant increase in archaeological activity over the past 3 years. It has revealed a high level of interest in and demand for advice and information; supporting educational, tourism and regeneration activity. Over that period the work of the archaeology team in relation to the aims set out in the Strategy has directly attracted a significant amount of external funding for a range of projects with additional, indirect, financial and other benefits accruing which are thought to, at least, match those direct benefits.
5. The time is now considered right to roll that Strategy forward to cover the period 2004-2007.
6. The Strategy document for this period is attached (Appendix 1). Compared to that for the previous period it is far more succinct and concentrates upon defining, in broad terms, those areas of existing and new activity that the service will cover.
7. The Strategic Plan that accompanies the Strategy (Appendix 2) sets out in more detail the types actions it is envisaged will be undertaken over the three year period. A large number are either already underway or committed, while others are the subject of discussions with potential partners. The service has

a proven track record of responding positively to opportunities that arise for partnerships with external organisations and funding bodies.

8. An example of the way archaeology is promoting regeneration is that of the Herefordshire Rivers projects undertaken through funding from LEADER+ and English Heritage. This comprises a number of projects which should, hopefully cover four of the main rivers running through the County. That for the Arrow is complete with work upon the Frome is now being underway. A bid has been made to fund a third phase, which covers the River Lugg. Should members wish, a report on this work could be presented to a future meeting.

RECOMMENDATIONS

That the Committee advises the Cabinet Member for the Environment to endorse Herefordshire Archaeology Strategy 2004-2007 together with the associated Strategic Plan for that period.



HEREFORDSHIRE ARCHAEOLOGY STRATEGY

2004 – 2007

Endorsed by Herefordshire Council and issued October 2004

Herefordshire Archaeology is the county archaeological service. Its core staff comprises: County Archaeologist, Archaeological Advisor, Archaeological Projects Officer, and Sites and Monuments Record Officer (job-share). In 2004-5 another 6.0 FTE posts are externally funded.

The Herefordshire Archaeology Strategy 2004-2007:

- ◆ Sets out the vision, principles and strategic agenda for the County Archaeological Service for the next three years.
- ◆ Prefaces the *Strategic Plan for Herefordshire Archaeology 2004-2007*. This identifies service targets for annual Conservation Section Business Plans.
- ◆ Is supported by a *Herefordshire Archaeology Handbook*. This provides detail about the principles, policies, practices and work of the service.

The vision for Herefordshire Archaeology is for a service that:

- ◆ Provides a regulatory and investigative framework for improved understanding and management of the County's archaeological resource.
- ◆ Actively contributes to such understanding and conservation, and acts widely as an advocate for the local historic environment.
- ◆ Provides public access to information on the resource via the County Sites and Monuments Record, and events, activities and publications.

Service principles established since 1998 include to:

- ◆ Promote clarity and consistency in all policy and advisory matters.
- ◆ Refrain from bidding for contract archaeology projects required as a result of advice given as planning advisers and monitors.
- ◆ Guide, brief and monitor contract archaeology in the county.
- ◆ Promote awareness and use of the Sites and Monuments Record.
- ◆ Provide opportunities for volunteering and work experience.
- ◆ Engage pro-actively in grant-aided field investigative work, and in site and resource management initiatives, and thereby to:
- ◆ Improve and guide understanding of the extent, nature and condition of the County's archaeological and historic landscape resource.

In the Strategy period 2004 to 2007 we shall continue to provide:

- ◆ An *advisory service* for historic conservation, actively pursuing effective resource management and supporting regeneration initiatives.
- ◆ A *documentation and information service*, centred upon the County Sites and Monuments Record, and its web-site Historic Herefordshire On Line.
- ◆ An *investigative and community service*, with fieldwork, conservation works, local heritage projects, public events and productions.

The service will also set targets to:

- ◆ Complete major projects and initiatives started in the period 2001-4.
- ◆ Develop new programmes, including initiatives on urban archaeology.
- ◆ Continue and develop its community focus.

The period 2004-2007 will nonetheless see major changes in historic conservation:

- ◆ A wholesale re-organisation of English Heritage is in progress. New national arrangements will transform the system for designation of heritage assets and the way in which consent regimes are administered.
- ◆ As responsibility for administering consents is devolved, service performance assessment indicators come into general use and (as seems likely) Sites and Monuments Records (or Historic Environment Records, as they will be re-named) become a statutory requirement for Local Authorities, new demands will be placed on local services like this one.

The Strategic Agenda for 2004-2007 will therefore focus upon:

- ◆ Promoting better historic asset management

The aim is to provide support for farming, forestry and rural regeneration, and to help fulfil sustainability ambitions. For instance, monument management advice, farm-based historic landscape audits, and woodland heritage initiatives will be promoted.
- ◆ Developing the Sites and Monuments Record

Further means will be sought to widen access to the databases and related information. A Development Plan will be formulated to advance the standard of coverage and service and establish a fully integrated Historic Environment Record.
- ◆ Investigating historic landscape change

This will involve more study of how landscapes have achieved their inherited character, and also how change in the present day affects this. The aim is to see how today's landscapes can be valued by communities and used as a positive asset. Central to this programme are the series of Herefordshire Rivers projects running since 2003.
- ◆ Encouraging community heritage initiatives

Besides continuing to support new local heritage study and conservation projects, the aim will be to encourage initiatives and action in the voluntary sector. This will include proposals from the community for site management works and trusteeships.

In 2004-2007 new emphasis will also be placed upon:

◆ Managing the Council's historic estate

The Council will be encouraged to achieve best practice with respect to the historic assets it owns. The nature and extent of its stewardship of the historic heritage will be assessed, and recommendations proposed for its improved management.

◆ Creating a new agenda for historic towns

The aim is to support programmes of urban regeneration, especially in Hereford and the market towns. For instance, urban strategies and a special Hereford database will be created, and the historic character and distinctiveness of the towns promoted.

◆ Establishing a training facility

The service can fulfil an important role in developing skills and providing opportunities for training, including encouraging participation from external trainees. To this end, it is intended to found a Herefordshire Archaeology Summer School.

◆ Assisting Council initiatives

The Council is promoting a number of projects and initiatives to which the service will contribute. Within the Strategy period, this will include planning for park restoration works at Castle Green, Hereford, and for two outdoor heritage interpretation centres.

Herefordshire Archaeology

Conservation Section, Planning Services,
Herefordshire Council, PO Box 144, Hereford HR1 2YH.



**A STRATEGIC PLAN FOR
HEREFORDSHIRE ARCHAEOLOGY
2004 - 2007**

Dr. Keith Ray
County Archaeologist

Draft document prepared: August/September 2004

Endorsed by Herefordshire Council and issued October 2004

Herefordshire Archaeology
Conservation and Environmental Planning
Planning Services
Environment Directorate



**A STRATEGIC PLAN FOR
HEREFORDSHIRE ARCHAEOLOGY
2004 - 2007**

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Herefordshire Archaeology
PO Box 144, Hereford HR1 2YH.

INTRODUCTION

Herefordshire Archaeology is the archaeological service maintained by Herefordshire Council. The service exists to assess, investigate, document, conserve, and promote the archaeology and historic landscape of the county and cathedral city. The service currently has a core staff of four, and is located within the Council's Conservation and Environmental Planning section of Planning Services, in the Environment Directorate. In 2004-5 a further seven posts were supported through external funding.

The ***Strategic Plan for Herefordshire Archaeology 2004-2007*** is a plan for the work of the county archaeological service during the financial years 2004-5, 2005-6 and 2006-7. It is designed to provide a framework within which the archaeological service targets for the annual Conservation Section Business Plan can be identified. However, it also serves as a 'linking document' that specifies actions derived from the principles and vision of the ***Herefordshire Archaeology Strategy 2004-2007***.

Five main themes or strands of activity of the service are covered in the document. The first concerns service management, the second conservation advisory work, and the third the maintenance of records. The fourth concerns archaeology projects and partnerships, and the fifth covers work related to education, interpretation and the community. In each case, the specific staff involvement in the relevant work is summarised, usually in a single sentence. There are then a series of bullet-points relating to service or sector developments, and planned actions by the service. Several of these latter are noted as specific targets for the strategic plan period and these are identified with a number in brackets, as '(T1)', '(T2)', etc.

