

The Landscape and Landscaping Guide for adoption
Report by Planning Policy Officer

Summary: Information guide has been produced to help applicants address landscape and landscaping in relation to their schemes. These have been the subject of public consultation

Recommendation: That the Authority adopt the guide.

1. Introduction

- 1.1 The Broads is a nationally designated landscape and development should seek to protect and enhance the landscape of the Broads. The purpose of this draft guide is to help applicants understand and address landscape impacts of their schemes and design and deliver high quality landscaping schemes.

2. About the guides and work completed to date

- 2.1 The Broads Authority's landscape consultant has produced the draft Landscape and Landscaping Guide with support from the communications and planning team. The guide seeks to provide information, images and further links to help would-be applicants understand and address the landscape impacts of their development proposals. There is also guidance and processes set out in relation to landscaping schemes.
- 2.2 The guide was subject to public consultation between 28 April 2017 to 4pm on Friday 9 June 2017. The comments received and the proposed responses from the Authority are included at Appendix A.
- 2.3 The final guide is included at Appendix B.
- 2.4 The Planning Committee will be considering a report on the Landscape and Landscaping Guide at its meeting on 21 July 2017 and their comments will be reported to the Authority.

3 Recommendation

- 3.1 It is recommended that the responses and amendments to the guide are noted and the revised guide as shown at Appendix B is adopted by the Broads Authority.

4 Financial Implications

- 4.1 It is intended that the guides will be hosted on the Broads Authority website and produced in paper format only on request.

5 Conclusion

- 5.1 The guide addresses landscape impacts and landscaping of development proposals.
- 5.2 To give the guide more weight in the planning system, the guide has been consulted on and it is proposed that they are adopted by Full Authority.
- 5.3 Having up to date guides like this will provide developers and landowners with useful guidance on what is deemed useful and acceptable in the Broads.

Background papers: None

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Date of report: 29 June 2017

Appendices: APPENDIX A – Comments received through the consultation
APPENDIX B – Final Landscape and Landscaping Guide

Draft Broads Landscape and Landscaping Guide – Consultation Responses

General Comment

Norfolk Constabulary – Broadland and North Norfolk

As ‘crime’ has a potentially adverse economic, social and environmental impact upon any development, the National Planning Policy Framework reinforces the need and importance of a safe and secure external environment. Stating planning policies and decisions should ensure “safe and accessible developments, containing clear and legible pedestrian routes, and high quality public space, which encourage the active and continual use of public areas”. (England NPPF and NPPG, Section 8, paragraph 69). Crime and anti-social behaviour are more likely to occur if the following attributes of sustainable communities are not incorporated:

- Access and movement: places with well-defined and well used routes with spaces and entrances that provide for convenient movement without compromising security
- Structure: places that are structured so that different uses do not cause conflict
- Surveillance: places where all publicly accessible spaces are overlooked
- Ownership: places that promote a sense of ownership, respect, territorial responsibility and community
- Physical protection: places that include necessary, well-designed security features
- Activity: places where the level of human activity is appropriate to the location and creates a reduced risk of crime and a sense of safety at all times
- Management and maintenance: places that are designed with management and maintenance in mind, to discourage crime in the present and the future. Clarity in defining the use of space can help to achieve a feeling of wellbeing and limit opportunities for crime.

It is stated that ‘Landscaped Spaces will need to increase biodiversity and wildlife enhancement and provide accessible routes and networks to facilitate connections (for people, plants and animals) to surrounding areas’.

SBD* Principles associated with Landscaping Strategy are:

Access & movement:

- Access to the countryside and local amenity areas must be balanced by the potential for the criminal to use the same highways & byways to commit crime and escape detection, therefore unnecessary pedestrian and vehicular permeability should be reconsidered or removed
- Location and adjoining land use: Security may be affected by the type of land use or property immediately adjoining the site. For example: Wooded areas or open fields can make the grounds easier to access by trespassers and in contrast, dwellings adjoining the boundary can generate natural surveillance increasing the likelihood of crime or anti-social behaviour being observed and reported.
- Surveillance: Ongoing vigilance, effective natural surveillance and speedy reporting of emergency, urgent or suspicious activity will benefit all who live, work and visit the Broads National Park.
- Improperly placed landscaping can give a potential criminal a place to hide. Planting around dwellings or other structures should not impede the opportunity for natural surveillance and must avoid the creation of potential hiding places. Although plant growth above 1m and below 2m should

be absent to provide a window of surveillance, this does not preclude the use of hedging plants and feature shrubs and trees, providing surveillance opportunity is maintained. For example: Plant growth below 500mm will be required in respect to car parks to deter vehicle interference.

Ownership: (Territorial Reinforcement)

- Trees and shrubs, planters, walkways, fences and walls, and other landscape features help define a space into public, semi-public, and private areas. The landscape design should be created with this in mind.

Physical Protection:

- Secure boundary treatments should be considered proportionate to criminal statistics and not solely aesthetic considerations

Activity:

- The provision of public open amenity space should make a valuable contribution towards the quality of the development and the character of the neighbourhood. In order to do this it must be carefully located and designed to suit its intended purpose.
- The open space should be designed with due regard for natural surveillance, and be assessed to prevent the occurrence of anti-social behaviour.

Management: Landscaping in new developments to create attractive environments is supported and is encouraged providing:

- Future maintenance requirements are adequately considered at the design stage and management programmes are put in place to ensure that the maintenance will be properly carried out.
- The planting design takes full account of opportunities for crime.

SBD* Principles associated with Landscape Scheme and Management are:

Access and movement:

- Planting next to footpaths: Planting immediately abutting the path should generally be avoided as the plants could have a tendency to grow over the path creating pinch points, places of concealment, reduction of visibility and unnecessary maintenance.

Structure:

- Landscaping used for screening purposes should be designed based upon the adjacent land uses and for what is being screened. For example, when screening parking lots from adjacent roadways, screening only needs to be high enough to shield vehicle headlights.

Surveillance:

- Footpath Design: Isolated footpaths should be straight, wide, and avoid potential hiding places. It is important that the pedestrian has good visibility along the route of the footpath.

- Where necessary and where space permits, segregated footpaths should be at least 3 metres wide (to allow people to pass without infringing each other's personal space).
- Lighting of roads and segregated footpaths: Suitable security lighting provides safety for occupiers and visitors, reduces the fear of crime and is a significant deterrent for the criminal, who seeks to avoid being seen.
- Roads and segregated footpaths for adopted highways and footpaths, private estate roads and car parks must comply with BS 5489-1:2013. However it is recognised that some local authorities have 'dark sky' policies and deliberately light some of their rural, low crime areas to very low levels of illumination.

Physical protection: Where required places & structures should include necessary, well-designed security features e.g. the securing of bicycles left unattended must be considered within the design of any new design.

- External and preferably roofed bicycle stores with individual stands for securing bicycles are best located close to supervised areas.
- The cycle stand should facilitate the locking of both wheels and the crossbar.

The promotion of 'crime prevention through environmental design' principles and practices will greatly assist towards protecting the Broads National Park for future generations to use and enjoy.

Broads Authority summary of response: General comments on the relationship between landscape, landscaping and crime.

Broads Authority comment: Will add a paragraph relating to secured by design principles with some further links.

