

**Planning Committee**

**AGENDA**

**Friday 27 May 2016**

**10.00am**

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|---|--------|
| 1. <b>To receive apologies for absence and introductions</b>  |        |
| 2. <b>To receive declarations of interest</b>   |        |
| 3. <b>To receive and confirm the minutes of the previous meeting held on 29 April 2016 (herewith)</b> | 3 – 15 |
| 4. <b>Points of information arising from the minutes</b>  |        |
| 5. <b>To note whether any items have been proposed as matters of urgent business</b>                  |        |

**MATTERS FOR DECISION**

6. **Chairman's Announcements and Introduction to Public Speaking**  
Please note that public speaking is in operation in accordance with the Authority's Code of Conduct for Planning Committee. Those who wish to speak are requested to come up to the public speaking desk at the beginning of the presentation of the relevant application
7. **Request to defer applications included in this agenda and/or to vary the order of the Agenda**  
To consider any requests from ward members, officers or applicants to defer an application included in this agenda, or to vary the order in which applications are considered to save unnecessary waiting by members of the public attending
8. **To consider applications for planning permission including matters for consideration of enforcement of planning control:**

BA/2016/0095/COND Boundary Farm, Boundary Road,  
Ashby with Oby

16 – 25

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9. <b>Enforcement Plan</b> Report by Head of Planning (herewith)	26 – 41
10. <b>Policy Guides: Biodiversity Enhancements and Waterside Chalet Guide Consultation Version</b> Report by Planning Policy Officer (herewith)	42 – 59
11. <b>Broads Local Plan Preferred Options – (May) Bite Size Pieces</b> Report by Planning Policy Officer (herewith)	60 – 121

#### MATTERS FOR INFORMATION

12. <b>Heritage Asset Review Group- Notes from meeting on 29 April 2016 (herewith)</b>	122 – 126
13. <b>Enforcement Update</b> Report by Head of Planning (herewith)	127 – 132
14. <b>Appeals to the Secretary of State Update</b> Report by Administrative Officer (herewith)	133 – 134
15. <b>Decisions made by Officers under Delegated Powers</b> Report by Director of Planning and Resources (herewith)	135 – 138
16. <b>To note the date of the next meeting – Friday 24 June 2016 at 10.00am at Yare House, 62-64 Thorpe Road, Norwich</b>	

## **Authority**

### **Planning Committee**

Minutes of the meeting held on 29 April 2016

Present:

Sir Peter Dixon - in the Chair

Mr M Barnard  
Prof J Burgess  
Miss S Blane  
Mr N Dixon

Mrs L Hemsall  
Mr G W Jermany  
Mr V Thomson  
Mr J Timewell (11/9 – 11/17)

In Attendance:

Ms N Beal – Planning Policy Officer (Minute 11/9 – 11/15)  
Mrs S A Beckett – Administrative Officer (Governance)  
Mr S Bell – for the Solicitor  
Ms M Hammond – Planning Officer (Minute 11/1 – 11/9)  
Ms A Long – Director of Planning and Resources  
Ms C Smith – Head of Planning

Members of the Public in attendance who spoke:

#### **BA/2016/0065/FUL Poplar Farm, Church Lane, Runham**

Mr Jonathon Green                      Applicant

#### **BA/2016/0088/COND Waveney River Centre, Staithe Road, Burgh St Peter**

Mr J Knight                                      Applicant

#### **11/1 Apologies for Absence and Welcome**

The Chairman welcomed everyone to the meeting.

Apologies were received from Ms Gail Harris and Mr Paul Rice. Mr John Timewell had indicated that he would be arriving at about 11.00am.

#### **11/2 Declarations of Interest**

Members indicated their declarations of interest in addition to those already registered, as set out in Appendix 1 to these minutes. Members made a general declaration of interest in relation to application BA/2016/0088/COND as the applicant was a member of the Navigation Committee.

### **11/3 Minutes: 1 April 2016**

The minutes of the meeting held on 1 April 2016 were agreed as a correct record and signed by the Chairman.

### **11/4 Points of Information Arising from the Minutes**

No further points of information were reported.

### **11/5 To note whether any items have been proposed as matters of urgent business**

No items had been proposed as matters of urgent business.

### **11/6 Chairman's Announcements and Introduction to Public Speaking**

- (1) No member of the public indicated that they intended to record the proceedings.
- (2) The **Broads Annual Public Open Day** would be held on Saturday 7 May 2016 at Whitlingham Country Park. The Chairman of the Authority hoped that as many members as possible would attend.
- (3) **Norfolk Water Management Partnership**  
With the departure of Dr Murray Gray, it was necessary to nominate a replacement member of Planning Committee to represent the Authority on the Norfolk Water Management Partnership and the sub-group of the Rivers Authority.

The Chairman proposed that Mrs Lana Hemsall be appointed to represent the Authority on the Group and it was

RESOLVED unanimously

that Mrs Lana Hemsall be appointed to represent the Authority on the Norfolk Water Management Partnership.

- (4) It was noted that this meeting would be followed by a meeting of the **Heritage Asset Review Group**.
- (5) **Duty to Cooperate**  
The Vice-Chairman, Mrs Lana Hemsall reported that she had attended a Duty to Cooperate meeting on Monday 25 April 2016 that had covered a great deal of ground with the Authority's Planning Policy Officer providing updates on the progress of the Authority's Local Plan, most of which was on the agenda for members' consideration today. In addition to the Norfolk local authorities, Suffolk was also represented on the forum. This was considered a very useful and worthwhile group to be involved with.

(6) **George Jermany's last meeting**

The Chairman paid tribute to George Jermany on his last Planning Committee meeting with the Authority of which he had been and was a very valued member. Although all members are independent, George was more than most and the Authority had greatly benefitted from his wisdom and experience with a tremendous knowledge of the Broads. The Director of Planning and Resources, presented George with a card from all the planning staff, commenting that he would be greatly missed.

In response, George Jermany commented that this had been his third time on the Authority and he had greatly enjoyed working with everyone as colleagues. He thanked everyone, commenting that he would miss the Authority and if anyone wished for more information on the Broads, particularly the northern Broads, he would be very happy to oblige.

(7) **Public Speaking**

The Chairman reminded everyone that the scheme for public speaking was in operation for consideration of planning applications, details of which were contained in the Code of Conduct for members and officers.

**11/7 Requests to Defer Applications and /or Vary the Order of the Agenda**

No requests to defer applications had been received.

**11/8 Applications for Planning Permission**

The Committee considered the following applications submitted under the Town and Country Planning Act 1990, as well as matters of enforcement (also having regard to Human Rights), and reached decisions as set out below. Acting under its delegated powers the Committee authorised the immediate implementation of the decisions.

The following minutes relate to further matters of information, or detailed matters of policy not already covered in the officers' reports, and which were given additional attention.

(1) **BA/2016/0065/FUL Poplar Farm, Church Lane, Runham**

New Dwelling  
Applicant: Mr J Green

The Planning Officer provided a detailed presentation of the application for a new dwelling to support an agricultural enterprise on a site next to Church Farm on the edge of, but outside, the Halvergate Marshes Conservation area. Planning permission was granted in 2015 (BA/2015/0188/FUL) for extensions and new buildings to support the raising of sheep, cattle and other livestock which graze on various

sites in the local area. The application site was outside the development boundary and was in Flood Risk Zone 3a. Therefore, the application needed to be assessed in accordance with NPPF para 55 and in particular Policy DP26.

The Planning Officer drew attention to the consultation responses. Since the report was written, a Contamination Phase 1 Survey had been submitted which was satisfactory but the Authority would require a Phase 2 Contamination Survey in order to provide more details, given that the site had previously been used for agricultural storage. This would be in the applicant's best interests and might result in some amendments to the proposal.

In providing the detailed assessment the Planning Officer considered that sufficient information had been provided to justify the need for supervision on site for animal welfare purposes, that a dwelling would have added benefits for health and safety and security, as well as support the functioning and viability of the farm business. On balance, it was considered the information provided satisfied each of the criteria of Policy DP26 and that the proposed dwelling was acceptable in terms of flood risk, amenity, design, landscape, ecology, water quality and amenity.

Subject to the conditions outlined in the report, together with a Phase 2 Contamination Survey and other conditions recommended by the Environmental Health Officer, the application was recommended for approval. The Planning Officer stated that if the Committee accepted the need and the justification for the proposal, construction was not likely to start until Autumn 2017 and therefore for the enterprise to function properly there would be a need for alternative accommodation on the site. At present permitted development rights were being used to enable the seasonal use of a static caravan on the site. This would not be appropriate, particularly in terms of flood risk, in the long term and therefore should be removed. An Enforcement Notice with a long period of compliance was recommended.

The Planning Officer clarified that the condition to remove permitted development rights was in order to cover alterations to the proposed dwelling once built to ensure that it would not be larger than the enterprise warrants. Members were satisfied with the officer's assessment and considered that a robust case had been made. The Chairman proposed and it was

RESOLVED unanimously

- (i) that the application be approved subject to conditions as outlined in the report with the addition of a condition requiring a Phase 2 Contamination Survey and other conditions recommended by the Environmental Health Officer.

The proposal is considered acceptable in accordance with Policies CS1, CS18, CS20 and CS24 and of the adopted Core Strategy (2007), Policies DP1, DP2, DP3, DP4, DP5, DP11, DP22, DP26, DP28 and DP29 of the adopted Development Management Policies DPD (2011) and the National Planning Policy Framework (2012) which is also a material consideration in the determination of the application.

- (ii) that authority is given to serve an enforcement notice, in order to prevent establishment of residential touring or static caravans on the site, should it be necessary and subject to negotiation with the Solicitor.

(2) **BA/2016/000 Waveney Inn and River Centre, Staithe Road, Burgh St Peter**

Change of fenestration, variation of condition 2, and removal of conditions 4 and 7 of permission BA/2015/0360/FUL  
Applicant: Mr James Knight, Waveney River Centre

The Planning Officer provided a detailed presentation of the application, which was for amending condition 2 of permission BA/2015/0360/FUL concerning the extension of the restaurant at the Waveney River Centre and involved changes to the fenestration and creation of a patio. The application also sought to remove conditions 4 and 7 concerning the requirement for highways mitigation and management of the use of the approved extension. The original proposal had been considered at the Planning Committee meeting on 8 January 2016 Minute 7/8(3). The Planning Officer took each of the proposals and conditions in turn together with the applicant's justification for the proposed removal and assessment against the 6 tests set out in Paragraph 206 of the NPPF and the Planning Practice Guidance. She explained that no further evidence had been submitted to support the removal of condition 4. She explained that the development had commenced and the proposed bi-folding doors to replace those originally approved were now in place.

The Planning Officer concluded that the amendments to the fenestration and creation of a patio were considered acceptable subject to retention of the roadside hedge and additional conditions to mitigate unacceptable impacts on amenity to the neighbouring property involving a restriction on the use of the patio to between 08.00 to 22.00 and on external lighting. In her view, conditions 4 and 7 were considered to satisfy the six tests of the planning practice guidance and were still relevant and appropriate. Therefore the application was recommended for approval subject to conditions differing from those to which planning permission was previously granted [BA/2015/0360/FUL (the variation of former condition 2 but with all the other seven conditions being replicated in the new grant of planning permission

(amended as appropriate and including 4 and 7)] and the two additional conditions.