The period 2004-2007 will see significant change in the historic conservation sector in England. A wholesale re-organisation of English Heritage is in progress, as are proposals for the entire way in which 'heritage assets' are designated and managed. These changes will, at least from 2006, have major implications for the work of local government conservation services.

ACCOMMODATION AND MANAGEMENT

The service is housed in the Town Hall and Town Hall Annexe. The County Archaeologist manages the service, supported by the Conservation Manager and administrative personnel.

- ◆ Part or all of the Planning service may be re-located from the Town Hall Annexe in 2005-6, and this will have a considerable impact upon how the archaeology service operates.
- ◆ The core budget funding for the service provides for 4.5 FTE posts but is supported by a very small revenue budget. The increasing demands upon the service are nonetheless recognised by senior management, and this has led to extra resources being made available recently for countryside advisory work and urban archaeological resource management.
- ◆ A major concern of the past six years since the service began has been capacity building to ensure that the county's archaeology is increasingly well understood and protected - and also better appreciated by residents and visitors alike.
- ◆ This has seen a suite of successful applications for project funding for the creation of a Historic Landscape Characterisation, a Sites and Monuments Record web-site and database search facility, aerial archaeological survey, and a countryside advisory post. It has also led to a series of projects looking at rural resource and conservation issues (such as for Herefordshire woodlands and river valleys), and at key county monuments such as Credenhill Fort and Croft Castle.
- ◆ A certain amount of the time of the County Archaeologist and senior archaeological staff is therefore now devoted to project planning and development, including applications for grant-aid.
- ◆ In addition, a significant programme of post-fieldwork archiving and reporting is now underway, including in 2004 the launch of a monograph series, 'Herefordshire Studies in Archaeology'.
- ◆ The amount of space required to house the staff of the service has increased in line with its project-based successes, and there are some continuing problems with IT provision and compatibility.

CONSERVATION ADVICE AND INITIATIVES

The Archaeological Advisor and the Countryside Advisor (Archaeology) provide these services (the CAA with 50% funding support from English Heritage). These staff are supported in this work by the County Archaeologist, the Archaeological Projects Officer, and the (job-share) Sites and Monuments Record Officer.

Archaeological Advice (Development)

- ◆ There is a continuing commitment during the Strategic Plan period to the provision of advice for strategic and forward planning purposes.
- ◆ This will include further contributions to the Unitary Development Plan and it is hoped also the production of supplementary guidance (T1).
- ◆ The forthcoming Planning Policy Statement 15 on the historic environment and planning will set out the framework for conservation advice and mitigation under the Town and Country Planning Act.
- ◆ The service will continue to support the Council's Development Control teams, including staff dealing with Minerals and Waste.
- ◆ The contractors' registration scheme will continue, with bi-annual review and a yearly seminar (T2).

Archaeological Advice (Countryside)

- ◆ There is a continuing commitment during the Strategic Plan period to providing rural conservation advice (especially for farming and forestry).
- ◆ This will include local implementation of the new two-level grant system for Countryside Stewardship.
- ◆ A new partnership with the Forestry Commission and Forest Enterprise will see initiatives concerning survey, management and promotion of the historic resources of the county's woodlands (T3: concluding agreement).
- ◆ Advisory services concerning archaeology and historic landscape matters specifically in respect of regeneration and diversification will be offered to farmers and estate owners.
- ◆ There will be a Review of the Council's estate in reference to archaeology and historic landscapes. The report to be produced will identify targets for improvement in the management of historic assets (T4).

Conservation practice and monument management

- ◆ There will be full engagement during the Strategic Plan period with the process of development of a new statutory designations system, led by DCMS and English Heritage, but also involving ALGAO.
- ◆ This will include investigation of local designation parameters (T5) and work towards the preparation and resourcing of a new system of LGA-administered consent regimes for archaeological monuments and areas.
- ◆ A programme of preparation of Conservation Management Plans will be initiated, with a target of three per year in 2005 and 2006 (T6).
- ◆ An initial Monuments At Risk register will be compiled (T7). This will include locally assessed sites as well as those identified by English Heritage regional staff from desk-based assessment. The impact of particular kinds of rural development, such as the construction of agricultural reservoirs, will also be assessed for the local Register.
- ◆ Two rural archaeological resource studies will be undertaken, pending funding. One will focus upon processes of erosion of monuments, the other the impacts of potato growing (applications for funding: T8).

Urban archaeology and regeneration

- ◆ During the Strategic Plan period an integrated approach to urban archaeology will be developed, building upon a review in 2001 and featuring both existing and former urban centres in the county.
- ◆ To facilitate this work, an Urban Archaeologist will be appointed for a limited contract period, with contributory funding from English Heritage.
- ◆ A major component of their work will involve the formation of an urban archaeology strategy for Hereford City, at the heart of which will be an Urban Archaeological Database (T9).
- ◆ A range of initiatives will be promoted for the market towns of Bromyard, Leominster, Ledbury, Kington, and Ross-on-Wye, to map, characterise, explore, document and celebrate their urban archaeology. This will include the writing of a strategic statement for each town (T10). The statements will explicitly identify the potential contribution of archaeology to urban cultural and economic regeneration.
- ◆ Further supporting projects and publications will be developed for these towns and also for former urban places (see for instance, p.8).

DOCUMENTATION AND INFORMATION

The Sites and Monuments Record (SMR) Officer (job-share) manages the county SMR. Between 2002 and 2004 this work has been supported by an SMR Assistant ('Modern Apprenticeship', 2003-4), and by 1.5 FTE staff engaged on the 'Historic Herefordshire On Line' (SMR information and access) project, operated with grant aid from the HLF.

- ◆ The Historic Herefordshire On Line project will be completed by September 2005 (T11).
- ◆ There will be a continuing commitment to maintain and upgrade the core databases (including GIS), the searchable database on the world wide web, and the supporting documentation and collections.
- ◆ Particular continuing problems identified by the SMR staff are the condition and organisation of the hard-copy collections, and a continuing backlog in the placement of new data onto the computerised database.
- ◆ The maintenance of a Historic Environment Record (HER) is likely to become a statutory responsibility for Local Authorities by 2007.
- ◆ A Development Plan will therefore be prepared for the Herefordshire county SMR in 2005-6 (T12), which will specify how the upgrading of the SMR to a 'statutory' HER will take place and be funded. It will also consider how the SMR web site will be maintained and developed.
- ◆ This is likely to involve a recommendation for the creation of a half-time post of SMR Assistant and a fixed-term appointment of an SMR Development Officer (the latter mostly externally funded).
- ◆ The Development Plan should be supported by an audit (T13). This may need to be carried out under external contract, due to limitations on current staff time. Among other things, the audit should examine the data content and retrieval systems for the computerised databases, GIS and hard-copy elements of the SMR.
- ◆ Meanwhile, a plan for the gradual improvement of the paper record and collections management has been prepared and is being implemented by one of the SMR Officers (T14).

ARCHAEOLOGY PROJECTS AND PARTNERSHIPS

The Landscape Archaeologist and the Archaeological Projects Officer manage the majority of projects and partnerships that deliver the service agenda for investigation, recording, research, conservation, education, interpretation and working with the wider community. They are supported in this work by the County Archaeologist, Field Archaeologist (job-share), Project Archaeologist, and (in 2004-5) by the Community Archaeologist.

Since 2001, the project teams have completed between over two hundred archaeological surveys of estates, whole farms, woodland areas, parkland and other localities to enhance the basic record and to promote better conservation management of the identified cultural assets.