General Comment

Waveney District Council

The intention of the document to provide guidance about how to identify landscape sensitivity and how this should be approached in the context of a planning application should assist prospective applicants during their preparations. Landscape areas in locations administered by neighbouring local authorities can contribute towards and affect the Broads landscape and its setting. The document could acknowledge that neighbouring authorities may have their own landscape character assessments which could be used to help identify landscape sensitivities support the preparation of a landscape strategy. If the proposed document is to be formally adopted by the Broads Authority then this could provide additional weight to these documents if required. It may worth considering being more specific when discussing different stages of the planning process so the reader so it is clear to the reader if the text is referring to an outline application or reserved matters application. The document ends quite abruptly. It could be useful to provide some context about how such an assessment/strategy will be considered as part of the planning process and what the next steps may be. The document in its current format does not come across as being very user friendly. Improved formatting of the document and simplifying some of the sentences could make the document more accessible to potential applicants.

Broads Authority summary of response:

1: Neighbouring authorities may have their own landscape character assessments which could be used to help identify landscape sensitivities support the preparation of a landscape strategy.

- 2: It may worth considering being more specific when discussing different stages of the planning process so the reader so it is clear to the reader if the text is referring to an outline application or reserved matters application.
- 3: The document ends quite abruptly. It could be useful to provide some context about how such an assessment/strategy will be considered as part of the planning process and what the next steps may be.
- 4: mproved formatting of the document and simplifying some of the sentences could make the document more accessible to potential applicants.

Broads Authority comment:

- 1: Will add text along these lines.
- 2: Noted although the processes as identified can be applied to full, outline or reserved matters applications. No change.
- 3: Will add text along these lines.
- 4: Document will be formatted and read again following end of consultation.

General Comment

Forestry Commission

Thank you for asking the Forestry Commission for comment on this consultation. We have looked at the guide and it appears to be very comprehensive, we would like to suggest a couple of things that you may like to consider including in some way.

Firstly: We have particular concerns over unlicensed tree/woodland removal in preparation for submission of a planning application, this is on the increase. Therefore you may like to add something about:

No tree removal prior to application, removal may be allowed with a felling licence or be exempt depending on circumstance, but check with the Forestry Commission first otherwise a restock notice may be issued which will then be a material consideration in determining an application for permission.

Secondly: We are particularly concerned about the import of plants and trees for developments which may come from nurseries outside the UK from areas where particular diseases/pests are endemic. So you might like to include something like this:

When landscaping with new plantings consider the issues of bio-security especially if using imported stock and ensure records are kept in order for traceability to occur should there be a plant/tree disease outbreak in planted stock.

Broads Authority summary of response:

- 1: No tree removal prior to application, removal may be allowed with a felling licence or be exempt depending on circumstance, but check with the Forestry Commission first otherwise a restock notice may be issued which will then be a material consideration in determining an application for permission.
- 2: When landscaping with new plantings consider the issues of bio-security especially if using imported stock and ensure records are kept in order for traceability to occur should there be a plant/tree disease outbreak in planted stock.

Broads Authority comment:

1: The scale and type of development in the Broads does not tend to meet the threshold that would require involvement of the Forestry Commission. The guide is aimed at landscape and landscaping in general. By incorporating such detail about trees it might be prudent to include more about trees and the various scenarios that could arise. There could be merits in a tree and development in the Broads guide and we will consider this. However, we consider the

implications of removal of trees as well as generally monitor trees and the impacts of development throughout the area. Other than considering the need for a tree guide, no change.

2: Noted and we will add something along these lines.

General Comment

Great Yarmouth Borough Council

The Borough Council commends the Broads Authority on a well written document which should be of practical help in ensuring new development is well integrated into the nationally important landscape of the Broads.

Broads Authority summary of response: General support.

Broads Authority comment: Support noted.

General comment

Beccles Society

Thank you for consulting Beccles Society on the above document which we considered at length at our recent meeting. The draft guide sets out in clear detail very much what currently happens (or is supposed to happen) in practice, and therefore we could find very little to add to what you have described. We look forward to seeing the final Guide when it is published.

Broads Authority summary of response: General support.

Broads Authority comment: Support noted.

General comment

Broads Reed and Sedge Cutters Association

The need to have some guidance to avoid development having an adverse impact on the landscape should be welcome by those participating in the planning process and also by those who reside near any planned development or building change. This could, in the main, be achieved now by having simple discussions with planning officers prior to completing an actual planning application. During the planning process, each application is subject to public comment and in particular local or neighbour scrutiny at the Parish Council consultation stage. This is another opportunity to have local input regarding any landscape implications or concerns and also to make any suggestions for improvements. The proposals should not apply to simple alterations or minor works but only to new or large size developments. This would avoid applicants having to incur further costs to carry out what could be minor works or improvements. Conservation area status would or should prevent any impact on the landscape by development and many parts of The Broads also have habitat protection regulation which again prevents major landscape changes. It is therefore reasonable to question just why there is a need to implement these proposals and perhaps it would help if more details were stipulated as when and when not the proposals would apply.

Broads Authority summary of response:

1: The need to have some guidance to avoid development having an adverse impact on the landscape should be welcome by those participating in the planning process and also by those who reside near any planned development or building change.

- 2: This could, in the main, be achieved now by having simple discussions with planning officers prior to completing an actual planning application.
- 3: During the planning process, each application is subject to public comment and in particular local or neighbour scrutiny at the Parish Council consultation stage. This is another opportunity to have local input regarding any landscape implications or concerns and also to make any suggestions for improvements.
- 4: The proposals should not apply to simple alterations or minor works but only to new or large size developments. This would avoid applicants having to incur further costs to carry out what could be minor works or improvements.
- 5: Conservation area status would or should prevent any impact on the landscape by development and many parts of The Broads also have habitat protection regulation which again prevents major landscape changes.
- 6: It is therefore reasonable to question just why there is a need to implement these proposals and perhaps it would help if more details were stipulated as when and when not the proposals would apply.

Broads Authority comment:

- 1: Noted.
- 2: The Authority does offer free pre-application advice.
- 3: Noted.
- 4: The guidance expands on adopted policy, rather than setting policy. This guide seeks to provide assistance once it is deemed that landscaping is required and that impact on landscape could be an issue that can be mitigated. It is the policy itself (in the Local Plan) that will set criteria relating to landscape impact. BRASCA are recommended to look at that policy when the next version of the Local Plan is out for consultation. Turning to the detail of the comment, this seems to be saying that the requirement to consider landscape impacts and landscaping of a scheme depends on size only. This is true for some schemes, but it also depends on what the proposal is and where it is and therefore the impact it will have on the landscape of the Broads - size is one consideration. Turning to costs, the guide promotes a method of addressing landscaping that requires the majority of the detailed work to be undertaken once permission is given and the scheme is certain to go ahead. This minimises cost of landscape work prior to an application being approved and when it is not certain if the money is going to be spent on something that will come to fruition. This approach saves money for the applicant until they know they need to undertake landscaping work.
- 5: Noted.
- 6: This seems to question the need for this guide. It also seems to suggest the need for explanation of threshold to which proposals are required. Please see answer to point 4.

General comment

Brundall Parish Council

Brundall Parish Council discussed the document in the consultation and has no comments to make other than to add it is a good guide for applicants.

Broads Authority summary of response: General support.

Broads Authority comment: Support noted.

General comment (Environment)**Norfolk County Council**

In general the Natural Environment Team (NET) consider the content of the Guide as good.

Broads Authority summary of response: General support.

Broads Authority comment: Support noted.

General comment (Flood and water management)**Norfolk County Council**

There is not much in the Guide regarding flood and water management, but what there is it seems fine. It is noted, however, that there is no mention of Compensatory storage – i.e. if there is an existing area of surface flooding this could be resolved by creating a hollow feature (adjustment to the localised ground levels / ground re-profiling) to accommodate it to ensure that flood risk is not increased elsewhere. As such it is felt that there should be regard to this in the emerging Guide.