Mr James Knight wished to clarify that in his view, part of the application was not retrospective as stated by the Planning Officer since the application was submitted prior to work being started. He explained that given that the number of boats on the southern rivers had declined it was important to encourage innovative and evolving businesses and help extend the holiday season. Therefore the application was really important to enable the Waveney River Centre business to become a quality destination. He commented that the Parish Council was positive in its support, particularly for the patio.

With regards to the two conditions 4 and 7 relating to Highways and Use management of the restaurant being restricted to Use Classes A3 and A4, he considered that both conditions were unreasonable in the first place and they should be removed. He did not see the relevance of having the same Highway condition on the application for residential moorings BA/2015/0251/FUL and BA/2016/0064/COND and as discussed on 1 April 2016, imposed on this development. He also considered that its retention placed an unreasonable financial burden on the business and in requiring the cooperation of a third party, was impossible to discharge. He also considered it was not a Grampian condition. He clarified that he had previously discussed the potential location and costs of the signage with Highways.

In relation to the restriction on the Classes use to not allow for functions, Mr Knight further stated it was an unnecessary and unreasonable restriction, especially as the existing restaurant did not have any such restrictions and therefore this condition created confusion. He explained that the business was designed as a holiday destination and not intended to be transformed into a wedding and function venue. The premises were not suitable for wedding functions especially on a regular basis, but he did not wish to turn away potential customers. He requested that the Committee agree to the removal of condition 4 relating to Highways and Condition 7 on the restriction to Use Classes A3 and A4.

Members considered each of the issues in turn.

The Solicitor stated that in considering this application which included removal of conditions on a previous application, it did not permit the Committee to ignore the wider considerations affecting the grant of permission, since a successful section 73 application results in a new permission and it must therefore be determined accordingly to the current development plan and other material conditions.



**Proposed amendments to the development for the extension to the restaurant concerning Condition 2 of BA/2015/0360/FUL**

Members were satisfied that the proposed amendments were appropriate. Nigel Dixon proposed, seconded by Michael Barnard that the amendments to condition 2 be approved subject to conditions as outlined by the Planning Officer.

This was agreed unanimously.

**Retention of Condition 4: Highways**

Members noted the comments from the Highways Authority that stated that it continued to raise concerns in relation to the suitability of the highway network serving the site of the Waveney River Centre, and its view that the conditions were necessary and relevant, reasonable and enforceable and in accordance with the requirements of para 206 of NPPF and the Planning Practice Guidance. It was necessary to retain the condition on the two applications, in order for it to be discharged. Two members commented that the imposition of such conditions were usual when considering development in areas where the access network was limited. Members were mindful that the matter had been discussed at some length at the previous meeting and generally considered that the condition should be retained.

On being put to the vote it was agreed by 7 votes to 0 with 1 abstention that condition 4 should be retained.

**Removal of Condition 7 concerning Use to be limited to uses specified within Classes A3(food and drink) and A4(drinking establishment)**

Members considered that this did appear to be anomalous in that part of the premises of the Centre could be used without such a restriction and accepted that it could be confusing. There were no members of the Committee in favour of retaining this condition.

On being put to the vote it was agreed to remove condition 7 by 6 votes to 0 with 2 abstentions.

**RESOLVED**

that the application BA/2016/0088/COND be approved subject to the conditions outlined within the report and the deletion of the condition specifying the approved use. (Condition 7 of BA/2015/0360/FUL, and vii of the report).

The proposal is considered acceptable in accordance with Policies CS1 and CS16 of the adopted Core Strategy (2007), Policies DP4, DP11 and DP28 of the adopted Development Management Policies DPD (2011) and the National Planning Policy Framework (2012) which is also a material consideration in the determination of the application.

## **11/9 Broads Local Plan – Issues and Options Report on Consultations**

The Committee received a report providing an update on the consultation procedures and the consultation responses received on the Broads Local Plan Issues and Options report. It was noted that at this stage, there was no policy content as potential policy content was discussed at a high level. It was for the next stage of the Local Plan (Preferred Options) to come up with potential policy wording.

Members welcomed and were encouraged by the comments received, considering that some had raised some very interesting matters to which the Authority needed to take account. They particularly welcomed those comments relating to encouraging the use of the area by schools, the development of a Broads curriculum and getting young people into the Broads, particularly as this was one of the elements of the National Parks 8 Point Plan. A member commented that a gap was often created in providing practical facilities to enable young people to experience the Broads when there were cuts to resources. The comments relating to the encouragement of people having a potential effect on the tranquillity of the area were also considered to be worth noting. Members anticipated that the Landscape Partnership Project would help to address the gap in local awareness of the tremendous special qualities of the Broads area on the doorstep.

Members also welcomed the innovative means of consultation involving young people and wished to thank Richardsons Boatyard for providing a boat for one of the consultation exercises.

RESOLVED

that the report and the comments received with the officers' response be received, welcomed and noted.

## **11/10 Broads Local Plan – Update and Way Forward: Preparing the Preferred Options**

The Committee received a report providing an update on the process in the the development of the Local Plan and the progress being made in preparing the Preferred Options following from the consultation on the Issues and Options Report. Members considered the proposed updated Local Development Scheme (LDS)/ timeline to be adopted. They also gave consideration to the proposed improvements to the two Sustainability Appraisal (SA) objectives.

Members noted that various evidence based studies were required to support the policies within the Local Plan, including those concerning housing, employment and flood risk and these were progressing. As part of the process it was intended to provide the Committee with “bite sized” pieces of the Preferred Options for consideration as the Local Plan was progressing. It was intended to submit the final version of the Preferred Options to the November 2016 Planning Committee.

Although it was still intended to have the final Broads Local Plan ready for adoption in early 2018, it was proposed to move the Preferred Options consultation back from August to November 2016 and therefore amendments were required to the LDS (3) to account for this.

It was noted that the two SA objectives to be amended were:

- SOC6: To improve the quality, range and accessibility of community services and facilities.
- ENV10: To achieve the highest quality of design that is innovative, imaginable, and sustainable and reflects local distinctiveness.

RESOLVED

- (i) that the report's contents are noted and that the version 3 Local Development Scheme be adopted; and
- (ii) that changes to the Sustainability Appraisal Objectives be approved for consultation – this to include the Environment Agency, Historic England, Natural England, District and County Councils, RSPB, New Anglia LEP, Wild Anglia and Marine Management Organisation .

### **11/11 Broads Local Plan – Bite Size Pieces**

The Committee received a report introducing the first of the topics/ Bite Size pieces of the Preferred Options version of the Broads Local Plan relating to Dark Skies and light pollution, Major Hazards and Safety by the Water.

Members noted that the Authority undertook surveys within the Authority's area between October 2015 and March 2016 to assess darkness quality. From this it was concluded that the Broads has areas of intrinsic dark skies with two particularly dark areas - an area on the Waveney around Geldeston and an area to the north of the system around Hickling Broad. Therefore Members supported the proposal that the Preferred Options should include a strong light pollution policy that sought to protect the intrinsically dark skies of the Broads and in particular the two zones of particular darkness.

Members noted that one of the major issues relating to Major Hazards concerned new pipelines and also potential new cable runs, particularly with the development of offshore energy installations. However, the Authority could not be absolutely certain that the infrastructure from the off shore sites would impinge on the Broads area. Therefore the "Duty to Cooperate" arrangements would be beneficial to the Authority in that it would enable the Authority to be made aware of any potential impacts.

Members noted that the Authority was working on providing guidance for Safety by Water. Including a policy in the Local Plan would help to make those measures already adopted provide very clear guidance. Matters would then become material considerations when considering new planning applications.

A member expressed concern that changes in regulations could overtake the policies within the Local Plan and therefore the policies might not be able to keep up. However, Officers gave assurances that the policies would be able to set a minimum standard which could be prescriptive but also enable there to be flexibility for appropriate judgement to be made.

RESOLVED

- (i) that the report be noted;
- (ii) that the Preferred Options include a strong light pollution policy to protect the intrinsically dark skies of the Broads and in particular the two zones of particular darkness;
- (iii) that in accordance with the NPPF, the preferred options should include information on the location of major hazard installations and Major accident hazard pipelines and on the mitigation of the consequences of major accidents'; and
- (iv) that the Preferred Options include a section on Safety by the Water based on the draft text at the Appendix of the report.

### **11/12 Self Build Register**

The Committee received a report explaining the terms self build and Custom build and the requirements set on Local Planning Authorities by Government Legislation and Regulations as set out in the Self Build and Custom Housebuilding (Register) Regulations 2016<sup>1</sup> that came into effect on 1 April 2016 .This required Local Planning Authorities to start to keep the registers The report provided a description of the Authority's approach to understanding interest in Self Build in the Broads Executive Area and the proposed Questionnaire. It was noted that the Questionnaire was being produced and administered by King's Lynn and West Norfolk Borough on behalf of all the Norfolk Local Planning Authorities at a cost (to the Authority) of £1,000 over three years.

RESOLVED

that the report be noted including the requirement set upon Local Planning Authorities to produce a register.

### **11/13 Changes to the Planning System**

The Committee received a report from the Head of Planning and a presentation based on that provided by the Planning Officer from South Norfolk Council which he had provided to the Duty to Co-operate group meeting. These gave an outline of the Department of Communities and Local

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<sup>1</sup> [http://www.legislation.gov.uk/uksi/2016/105/pdfs/uksi\\_20160105\\_en.pdf](http://www.legislation.gov.uk/uksi/2016/105/pdfs/uksi_20160105_en.pdf)

Government (CLG) consultation document on the proposed changes to the planning system arising from the Housing and Planning Bill. It was noted that the changes related to 12 separate areas and the National Parks England had provided a response to these on behalf of the English National Parks, and to which the Broads Authority had contributed to and fully supported, details of which were contained in Appendix 1 to the report.

Members fully supported the response provided by National Parks England, noting that there had been considerable input from Authority officers. However, it was felt that it would have also been appropriate for the Planning Committee to have had the opportunity to provide a considered response in the first instance. A member considered that the National Parks response had not provided comments on equality or development regarding schools.

The Head of Planning emphasised that it was important that in providing any response, it had to be based on the Authority's own experiences in order to provide justification and evidence for that response. It would not be appropriate to provide responses on matters for which it did not have evidence or experience, in this case the schools issue.

A member emphasised that the Authority was different from other Local Planning Authorities and was required to be so given its role within the family of National Parks and the nature of its area. It was disappointing that the nature of some of the proposals did not take this into account.

Members endorsed the comments within the report particularly noting those relating to brownfield sites and the fact that this could include boatyards. It was important to ensure that boatyards remained viable as these provided important employment sites as well as being important to the overall economy of the area.

It was noted that the consultation period was over, but that Authority officers could provide a further response through the government's Chief Planning Officer.