- ◆ There will be a continuing commitment to provide a service for the field monitoring of small development projects where this cannot be provided by means other than via the Archaeological Projects Officer.
- ◆ Projects will be continued and developed that investigate past and present change and conservation in the rural landscape.
- ◆ Existing project programmes will continue, pending continued provision of funding. These include landscape-wide projects for aerial archaeological survey (with English Heritage funding; completion, T15), and for Herefordshire Rivers archaeology and conservation (with EH and LEADER+ funding; Arrow valley completed, Frome Valley in progress: T16, Lugg Valley in preparation: T17, Wye valley in planning).
- ◆ Further programmes exist for woodlands archaeology survey (with Forestry Commission funding; T18), and for the archaeological survey of National Trust properties in the county (T19).
- ◆ Also included are location-specific projects at Croft Castle (National Trust; publication T20) and at Credenhill (Woodland Trust).
- ◆ New projects for which funding has been secured, and which will begin in 2004 include significant contributions to community-based Local Heritage Initiative projects at Upton Bishop and at Whitbourne (T21/22).

- ◆ Projects in development include a partnership project to record, conserve and celebrate churchyard crosses (Caring for God's Acre and EH; application T23). Another will characterise and map important archaeological and environmental deposits to assist minerals planning in the lower Lugg Valley (with the University of Wales at Aberystwyth, and the University of Liverpool; funding: EH/ALSF; application T24).
- ◆ It is intended to conduct a modest programme of internally resourced record enhancement studies. During the Strategic Plan period, this will include a survey of the Olchon Valley (assisted by the Longtown and Llanveynoe communities; T25), and a project to document the survival of the earthwork remains of deserted settlements across the county (T26).
- ◆ The long term field project to investigate nationally-important early Medieval sites in the Sutton St. Michael and Marden localities will continue with new survey and site investigations at Court Farm, Marden, between 2004 and 2006 (T27).
- ◆ Specific minor field studies to document little-understood but significant individual monuments will continue with surveys for example at Eardisley Camp and Limebrook Priory.
- ◆ Further work will contribute to the better management and enhancement of historic assets in Herefordshire Council ownership. This will include supervision of works on the remains of the Saxon town wall in Hereford (T28). It will also involve a Conservation Management Plan and guidance for information and facilities at Dinedor Camp (lead: Countryside Advisor; T29), and a Conservation Management Plan and Park Restoration Plan for Castle Green (lead: County Archaeologist; T30).
- ◆ Work in support of other Council services and associated organisations will continue, for instance with the provision of data for Tourism and Public Rights of Way walks promotions, and practical support for the Wye Valley Area of Outstanding Natural Beauty 'Overlooking the Wye' project.
- ◆ The service will continue to encourage field research projects that support the regional research agenda, such as the Cardiff University rural Romano-British settlement project in the environs of Lyonshall.
- ◆ During the Strategic Plan period it is intended to plan for and initiate a Herefordshire Archaeology Summer School, based around a research project to investigate and compare two medieval Marcher lordships (T31).

EDUCATION, INTERPRETATION AND COMMUNITY INITIATIVES

All Herefordshire Archaeology staff members are engaged in work that serves to raise public awareness and appreciation of the county's archaeology and historic landscape. A full events calendar is organised including an annual symposium, monthly historic landscape walks, and public talks. A full series of archaeological project reports is produced each year.

- ◆ There will be an ongoing commitment to provision of an active programme of events open to public involvement, with the monthly historic landscape walks as the flagship event series.
- ◆ The *Historic Environment Today* newsletter will be produced quarterly as a key means of informing the public about events and developments in the county's archaeology and its wider historic environment.
- ◆ Volunteering and community involvement will continue to be encouraged in Herefordshire Archaeology field projects and programmes.
- ◆ The events programme will include an *Annual Symposium* each November, normally at the Courtyard Theatre. At the same venue there will be an evening *Herefordshire Archaeology Lecture* (with a nationally prominent archaeologist talking about a key aspect of the county's archaeology, in a wider context) once every two years (T32).
- ◆ The service will organise and promote an annual *Herefordshire Archaeology Week* (associated with National Archaeology Days) each July.
- ◆ Staff will continue to be involved in the *Herefordshire Walking Festival* as that event becomes established in the county calendar (the County Archaeologist is a member of the Council's organising committee).
- ◆ Herefordshire Archaeology will support the development of county-based and more local historic heritage groups for the conduct of Local Heritage Initiative and other conservation and heritage projects, local monument management and the curation of key historic properties (T33).
- ◆ Staff members will contribute overview chapters to the series of volumes from the West Midlands Regional Research Agenda process (T34).
- ◆ Publication of volumes in the monograph series, *Herefordshire Studies in Archaeology*, will continue through the Strategic Plan period (T35).

**LINKING DOCUMENTS, ARCHAEOLOGY STRATEGY, AND
BUSINESS PLANS**

The Herefordshire Plan (Herefordshire Partnership)

Herefordshire Cultural Strategy

Herefordshire Environmental Strategy, 2000 - 2010

Herefordshire Council Corporate Plan, 2003-6

HC Environment Directorate Plan

Herefordshire Archaeology Strategy, 2004-2007

Conservation Section Business Plans

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| ABBREVIATIONS USED IN THE TEXT |
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| | |
|-------|---|
| ALGAO | Association of Local Government Archaeological Officers |
| ALSF | Aggregates Levy Sustainability Fund |
| DCMS | Department of Culture, Media and Sport |
| EH | English Heritage |
| HER | Historic Environment Record |
| LHI | Local Heritage Initiative |
| NMR | National Monuments Record |
| RDS | Rural Development Service |
| SMR | Sites and Monuments Record (county) |

REFERENCE LIST OF SERVICE TARGETS FOR 2004-7

- T1 Produce Supplementary Planning Guidance on archaeology and development, and on historic landscape characterisation (2006).
- T2 Contractors' registration scheme bi-annual review and yearly seminar.
- T3 Conclude agreement for survey, management and promotion of the historic resources of the county's woodlands (end 2004).
- T4 Review the Council's estate in reference to archaeology and historic landscapes. Produce report to identify targets for improvement in the management of historic assets (mid 2006).
- T5 Investigate local designation parameters for historic assets (2005).
- T6 Conservation Management Plans produced for three sites or areas per year in 2005 and 2006.
- T7 Compile an initial Monuments At Risk Register for Herefordshire.
- T8 Two applications for funding for rural archaeological resource studies. One will focus upon processes of erosion of monuments, the other upon the impacts of potato growing.
- T9 An Urban Archaeological Database will be produced for Hereford City (project to span 2005-8), as part of an urban archaeology strategy for the city.
- T10 A strategic statement on urban archaeology and regeneration will be prepared for each of the five other market towns in the county (2006).
- T11 The Historic Herefordshire On Line project will be completed in 2005.
- T12 A Development Plan will be prepared for the Herefordshire county SMR in 2005-6.
- T13 A (preferably external) audit of the SMR should examine the data content and retrieval systems for the computerised databases, GIS and hard-copy elements (2005).
- T14 A plan for the gradual improvement of the paper record and collections management of the SMR will be implemented (2005-6).
- T15 Aerial archaeological survey project (2002-6) completion.
- T16 Complete Frome Valley Archaeology, Landscape Change and Conservation project (March 2005).

- T17 Prepare and conduct Lugg Valley Archaeology, Landscape Change and Conservation project (2005-6)
- T18 Woodlands archaeology survey completed (2007), and associated works including conference and publication (2007-9) planned.
- T19 Undertake archaeological survey of National Trust properties in the county (Berrington, 2005; Cwmmau, 2006; Perry Hill, 2007).
- T20 Croft Castle project – monograph publication (2006).
- T21 Contribute to LHI project at Upton Bishop (2004-5).
- T22 Contribute to LHI project at Whitbourne (2004-5).
- T23 Project planning for churchyard crosses project (project planning phase 2005, project 2006-8).
- T24 Lower Lugg Valley ALSF project application (End 2004)
- T25 Conduct archaeological survey of the Olchon Valley (2005-7).
- T26 Document the survival of the earthwork remains of deserted settlements across the county (2005-7).
- T27 New survey and site investigations at Court Farm, Marden, between 2004 and 2006.
- T28 Supervision of works on the remains of the Saxon town wall in Hereford (mid-2005).
- T29 Produce a Conservation Management Plan and guidance for information and facilities at Dinedor Camp (mid 2005).
- T30 Prepare a Conservation Management Plan and a Park Restoration Plan for Castle Green (mid 2005).
- T31 Organise a *Herefordshire Archaeology Summer School*, based around a research project to investigate and compare two Marcher medieval lordships (to begin in 2006 or 2007).
- T32 Organise the *Herefordshire Archaeology Lecture* once every two years (within the Strategic Plan period, in 2005 and 2007).
- T33 Encourage the development of county-based and more local historic heritage groups for the conduct of Local Heritage Initiative and other conservation and heritage projects, local monument management and the curation of key historic properties.
- T34 Contribute eight overview chapters to the series of volumes from the West Midlands Regional Research Agenda process.
- T35 Publish five volumes in the monograph series, *Herefordshire Studies in Archaeology* (March 2007).