Broads Authority summary of response: There is no mention of Compensatory storage – i.e. if there is an existing area of surface flooding this could be resolved by creating a hollow feature (adjustment to the localised ground levels / ground re-profiling) to accommodate it to ensure that flood risk is not increased elsewhere.

Broads Authority comment: Noted. Will add something to questions listed at section A4 to reflect that existing features could be surface water and if existing features could provide flood water storage.

General comment (Public health)**Norfolk County Council**

Access to the natural environment is an important factor to support good physical and mental health and can support objectives around, for example, weight management, physical activity and good mental health. This is referenced for example in lines 35 and 127.

As a starting point Public Health would wish to highlight some recommendations within NICE guidance on physical activity and the built environment from 2008 (Public health guidance PH8). While these are general suggestions, some are worthy of note:

Recommendation 1 includes: “Ensure planning applications for new developments always prioritise the need for people (including those whose mobility is impaired) to be physically active as a routine part of their daily life. Ensure local facilities and services are easily accessible on foot, by bicycle and by other modes of transport involving physical activity. Ensure children can participate in physically active play.” However, as well as active modes of transport it is important to recognise other barriers to reaching the Broads due to physical impairment, lower levels of cycling amongst certain income groups and geographic distance. Consequently, without compromising commitments to active travel and low carbon access, guidance which recognises and encourages access by other means such as bus or promotes car share or engages community transport options for example would be welcome. This is echoed within Recommendation 4: Ensure public open spaces and public paths can be reached on foot, by bicycle and using other modes of transport involving physical activity. They should also be accessible by public transport; Ensure public open spaces and public paths are maintained to a high standard. They should be

safe, attractive and welcoming to everyone. Public Health are therefore particularly interested in how the aspirations at lines 68 and 69 to assess how a proposal “affects specific individuals or groups of people”. The draft considers the need for accessibility in terms of footpaths at lines 122 and 123. However this needs to be explicit beyond, for example, level access, use of stiles and gates and include the needs of residents with a learning disability or visual impairment for example and therefore related changes around signage, language, travel and toilet facilities. For example, data on the number of people known to GPs with a learning disability puts Norfolk as highest in the region and above the England average, at 0.60% in 2013/14. With an estimated total population of over 540,000 across the five districts mentioned above that could represent a large number of people requiring consideration of their needs to access the Broads. Traditionally access to open spaces, especially away from the local area, has been worse amongst income deprived households. Both Great Yarmouth and Norwich as district authorities have approximately 1 in 4 children living in income deprived households. Some parts of Great Yarmouth have estimated poverty levels running at over 1 in 3 households. At the same time an estimated 1 in 4 adults in Great Yarmouth are inactive. Physical, cultural and financial access to the Broads should be considered within any landscape and design changes. Consequently I would welcome guidance which supports or enhances accessibility across a range of users generally less likely to use the Broads as part of any landscape changes. We are also keen to be able to utilise our information to work with the Authority to identify potential areas at risk of exclusion from revision to landscapes.

Broads Authority summary of response:

1: Access to the natural environment is an important factor to support good physical and mental health and can support objectives around, for example, weight management, physical activity and good mental health. This is referenced for example in lines 35 and 127. As a starting point Public Health would wish to highlight some recommendations within NICE guidance on physical activity and the built environment from 2008 (Public health guidance PH8). While these are general suggestions, some are worthy of note.

2: Recommendation 1 includes: “Ensure planning applications for new developments always prioritise the need for people (including those whose mobility is impaired) to be physically active as a routine part of their daily life. Ensure local facilities and services are easily accessible on foot, by bicycle and by other modes of transport involving physical activity. Ensure children can participate in physically active play.” However, as well as active modes of transport it is important to recognise other barriers to reaching the Broads due to physical impairment, lower levels of cycling amongst certain income groups and geographic distance. Consequently, without compromising commitments to active travel and low carbon access, guidance which recognises and encourages access by other means such as bus or promotes car share or engages community transport options for example would be welcome. This is echoed within Recommendation 4: Ensure public open spaces and public paths can be reached on foot, by bicycle and using other modes of transport involving physical activity. They should also be accessible by public transport; Ensure public open spaces and public paths are maintained to a high standard. They should be safe, attractive and welcoming to everyone. Public Health are therefore particularly interested in how the aspirations at lines 68 and 69 to assess how a proposal “affects specific individuals or groups of people”.

3: The draft considers the need for accessibility in terms of footpaths at lines 122 and 123. However this needs to be explicit beyond, for example, level access, use of stiles and gates and include the needs of residents with a learning disability or visual impairment for example and therefore related changes around signage, language, travel and toilet facilities. For example, data on the number of people known to GPs with a learning disability puts Norfolk as highest in the region and above the England average, at 0.60% in 2013/14. With an estimated total population of over 540,000 across the five districts mentioned above that could represent a large number of people requiring consideration of their needs to access the Broads. Traditionally access to open spaces, especially away from the local area, has been worse amongst income deprived households. Both Great Yarmouth and Norwich as district authorities

have approximately 1 in 4 children living in income deprived households. Some parts of Great Yarmouth have estimated poverty levels running at over 1 in 3 households . At the same time an estimated 1 in 4 adults in Great Yarmouth are inactive.

4: Physical, cultural and financial access to the Broads should be considered within any landscape and design changes. Consequently I would welcome guidance which supports or enhances accessibility across a range of users generally less likely to use the Broads as part of any landscape changes. We are also keen to be able to utilise our information to work with the Authority to identify potential areas at risk of exclusion from revision to landscapes.

Broads Authority comment: Clarity asked for. Concerned that accessible is taken to focus primarily on physical and sensory barriers (level access, well lit etc.) and not to other barriers so anything which at least prompts people to think across a range of accessibility criteria would be welcomed. Line 68 and 69 is about the person or people who are the receptors of the visual impact rather than those groups who have specific access requirements. 122 and 123 mention accessible routes, so is it covered.

General comment

South Norfolk Council

Thank you for consulting South Norfolk Council on this document. In this instance we do not wish to comment further.

Broads Authority summary of response: No comment.

Broads Authority comment: Noted.

General Comment

Natural England

The Broads Landscape and Landscaping Guide will be a useful and helpful document for guiding the design of new development to provide a high quality environment in this protected landscape. However, we suggest that there is mention of the wider benefits that can be provided by landscape and landscaping, such as ecosystem services and natural capital enhancement opportunities. It would be helpful to include a map showing the boundary of the Broads National Park and a list of the 'special qualities' of the National Park. You may also like to include a reference to our document NE's National Character Area no 80: The Broads (see our website <http://publications.naturalengland.org.uk/publication/11549064>).

Broads Authority summary of response: General support for the document. Mention wider benefits. Include map of the Broads. List special qualities. Add link.

Broads Authority comment: Support noted. Link added. Will include the special qualities of the Broads. Regarding map, other guides do not include maps and maps are included in the various planning policy documents. No map to be added. In general the guide does refer to other benefits of landscape and landscaping.

General comment

SUSTRANS

It is encouraging that you are creating a Landscaping Guidance. It is important that both walking and cycling opportunities are included to enable residents of new developments to enjoy safe and attractive sustainable access through the beautiful landscapes of the Broads.

Broads Authority summary of response: General comment about guide. General support.

Broads Authority comment: Support noted.