**RESOLVED**

that the report be noted and the comments contained in the report be endorsed.

### **11/14 Enforcement Update**

The Committee received an updated report on enforcement matters already referred to Committee.

#### **Thorpe Island**

A date for the substantive injunction hearing had not yet been received. Monitoring of the site would continue.

**Wherry Hotel Oulton Broad**

A planning application had now been received.

**Ferry Inn Horning**

Following negotiations, some agreement had been reached. However, no further information had been received within the timescale given and this had been extended.

**Hall Common Farm, Ludham**

Unauthorised installation of metal roller shutter door: Approval for a lattice work door had been granted on 4 April 2016. However, a letter had since been received from the owner stating that he did not intend to implement the permission.

RESOLVED

that the report be noted.

**11/15 Appeals to Secretary of State Update**

The Committee received a report on the appeals to the Secretary of State against the Authority's decisions since 1 April 2016.

RESOLVED

that the report be noted.

**11/16 Decisions Made by Officers under Delegated Powers**

The Committee received a schedule of decisions made by officers under delegated powers from 18 March 2016 to 15 April 2016.

RESOLVED

that the report be noted.

**11/17 Date of Next Meeting**

The next meeting of the Planning Committee would be held on Friday 27 May 2016 starting at 10.00 am at Yare House, 62- 64 Thorpe Road, Norwich.

The meeting concluded at 12.20 pm.

CHAIRMAN

**Code of Conduct for Members**

**Declaration of Interests**

**Committee:**           **Planning Committee**

**Date of Meeting:** 29 April 2016

<b>Name</b>	<b>Agenda/ Minute No(s)</b>	<b>Nature of Interest (Please describe the nature of the interest)</b>
All Members	11/8(2)	Application BA/2016/0088/COND Applicant a Member of the Navigation Committee
Jacque Burgess		Toll Payer
George Jermany	General	Toll Payer
Peter Dixon		Member of Navigation Committee

**Reference**

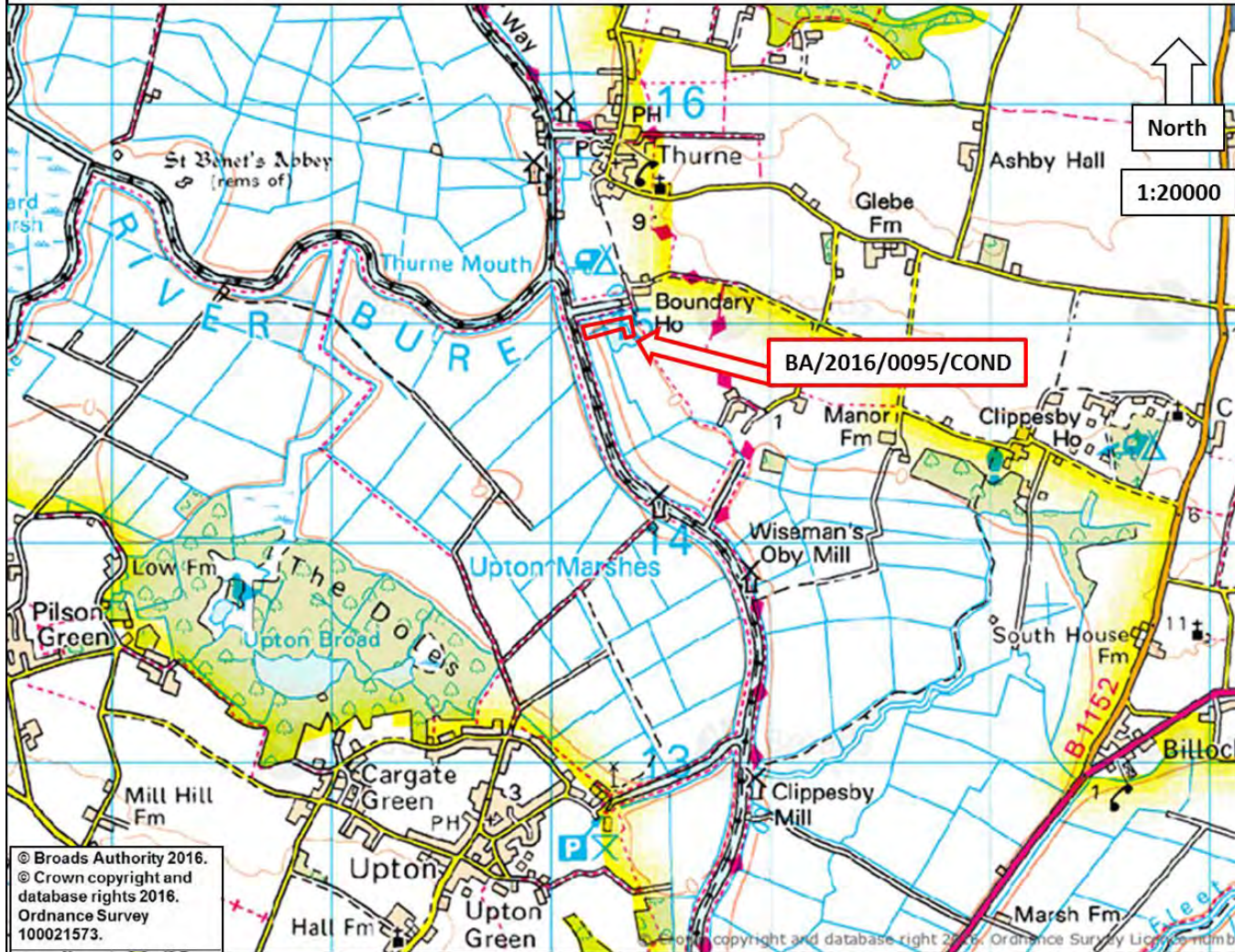
BA/2016/0095/COND

**Location**

Boundary Farm, Boundary Road, Ashby and Oby



BA/2016/0095/COND - Variation of conditions 2, 3, 6, 7, 8 of permission BA/2013/0138/FUL to allow a change of structure on south, east and west sides of new mooring dyke from timber jetty/decking to timber piling/capping and grassed earth surfacing. Also change location of 2 car parking spaces to be located at the junction of Ashby with Oby Footpath 7 and Ashby with Oby Bridleway 3 on existing concrete pad.



## **Application for Determination**

<b>Parish</b>	Ashby with Oby
<b>Reference</b>	BA/2016/0095/COND <b>Target date</b> 24 May 2016
<b>Location</b>	Boundary Farm, Boundary Road, Ashby With Oby
<b>Proposal</b>	Variation of conditions 2, 3, 6, 7, 8 of permission BA/2013/0138/FUL to allow a change of structure on south, east and west sides of new mooring dyke from timber jetty/decking to timber piling/capping and grassed earth surfacing. Also change location of 2 car parking spaces to be located at the junction of Ashby with Oby Footpath 7 and Ashby with Oby Bridleway 3 on existing concrete pad.
<b>Applicant</b>	Mr Donny Cooke
<b>Recommendation</b>	Approve subject to conditions and Section 106 Agreement
<b>Reason for referral to Committee</b>	Recommendation contrary to internal consultee advice

### **1 Description of Site and Proposals**

- 1.1 The subject site is a linear borrow pit situated immediately south of an existing mooring dyke at Boundary Farm, in the dispersed settlement of Oby. The site lies in a relatively remote location in terms of access by land, with access via a series of minor public roads leading west from the B1152 and, for the last 500m, down a private access road. Access via water is more direct, with the site lying immediately east of the confluence of the rivers Bure and Thurne, on one of the busiest stretches of river in the northern Broads system.
- 1.2 The village of Thurne, some 1.2km north of the site, is accessible by a public footpath which runs through the Boundary Farm site along the eastern bank of the Bure and there is a substantial length of river bank immediately west of the application site which was formerly used to provide popular Broads Authority 24 hour moorings.
- 1.3 Boundary Farm, in addition to being a working farm incorporating grazing marshes, arable fields and small pockets of woodland, operates the Bureside Holiday Park and an existing mooring dyke sited immediately north of the subject dyke. The existing mooring dyke measures approximately 240m long and 16m wide and accommodates approximately 52 moorings. The dyke runs in an easterly direction, perpendicular to the River Bure and at its western end opens directly onto the river. There is a small slipway and area

of hardstanding located at the eastern end of the dyke, with the hardstanding being used as an area of boat storage during the winter months.

- 1.4 In 2013 planning permission was granted for the borrow pit (which was dug to provide material for local flood defences) to be changed to a mooring dyke. This included the removal of 20m x 15m section of land to open an access between the western end of the proposed mooring dyke and the existing mooring dyke, the quayheading of this newly created gap and the construction of timber staging to the northern side and both ends of the dyke with quay heading to the southern side to facilitate access to boats.
- 1.5 The applicant is proposing to install quay heading to all sides of the approved dyke in order to allow for a more functional use of the dyke in keeping with the existing dyke.
- 1.6 The subject mooring dyke would be sited in the same location as the previously approved scheme, with a matching length and width, the only alteration to the dyke being the installation of quay heading in place of timber jetty. It is noted that by virtue of the difference in construction the distance between the timber structures lining the sides of the dyke would increase by 0.2m.
- 1.7 The existing boat dyke accommodates approximately 52 moorings and the subject boat dyke would allow for an additional 35 to 55 new moorings, dependent on vessel length.
- 1.8 In addition to the alterations to the approved dyke it is also proposed to re-site a small parking area provided to facilitate access to countryside footpaths. The approved parking area is located within the Bureside Holiday Park site, the current proposal would site the parking outside the holiday park site and adjacent to the Weavers Way footpath on an existing demarcated area.
- 1.9 Finally, the previously approved application included a s106 agreement transferring to the Broads Authority a 40m section of river frontage on the eastern bank of the River Bure, a short distance south of the existing dyke opening and immediately north of the former Broads Authority 24 hour moorings. The current application proposes that the 40m section of river frontage to be transferred to the Broads Authority would be immediately south of the former 24 hour moorings.

## **2 Site History**

- 2.1 In 2013 consent was granted for the new boat dyke including quay heading, boardwalks, mooring posts and associated landscape enhancements (BA/2013/0138/FUL). This consent is the one which the current application seeks to vary.
- 2.2 In 2010 consent was granted for the erection of a new washroom building (BA/2010/0174/FUL).

- 2.3 In 2008 consent was granted for flood defence work, including creating of a linear borrow pit, relocation of flood bank and permanent diversion of a public footpath (BA/2008/0089/FUL).

### 3 Consultation

Broads Society - No objection.