PLANNING AND COMPULSORY PURCHASE ACT 2004: LOCAL DEVELOPMENT SCHEME

Report By: Forward Planning Manager

Wards Affected

Countywide

Purpose

1. To inform the committee of the new system of development planning being introduced by the Planning and Compulsory Purchase Act 2004, and to seek views on the Council's first Local Development Scheme, a document required to be prepared under the new arrangements.

Financial Implications

2. None

Introduction

3. The Planning and Compulsory Purchase Act received Royal Assent in May and is now coming into force. As well as the compulsory purchase powers reported to the last meeting of the Committee, new provisions and requirements for development planning are being introduced. This report summarises the main features of the new system.
4. One of the requirements placed on local planning authorities by the Act is to prepare and publish a statement of how their forward planning work will be organised over a three year period. These statements – Local Development Schemes – have to be in place within six months of commencement of the Act. A Local Development Scheme for Herefordshire has been prepared, and is attached.

The new arrangements for development planning

5. The main features of the new system are:

Legislative context

- New requirement to exercise development plan functions 'with the objective of contributing to the achievement of sustainable development'
- Continuing requirement that planning determinations 'must be made in accordance with the [development] plan unless material considerations indicate otherwise'
- New requirements under EC Directive to undertake formal strategic environmental assessment of plans and programmes

Regional

- A new statutory role for Regional Planning Guidance – as the Regional Spatial Strategy this now forms part of the development plan, and so enjoys development plan status.

Local

- New emphasis on two way links between development plans and community strategies by taking a 'spatial planning' approach
- Structure, local and unitary development plans to be replaced over time with a new concept – the Local Development Framework, a portfolio of planning documents rather than a single plan
- A requirement to prepare a Statement of Community Involvement, setting out how local communities and others will be involved in forward planning. Subject to independent examination and part of the Framework
- More flexible approach to development plan documents – core strategy, proposals map, area action plans, and site specific allocations, prepared and adopted as part of the Framework as needed
- Provision for supplementary planning documents to offer more detailed guidance to development plan documents within the Framework. Unlike supplementary planning guidance, which they will gradually replace, they are subject to statutory procedures (but not to independent examination)
- A requirement to prepare a Local Development Scheme
- A requirement to publish an Annual Monitoring Report reviewing progress against the programme set out in the Scheme, and on how far planning policies are being achieved.

New procedures

6. The new system comes with new development plan procedures. Key features are:
 - A requirement that Framework documents are in 'general conformity' with the Regional Spatial Strategy
 - Emphasis on building consensus through continuous community involvement, as set out in the Statement of Community Involvement
 - The public examination of development plan documents to consider their overall soundness, rather than simply objections made to them, although the right of objectors to appear at the examination remains
 - Inspector's reports and recommendations to be binding
7. The new system will be subject to a transitional period of several years as plans in preparation are completed, and there are specific arrangements in place to provide for this.

Implications for Herefordshire

8. The implications for Herefordshire can be summarised as follows:
- Existing Structure and Local Plans to continue in operation under the transitional arrangements until replaced by the adopted UDP
 - Existing strong links between the Herefordshire Plan, the community strategy, and planning policy documents to be continued
 - The UDP to be completed on the 'old style' regulations, whereby the Inspector's report is not binding
 - The UDP to continue in operation for at least three years after adoption, with an extension to this transitional period for selected policies subject to Government Office agreement
 - Planning documents to be subject to new requirements under European Directive for Strategic Environmental Assessment – will affect the UDP if not adopted by 21 July 2006
 - A requirement to indicate how Supplementary Planning Guidance will be dealt with in the transitional period
 - Post the UDP Inquiry in 2005, work to begin on documents forming part of the new system
 - An immediate requirement to prepare a Local Development Scheme, showing how the new system will operate in Herefordshire in the coming three years
 - The first Annual Monitoring Report to be submitted to Government by December 2005

The Local Development Scheme

9. It is against this background that the Council's first Local Development Scheme has been prepared. The Scheme has benefitted from informal consultation with the Government Office and the Planning Inspectorate.
10. In brief, the Scheme sets out the requirements arising under the Act and explains how they will be addressed within Herefordshire. Key features are:

Statement of Community Involvement and Core Strategy

The Scheme proposes that an early start be made on these two documents, both of which are subject to separate independent examination, and sets out a programme of work linked to the various stages of their preparation.

Future work

Priorities for future work are identified as generic development control policies, housing and employment land allocations, and the Proposals Map. The Map will be a separate document within the Framework, unlike at present where it is an integral part of plans. The Map document will need to be kept up to date as new local development documents are prepared.

Supplementary planning guidance (SPG)

The Scheme proposes that existing SPG to the Local Plans and interim SPG to the UDP continue to be used as such. Further interim Guidance to the UDP will be prepared and published in the transitional period, including Parish Plans. These documents will not enjoy the weight given to the new Supplementary Planning Documents but will have status as a material consideration.

11. The Scheme is to be kept under review and up to date with respect to both programme and proposed documents.

Conclusions

12. The new development plan system is clearly intended to be very different from its predecessor. For Herefordshire, it will allow a more flexible approach. It will be important that the many documents which may form part of the Council's Local Development Framework are coherent and that the system as implemented is understandable by the community. To that end, the Local Development Scheme is the community's first point of contact and is the first step in creating a Local Development Framework for the County.
13. The Local Development Framework will form part of the Council's Policy Framework and the Scheme sets out responsibilities for approving documents within the new system which will need to be incorporated into the Council's constitution. It is proposed that Cabinet be responsible for approving the Scheme, following consultation with Planning Committee and this is reflected in the following recommendation.

RECOMMENDATION

THAT the Committee endorse the Local Development Scheme and recommends that the Cabinet Member (Environment) considers submitting the Scheme to Cabinet for approval.



Herefordshire Council

LOCAL DEVELOPMENT SCHEME

December 2004

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1. Introduction

The Local Development Scheme

This is the Council's first Local Development Scheme - an accessible guide to the Council's planning policies. The Scheme is part of a new system of development planning, introduced by the Planning and Compulsory Purchase Act 2004. This provides for planning policies to be set out in a portfolio of documents which together will provide the Local Development Framework for an area.

Over the next few years, the Council's planning policies - presently set out in the Structure Plan, Local Plans and the emerging Unitary Development Plan, together with supporting Supplementary Planning Guidance, will be reviewed and taken forward into the new system.

This Scheme explains how the Council will organise and manage its forward planning work over the next three years as it establishes a Local Development Framework for Herefordshire.

What's in the Scheme

In the Scheme you'll find:

- A section explaining some of the terms used in the new system (section 2);
- A section setting out all the documents which form or will form part of the Local Development Framework in the period covered by this Scheme (section 3). Existing Plans, either adopted or in preparation, will be 'saved' as part of the Framework for a transitional period. This means they will still be used to determine planning applications. Two new local development documents are proposed. For these, the Scheme includes a schedule and profiles setting out the main stages in their preparation, including the arrangements for community involvement;
- A section dealing with existing and proposed Supplementary Planning Guidance, explaining how this will be dealt with in the transition to the new system (Section 4); and
- A supporting statement, which explains how all these documents work together and how the Council will manage their preparation (section 5).