A5 Environment and Green Infrastructure 119

SUSTRANS

Sustrans would ask that the following additions are included:

Green Infrastructure: There is comment about accessibility in the covering paragraph. Could emphasis be given to encourage sustainable access. Could an additional sentence 'Reference to the benefit of footpaths, cycle paths and shared use paths to enable people to enjoy access and connectivity, sustainably through landscaped areas' be added.

Broads Authority summary of response: Could an additional sentence 'Reference to the benefit of footpaths, cycle paths and shared use paths to enable people to enjoy access and connectivity, sustainably through landscaped areas' be added

Broads Authority comment: It is not clear how this could be worked into this paragraph which covers many aspects of GI. This wording is quite specific. However we understand the thrust of the comment. Whilst this is inferred in this section anyway, we will add 'provide accessible routes and networks to facilitate connections (for people walking and cycling, plants and animals)'.

A3 Integrating development into surroundings 83

SUSTRANS

Sustrans would ask that the following additions are included: Add 'What footpath and cyclepath links are possible to create safe and attractive links with the wider networks?'

Broads Authority summary of response: Add 'What footpath and cyclepath links are possible to create safe and attractive links with the wider networks?'

Broads Authority comment: Noted. We understand the thrust of the comment. Will amend to say 'ii) How is the site accessed? Are there any routes through the site? Is there potential for appropriate routes to be provided?'.

A3 Integrating development into surroundings 105

SUSTRANS

Sustrans would ask that the following additions are included: Add 'What footpath and cyclepath links are possible to create safe and attractive links with the wider networks?'

Broads Authority summary of response: What footpath and cyclepath links are possible to create safe and attractive links with the wider networks

Broads Authority comment: This is about the specific characteristics of that site and existing features. The thrust of the comment has been addresses through changes to section A3. No change to this section.

Part B: Guidance on the production of detailed design proposals for landscaping schemes 156

Norfolk County Council

The Natural Environment Team support the principle and general content of the draft guidance, although offer comments on the following:

Part B relates to additional information which may need to be submitted in order to discharge a condition. Lines 170 and 171 refer to Arboricultural Impact Assessment and Tree Protection Plans. BS5837: 2012 Trees in Relation to design, demolition and construction – Recommendations identifies that these details should be agreed prior to scheme approval. Whether trees are able to be retained and protected throughout the construction process is a material consideration and should therefore be agreed prior to approval, and alongside any Landscape Strategy (within Part A). Arboricultural Method Statements can, however, be subject of condition provided that there is reasonable certainty that a scheme is practicable.

Consideration should be given to off-site works, particularly Highway improvements and visibility. Any potential effects on landscape or trees which may result in undesirable landscape effects or requirement for mitigation should be considered prior to approval. The County Council in responding, as a statutory consultee (Highway Authority), will have regard to its own Planning Obligations Standards including the section on Green Infrastructure (Section 8 page19 – see attached). As such it is felt that it may be helpful to reference the above Standards in the emerging Guide.

Broads Authority summary of response:

1: The Natural Environment Team support the principle and general content of the draft guidance, although offer comments on the following

2: Part B relates to additional information which may need to be submitted in order to discharge a condition. Lines 170 and 171 refer to Arboricultural Impact Assessment and Tree Protection Plans. BS5837: 2012 Trees in Relation to design, demolition and construction – Recommendations identifies that these details should be agreed prior to scheme approval. Whether trees are able to be retained and protected throughout the construction process is a material consideration and should therefore be agreed prior to approval, and alongside any Landscape Strategy (within Part A). Arboricultural Method Statements can, however, be subject of condition provided that there is reasonable certainty that a scheme is practicable.

3: Consideration should be given to off-site works, particularly Highway improvements and visibility. *Clarity asked for: Often when development proposals come forward, site surveys and reports such as LVIAs, AIAs and Ecological surveys do not take account of visibility splays or areas where offsite highway works are required (the latter is sometimes not able to be pre-empted by the applicant). For example, we often see landscape assessments which perceive no adverse effects on landscape character, but in fact the site access requires removal of large numbers of trees / hedgerow in order to achieve visibility, something which hasn't been considered within the scope of the LVIA. We have also encountered similar with AIAs. Equally these works will often require landscape mitigation although often not enough space is left to implement a scheme due to lack of site space or poorly planned drainage and service runs etc. We just felt that it would be good to try and get prospective applicants to think about these types of issues early on in the process. We understand that the Broads does not receive such large scale growth due to the nature of the land However as the landscape character can be particularly sensitive in the Broads area, and these items generally appear to be rarely considered early on, we felt these considerations could be particularly pertinent.*

4: Any potential effects on landscape or trees which may result in undesirable landscape effects or requirement for mitigation should be considered prior to approval.

5: The County Council in responding, as a statutory consultee (Highway Authority), will have regard to its own Planning Obligations Standards including the section on Green Infrastructure (Section 8 page19 – see attached). As such it is felt that it may be helpful to reference the above Standards in the emerging Guide.

Broads Authority comment:

- 1: noted.
- 2: Agree a Method Statement could be subject of a condition but AIA needs to be upfront.
- 3: Agree. Will add some wording to the guide.
- 4: Noted. This is what a landscape strategy does as set out in Part A.
- 5: Reference to Standards could be added to Guide.

Line 6

Natural England

In addition to a high quality environment, the wider benefits that can also be provided by landscape and landscaping do not clearly come through the text. Consideration of the full range of ecosystem services and natural capital enhancement opportunities would be good to see.

Broads Authority summary of response: Consideration of the full range of ecosystem services and natural capital enhancement opportunities would be good to see.

Broads Authority comment: Noted. The suggested amendments introduces terms which would need further explanation adding to the length of the document. The overall thrust of ecosystem services is brought out through the guide in a subtle way rather than mentioning it explicitly. Therefore for simplicity and brevity it is not proposed to amend the document along these lines.

Line 11

Natural England

As above, landscaping should be delivering more than just attractiveness, such as a wide range of beneficial services; it would be good to encourage this recognition from the start. As noted in the paragraph above, it can help to achieve a higher environmental quality, so this should be explained further here.

Broads Authority summary of response: landscaping should be delivering more than just attractiveness, such as a wide range of beneficial services; it would be good to encourage this recognition from the start

Broads Authority comment: Later in the document, there are criteria and guiding questions relating to other benefits of landscaping schemes. As such this comment is generally covered in the document.

Line 35

Natural England

Suggested amendment: ...can have 'ecosystem service benefits that include' biodiversity...

Broads Authority summary of response: Suggested amendment: ...can have 'ecosystem service benefits that include' biodiversity...

Broads Authority comment: Noted. The suggested amendments introduces terms which would need further explanation adding to the length of the document. The overall thrust of ecosystem services is brought out through the guide in a subtle way rather than mentioning it explicitly. Therefore for simplicity and brevity it is not proposed to amend the document along these lines.

Line 36

Natural England

Suggested amendment: Add ... National Character Area Profile (NCA 80 The Broads) <https://www.gov.uk/government/publications/national-character-area-profiles-data-for-local-decision-making> ...

Broads Authority summary of response: Add National Character Area Profile (NCA 80 The Broads) to the list of links.

Broads Authority comment: Will add this link.

Line 57

Natural England

Natural processes could be added.

Broads Authority summary of response: Natural processes could be added.

Broads Authority comment: Later in the document, there are criteria and guiding questions relating to other benefits of landscaping schemes. As such this comment is generally covered in the document.