Navigation Committee – At their meeting on 21 April 2016 the Navigation Committee supported the proposal. The draft Minute records the following:

*“A planning application (BA/2016/0095/COND) had been submitted to the Broads Authority in respect of a variation of an existing permission relating to a new boat dyke. The approved plans showed quay heading along one side of the dyke, with the remaining three sides comprising a timber jetty. The current proposal was for quay heading to all sides of the dyke.*

*It was made clear that the policy requirement for 10% of the moorings to be made available for public mooring was included in this application but the additional moorings would be provided on the river frontage and not in the dyke as the landowner didn't feel comfortable with unexperienced navigators using the very narrow dyke.*

*The Planning Officer clarified that the landowner's intention was to provide the visitor mooring by transferring title of 40 metres of the downstream end of the previous Boundary Farm moorings to the Broads Authority. The remainder of the Boundary Farm mooring would then be leased to the Authority plus an additional 40 metres beyond the upstream end of the previous mooring. The Senior Waterways and Recreation Officer confirmed that depending on the lease being successfully concluded the Authority would gain an additional 40 metres of mooring space at the southern end.*

*It was further clarified that the S106 was for mooring access only and that access from the highway was only permitted for maintenance of the moorings.*

*Members supported the application.”*

Landscape - Objection. I am not happy with the proposal to change the construction for dyke edging from boardwalk to timber quayheading. The dyke edges need to be constructed in accordance with approved plan N10623-04.

The design on the approved drawing was an agreed compromise in relation to the original planning application. The landscape effects of the original development were significant and the ecologist and I agreed that to help mitigate against the impacts, detailing for the dyke edges should encourage a more natural edge to the dyke and a better interface for nature conservation purposes. This would be in contrast to the more manicured style of landscape management achieved in on the rest of the site.

In relation to the relocation of 2 spaces for car parking in principle fine but I would want to see further details of how these are going to be accommodated and advertised to the general public.

Ecology - Objection. I support the comments provided by the Landscape Office in relation to the proposed change. Both officers agreed at the time that quay heading would not be appropriate in this location. I do not support the proposed change from boardwalk to timber quay heading due to impacts on ecology.

#### **4 Representations**

4.1 None received.

#### **5 Policies**

5.1 The following Policies have been assessed for consistency with the National Planning Policy Framework (NPPF) and have been found to be consistent and can therefore be afforded full weight in the consideration and determination of this application.

Core Strategy Policy (2007)  
[Core Strategy Adopted September 2007 pdf](#)

CS1 - Landscape Protection and Enhancement  
CS9 - Supporting, Widening and Protecting the Tourism Base  
CS14 - Visitor Moorings  
CS17 - Recreational Access to Land and Water

Development Management DPD (2011)  
[DEVELOPMENTPLANDOCUMENT](#)

DP1 - The Natural Environment  
DP2 - Landscape and Trees  
DP4 - Design  
DP11 - Access on Land

5.2 The following Policies have been assessed for consistency with the NPPF which has been found to be silent on these matters. Paragraph 14 of the NPPF requires that planning permission be granted unless the adverse effects would outweigh the benefits.

Development Management Plan DPD (2011)

DP16 - Moorings

## 6 Assessment

- 6.1 The application is for two proposals, the introduction of quay heading to all sides of the approved mooring dyke, and the relocation of two public parking spaces; these elements can be considered separately.
- 6.2 The mooring dyke was approved under planning ref BA/2013/0138/FUL and was assessed against current planning policy, namely the Core Strategy, Development Plan Document, and the NPPF. As such the assessment of this proposal can only consider the change to the three sides of the mooring dyke which were approved as timber staging, with the remaining side approved as quay heading. The key areas of consideration are impact on landscape and ecology.
- 6.3 In the original assessment positive aspects in relation to landscape were drawn out in relation to the utilisation of an already dug area, the siting of the new dyke in close proximity to the existing mooring dyke, the proposed schedule of landscape improvements which included screening of the car parking/winter boat store and static caravan area when the site is viewed from the river or the extensive public footpath network in the area, in addition to other landscape improvements across the site. The proposed scheme was noted as representing a substantial package of landscape improvements. A detailed landscape management plan was submitted for the site incorporating an ecological management plan which set out management regimes for new areas of habitat creation (including reed bed, hedgerow, pond, woodland and herb fen habitats), bird and bat boxes across the site to secure ecological enhancements.
- 6.4 The assessment did include consideration of the staging rather than quay heading to the sides of the dyke noting that this allowed the natural banks to remain and, to a certain extent, regenerate to soften the appearance of the staging proposed around the perimeter of the dyke, in addition to representing ecologically sensitive development. Whilst it is acknowledged that the dyke treatment as originally agreed would provide additional landscape and ecology benefits, this part of the proposed scheme is considered to be nominal when considered against the other benefits to be provided by the proposal, and being a relatively low key element of the landscape and ecological enhancements is not an element upon which the scheme as a whole could have been considered as unacceptable. Indeed the inclusion of quay heading to all sides of the approved mooring dyke would not have a significant detrimental impact on the broader landscape character or the character of the Broads area, and at busier times, notably in times of warm weather, the dyke would be busy with boats, and any visual benefit gained by staging would be lost when considered in relation to the activity on site and the wider landscape. It is further noted that the existing mooring dyke has quay heading on all sides which would allow for the existing and new mooring dykes to have a reasonable level of conformity which is of benefit from an appearance point of view given their proximity.

- 6.5 The final point of note relates to the soke dyke which exists a short distance to the south of the approved mooring dyke and runs adjacent to the eastern bank of the river as far as South Oby Dyke. This is an extensive area of dyke in relation to the subject mooring dyke, and provides sufficient ecological benefit in an area which is within the same ownership curtilage as the subject site and would therefore to some extent mitigate any potential impact on the ecological value of the areas of the mooring dyke which would be quay headed. It is further noted that the soke dyke would not be subject to boat movement and therefore subject to less manmade impacts.
- 6.6 Taking the above points into account against a consideration of the landscape and ecology impacts, on balance it is considered that the variation to the approved development as proposed would result in a neutral landscape impact, and any impact on ecological benefits would be minor and not at a level which would warrant refusal of the scheme on this basis alone. The proposed use of quay heading in place of timber staging to three sides of the approved mooring dyke is therefore considered acceptable having regard to Policy DP16 of the Development Plan Document.
- 6.7 Policy DP16 also requires under criterion 'h' that all new commercial moorings allocate not less than 10% of the new moorings created as visitor moorings, for use as short stay moorings on a casual basis. Under the approved scheme it was accepted that this provision could be in the form of the transfer of ownership of a 40m strip of river frontage to the Broads Authority on which it could provide 24 hour visitor moorings, this being secured through a Section 106 agreement detailing the transfer of land, and clarifying issue such as access arrangements to the land for the Authority. The location of the 40m length of moorings was to the northern end of the run 24 hour moorings on this section of the River Bure. Under the current proposal the applicant proposes moving the location of the 40m length of moorings from the northern end to the southern end of the run of 24 hour moorings (although it is noted that these are not currently in use as 24 hour moorings as the lease has expired). The siting of the 40m length of moorings in this alternative location is considered acceptable as it would still be sited in an area recognised as providing 24 hour moorings, and should the lease for the run of established 24 hour moorings be renewed, the additional 40m provision would run consecutive to the established area. The resiting of the visitor moorings is therefore considered acceptable with regard to Policy CS14 of the Core Strategy and Policy DP16 of the Development Plan Document. The requirement for the provision of the 40m for moorings would be covered in a Section 106 Agreement.
- 6.8 The other element of this application is the relocation of 2 public parking spaces. Under the approved scheme these spaces were to be provided within the Bureside Holiday Park site. The current proposal is for the 2 public parking spaces to be sited outside the Bureside Holiday Park site on an area of hardstanding approximately 200m to the east of the site entrance and adjacent to the Weavers Way footpath. As the intention of the parking area was for the utilisation of the public footpaths which pass the subject site it makes sense for the parking to be provided in closer proximity to the footpaths, and also in an area which would not be confused with the Holiday

Park site itself thus encouraging effective use of the parking area. In landscape terms the siting of a parking area outside the Bureside Holiday Park site is considered acceptable as the parking use will be intermittent, and there are pockets of isolated development in the area so that the siting of two vehicles within the landscape would not be prominent or detrimental to the overall appearance of the landscape, with regard to Policy CS1 of the Core Strategy and Policy DP2 of the Development Plan Document.

## **7 Conclusion**

- 7.1 The proposed change of structure on south, east and west sides of the approved mooring dyke from timber staging to quay heading, and relocation of 2 car parking spaces, would not result in unacceptable impact on landscape character and protected habitats or species, consequently the application is considered to be acceptable with regard to Policies CS1 and CS14 of the Core Strategy, and Policies DP2 and DP16 of the Development Plan Document.

## **8 Recommendation**

- 8.1 Approve, subject to conditions:

- (i) Time limit
- (ii) In accordance with approved plans
- (iii) Landscaping carried out in accordance with approved plans and approved landscaping details
- (iv) Landscaping and subsequent site management carried out in accordance with submitted landscape and ecological management plan
- (v) Ecological enhancements carried out in accordance with submitted detail
- (vi) All works carried out in accordance with submitted ecological appraisal
- (vii) Prior to commencement of works additional otter surveys carried out to supplement those submitted. Subsequently, all works hereby approved to be carried out in accordance with the recommendations made in the submitted surveys
- (viii) Parking to be provided as detailed on submitted plans
- (ix) Moorings permitted shall not be used as residential moorings
- (x) Prior to commencement of works details of spoil disposal arising from works hereby permitted to be submitted to and approved in arising by the Local Planning Authority. Thereafter all works to be carried out in accordance with that approved scheme

The permission would also be subject to a Section 106 Agreement covering the 40m provided for moorings.



## 9 Reason for Recommendation

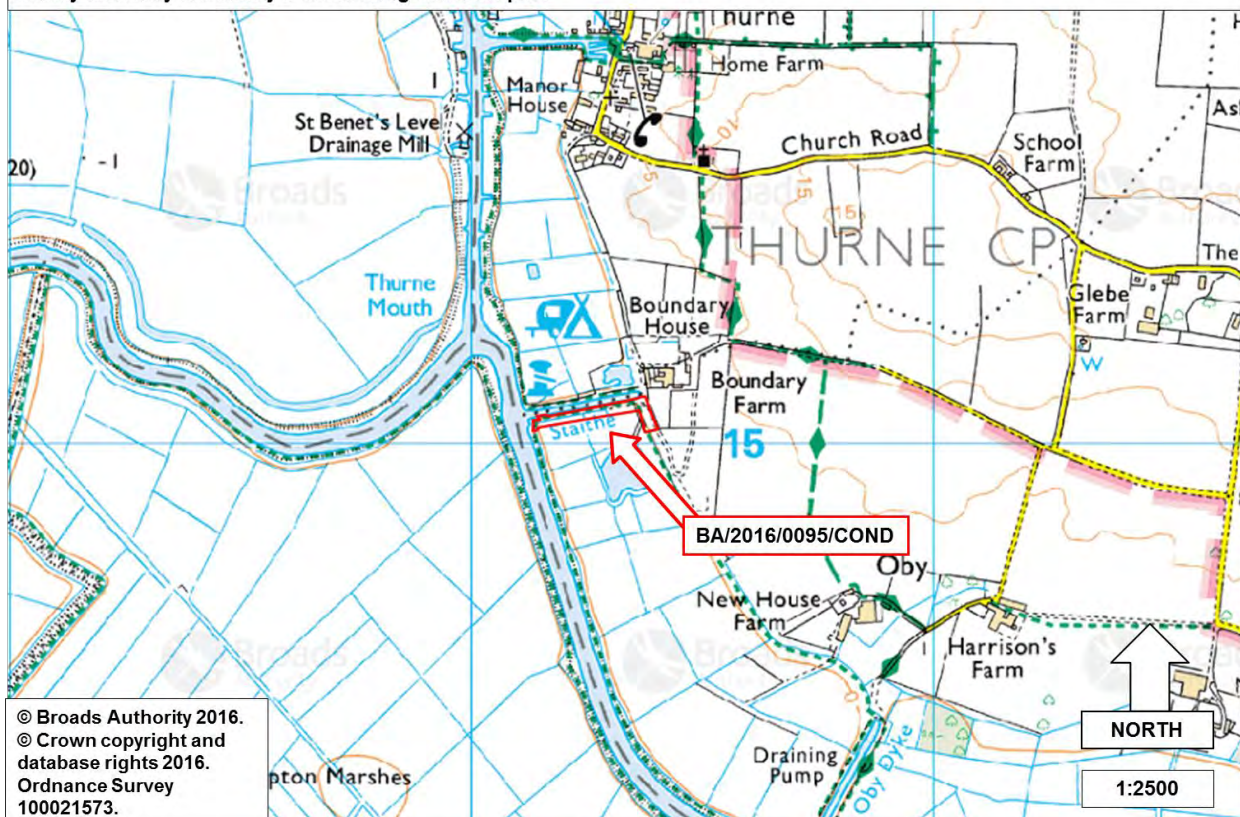
- 9.1 The proposal is considered to be in accordance with Policies CS1 and CS14 of the Core Strategy (2007), Policies DP2 and DP16 of the Development Plan Document (2011), and the National Planning Policy Framework (2012) which is a material consideration in the determination of this application.