National, regional and local contexts

The Council's planning policies have been developed within a strong context of spatial planning policies.

At national level, the Government's Planning Policy Statements set out national policies on key land use matters.

At regional level, the Regional Spatial Strategy was published as Regional Planning Guidance for the West Midlands (RPG11) in June 2004. The Regional Spatial Strategy runs to 2021. This end date will also be used by the new planning documents which the Council will begin to prepare within the period of this Scheme. Section 3 gives more detail on how existing Plans and proposed local development documents fit within the new Regional Spatial Strategy. Other regional policy documents, such as the Regional Housing and Economic Strategies and the Regional Sustainable Development Framework, have spatial dimensions and will need to be taken into account.

At local level, the Council's planning policies need to reflect and influence the Community Strategy, the Herefordshire Plan, as well as other local plans and strategies including the Local Transport Plan and the Economic Development and Housing Strategies.

2. The new system

This section is a brief guide to some of the main terms used in the new system and this Scheme. The new system provides for the Council to prepare a series of Local Development Documents (LDDs), collectively forming the Local Development Framework (LDF).

There are several types of LDDs. The most important are Development Plan Documents (DPDs), with a key role in the determination of planning applications. Supplementary Planning Documents (SPDs) offer further detail in support of DPD policies and proposals. Finally, there is the Statement of Community Involvement (SCI), which sets out how the Council will involve the community.

These and other terms are explained below.

| | | |
|-----|-----------------------------|--|
| AMR | Annual Monitoring Report | The Council's annual report to Government on progress in preparing the documents set out in the LDS, and on how far planning policies are being achieved. |
| - | Community Strategy/Plan | Drawn up by local partnerships to show how local areas will address social, economic and environmental issues. The Herefordshire Plan, drawn up by the Herefordshire Partnership, is the community strategy for the County. |
| DPD | Development Plan Document | The most important documents within the Local Development Framework, subject to independent examination and with 'development plan' status in the determination of planning applications. DPDs include: <ul style="list-style-type: none">• Core Strategy• Site specific allocations of land• Area Action plans• Proposals maps |
| LDF | Local Development Framework | A portfolio of LDDs which collectively set out the spatial strategy for the Council's area, balancing land use pressures arising from economic, social and environmental demands. |
| LDD | Local Development Document | DPDs, SPDs and the SCI are all Local Development Documents, collectively forming the LDF. |
| LDS | Local Development Scheme | The LDS sets out a 3 year programme for preparing LDDs. |
| RSS | Regional Spatial Strategy | Provides a spatial framework to inform the preparation of LDDs and Local Transport Plans by |

local authorities, and of other strategies and programmes that have a bearing on land use, in order to deliver a coherent framework for regional development.

| | | |
|-----|------------------------------------|---|
| SA | Sustainability Appraisal | An assessment of the economic, social and environmental impacts of the policies and proposals in LDDs. |
| SCI | Statement of Community Involvement | Explains to local communities and other stakeholders how and when they will be involved in the preparation of LDDs. Subject to independent examination. |
| SEA | Strategic Environmental Assessment | An assessment of the environmental impacts of the policies and proposals in LDDs. |
| SPD | Supplementary Planning Document | These give more detail about the policies and proposals in DPDs. As a Local Development Document, they form part of the Framework, but do not have the status of DPDs. |
| SPG | Supplementary Planning Guidance | Prepared to offer more detailed guidance to Local Plans and the Unitary Development Plan, either by the Council itself or by local communities in the form of Village Design Statements/Parish Plans. Will be superseded by SPDs as the new system is introduced. |

More details can found on the Office of the Deputy Prime Minister's website at www.odpm.gov.uk.

3. Local Development Documents

Saved plans

The following 'old style' Plans form part of the Framework until they are superseded by adoption of the Herefordshire Unitary Development Plan. They have the status of Development Plan Documents. They are:

- Hereford and Worcester County Structure Plan 1993
- The County of Hereford and Worcester Minerals Local Plan 1997
- Malvern Hills District Local Plan 1998
- Hereford Local Plan 1996
- South Herefordshire District Local Plan 1999
- Leominster District Local Plan (Herefordshire) 1998

Herefordshire Unitary Development Plan

The Herefordshire Unitary Development Plan (UDP) is intended to be adopted in December 2006, replacing the six Plans listed above. Objections to the Plan will be considered at a public local inquiry commencing in February 2005. The Plan will be progressed and adopted under the 'old style' procedures, with a modifications stage anticipated in 2006 following receipt of the non-binding Inspector's report.

The UDP has been prepared to ensure consistency with emerging Planning Policy Statements and has been drawn up in parallel with work on the new Regional Spatial Strategy, RPG11. Its policies and proposals have been developed to be consistent with those in the Regional Spatial Strategy for the period up to 2011 (the end date of the UDP). This particularly applies to the provision of housing overall and the Plan's housing strategy; to the Plan's employment policies, intended to help achieve rural renaissance, and to Plan housing, city centre and transport proposals designed to support and reflect Hereford's role within the Strategy as a sub-regional foci. Similarly the Plan's general policies on matters such as design, transport and the environment reflect principles set out in the Strategy. Throughout, the UDP has a strong emphasis on the delivery of sustainable development in Herefordshire, reflecting both the Regional Spatial Strategy and the ambitions of the community strategy, the Herefordshire Plan.

When adopted, the UDP will have the status of a Development Plan Document. It will be operative as part of the Framework for a three year period from the date of adoption. Discussions will be held with the Government Office as to whether the life of selected UDP policies can be extended beyond the three year period, taking into account the close links that exist between UDP policies and the Regional Spatial Strategy and the Herefordshire Plan. These policies will be identified through a future review of this Scheme.

This Scheme includes proposals for the preparation of a new Core Strategy, and this will replace the UDP's Part I policies when it is adopted.

New Local Development Documents

This first Scheme reflects the work required to progress the Unitary Development Plan to adoption and to prepare associated SPG. Adoption of the UDP and its status as a 'saved' Plan under the Act's transitional provisions will mean that the Council is able to comply with the Government's requirement to have a complete spatial plan in place by March 2007. Nonetheless, it is important to begin work on key aspects of the new system. Two documents, the Statement of Community Involvement and the Core Strategy, have been identified as important building blocks on which an early start should be made. They are listed in the following Schedule, Programme and Profiles.

Future work

It is important to look beyond the three year period covered by this Scheme and to indicate in general terms what work is proposed. This will be further detailed in future reviews of the Scheme (see section 5). At this stage, it is envisaged that Development Plan Documents dealing with the following areas will be considered for preparation, in order to take forward the Core Strategy DPD and replace selected policies in the Unitary Development Plan:

- Generic development control policies
- Housing land allocations
- Employment land allocations
- Proposals Map.

Initially, the Proposals Map will comprise those Maps in the saved Plans, to be replaced on adoption by the UDP Proposals Maps. The Map will be updated over time as new Local Development Documents are adopted.

The land use and spatial planning components of Village Design Statements and Parish Plans may be adopted as Supplementary Planning Documents, and thus form part of the Local Development Framework. To be considered for adoption on this basis, Statements/Plans need to comply with the conformity requirements of the new system and have undergone the requisite community involvement and sustainability appraisal. The Council is committed to working with Parish Councils and others in moving Statements/Parish Plans forward and will offer further guidance and advice as to the best way to proceed as the new system is brought into being. In the transitional period it is envisaged that Statements and Plans will continue to be brought forward as interim SPG to the UDP in the first instance (see section 4).