Line 66

Natural England

Re LVIA, (lines 66 – 70) we expect that every LVIA should clearly state:

- a) the level of sensitivity it has assigned to the protected landscape;
- b) the level of sensitivity assigned to the visual amenity of those enjoying its natural environment;
- c) the magnitude of change based on the likely effects of the proposal, and how it may change the protected landscape and its amenity (including views); and
- d) the significance that is attached in the assessment process to the effects of the proposed changes;
- e) the implications of these changes in respect of the special qualities, the natural beauty of the protected landscape and its visual amenity

Broads Authority summary of response: States expectations of a LVIA.

Broads Authority comment: Noted. Will add to the footnote.

Line 67

Waveney District Council

The diagram on page 4 could be more clear for the reader if a frame was placed around each respective option.

Broads Authority summary of response: Place a frame around the diagrams.

Broads Authority comment: The document will be formatted as it is finalised. The graphic designed will ensure the format is useful and clear.

Line 93

Natural England

Suggested addition: What ecosystem services are provided by the site?

Broads Authority summary of response: Suggested addition: What ecosystem services are provided by the site?

Broads Authority comment: This is generally covered through the various guidance criteria. No change.

Line 97**Natural England**

Suggested amendment: ... character and function of an area

Broads Authority summary of response: Suggested amendment: ... character and function of an area

Broads Authority comment: Will make amendment.

Line 110**Natural England**

We should be considering more than just wildlife habitats – include other services.

Suggested amendment: 'Do these provide habitat? What ecosystem services are provided?'

Broads Authority summary of response: Suggested amendment: 'Do these provide habitat? What ecosystem services are provided?'

Broads Authority comment: Noted. The suggested amendments introduces terms which would need further explanation adding to the length of the document. The overall thrust of ecosystem services is brought out through the guide in a subtle way rather than mentioning it explicitly. Therefore for simplicity and brevity it is not proposed to amend the document along these lines.

Line 121**Natural England**

Expand on sustainability?

Suggested addition: ... the principles of 'ecosystem service provision, natural capital enhancement and' sustainability. Wherever possible, landscaped spaces will need to increase 'ecosystem service provision including' biodiversity...

Broads Authority summary of response: Suggested addition: ... the principles of 'ecosystem service provision, natural capital enhancement and' sustainability. Wherever possible, landscaped spaces will need to increase 'ecosystem service provision including' biodiversity...

Broads Authority comment: Noted. The suggested amendments introduces terms which would need further explanation adding to the length of the document. The overall thrust of ecosystem services is brought out through the guide in a subtle way rather than mentioning it explicitly. Therefore for simplicity and brevity it is not proposed to amend the document along these lines.

Line 126**Natural England**

'By definition, green infrastructure can provide a variety of functions' This is good. Services?

Suggested addition: ...in addition to providing an attractive landscape 'and sense of place'.

Broads Authority summary of response: Suggested addition: ...in addition to providing an attractive landscape 'and sense of place'.

Broads Authority comment: Will make amendment.

Line 130

Natural England

Native? Might be better to describe these as 'characteristic landscape features'.

Broads Authority summary of response: Might be better to describe these as 'characteristic landscape features'.

Broads Authority comment: Will make amendment.

Line 133

Natural England

Should include 'native' otherwise you might just get a mixture of non-natives.

Suggested addition: ...mixed 'native' species...

Broads Authority summary of response: Suggested addition: ...mixed 'native' species...

Broads Authority comment: Will make amendment.

Line 144

Natural England

Could also include the ecosystem services?

Broads Authority summary of response: Could also include the ecosystem services?

Broads Authority comment: Noted. Landscape is an element of ecosystem services to some extent and therefore ecosystem services are addressed. This guide is about landscape and landscaping – by referring to ecosystem services in general, it would widen the impact of the guidance beyond that which is intended. Furthermore, the current policies and future local plan address ecosystem services. No change.

Line 168

Waveney District Council

In section B (B2) how (or at what stage) will it be established if an impact assessment will be required or not? Clarity could be provided if this is done through discussion with officers, is it decided as part of pre-application discussions, or is a screening assessment will be undertaken etc?

Broads Authority summary of response: In section B (B2) how (or at what stage) will it be established if an impact assessment will be required or not

Broads Authority comment: Noted. Will add some clarification, but it depends on the proposal and local characteristics.

Line 171

Natural England

Spelling correction: 'details'

Broads Authority summary of response: Spelling correction: 'details'

Broads Authority comment: Noted and changed

Page 7, Section A4, item xi). Historic England

Historic environment is not given specific mention, except on page 7, Section A4, item xi). I would suggest additional text: “Are there any registered parks and gardens or locally listed designed landscapes on or around the site?” Also, it may be useful to also add reference to undesignated heritage assets and/or HER entries.

Broads Authority summary of response: Are there any registered parks and gardens or locally listed designed landscapes on or around the site

Broads Authority comment: Agree. Will add reference to the Historic Environment.



A guide to integrating development into the Broads Landscape.

Adopted July 2017

Introduction

This guidance provides information and best practice for planning applicants on landscape and landscaping design principles and policy requirements.

This is to ensure early consideration is given to landscape matters so that your development will have a stronger sense of place and character and will help you to achieve a higher quality environment.

Alongside this guidance, you can find more detailed information on what you will need to submit with your planning application (including drawings and other supporting documents) in the Broads Authority's validation requirement checklist. The checklist tells you what details are needed for each type of document in line with the type, scale and size of your proposal.

Adherence to the Broads Local Plan policies is a material consideration in the assessment of all planning applications in the Broads, and you should therefore consider relevant policies when preparing your application.

The importance of landscape in the Broads

In this guidance, the term landscape refers to a zone or area whose visual features and character are the result of the action of natural and or cultural factors. Landscaping is the process of making a scheme more attractive, such as planting, changing the existing terrain, and building structures.

The Norfolk and Suffolk Broads is an internationally protected wetland and the UK's third largest inland waterway. It has an equivalent status to a National Park, and is a member of the UK National Parks family. As such, the landscape impact of all developments must be considered at the design stage, and most development proposals will need to be accompanied by landscaping proposals.

A well designed development with appropriate landscaping can minimise its impact on the immediate landscape and may even benefit the wider area. The right types and forms of hard surfaces and structures or soft landscaping (planting) can create biodiversity, amenity and recreation benefits appropriate to the Broads Executive Area. Development on a site needs to suit the location and setting, with landscaping design proposals that reflect the area's key positive characteristics.

The protection of landscape character and the importance of high quality design are key threads running through the Broads Local Plan.

Landscape character

The Broads area is divided into 31 Local Character Areas, with a unique set of characteristics that combine to give each area its distinct sense of place.

The Landscape Character Assessment¹ of the Broads (LCA) was developed to support decisions that might affect the area's condition or visual quality. It is supported by the Landscape Sensitivity Study², which assesses the impact of wind turbines and solar panels to provide criteria to planning applicants and policy makers. Its baseline is the LCA and it should be read in conjunction with that document.

It is important to note that neighbouring authorities (North Norfolk, South Norfolk, Great Yarmouth, Norwich, Broadland and Waveney Councils) may have their own landscape character assessments. These can be used to help identify landscape sensitivities when preparing a landscape strategy.

Trees

Where there are trees on site, these trees may be affected by the proposed development. An assessment of the

trees on site and how the development proposals will affect those trees will need to be submitted with the planning application. This information will include an Arboriculture Impact Assessment, Tree Protection Plan and Arboriculture Method Statement. Your landscaping strategy or scheme will need to take account of the findings and recommendations of these surveys and assessments.