Background papers: Application File BA/2013/0138/FUL and BA/2016/0095/COND

Author: Nigel Catherall  
Date of Report: 11 May 2016

Appendices: APPENDIX 1 - Location Plan

BA/2016/0095/COND - Variation of conditions 2, 3, 6, 7, 8 of permission BA/2013/0138/FUL to allow a change of structure on south, east and west sides of new mooring dyke from timber jetty/decking to timber piling/capping and grassed earth surfacing. Also change location of 2 car parking spaces to be located at the junction of Ashby with Oby Footpath 7 and Ashby with Oby Bridleway 3 on existing concrete pad.



**Enforcement Plan**  
Report by Head of Planning

**Summary:** It is good practice for a Local Planning Authority (LPA) to prepare and adopt a local Enforcement Plan setting out how they will address breaches of planning control. This report introduces the draft local Enforcement Plan and seeks the views of the Planning Committee.

**Recommendation:** That the Draft Enforcement Plan, subject to any changes suggested by Members be referred to full Authority for adoption at its meeting on 8 July 2016.

## **1 Background**

1.1 National policy around planning is set out in the National Planning Policy Framework (2012) and in respect of planning enforcement this says at paragraph 207:

“Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so”.

1.2 In August 2015 an audit of the Broads Authority’s planning service was carried out by external auditors. The audit covered a review of the systems and controls in place in relation to planning and gave the service an overall rating of ‘reasonable assurance’ that the necessary processes and controls were in place (note, this is the second highest rating, with the top rating being ‘substantial assurance’). One of the areas identified for improvement was the updating and documenting of procedures around appeals, enforcement and administration.

1.3 The preparation and adoption of the Enforcement Plan is a part of this work. It was initially expected to have this completed by the beginning of April 2016, however the timescale has slipped due to pressure of other work.

## **2 About the Enforcement Plan**

- 2.1 The draft Enforcement Plan explains the background to the need for appropriate and proportionate enforcement and sets out the Broads Authority's priorities around this. It then explains the processes around how cases will be investigated and the powers available to an LPA. The processes are illustrated by way of a flow.
- 2.2 The draft Enforcement Plan also sets out the service standards and information on how the public can contact the Broads Authority.

## **3 Conclusion**

- 3.1 Members' views are sought on the approach set out.

Background papers: None

Author: Cally Smith  
Date of report: 16 May 2016

Appendices: APPENDIX A - Draft Enforcement Plan

## Broads Authority Local Enforcement Plan

### 1 Introduction

- 1.1 The purpose of the enforcement of planning control is to ensure that development which takes place has the necessary planning permissions and that where development is permitted, it is built and used in accordance with that planning permission. It is an important part of the planning system and protects our landscape and built environment against damaging change. The enforcement of planning control is important to local communities and stakeholders as it affects the way in which our area is developed and it ensures a level playing field for everyone.
- 1.2 This Local Enforcement Plan explains about the planning enforcement process and how it works in the Broads. It is a guide for those affected by breaches of planning control and sets out what the Broads Authority can do and the timescales for this. It explains how the public, local communities and stakeholders can help the Broads Authority in monitoring against unauthorised development. It also sets out what services the Broads Authority will provide and what service standards the public can expect.
- 1.3 The Government recognises the importance of effective planning enforcement. National policy around planning is set out in the National Planning Policy Framework (2012) and in respect of planning enforcement this says at paragraph 207:

“Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so”

### 2 Planning and the law

- 2.1 The planning system deals with development and development is defined in law as:
- “The carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land.” (\*s55 of the Town and Country Planning Act 1990)
- 2.2 This is a very wide description and more detail around the interpretation is given in the law. It should be noted that development falls broadly into two types – one of which is physical structures or alterations and the other is a material change in the use of land or buildings.

- 2.3 A planning breach will have occurred when development has taken place without planning permission, or where it is not in accordance with a planning permission which has been granted. The following are examples of breaches of planning control:
- Building works carried out without planning permission;
  - The use of a site or building has changed;
  - Conditions on a planning consent have not been complied with;
  - Approved development has not been built in accordance with the agreed plans;
  - The display of adverts without consent (where they do not benefit from deemed or express consent);
  - The demolition of walls and buildings within a Conservation Area without planning permission;
  - Internal and external works to Listed Buildings without Listed Building Consent;
  - Works undertaken to a tree within a Conservation Area or to a tree protected by a Tree Preservation Order (TPO) without permission;
  - Land raising where this is an engineering operation, without planning permission.
- 2.4 It is important to note that if works are not classed as development in the law then they do not fall within the scope of planning control.
- 2.5 It is also important to note that the point at which something becomes 'development' is not always straightforward and this is the case particularly where there is a change of use. The law states that development will have occurred when the change is 'material' and 'material' can be broadly defined as being significant or having impacts. The point at which a change becomes 'material' will be a matter of fact and degree and will usually involve an element of judgement.
- 2.6 The law gives all Local Planning Authorities specific legal powers to deal with breaches of planning control and these include powers of investigation as well as powers to take formal legal action to correct breaches of planning control. These are set out in The Town and Country Planning Act 1990 (as amended) and the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended).
- 2.7 The law says that a Local Planning Authority must investigate reported or suspected breaches of planning control, but the requirement to take action is discretionary. In deciding what action to take when a planning breach has occurred the Local Planning Authority must exercise its powers carefully and with proportion and there are clear guiding principles around this.

### 3 Guiding principles of planning enforcement

- 3.1 When a breach of planning control has taken place and the Local Planning Authority is considering what action is appropriate it will need to look carefully at a number of factors.
- 3.2 The first factor is expediency. This may be explained as an assessment of the harm that is being caused by the breach. Harm may arise through a range or combination of factors, for example:
- Adverse impact on visual amenity due to poor design or materials;
  - Adverse impact on neighbouring amenity due to noise, overlooking or loss of privacy;
  - Inappropriate or conspicuous development that has an adverse impact on a protected landscape or Conservation Area;
  - Loss of protected trees.
- 3.3 In considering expediency it is also necessary to take account of the impacts and costs of taking action, which would include the resources required to, as well as what is likely to be achieved.
- 3.4 The more harm that is being caused then the more likely it is that it will be expedient to take enforcement action due to the necessity to stop the harm. Conversely, if there is little harm it may not be expedient to pursue the matter, particularly if the costs are high.
- 3.5 The second factor is one of proportionality and enforcement action should always be proportionate to the seriousness of the harm being caused. It should not be taken solely to 'regularise' development which is otherwise acceptable on its planning merits but for which planning permission has not been sought.
- 3.6 The third factor is consistency and it is important to take a similar approach to similar cases in order to achieve similar outcomes. This provides consistency for local communities and stakeholders and enables them to understand what to expect from the Broads Authority.
- 3.7 Whilst the law gives a Local Planning Authority strong legal powers to deal with breaches of planning control, in most cases the first choice of approach is to use negotiation to reach a satisfactory resolution in a timely manner. The negotiations would aim to achieve one of the following outcomes:
- To apply for retrospective planning permission if the development is acceptable and would have got planning permission in the first place; or
  - To amend the development so it is acceptable and then apply for retrospective planning permission if the development is capable of being acceptable; or
  - To amend the development so it is in accordance with the approved plans if the amendments are acceptable; or

- To remove the unauthorised development or cease the unauthorised use if the development is unacceptable and incapable of being made acceptable.

3.8 Negotiations will need to proceed in a timely and committed manner and this approach should not be allowed to hamper or delay the resolution of the planning breach.

#### 4 The importance of enforcing planning control in the Broads

4.1 The Broads are a protected landscape and an environment of national importance. They are Britain's finest wetland and include wetlands of international importance, whilst the network of rivers and lakes make it a unique area precious for its rich wildlife and landscapes. The villages and settlements reflect the traditional building styles and material and have a distinctive and valued vernacular. The Broads has the same status as a National Park and the Broads Authority has a legal responsibility for its protection.

4.2 Development is carefully controlled in the Broads, and strong emphasis is placed on investigating and remedying breaches of planning control. This is due to the impact unauthorised development can have on the character and qualities of the area. It also demonstrates our commitment to protection of the Broads.

4.3 Cases are prioritised according to the degree of harm being caused, with highest priority being given to the cases where the harm (or the potential for harm) is highest. The priority classification is as follows:

Priority One	Development causing serious threat to public health and safety, or permanent, serious damage to the natural or built environment. This would apply particularly where a breach is affecting an SSSI, the water environment or navigation, a Listed Building, Ancient Monument, tree protected by a Tree Preservation Order or any breach which would damage the character of a Conservation Area. An example might be the unauthorised demolition of a listed building.
Priority Two	Development causing threat to public health and safety, or serious damage to the natural or built environment. This is considered harmful, but with the potential to get worse. An example might be the commencement of the construction of an unauthorised and unacceptable extension to a listed building.
Priority Three	This covers the majority of cases, where there is a possible breach but the damage is unlikely to be serious and it is unlikely to get worse. An example might be the construction of an unauthorised extension to a non-listed building.
Priority Four	This covers less serious or urgent cases. An example might be the construction of an outbuilding.

- 4.4 Some matters are not breaches of planning control and the Broads Authority does not deal with these. These may include boundary disputes between neighbours, which are a legal issue, or matters around a building's structure or safety, which is covered by Building Regulations. Public nuisances such as light, noise or odour pollution are covered by the Environmental Health Teams at the relevant District Council. Flytipping is usually a matter for the Environment Agency or the relevant District Council.