Joint working

It is not envisaged that any joint working with other local planning authorities in the preparation of local development documents will be required. Liaison with the Brecon Beacons National Park Authority will continue in respect of cross boundary planning issues arising at Hay-on-Wye/Cusop. Due regard will be paid to emerging LDFs for adjoining authority areas and to the Wales Spatial Plan in drawing up local development documents.

| Document title | Status | Brief description | Chain of conformity | Pre-submission community involvement | Publication of draft | Submission to S of S | Proposed Date for adoption |
|------------------------------------|--|---|---|---|----------------------|----------------------|----------------------------|
| Statement of Community Involvement | Local development document, subject to independent examination | Sets out standards and approach to involving the community in the production of the LDF | Must be in conformity with regulations | October - November 2005 | N/A | June 2006 | May 2007 |
| Core Strategy | Development Plan Document (DPD) | Sets out the vision and objectives for the LDF, together with spatial strategy. | Must be in general conformity with RSS All other LDDs to be in conformity with Core Strategy | Issues and preferred options consultation, September - October 2006 | N/A | September 2007 | November 2008 |

Schedule of new Local Development Documents

| | 2005 | | | | | | | | | | | | 2006 | | | | | | | | | | | | 2007 | | | | | | | | | | | | 2008 | | | | | | | | | | | | |
|---|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|--|
| | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | |
| Statement of Community Involvement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Scoping and initial drafting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Presubmission community involvement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Preparation of submission document | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Public consultation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Examination | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Receipt of report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adoption | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Core Strategy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Evidence gathering and option drafting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Issues and preferred option consultation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Preparation of submission document | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Public consultation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Examination | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Receipt of report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adoption | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Programme of Local Development Documents

Local Development Document profiles

Statement of Community Involvement

Document details

| | |
|---------------------|--|
| Role and subject | Sets out the Council's standards and approach for the involvement of the community and stakeholders in the production of the Local Development Framework |
| Geographic coverage | County wide - and involves stakeholders outside Herefordshire |
| Status | Local development document, subject to independent examination |
| Chain of conformity | Must be in conformity with regulations |

Timetable

| | |
|---|-------------------------|
| Commencement, scoping and initial drafting | June - September 2005 |
| Pre-submission community involvement and engagement with stakeholders (6 week period) | October - November 2005 |
| Preparation of submission document | December - May 2006 |
| Submission to Secretary of State | June 2006 |
| Public consultation on submitted Statement (6 week period) | June - July 2006 |
| Examination | January 2007 |
| Receipt of report | March 2007 |
| Adoption | May 2007 |

Arrangements for production

| | |
|-------------------------|--|
| Lead service | Forward Planning, Planning Services |
| Management arrangements | Executive decision (Cabinet, following consultation with Planning Committee) |
| Resources | In house resources and existing budgets supplemented by Planning Delivery Grant. Consultants may be used to advise on overall approach and specific techniques in the initial stages. |

| | |
|--|---|
| Involving stakeholders and the community | The SCI will build on existing consultation work undertaken by the Council and will be set within the framework provided by the Strategy for Community Involvement. In addition the SCI will link to work with partners in the Herefordshire Partnership, providing links to community planning processes and hard to reach groups through the emerging Community Development Strategy. |
|--|---|

Core Strategy

Document details

| | |
|---------------------|---|
| Role and subject | Sets out the vision and objectives for the Local Development Framework, together with a spatial strategy, illustrated on a key diagram, for the period up to 2021 (in line with the Regional Spatial Strategy). |
| Geographic coverage | County wide |
| Status | Development Plan Document |
| Chain of conformity | Must be in general conformity with the Regional Spatial Strategy |

Timetable

| | |
|--|--------------------------------|
| Commencement, evidence gathering and initial drafting of options, with stakeholder involvement | June 2005 - August 2006 |
| Issues and preferred option consultation, including SA/SEA (6 week period) | September - October 2006 |
| Preparation of submission DPD, including SA/SEA | November 2006 - September 2007 |
| Submission to Secretary of State | September 2007 |
| Public consultation on submitted DPD (6 week period) | September - October 2007 |
| Examination | April 2008 |
| Receipt of report | September 2008 |
| Adoption | November 2008 |

Arrangements for production

| | |
|--|--|
| Lead service | Forward Planning, Planning Services |
| Management arrangements | Council to approve Issues and Preferred Option consultation document; submission DPD, including consideration of representations arising from the Issues and Preferred Option consultation; and to adopt, all following proposal by Executive. |
| Resources | In house resources and existing budgets supplemented by Planning Delivery Grant. |
| Involving stakeholders and the community | As defined in the Statement of Community Involvement |

4. Supplementary Planning Guidance

Supplementary Planning Guidance to the Local Plans

The Council has published a number of documents which provide supplementary guidance to planning policies in the existing Local Plans. These are:

- Reuse and adaptation of traditional rural buildings SPG (October 2000)
- Provision of affordable housing SPG (March 2001). A revised version of this Guidance was issued for consultation purposes in August 2004.
- Moreton on Lugg Development Brief (April 1999)
- Leominster Industrial Estate Development Brief (May 1999)
- Village Design Statements for Colwall, Cradley and Storridge, Leintwardine and Much Marcle.

These documents do not form of the Local Development Framework and it is not intended that they will be converted to Supplementary Planning Documents. They will remain as SPG to the relevant 'saved' Plan which they supplement. All have benefited from a range of consultation processes, which are detailed within them, and they have status as a material consideration.

Interim Supplementary Planning Guidance to the UDP

Other documents were published in July 2004 as interim SPG to planning policies in the UDP. They are:

- Design and development requirements SPG
- Reuse and adaptation of rural buildings SPG
- Biodiversity SPG
- Landscape Character Assessment SPG

Interim SPG has also been produced to offer planning guidance to UDP allocations and proposals. These documents are:

- Land opposite Sutton St Nicholas Primary School, Development Brief (November 2003)
- Tanyard Lane, Ross-on-Wye, Development Brief (October 2004)
- Frome Valley Haulage Depot, Bishops Frome, Development Brief (November 2004)
- SPG included within Rotherwas Management Plan (December 2004)

In addition, local communities have brought forward Village Design Statements and Parish Plans for adoption as interim SPG to the UDP:

- Village Design Statement for Ewyas Harold
- Parish Plans for Belmont Rural, Bishopstone Group Parish, Middleton on the Hill and Leysters, Pembridge and the Border Group of Parishes, Weobley and Wellington.

The above documents do not form part of the Local Development Framework and at this stage it is not intended that they will be converted to Supplementary Planning Documents. They will continue to be used as interim SPG to the UDP. They have benefited from a range of consultation processes, which are detailed within them, and will have status as a material consideration. Material in existing SPG may be incorporated into local development documents in due course.

Supplementary Planning Guidance in preparation

A number of further SPG documents are identified as required in the Unitary Development Plan. These are:

- Planning obligations
- Open space and recreation provision
- Transport infrastructure and design
- Site development briefs

These documents will be prepared and adopted as interim SPG to the UDP in the first instance. When the UDP is adopted, their conversion to SPD will be considered.

It is envisaged that Village Design Statements and Parish Plans will continue to be brought forward for adoption as interim SPG until the UDP is completed, when again the option of their conversion to SPD's can be considered. A number of parishes are working on Parish Plans within Herefordshire although the timing of their completion and presentation to the Council for adoption, either as SPG to the UDP or as SPD to an adopted Development Plan Document, is not known with sufficient certainty to identify individual documents and the timings associated with them within the Scheme. Similar considerations apply to Conservation Area character appraisals.

5. Supporting statement

How the Local Development Documents work together

The diagram overleaf illustrates how the various documents discussed in this Scheme will work together to provide a Local Development Framework for Herefordshire.