Secured by design

Landscaping can have crime and security implications. For example, some planting can affect surveillance or provide places for criminals to hide, while the right types and locations of planting can provide additional security. For more information, visit the Secured by Design website www.securedbydesign.com/industry-advice-and-guides. The interactive design guide is particularly useful www.securedbydesign.com/industry-advice-and-guides/interactive-design-guide.

Native species

Throughout this guide, we refer to the value of native species planting. Non-native species can compete with native species, affecting the wildlife that relies on native species for shelter and food.

¹Broads Landscape Character Assessment <http://www.broads-authority.gov.uk/news-and-publications/publications-and-reports/planning-publications-and-reports/landscape-character-assessments> ²Landscape Sensitivity Study <http://www.broads-authority.gov.uk/news-and-publications/publications-and-reports/planning-publications-and-reports/landscape-sensitivity-studies>

The special qualities of the Broads

The following set of ‘special qualities’ was developed through several public consultation processes for the Broads Plan, the key management plan for the Broads. Together, the qualities represent the distinctiveness of the Broads landscape.

- Rivers and open water bodies (‘broads’)
- Fens, reed beds and wet woodlands
- Grazing marshes and dyke networks
- Flood plains, estuary and coast
- Navigable, lock-free waterways
- Special wildlife
- Countryside access on land and water
- Views, remoteness, tranquillity, wildness and ‘big skies’
- The people, the visitors, the activities
- History: Geo-heritage, heritage assets, archaeology , historic structures
- Cultural assets, skills and traditions.
- People’s interactions with the landscape
- The settlements
- Variety of patterns and textures of the landscape.

The structure of this guidance

This guidance is in two parts.

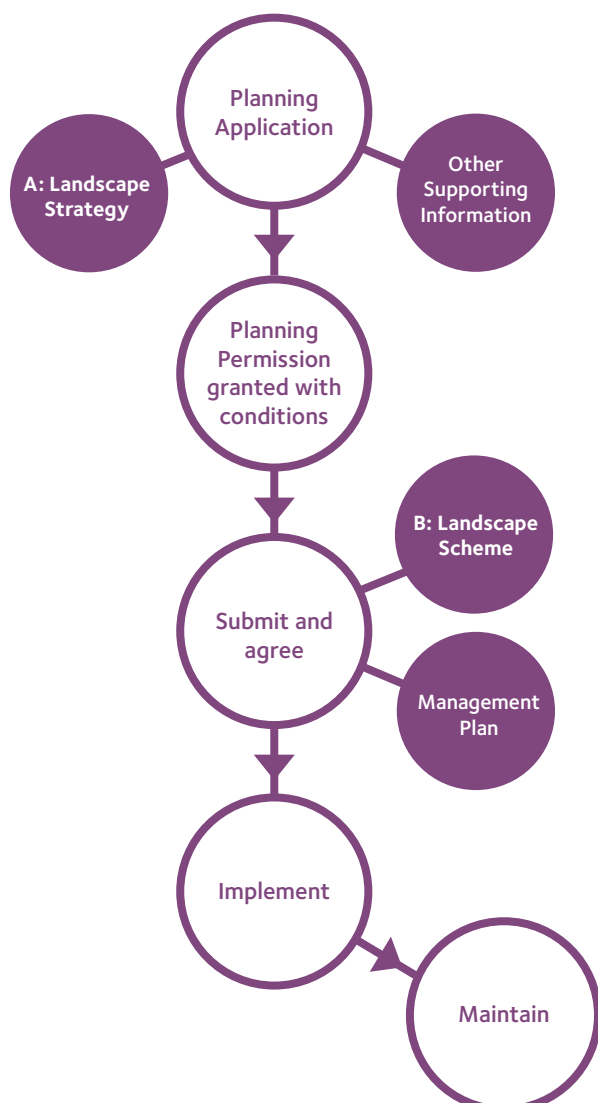
Part A gives advice on **producing a landscaping strategy** to accompany your planning application. This can be a high level plan that sets out broad principles for landscaping the scheme, such as the layout of the external areas including areas of hard and soft landscaping and boundary treatments like fences, walls, gates and hedges, etc. Doing this will save you the time, effort and cost of preparing a fully detailed scheme up front. If your application is successful, the finer details (as set out in Part B) can then, if required, be made a condition of planning permission.

Part B provides guidance on producing additional information about the detail of the landscaping strategy, including types of planting, surfacing and boundary treatments. This is called the **landscape scheme and management plan** and is usually required as a condition of a planning permission if it has not already been provided up front as a part of a comprehensive scheme.

The following diagram shows two potential routes for providing this information.

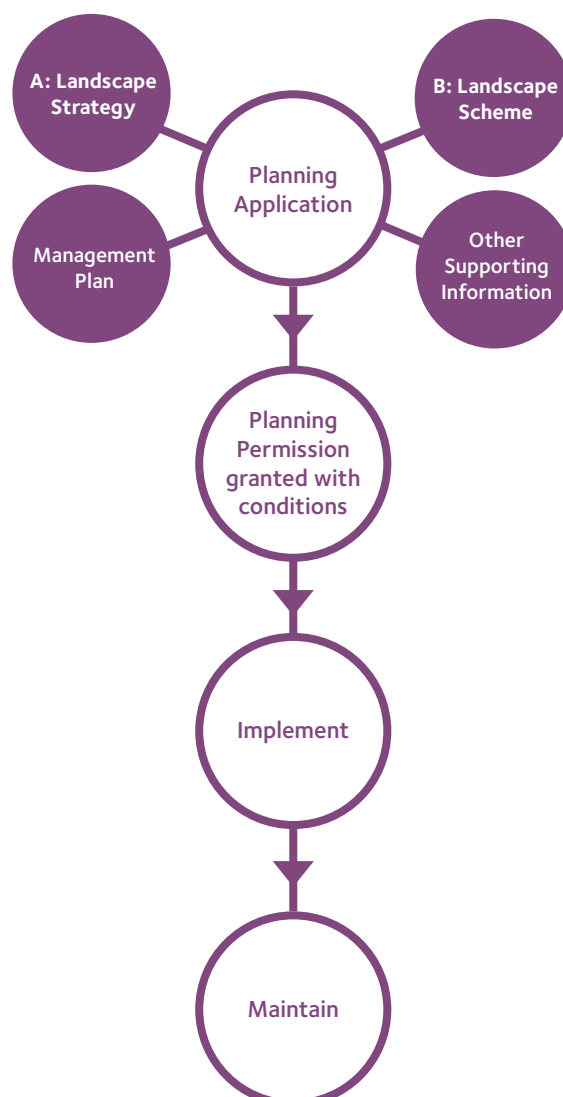
Option 1: Submit a Landscape Strategy with the planning application. If permission is granted you may then submit and agree B: Landscape Scheme and Management Plan.

The broad principles of a landscape strategy are provided as part of the planning application with the detail conditioned as part of the permission. This option can save the cost, time and effort and indeed negotiations relating the detail of the scheme until after permission is granted.



Option 2: Submit a Landscape Strategy, Landscape Scheme and Management Plan with the Planning Application

This option could be suitable for larger schemes or in response to a particular concern raised at the pre-application stage. Alternatively your planning agent may advise this route.



Further information and advice

We hope this guidance will give you the information you need to address landscape and landscaping as part of your application. If you would like further information or assistance, please contact the Broads Authority's planning team by emailing planning@broads-authority.gov.uk or calling 01603 610734.

You may find it necessary or helpful to employ a landscape consultant to help you prepare the information required to support your planning application. The Landscape Institute (<http://landscapeinstitute.org/about/>) can provide you with a list of registered landscape practices in your area.