## **5 Dealing with planning breaches in the Broads**

- 5.1 The Broads Authority has a standard procedure for dealing with enforcement matters. This ensures that breaches are dealt with in a consistent and timely manner proportionate to the potential for harm. Whilst this is a 'standard' approach, the progress of any particular investigation, and the timescales, will vary depending on the nature of the breach, the harm being caused and the actions and response of the landowner or operator. The standard process is explained below, and illustrated in the flow chart at appendix 1.

### Checking the breach

- 5.2 When a complaint or report of a suspected breach is received, an initial check will be done to ensure that the development which is alleged falls within the legal definition of 'development' (i.e. that it is something which is covered by planning control) and that planning permission has not already been granted. Some types of development are allowed without the need to apply for planning permission (this is called 'permitted development'), so this too will be checked. If the development which is alleged to have taken place is found to be development and it is not permitted development and there is no record of planning permission being granted, the matter will be investigated. The complainant will be notified whether the matter is a planning breach and whether it is being investigated.

### Initial investigation and site visit

- 5.3 If the matter is to be investigated a planning officer from the enforcement team will open a case and contact the landowner/operator by letter, advising of the investigation and requesting that they contact the officer within 14 days to arrange a site meeting. It is beneficial to make contact with the landowner/operator prior to the site meeting as it gives the officer an opportunity to ask for further details of the alleged breach and undertake investigations. In the case of a potentially very minor breach, or where there is some doubt as to whether the matter is a planning one, a site visit may be made prior to formal contact.
- 5.4 Whilst we will in most cases try to contact the landowner/operator prior to entering the site, it should be noted that the law gives planning officers of the Broads Authority a right to enter land to investigate a potential breach of planning control. This right extends to any land, including land adjacent to the site of the breach. It is an offence to wilfully obstruct an authorised person acting in the exercise of a right of entry.



### Actions after the site visit

- 5.5 Following the site visit or meeting, if it is clear that there is no planning breach, or that the development is permitted development or has planning permission, the case will be closed. If a planning breach is found, there are a number of options as follows, depending on the breach:
- if the development is acceptable and would be likely to get planning permission, the landowner/operator is requested to apply for retrospective planning permission;
  - if the development could be made acceptable and would be likely to get planning permission if amended, the landowner/operator is requested to make the amendments and then apply for retrospective planning permission;
  - If the development is not acceptable and is incapable of being made acceptable, the landowner/operator is requested to remove the unauthorised development or cease the unauthorised use.
- 5.6 The landowner/operator will be given a timescale for each of the above options, and these will vary depending on the scale of the development and the seriousness of the breach. For example, for a serious breach where demonstrable harm is being caused immediate cessation would be required; whilst where a retrospective application is required to remedy a minor change a period of 28 days to submit a planning application would be appropriate.
- 5.7 The approach of the Broads Authority is to seek to negotiate a solution wherever possible. When we ask for information to be submitted or actions to be taken we expect this to be done within the timescale given, or a request for further time to be made promptly with an explanation of the reason for the delay. We will not enter into protracted or cyclical correspondence as this delays resolution and is not the most effective use of our resources.

### Submitting a retrospective planning application

- 5.8 In many cases, the unauthorised development which has taken place either is acceptable or can be made acceptable and the Broads Authority will receive and approve a retrospective application. The granting of planning permission will enable the Broads Authority to impose conditions on the development and this is a mechanism for mitigating harm and obtaining benefits, for example additional tree planting. We consider this to be a success as the development is now authorised and harm is controlled.
- 5.9 It should be noted that whilst retrospective applications may be unpopular with local communities, who see the landowner/operator as having 'got away with it', they are allowed in law.
- 5.10 Where a landowner/operator declines to submit a retrospective application the Broads Authority will have to consider the expediency of enforcement action, taking into account the guiding principles of expediency, proportionality and

consistency. This is also the case where the development is unacceptable and is incapable of being made acceptable and the submission of a retrospective application would not be appropriate.

#### Taking formal enforcement action

- 5.11 Where harm is being caused it is necessary to consider formal enforcement action. The law gives Local Planning Authorities wide ranging powers to deal with breaches of planning control and the main ones which are regularly used are summarised below. A full list and further details are set out at Appendix 2.
- 5.12 The Broads Authority has a published scheme of delegated powers, which identifies the level at which decisions may be made and delegates certain powers to make certain decisions to certain officers of the Authority. This ensures that officers are empowered to make decisions and take appropriate action within the guidelines laid down, and enables members to focus on key strategic and policy issues.
- 5.13 The scheme of delegated powers allows officers to investigate and process enforcement cases, including serving requisitions for information and Breach of Condition Notices. The authority for taking formal enforcement action remains with the Planning Committee, although provision is made for decisions to be taken at officer-level in cases of urgency. The current scheme of delegation (March 2013) is as follows:
- [Officers are authorised:]
- (38) To serve Breach of Condition Notices, Planning Contravention Notices and Section 330 Notices.
  - (39) In cases of urgency and (subject to consultation (if possible) with the Chair, or in the absence of the Chair the Vice-Chair, of the Planning Committee):
    - (i) to serve Building Preservation Notices;
    - (ii) to issue Listed Building Enforcement Notices and Conservation Area Enforcement Notices;
    - (iii) to issue Enforcement Notices, Stop Notices Temporary Stop Notices;
    - (iv) to take enforcement action in respect of unauthorised advertisements.
- 5.14 A planning Enforcement Notice is a formal notice which is used to remedy a breach of planning control. It identifies what the planning breach is, the harm that is being caused and lists what the landowner/operator must do to remedy the breach and gives an identified period for compliance. An Enforcement Notice takes 28 days to come into effect. Failure to comply with an Enforcement Notice is a criminal offence. There is a right of appeal against an Enforcement Notice.

- 5.15 An Enforcement Notice is an appropriate tool for planning breaches where harm is being caused and it is expedient to take formal action. This may be because negotiation (the first course of action) has failed to produce a solution or the landowner/operator is unwilling to amend the unauthorised development to make it acceptable. It may also be because there are no changes which could be made to make the unauthorised development +acceptable and the landowner/operator will not desist voluntarily. An Enforcement Notice is usually effective at achieving compliance.
- 5.16 Where a landowner/operator appeals against an Enforcement Notice, the requirements of the Enforcement Notice are held in abeyance pending the outcome of the appeal. The decision on an appeal will take time and can often delay proceedings particularly if a Public Inquiry has to be arranged. If the appeal does not succeed the Enforcement Notice comes into effect. If the appeal is successful and/ or planning permission is granted, then this is normally the end of the matter.
- 5.17 The Broads Authority serves Enforcement Notices where negotiations have failed to achieve an acceptable resolution within a timely period or where it appears unlikely that resolution can be achieved informally.
- 5.18 Where the breach of planning control relates to non-compliance with a planning condition a Local Authority has the power to serve a Breach of Condition Notice which requires compliance with the relevant condition. Failure to comply with a Breach of Condition Notice is a criminal offence. There is no right of appeal against a Breach of Condition Notice.
- 5.19 The Broads Authority has rarely used Breach of Condition Notices. This is because of the absence of a right of appeal. We consider that in most cases it is appropriate to ensure that the landowner/operator is able to challenge the decision of the Local Planning Authority as this is an important part of the accountability of a public authority. It would, however, be appropriate to consider the use of a Breach of Condition Notice where a landowner/operator persistently and deliberately breached planning regulations.
- 5.20 The law gives a Local Planning Authority the power to serve a Stop Notice in urgent cases where serious and/or irreversible harm is being caused. A Stop Notice identifies what the planning breach is, the harm that is being caused and requires the landowner/operator to follow the specified steps to cease the development. A Stop Notice takes three days to come into effect. Failure to comply with a Stop Notice is a criminal offence. There is no right of appeal against a Stop Notice.
- 5.21 In order to address the 3 day window before a Stop Notice takes effect, the law gives a Local Planning Authority the power to serve a Temporary Stop Notice which takes immediate effect and persists for 28 days. A Temporary Stop Notice can be served on its own, or with a Stop Notice in which case the combination provide for an immediate and permanent cessation of the unauthorised development. Failure to comply with a Temporary Stop Notice

is a criminal offence. There is no right of appeal against a Temporary Stop Notice.

- 5.22 The Broads Authority uses Stop Notices and Temporary Stop Notices in urgent cases where there is serious and/or irreversible harm being caused to an important interest – which might be amenity, navigation, landscape, ecological interest or a building. When serving a Stop Notices a Local Planning Authority is required to undertake a formal cost/benefit assessment to demonstrate expediency. Stop Notices can be a very effective tool. Temporary Stop Notices are used in urgent cases to support a Stop Notice. A Temporary Stop Notice on its own is also very useful tool to provide an immediate and temporary cessation of an unauthorised activity or operation and allow time to obtain information or evidence on the impact of the planning breach.
- 5.23 The Broads Authority recognises that Enforcement Notices, Breach of Condition Notices, Stop Notices and Temporary Stop Notices are all serious notices and it exercises its power carefully and with proportion in their use. Other than in urgent cases, a report outlining the case and the recommended action will be presented to the Planning Committee for authority to be given prior to the taking of formal action. This is in accordance with the scheme of delegated powers.

#### **Following up formal enforcement action**

- 5.24 In the majority of cases where it is necessary to take formal enforcement action, the use of an Enforcement Notice will prompt actions on behalf of the landowner/operator to remedy the planning breach. Unfortunately there are occasions where this does not happen and the Broads Authority needs to pursue the matter further in order to remedy the breach and maintain public confidence in the planning system.
- 5.25 The Broads Authority will prosecute where there has been non-compliance with an Enforcement Notice.
- 5.26 The Broads Authority will consider taking direct action where this appears to offer the only realistic opportunity to secure compliance with planning legislation. The Broads Authority will seek to reclaim the costs of direct action from the landowner/operator and will pursue this through the Magistrates Court if necessary.

### **6 Preventing breaches of planning control in the Broads**

- 6.1 The Broads Authority will proactively monitor development in its area and will check that development is constructed in accordance with the approved plans and planning conditions. We have a regular monitoring schedule and as a minimum will monitor major developments, development which affects listed buildings and all development which has been authorised by Planning Committee. We will monitor at the commencement of the development and where appropriate at subsequent development stages. We do this by visiting

the site, sometime unannounced, to check what is being built is in accordance with the approved plans and planning conditions.

- 6.2 We ask Parish Councils, Building Control teams and other stakeholders to notify us of development which is underway so that we can check this. This information is very important to us.
- 6.3 The public also play a vital role in reporting breaches of planning control and we respond to and investigate all reports or complaints about development.
- 6.4 As breaches in planning control often require a significant amount of evidence gathering, it is always helpful if a complainant provides as much information as possible at the initial contact, including:
- the address of the property or location of the land concerned;
  - the name of the person or company involved;
  - details of the suspected breach with times and dates if relevant;
  - how the breach affects the area or any problems caused by the breach.
- 6.5 We also require contact information in order to process a complaint or report. This is so that we can update you on the progress of the matter. We will treat all complaints or reports of unauthorised development confidentially as far as possible, but we are subject to freedom of information requests and court orders so cannot guarantee complete confidentiality.
- 6.6 We will not deal with complaints or reports of unauthorised development that appear to be solely malicious or based on discrimination.