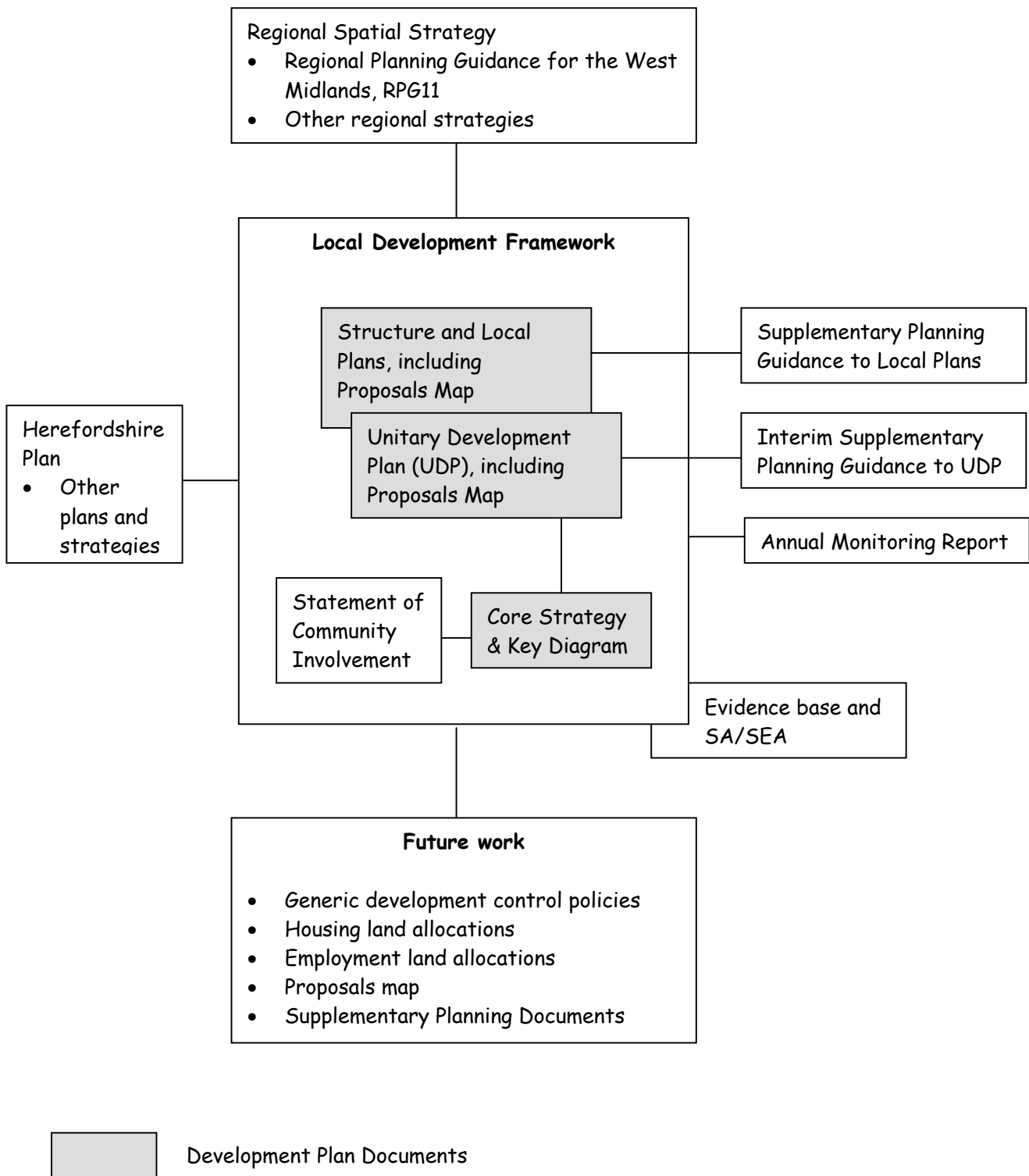
Evidence base

The Council already has a well established evidence base to use in developing its Framework. Much of this has been developed in drawing up the UDP and has been published as background papers during the UDP process. The evidence base has been further developed in responding to monitoring requirements on the Regional Spatial Strategy, and comprises the following resources and technical studies:

| Title | Current edition | How the evidence base will be managed |
|--|--|---|
| Housing Land Study | 2003-2004 study | Annual review |
| Housing Needs Studies | County wide study 2001. Studies for individual settlements as resources permit | Rolling programme of studies based on settlements |
| Urban capacity study | 2004 review of original study in 2001 | Monitored through Housing Land Study |
| National Land Use Database (NLUD) | 2003 submission to national database | Annual review |
| Employment Land Study | 2003-2004 study | Annual review |
| Open space study (PPG17) | Study in preparation using consultants | Periodic review |
| Regional monitoring of offices, retail, hotels/leisure, minerals and waste | Regional Planning Guidance Annual Monitoring report, 2004 | Annual return to Regional Planning Body |

Through the Annual Monitoring report (AMR) the Council will review the need to update these studies and to undertake or commission new work. Evidence on other topic areas will be obtained from other sources as required.

The evidence base feeds into and is supplemented by information collected for other Council and Herefordshire Partnership Strategies, including the Housing Strategy and the Economic Development Strategy.



The Local Development Framework for Herefordshire

Sustainability appraisal and strategic environmental assessment

Local Development Documents have to be prepared with a view to contributing to the achievement of sustainable development - the simple idea of seeking a better quality of life for everyone, now and for future generations. Planning authorities also have to meet the requirements of the European Union Directive on strategic environmental assessment (SEA). Sustainability appraisal (SA) is a systematic and iterative appraisal process, incorporating the requirements of the SEA Directive. The appraisal process has an important role to play in the production of Local Development Documents, ensuring that policies reflect sustainable development principles by providing information on the potential social, environmental and economic effects of policies. SA is an integral part of the production of both DPDs and SPDs from the outset, and at specific stages in the process of producing these documents appraisal reports will be produced to accompany for instance the submission of DPDs to the Secretary of State.

The Unitary Development Plan has been subject to SA at each stage of its production, with the most recent report comprising an appraisal of the Revised Deposit Draft in 2004. The SEA Directive will apply to the UDP if (as is expected) it is not adopted by 21 July 2006. In that event consideration will be required as to the need for further appraisal work to be undertaken to meet the requirements of the Directive.

Delivering the Framework

The planning policies set out in the Local Development Framework will be delivered in many ways. The refusal or grant of planning permission, and the use of planning conditions and obligations, will remain one of the most important means by which the Council's planning policies are implemented. However the new emphasis on a spatial planning approach - which seeks to reconcile competing demands for land in a planned way - means that working with others has become more important.

Here, the link between the documents comprising the LDF and the Herefordshire Plan - the Community Strategy - is all important. The Framework is a key mechanism for delivering the land use aspects of the Plan, but also provides a long term spatial context within which the Herefordshire Plan can be progressed.

The Herefordshire Plan is itself progressed through a series of Ambition Groups comprising representatives from partner organisations. The Groups deal with the full range of economic, social and environmental matters arising in the County. Land use implications arise in many of the Groups - for instance, in terms of regeneration initiatives, economic development, housing, health, education, waste, energy, and environmental protection.

The need to recognise the link between land use planning policy and the Herefordshire Plan has long been recognised. The UDP is already set firmly within the overall Community Strategy approach, sharing a vision with the Herefordshire Plan and helping to deliver the achievements of several Ambition Groups. These close links will be continued and strengthened as the LDF is established. The SCI for instance will build on existing community consultations undertaken by the Herefordshire Partnership and link to the work of the Community Development Ambition Group.

Council procedures for approval

The Local Development Framework forms part of the Council's overall Policy Framework as defined in the Constitution, as does the Unitary Development Plan. The Executive (Leader and Cabinet) has responsibility for proposing elements of the Policy Framework to Council, with the Cabinet Member (Environment) having responsibility for planning and land use matters (excluding development control, which is reserved to Planning Committee and the Area Planning Sub-Committees). The following responsibilities for approving documents within the new system have been defined within the Council's Constitution. These reflect the conformity arrangements applying to different documents within the Framework, and the fact that documents differ both in the extent to which they define policy and are used by Planning Committee/Area Planning Sub-Committees in the determination of planning applications.

Development Plan Documents: Council, following proposal by the Executive

Supplementary Planning Documents: the Executive, following consultation with Planning Committee. Where SPD's concern site specific matters being set out in advance of a planning application, e.g. development briefs, Planning Committee only.

Statement of Community Involvement: Cabinet, following consultation with Planning Committee

Local Development Scheme: Cabinet, following consultation with Planning Committee.

Monitoring and review

The new system incorporates an Annual Monitoring Report - the AMR. This must be compiled on a financial year basis and submitted to the Government Office by the end of the calendar year. The AMR tracks progress against the targets and milestones set out in this scheme for producing LDDs, and the extent to which policies in LDDs are being achieved.