Other sources of information

Landscape Visual Impact Assessment:

www.landscapeinstitute.org/technical/glvia3-panel/ (purchase only)

Broads Landscape Character Assessment:

www.broads-authority.gov.uk/news-and-publications/publications-and-reports/planning-publications-and-reports/landscape-character-assessments

Broads Landscape Sensitivity Study:

www.broads-authority.gov.uk/news-and-publications/publications-and-reports/planning-publications-and-reports/landscape-sensitivity-studies

Broads Development Management Development Plan Document:

www.broads-authority.gov.uk/__data/assets/pdf_file/0008/414368/Development-management-policies.pdf

Broads Core Strategy:

www.broads-authority.gov.uk/planning/planning-policies/development/current-documents/core-strategy-development-plan

Broads Authority Biodiversity Enhancements Guide:

www.broads-authority.gov.uk/__data/assets/pdf_file/0011/823583/Biodiversity-guide_18_11_2016.pdf

Broads Authority Riverbank Stabilisation Guide:

www.broads-authority.gov.uk/planning/Planning-permission/design-guides/river-bank-stabilisation

Broads Authority Moorings Guide:

www.broads-authority.gov.uk/planning/Planning-permission/design-guides/mooring-design-guide

The Landscape Institute:

www.landscapeinstitute.org/about/

National Planning Practice Guidance on design:

planningguidance.communities.gov.uk/blog/guidance/design/how-should-buildings-and-the-spaces-between-them-be-considered/

Guidelines for landscape and visual impact assessment, published by Routledge on behalf of the Landscape Institute & Institute of Environmental Management, 2013:

www.landscapeinstitute.org/technical/glvia3-panel/

The County Council in responding, as a statutory consultee (Highway Authority), will have regard to its own Planning Obligations Standards:

www.norfolk.gov.uk/rubbish-recycling-and-planning/planning-applications/planning-obligations and <https://www.suffolk.gov.uk/planning-waste-and-environment/planning-and-development-advice/section-106-planning-obligations/>

National Character Area Profile (NCA 80 The Broads):

<https://www.gov.uk/government/publications/national-character-area-profiles-data-for-local-decision-making>

Part A

Guidance on the production of a Landscaping Strategy

Introduction

For certain types of development, details for the landscaping proposals may be required as a planning condition as part of the planning permissions.

Where landscaping proposals are an important consideration, the

applicant may be required to submit a landscaping strategy alongside the planning application, prior to submitting more detailed landscaping proposals. By adopting this two stage approach, the Broads Authority (as the planning authority) can assess and comment on the general approach that the applicant is taking to landscaping to ensure it is appropriate, before the detailed design is drawn up.

The principles below provide guidance on basic design issues relevant to most sites. However, the landscaping strategy will need to be specific to each site. The principles also illustrate aspects considered by the Broads Authority's planning officers in assessing an application.

Landscape site assessment and analysis

This is the first step in producing the landscaping strategy. The aim is to assess and fully understand the site characteristics, the landscape character and the impact the proposals will have on the landscape. Landscape assessments should include the survey and analysis of both built and natural features and elements. If trees are present on or around the site, a tree survey and arboricultural impact assessment, together with details of how existing trees will be protected, will be needed.

National guidance can be found at:

www.gov.uk/guidance/design

The Broads Authority Landscape Character Assessment is an important source of information for this stage of the process.

The production of the assessment and analysis will be proportionate to the scale of the development proposals. It could be included in the design and access statement (if this is required), in a habitat management plan that includes landscape features, or in a standalone document. The level of information relating to landscape assessment and proposals submitted will also be dictated by the nature and type of the application.

Larger developments likely to have a significant impact may require a Landscape and Visual Impact Assessment. This looks at how changes in the landscape could alter the nature and extent of visual effects and qualities relating to locations and proposals, and how it affects specific individuals or groups of people. Guidance on the preparation of these assessments is in the 3rd edition of the Guidelines for Landscape and Visual Impact Assessment³.

The following principles should be

considered to develop an understanding of the site and how it fits into the wider landscape to help inform the landscaping strategy. This process will also help identify features that should be retained and areas for enhancement.

Integrating development into surroundings

All sites form part of a wider landscape. Any change has the potential to positively or negatively impact the surroundings. New developments should seek to enhance the local character and positively link to their surroundings.

Consideration and analysis of a site's context and setting will help identify the important factors beyond the site that have an influence on it. It will also help establish associated design opportunities and constraints for the site. To understand the relationship between the site and its surroundings, desktop studies of local environment and local plan context should be supported by on-site analysis of the local landscape character.

Some questions to help you:

- a) Where is the site? What is it currently used for?

³Guidelines for Landscape and Visual Impact Assessment published by Routledge on behalf of the Landscape Institute & Institute of Environmental Management, 2013. <https://www.landscapeinstitute.org/technical/glvia3-panel/> Please note that in their response to the consultation on this guide, Natural England stated that they expect that every LVIA should clearly state: a) the level of sensitivity it has assigned to the protected landscape; b) the level of sensitivity assigned to the visual amenity of those enjoying its natural environment; c) the magnitude of change based on the likely effects of the proposal, and how it may change the protected landscape and its amenity (including views); and d) the significance that is attached in the assessment process to the effects of the proposed changes; e) the implications of these changes in respect of the special qualities, the natural beauty of the protected landscape and its visual amenity.

- b) How is the site accessed? Are there any routes through the site? Is there potential for appropriate routes to be provided?
- c) How does it sit within the wider landscape?
- d) What is the landscape character of the area? Highlight any locally distinctive features of the built environment and natural environment. (See the Broads Landscape Character Assessment as well as that of the neighbouring Council).
- e) How enclosed or open is the site? What is the level of screening?
- f) Where can you see the site from? What can you see from inside the site and where can you see to?
- g) What do the policies of the Broads Local Plan seek to achieve regarding the landscape and landscaping on this site and for the proposed type of development?

Making good use of the site and existing features

When undertaking a site analysis, take account of characteristics and features within the site that could influence design. Existing features which provide a positive contribution to the character and function of an area should be identified, assessed and incorporated into designs where possible. These features could include wooded areas, mature

trees and hedgerows, watercourses, and other ecologically valuable features.

Developments should make efficient use of land and topography, and retain or enhance existing features of value. Developments should be designed to take advantage of the site itself and its location.

Analysis of site topography will also highlight constraints or opportunities for a development, especially in relation to the treatment of site boundaries.

Some questions to help you:

- a) What are the characteristics of the site? Such as the type, location, spread of existing trees, areas of woodland, shelter belts, hedgerows, ground cover, meadows, fen, water bodies or existing surface water, geological features, vegetation to be retained, links through the site, public or civic spaces including the river system?
- b) Are there any particular natural features on and surrounding the site? What are these? Do these provide habitat or potential for flood water compensatory storage? Could they be improved?
- c) What are levels like within the site? Do they vary? How do they relate to the surrounding area?
- d) Is the site covered by any habitat designations (e.g. SSSI)? Are there

are any trees subject to a Tree Preservation Order? Is the site in a Conservation Area? Are there any listed or locally listed buildings or non-designated heritage assets on or around the site? Are there any registered parks and gardens or locally listed designed landscapes on or around the site? Is there known to be any archaeological interest on or around the site?

e) How are the boundaries of the site formed?

Environment and Green Infrastructure⁴

Healthy green infrastructure provides a variety of services and benefits, including biodiversity enhancements, water and soil management, connectivity for people and wildlife, health and wellbeing, an attractive landscape and a sense of place.