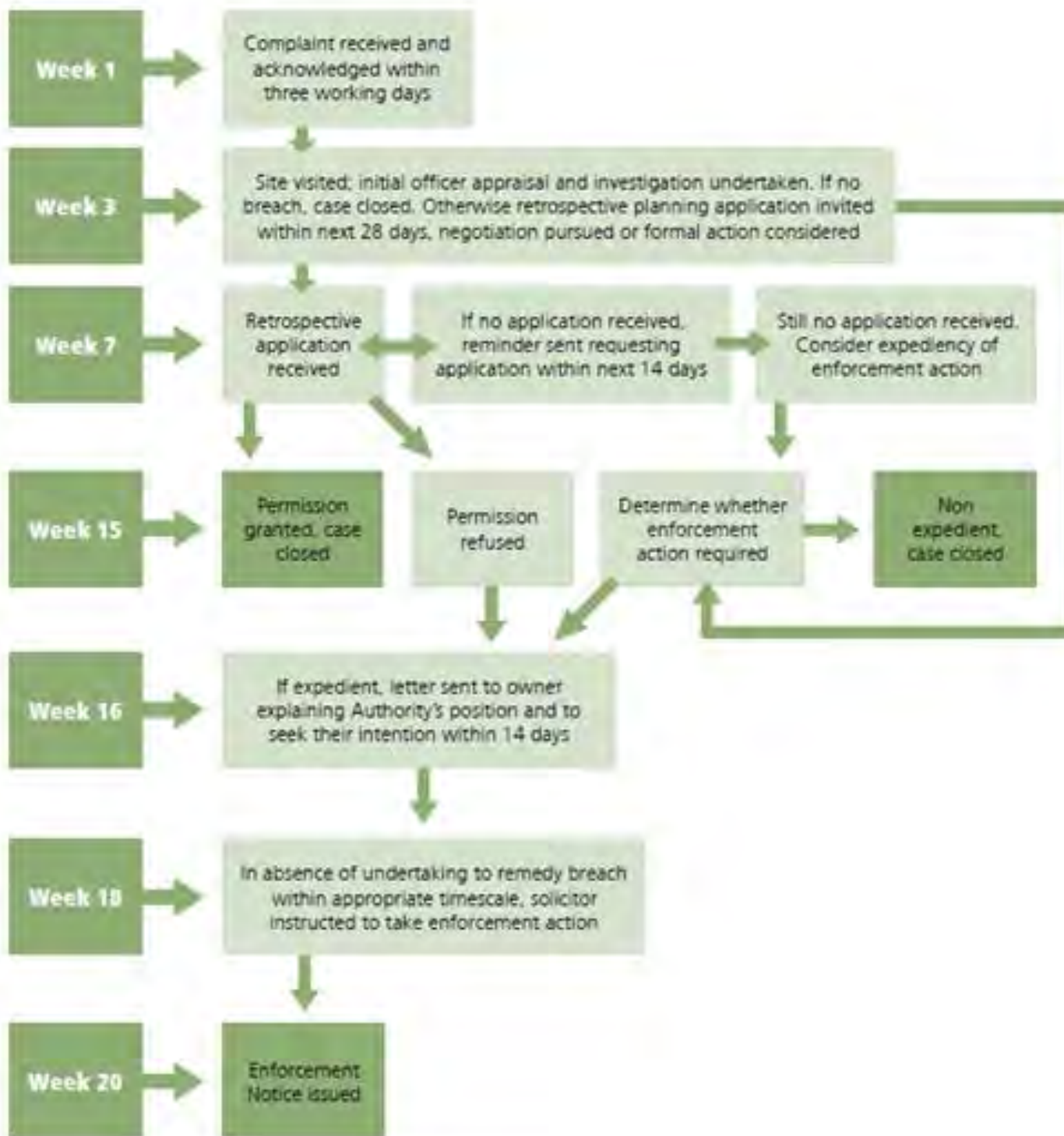
## **7 Our service standards and what you can expect from us**

- 7.1 Getting involved with planning enforcement can be stressful, whether you are a concerned neighbour or Parish Council, or someone who has undertaken development without planning permission. The Broads Authority will aim to deal with all persons fairly and with politeness, in a timely manner. We will provide the appropriate level of advice and keep local people informed.
- 7.2 If you report a suspected planning breach or make a formal complaint to us we will acknowledge this within three working days. The matter will be investigated and we will update you on the matter within 20 working days of receipt of the complaint. We will continue to update you regularly on the progress of the case until the matter is resolved.
- 7.3 Enforcement matters often take a long time to resolve. This may be due to:
- Continuing negotiation to try to resolve the matter;
  - Consideration of a retrospective planning application seeking to remedy the breach;
  - The gathering of sufficient satisfactory and robust evidence in order to take action;
  - Awaiting compliance with the requirements of a formal notice; or

- Awaiting the determination of an appeal against formal Notices.
- 7.4 We understand that in many cases people who commit a planning breach do so without knowing they have done so. They may have thought that the works were not development, or were covered by permitted development rights. The most effective way of ensuring you avoid a breach in planning control is to check to see if any works you propose requires planning consent. You can check to see if your works requires consent by visiting the Planning Portal at [www.planningportal.gov.uk/permission](http://www.planningportal.gov.uk/permission) or you can check directly with a Planning Officer at the Broads Authority prior to works being undertaken.
- 7.5 If you have undertaken works without planning permission we will seek to negotiate with you to find a solution. We will tell you in writing what the planning issue is and confirm our advice, as well as tell you what you need to do. We will expect you to respond promptly and within any given timescales and to engage constructively with us. We will not engage in repetitive or cyclical correspondence as this is not a good use of our resources.
- 7.6 We would be pleased to receive your feedback, which should be sent to:

Cally Smith  
Head of Planning  
Broads Authority  
Yare House  
62-64 Thorpe Road  
Norwich  
NR1 1RY

Procedures flow diagram



## APPENDIX 2

The table below gives a brief description of the various enforcement powers available to a Local Planning Authority.

Enforcement Power	Description
Enforcement Notices	Enforcement Notices can be served on unauthorised development and uses where the development can be remedied by alteration, complete demolition or the ceasing of the unauthorised use. For these Notices there is a right of appeal to the Planning Inspectorate.
Listed Building Enforcement Notices	Listed Building Enforcement Notices are served where unauthorised works to Listed Buildings have taken place and requirements are made to remove those works or improve upon their impact. For these Notices there is a right of appeal to the Planning Inspectorate.
Breach of Condition Notices	Breach of Condition Notices are served to require compliance with a condition attached to a planning permission. These Notices are suitable for specific breaches of planning control that need to be corrected within a specified deadline. There is no right of appeal for these Notices.
Stop Notices	Stop Notices would normally be served in cases where the unauthorised development or use is considered to be so harmful that the outcome of the enforcement process could not be waited for. These will be served together with an Enforcement Notice. There is no right of appeal for these Notices.
Temporary Stop Notices	Temporary Stop Notices are served where a harmful unauthorised development or use has occurred and needs to be stopped immediately (for up to 28 days). This allows time for negotiation between us and offending parties. There is no right of appeal for these Notices.
Section 215 Notices	Section 215 Notices can be served on any interested party where land or buildings have become untidy and are considered by us to adversely affect the amenity of the area. There is a right of appeal to the magistrates court for this Notice.
Planning Contravention Notices	Planning Contravention Notices can be served on any known interested party where it is suspected that a breach of planning control has occurred. They contain a number of relevant questions relating to the alleged breach of planning control. Failure to respond within a specified timescale is a



	criminal offence which can result in a prosecution in the magistrates court.
Section 330 Notices	Section 330 Notices require information from any occupier of land asking what his interest is in it. Failure to respond within a specified timescale is a criminal offence which can result in a prosecution in the magistrates court.
Section 225 Notices	Section 225 Notices enable us to issue Notices on any interested parties against unauthorised advertisement displays on buildings and on other surfaces. Subject to these provisions, we will invoice the recipient of any such action in order to recover the costs that have been reasonably incurred in taking the action.
Court	Prosecutions will be undertaken by us in incidences such as unauthorised works to Listed Buildings and protected trees, demolition in Conservation Areas, the display of advertisements and the failure to comply with the other Notices listed in this plan.
Injunctions	Injunctive Action is used where a breach of planning control is severe, or there is a threat of it becoming severe, and which can be halted by the successful application to the High Court (or County Court) for an Injunction. It will also be used in longstanding cases where the offender has failed to comply with an Enforcement Notice and the harm is ongoing and now needs to be brought to an end. We will always look to recover our costs from the offender when placed in the position of taking such action even if this results in placing a charge on the land to aid future recovery.
Direct Action	Direct Action will be used so we can ensure remedial works are undertaken to secure satisfactory compliance with an Enforcement Notice. In cases such as this it may also be necessary to apply for an Injunction to prohibit parties from entering the land during the period when direct action is taken. We will always look to recover our costs from the offender when placed in the position of taking such action even if this results in placing a charge on the land to aid future recovery.

**Policy Guides  
Biodiversity Enhancements and Waterside Chalet Guides  
Consultation Version**  
Report by Planning Policy Officer

**Summary:** Guides have been produced to help applicants meet any requirement placed upon them to enhance wildlife as part of their development proposals as well as provide guidance and advice to those intending to alter waterside chalets. It is intended that the guides are published for consultation for six weeks.

**Recommendation:** Members' views on the draft guides are sought as well as agreement that the guides should be published for consultation for six weeks.

## **1 Introduction**

- 1.1 Biodiversity enhancements are often required as part of planning proposals. The purpose of this draft guide is to help applicants design and deliver enhancements as part of their scheme to help wildlife.
- 1.2 Waterside chalets are an important feature and asset to the Broads Authority Executive Area and communities. It is recognised that they may need changes over time. This document provides guidance on making these changes to the chalets.

## **2 About the Guides and Work Completed to Date**

- 2.1 The Broads Authority's ecologist has produced the draft Biodiversity Enhancements Guide with support from the communications and planning teams. The guide seeks to provide information, images and further links on different types of wildlife enhancements that could be provided as part of schemes. The enhancements range from bird and bat boxes, to log piles and ponds. It is envisaged that applicants will be directed to the guide to help implement enhancements to meet their planning conditions.
- 2.2 One of the Broads Authority's Planning Officers (who completed her MA dissertation on waterside chalets) and the Historic Environment Manager, with the support of the planning team and communications team have produced this guide. The guide describes the history of the chalets as well as discusses their importance. In part two, it discusses what changes are often proposed for waterside chalets ranging from new windows and extension to total replacements.