The Council has produced annual reports on housing and employment land availability for a number of years and these will be developed over time to meet the requirements of the new system. Each year a report will be submitted to the Council's Cabinet via the Planning Committee that will:

- Specify to what extent the timescales set out in the LDS for the production of LDDs are being met
- Review the extent to which policies within LDDs are being achieved, focussing initially on key policy areas where information is available and where national, regional or local targets have been set.
- In particular, to reflect the Government's Sustainable Communities Plan, the AMR will report on the number of dwellings built in Herefordshire during the period covered by the Report and relate this to relevant LDD policies
- Consider whether any policies need amendment because they are not working as intended or are not achieving sustainable development objectives and, if so, suggest ways to achieve this

- Provide an up to date report on the status of 'saved' Structure and Local Plans and the Unitary Development Plan
- Consider the need to review the LDS in the light of the AMR. The Scheme will be revised each time the list of Local Development Documents changes, either by addition of a new proposed Document or through significant revision to the timetable for the preparation of a Local Development Document.

Monitoring is undertaken within the Forward Planning section of the Council. The Herefordshire Partnership carry out a monitoring exercise against the ambitions and aims of the Herefordshire Plan which is published as a regular 'State of Herefordshire' Report. Over time, the monitoring of planning policies set out in the AMR will need to be aligned with that carried out on the Herefordshire Plan, reflecting the role of the LDF as the key delivery mechanism for those Herefordshire Plan ambitions with a spatial dimension.

BISHOPSTONE AND DISTRICT GROUP PARISH PLAN**Report By: Forward Planning Manager****Wards Affected**

Weobley

Purpose

To consider the Bishopstone and District Group Parish Plan for adoption as interim supplementary planning guidance to the emerging Herefordshire Unitary Development Plan.

Background

The Government's White Paper 'Our Countryside, the future' (2000) proposed that all rural communities should develop 'Town, Village and Parish Plans' to identify key facilities and services, to set out the problems that need to be tackled and to demonstrate how distinctive character and features could be preserved. Parish Plans form one of the four initiatives of the Vital Village programme. They should address the needs of the entire community and everyone in the parish should have an opportunity to take part in its preparation. Local Planning Authorities are encouraged to adopt the planning components of Parish Plans as supplementary planning guidance.

Adoption by Herefordshire Council

Parish Plans will not have any statutory powers. They will however be a definitive statement about local character and issues. For a Parish Plan to be adopted as SPG, it must be consistent with planning policy and prepared in wide consultation with the community and interested parties. Only elements of Plans relevant to land use and development can be adopted as supplementary planning guidance.

Adoption will enable the Parish Council and local community to draw the attention of the Local Planning Authority and others to its context whenever it is pertinent to planning decisions within the village / parish. The Parish Plan will be used as a material consideration in the determination of planning applications and be of assistance at their earlier compilation and pre-application stages.

Given the publication of the Revised Deposit Draft UDP, it is now more appropriate to consider, wherever possible, Parish Plans as SPG against the emerging UDP rather than existing local plans, where they are broadly consistent with the UDP policies and to adopt them as such. The adoption of Parish Plans as Supplementary Planning Guidance, albeit in interim form, will confirm their status in the Council's overall planning policy framework and is in line with Government and Countryside Agency guidance and UDP policy.

This parish plan is the sixth to be presented to Members for consideration as SPG.

Bishopstone and District Group Parish Plan

The Bishopstone and District Group Parish Plan began in January 2003 and covers the parishes of Bishopstone, Bridge Sollers, Byford, Kenchester and Mansell Gamage. This parish plan was subject to a variety of well documented parish consultations which included 'Planning for Real®', summer fete, 5 public meetings, and a questionnaire delivered to each person on the electoral roll in the community, which achieved a 56% response rate. Overall a large cross section of residents participated in the plan process. Drafts of this Plan have been forwarded to the Council's key contacts in March of this year for comments to enable a final version which is now placed before Members.

The objectives of the Plan is to

- Highlight an holistic vision for the future of the combined parishes,
- Create a platform for the views of the community to be expressed, monitored and reported,
- Enable the community to liase with and influence other organisations, authorities and individuals involved in decision making which affect local issues.

The planning elements of the Plan can be found primarily on pages 8 to 10. The main issues being the provision of small low cost housing, the need for a community centre to meet recreational, educational, medical and environmental needs of the area.

The Parish Plan conforms with the emerging Unitary Development Plan and contains sufficient detail to be used as a material consideration in planning decisions and issues.

RECOMMENDATION

THAT It be recommended to the Cabinet Member (Environment) that the planning elements of the Bishopstone and District Group Parish Plan be adopted as interim Supplementary Planning Guidance as an expression of local distinctiveness and community participation.

Background paper

Bishopstone and District Group Parish Plan

WEOBLEY PARISH PLAN

Report By: Forward Planning Manager

Wards Affected

Golden Cross with Weobley

Purpose

To consider the Weobley Parish Plan for adoption as interim supplementary planning guidance to the emerging Herefordshire Unitary Development Plan.

Background

The Government's White Paper 'Our Countryside, the future' (2000) proposed that all rural communities should develop 'Town, Village and Parish Plans' to identify key facilities and services, to set out the problems that need to be tackled and to demonstrate how distinctive character and features could be preserved. Parish Plans form one of the four initiatives of the Vital Village programme. They should address the needs of the entire community and everyone in the parish should have an opportunity to take part in its preparation. Local Planning Authorities are encouraged to adopt the planning components of Parish Plans as supplementary planning guidance.

Adoption by Herefordshire Council

Parish Plans will not have any statutory powers. They will however be a definitive statement about local character and issues. For a Parish Plan to be adopted as SPG, it must be consistent with planning policy and prepared in wide consultation with the community and interested parties. Only elements of Plans relevant to land use and development can be adopted as supplementary planning guidance.

Adoption will enable the Parish Council and local community to draw the attention of the Local Planning Authority and others to its context whenever it is pertinent to planning decisions within the village / parish. The Parish Plan will be used as a material consideration in the determination of planning applications and be of assistance at their earlier compilation and pre-application stages.

Given the publication of the Revised Deposit Draft UDP, it is now more appropriate to consider, wherever possible, Parish Plans as SPG against the emerging UDP rather than existing local plans, where they are broadly consistent with the UDP policies and to adopt them as such. The adoption of Parish Plans as Supplementary Planning Guidance, albeit in interim form, will confirm their status in the Council's overall planning policy framework and is in line with Government and Countryside Agency guidance and UDP policy.

This Parish Plan is the seventh to be presented to Members for consideration as SPG.

The Weobley Parish Plan began in June 2003 with an open meeting that was attended by 10% of the village. This was the start of a project which involved over 2000 volunteer hours by 112 residents across a range of activities including a village survey with an 80% response rate, a childrens' event and an exhibition at the local carnival. The core of the plan is based on two surveys undertaken in October 2003 (residents survey) and February 2004 (youth survey). Drafts of the plan have been forwarded to the Council's key contacts, including forward planning to enable input and advice to be incorporated into the final version, which is now placed before members.

The Parish Plan highlights 3 key findings, namely:

1. The need to address traffic and parking issues
2. In order to sustain a healthy mixed community, more support to provide activities for young people is required
3. Future development needs to balance maintenance of the character of the village and a working local economy with the need for limited new housing for local young people.

Key recommendations are included within the Parish Plan on traffic and policing, planning, sports and leisure and trade and amenities. In terms of planning the parish plan recommends that development must be limited in nature and in keeping with the local character whilst protecting the commercial core. It supports the Unitary Development Plan settlement boundary and policies in relation to Weobley. It also promotes affordable homes for local people, especially the young and seeks to maintain a balanced sustainable community. The planning related elements are mainly found on pages 44 – 49 and these are in conformity with the emerging Herefordshire Unitary Development Plan.

RECOMMENDATION

THAT It be recommended to the Cabinet Member (Environment) that the planning elements of the Weobley Parish Plan be adopted as interim Supplementary Planning Guidance as an expression of local distinctiveness and community participation.

Background paper

Weobley Parish Plan