Good planning can help create these benefits through landscaping designs that incorporate the principles of sustainability. Where possible, landscaped spaces will need to increase biodiversity and wildlife enhancement and provide accessible routes and networks to facilitate connections (for people walking and cycling, for plants and for animals) to surrounding areas. Developments should also aim to make

space for trees. Wherever possible, sites should link their boundaries to surrounding landscapes through green infrastructure.

Existing vegetation on sites can often provide important, established habitats. Developments should seek to retain characteristic landscape features and consider opportunities to extend similar or provide new types of habitats in key locations so that ecology is an integral part of the site proposals and wider ecological network. Consideration should be given to the selection of boundary treatments such as mixed native species hedges that have potential to improve biodiversity rather than prohibit wildlife. Sites that have boundaries with rivers or other water courses also present opportunities for habitat enhancement. For further information see our guide on Biodiversity Enhancements.

Landscaping Strategy

If a landscaping strategy is required it needs to provide comprehensive detail of the landscaping scheme, including information about all external areas in sufficient detail to show the quality of landscaping design and address key issues about the landscape in which the scheme is set.

⁴You can find more information about Green Infrastructure here: publications.naturalengland.org.uk/publication/35033 but a simple definition is a network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.

If a design and access statement is required, you could include the information within the landscaping strategy or in a standalone document.

This should include the following sections:

- a) The findings of landscape site assessment and analysis;
- b) The landscape features (natural and built) which are likely to be affected as a result of the development;
- c) Links to take account of any arboricultural assessment;
- d) The principles of the approach to the landscaping design of the areas external to the buildings;
- e) The layout of external areas and an outline of the landscaping strategy which should include both the soft (planting) and (hard) paving/ built external elements and show at least indicatively the treatment of different areas through hatching and simple notation. This should be submitted in plan and if relevant cross sectional format;
- f) Any basic details of proposed phasing should also be included if known;
- g) Indicatively highlight any significant level changes or areas of cut and fill, for example bunding, mounds, dyke construction; and
- h) A strategy relating to the landscaping

management and maintenance.

Part B

Guidance of the production of detailed design proposals for Landscaping Schemes

Introduction

You may need to submit the detail of the landscaping proposals so the Broads Authority can discharge a landscape/ landscaping condition on a planning application that has received approval. To be able to discharge conditions, the precise detail of the landscaping scheme is needed. This must include planting details, types of trees, boundary treatments, hard surfacing and external construction materials.

Examples of information that could be included or may be required are set out below. The types of information about the detailed landscape design proposals should be proportionate to the size and nature of the development.

Detailed Landscaping Proposals

The Broads Authority may require the following information depending on the scheme proposal and local characteristics.

If trees are present on or around the site you will need a tree survey and arboricultural impact assessment, together with details of how existing trees will be protected.

For planting proposals, we need to know which areas of the site will be planted and with what. You will need to think about how the ground will be prepared for planting and how it will be maintained in the longer term to ensure a successful scheme. You should also think about when the planting will take place relative to the progress of any building works. The level of information required will be proportionate to the scale of the landscaping scheme and development, but may include the following.

For soft landscaping:

- a) Detailed planting plans showing the location, species and numbers of proposed new trees, hedging, shrubs and other planting on the site;
- b) Planting schedules, noting the species planting sizes (at time of planting) and proposed numbers/densities where appropriate;
- c) Written specifications (including cultivation and other operations associated with plant and grass establishment) (see specification section below); and
- d) An implementation programme clearly indicating a timescale for the completion of all landscaping works

For hard landscaping:

- a) Detailed plans showing existing and proposed levels, contours and profiles and cross sections through changes in level (including water edge);
- b) Existing or proposed services, land drainage (including SUDS) and boundary treatments.
- c) Types of materials for surfaced areas, including manufacturer, product type and colour, layout (hard surfacing bond where applicable), build up;
- d) Drainage details for hard surfaced areas⁵;
- e) Information on any root protection measures proposed;
- f) Proposed and existing functional services above and below ground (e.g. power and communication cables, pipelines, indicating manholes, supports etc.);
- g) Details about new boundary treatments at the site, including the material and colour finish of any walls, fences or railings;
- h) Details of car parking layouts and cycle parking provision;
- i) Details of any furniture, play equipment, refuse or other storage units, signs etc; and

⁵ National Policy seeks to ensure that surface water run-off is discharged as high up the following hierarchy (as set out in the NPPG) as possible: into the ground (infiltration); to a surface water body; to a surface water sewer, highway drain, or another drainage system; to a combined sewer.

- j) Details of existing and proposed external lighting including supply runs⁶.

Importantly, the impact of requirements for safe visibility splays for access into and out of the site needs to be considered. For example, do trees or hedges need to be removed on site or off site to aid visibility and what effect on landscape and landscaping mitigation does this have?

B3 Specifications/details

Specifications/details are essential to ensure the appropriateness, quality and success of a scheme. Written specifications can be incorporated into a drawing where information is concise and brief; where there is more extensive information this could be a stand-alone document, or could be combined with the Landscaping Management Plan.

Specifications should include the following information as applicable to the scheme:

- Ground/soil preparation
- Quality of topsoil
- Methods of planting
- Weed control/mulching
- Quality of plant stock

- Grass seeding/turf
- Protection of existing trees, shrubs and hedges
- Remedial work to existing trees, shrubs and hedges
- Basic information on maintenance of the scheme
- Defects liability period
- Relevant British Standards

B4 Landscaping Management Plan

Maintenance and management for both hard (surfacing and built external features) and soft (planting) landscaped areas are necessary to maintain attractive and successful landscape settings, and this needs to be an integral part of the landscaping scheme/strategy. Consideration should be given at a design stage to who will take over the landscaping management responsibility for the site.

An initial defects liability period⁷ and short term maintenance plan⁸ will be required on all developments to ensure the establishment of planting. This should be referenced on the Detailed Landscaping Proposals plan. For more comprehensive schemes where a written document forms the Landscaping

⁶ Please note that there are areas of very dark skies in the Broads and the New Local Plan will seek to address light pollution. You can go here for more information: http://www.broads-authority.gov.uk/__data/assets/pdf_file/0007/757402/Broads-Authority-Dark-Skies-Study-March-20161.pdf ⁷an initial 12 months defects period to be applied to all landscape elements of developments – so if any feature fails, they will be replaced promptly by the developer. ⁸a 5 year management plan to ensure the establishment of schemes

Management Plan, this should include the following information as applicable:

a) General details

- i) Statement of overall design vision to explain the long-term vision of the developed landscape
- ii) Identification of sub-areas specific to the characteristics/ properties of each area
- iii) Highlight any specific or specialised areas/habitats
- iv) Suggested actions required in the maintenance/management of the areas identified (see list below)
- v) Frequency and timing of maintenance actions
- vi) Monitoring – a timed/programmed method for reviewing the quality/ success of planned operations
- vii) Plan review process to include a way in which the community can be involved

b) Specific maintenance/management actions

- i) Planting establishment period (should cover native and ornamental shrubs, hedges and mass planting, grass, trees), what operations should be carried out within that time and how often, replacement of failures and the length of the liability period.

- ii) Maintenance of hard landscaped areas (could include-cleaning, repainting, relaying, sweeping, re-levelling, litter removal, removal of temporary items)
- iii) Special design features (water features, public art, lighting, play facilities, specialist equipment)

Contact us:

For more information and advice please contact the Broads Authority on 01603 610734 or visit our website www.broads-authority.gov.uk/contact-us