### **3 The Way Forward**

- 3.1 The Waterside Chalet guide presented to members is the draft content of the guide. The Biodiversity Enhancements Guide has the draft content and has been formatted (although over the coming weeks more images will be taken and added to the guide). The Waterside Chalet Guide will be formatted in a similar way prior to consultation.
- 3.2 In order to give the guide more weight in determining planning applications and potentially at any subsequent appeals, it is recommended that the guide is subject to 6 weeks consultation with the public in a similar approach to that of the Local Plan. The guide will then be presented to a future Full Authority meeting for adoption.
- 3.3 It is not considered that the guides affect Navigation and as such it is not intended to present them to Navigation Committee prior to the consultation. Officers will present them to Navigation Committee during the consultation.
- 3.4 After the consultation, responses will be assessed. The final guide and responses may come back to Planning Committee before going to a future Full Authority to be adopted.

### **4 Recommendation**

- 4.1 It is recommended that following any comments on the guides from Members, they are subject to 6 weeks of consultation.

### **5 Financial Implications**

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

### **6 Conclusion**

- 6.1 The draft guides address enhancements for wildlife as well as guidance on changes to waterside chalets.
- 6.2 To give the guide more weight in the planning system, it is recommended that it is consulted on and then adopted by Full Authority.
- 6.3 Having up to date guides like this (and the already adopted Riverbank Stabilisation and Mooring Guides) will provide developers and landowners with useful guidance on what is deemed useful and acceptable in the Broads.

Background papers: None

Author: Natalie Beal

Date of report: 10 May 2016

Appendices: APPENDIX A – Draft Biodiversity Enhancement Guide  
APPENDIX B – Draft Waterside Chalet Guide



## Habitat for homes

Habitat loss through human activity is the biggest threat to species survival on the planet.

The Broads National Park is extremely rich in wildlife, with over 11,000 species recorded, including the swallowtail butterfly and Norfolk hawker dragonfly, very rarely found outside the Broads fen habitats. But in Britain as a whole over 60 per cent of our species are in decline.

One of the statutory purposes of the Broads Authority is to conserve and enhance the natural beauty, wildlife and cultural heritage of the Broads. So we have a duty to ensure that impacts on biodiversity from new developments (of any size) are minimised, and that wildlife is protected and habitats are enhanced through the planning process.

For these reasons, as part of your planning application, you may be asked to show how you will enhance biodiversity.

## National policy

The National Planning Policy Framework says:

109. 'The planning system should contribute to and enhance the natural and local environment by:

- minimising impacts on biodiversity and providing net gains in biodiversity where possible, contributing to the Government's commitment to halt the overall decline in biodiversity, including

by establishing coherent ecological networks that are more resilient to current and future pressures'

## But what can you actually do – or avoid doing?

Many rare species are found on conservation sites in the Broads, but gardens, churchyards, parks, school grounds and other open areas form an important network of different habitats, providing feeding and breeding sites, and green corridors for wildlife to move between areas. So everyone living in villages and towns within and adjacent to the Broads, and also people visiting the Broads, can play an important part in helping to conserve this internationally important wetland for future generations – of people and wildlife too.

## Advice for different habitats

### Meadows

Meadows are big business. The economic value of pollinating insects to farmers and other growers is £510 million – that's the same amount annually as visitors bring to the Broads. And the value of pollinators to our well-being from visiting wild places cannot be underestimated.

- Meadows are also bee heaven. Wild flowers provide an essential supply of nectar for hundreds of insects including bees, butterflies and hoverflies.
- Creating your own mini wildflower meadow will not only look attractive, but will provide a nectar highway for pollinating insects to move between

habitats. Choose an area in full sun, preferably with low fertility and few weeds.

- Use a British wild flower seed mix appropriate for your soil type. Add yellow rattle (*Rhinanthus minor*) to your seed mix as it will help wild flowers to establish as it reduces the strength of grasses which can outcompete wild flowers.
- Make sure the area is free of coarse-leaved grasses, thistles and docks before you sow.
- Rotavate, rake to ensure fairly fine soil and water if necessary.
- Sow seed from August to October at the density recommended by the supplier.
- Cut the new growth, keeping it short until the end of March to prevent the stronger grasses from outcompeting the wild flowers.
- In the first summer you should have yellow rattle, a few daisies and clover. In the second, thanks to your hard work, you should have a beautiful wild flower meadow full of different flowers to admire.
- Cut the meadow again in August (or use a strimmer). Leave the hay where it falls for a week, turning it as it dries to help the wild flower seeds drop back down into the soil. After a week, rake the hay away so as not to increase fertility and use it for compost.

- If you're impatient for results, use plug plants. Plant five plugs per square metre in the spring or autumn. Plug plants will flower in the first spring or summer after planting. But be aware that rabbits are very partial to plug plants.



[www.wildseed.co.uk](http://www.wildseed.co.uk)

[www.sarahraven.com/flowers/seeds/wild\\_flowers](http://www.sarahraven.com/flowers/seeds/wild_flowers)

[www.plantwild.co.uk/meadows/how-to-create-a-wild-flower-meadow](http://www.plantwild.co.uk/meadows/how-to-create-a-wild-flower-meadow)

### Ponds

**One third of ponds are thought to have disappeared from the British countryside in the last 50 years.**

- Wildlife is wild about ponds – creating a pond is one of the best ways to help wildlife, including a whole range of insects. All ponds will help, but one that is at least two metres square will provide the essential breeding habitat for most amphibians including frogs, toads and

newts.

- The other main points to consider are depth, shape, location and plant species. A pond with gently sloping shelved sides and a deeper central area (at least 60cm), with floating and taller native plants, is the most beneficial.
- Autumn is the best time for pond cleaning as fewest species will be affected. Avoid removing silt from the bottom as this will contain eggs and larvae of pond insects. Remove excess leaves which could lead to nutrient enrichment and subsequent algae blooms in the spring. Trim plants if necessary. Leave trimmings and leaves at the side of the pond for a couple of days to allow insects to return to the pond.
- Winter freezing of ponds can create dangerous conditions for animals as ice can cause a build-up of toxic gases released by the continued decomposing of plants and animals. To help alleviate this, remove snow from the ice to allow plants to continue producing oxygen. You can create a hole in the ice by leaving a pan of hot water on the surface. Never smash the ice as this can harm wildlife and puncture a pond liner. Never use salt, antifreeze or other chemicals.
- Algae can be a blooming nuisance! Algal blooms are caused by excess nutrients in the water and soil. Algae can quickly reproduce causing cloudy conditions. Duckweed and blanket weed are indicators of excess nutrients.

Remove duckweed by carefully running a net across the surface to scoop it up. To remove blanket weed twist a cane amongst it to pull it out. Leave weed next to the water's edge for a couple of days to allow any animals caught up in it to return to the pond. You can also reduce algal blooms by adding larger plants as they use up nutrients during their growth. Or add a bundle of netted barley straw which releases algae-fighting chemicals as it decomposes.

### Native plants for ponds

Deeper water (submerged and oxygenating plants): common water crowfoot, curled pondweed, water starwort, water violet.

Floating-leaved plants: broad-leaved pondweed, yellow water lily, frogbit.

Marginal plants: amphibious bistort, brooklime, creeping Jenny, lesser pond sedge, lesser spearwort, marsh marigold, water forget-me-not, water plantain, yellow flag iris.

### Invasive non-native plants to avoid

Floating pennywort, parrot's feather, New Zealand pygmy weed, water fern, Nuttall's, Canadian pondweed, water primrose.

[www.froglife.org/info-advice/creating-or-improving-ponds/](http://www.froglife.org/info-advice/creating-or-improving-ponds/)

[www.rspb.org.uk/makeahomeforwildlife/advice/gardening/pondsforwildlife/making.aspx](http://www.rspb.org.uk/makeahomeforwildlife/advice/gardening/pondsforwildlife/making.aspx)



[www.nonnativespecies.org/home/index.cfm](http://www.nonnativespecies.org/home/index.cfm)

## Hedgerows

One hundred and thirty Biodiversity Action Plan priority species for conservation are associated with hedgerows.

- Native hedgerows support a high proportion of woodland birds, mammals and butterflies, providing an abundance of food, shelter and nesting sites, as well as an important green corridor for wildlife. A hedgerow with a thick base is best for wildlife. The ditches and banks associated with hedgerows provide important habitat for frogs, toads, newts and reptiles.
- Hedgerows also provide living fences, rather than wooden fences which can be expensive and require maintenance. Planting evergreen species such as ivy will ensure the hedgerow provides privacy and is beneficial for wildlife throughout the year.
- Hedgerows should ideally be planted between autumn and spring, in prepared ground, free from weeds. Water well and add a thick mulch to prevent competition from weeds. Gaps can be filled in later.
- Planting a hedgerow with at least five native species will help to ensure a wildlife rich habitat. Many hedgerow shrubs and trees flower at different times, ensuring a nectar supply for insects, as well as fruits and berries for birds over the autumn and winter months. And maybe some for human consumption too!
- Trim at the end of the winter after the supply of berries and nuts has gone, and to avoid the bird nesting season. Ideally hedgerows should be cut every other year to encourage fruits and berries. Avoid disturbing the base of the hedgerow which may be home to hibernating hedgehogs and amphibians.
- Feed the plants annually and top up the mulch for the first three years.
- New developments should aim to incorporate and enhance existing hedgerows. Generally the older the hedgerow, the more species rich it will be and therefore better for wildlife. You can improve old hedgerows by filling in any gaps with a different woody species to increase their diversity. Ensure that existing plants do not shade out new plants, and for the first three years protect new plants from grazing by rabbits and deer.

## Native hedgerow species

**Pollen rich shrubs:** blackthorn, hawthorn, willow, wild privet, field maple, crab apple, common buckthorn, holly

**Trees:** oak, ash, hazel, elm

**Climbers:** wild rose, traveller's joy, honeysuckle

[www.ptes.org/wp-content/uploads/2014/06/Hedgerow-guide-web-version.pdf](http://www.ptes.org/wp-content/uploads/2014/06/Hedgerow-guide-web-version.pdf)

[www.suffolkwildlifetrust.org/Hedgerow-planting](http://www.suffolkwildlifetrust.org/Hedgerow-planting)

## Advice for different species

### Birds

Norfolk holds 40% of the national barn owl population.

- Over the years many traditional nesting and roosting sites for birds (and bats as well) have been lost. It is extremely important that new building developments incorporate permanent homes for wildlife, such as swift nesting chambers and bat lofts. These can be simple and cost effective to provide.

### Boxes

- Birds need boxes for breeding and roosting.
- Boxes made from woodcrete (a mixture of cement and wood) are best – they can last over 20 years (wood lasts about four years) and require little maintenance apart from cleaning out.



- Consider location, height and orientation. Place them in trees where possible. Small boxes suitable for blue tits and great tits can also be attached to the outside of a building. Most boxes should face between north and north-east. Fix them three metres from the ground to avoid disturbance and predators. You can also have a metal plate round the entrance hole to deter woodpeckers and squirrels. If you are putting up more than one box they should not be sited too close together, as this may cause aggressive behaviour between neighbours.
- Most birds need a clear flightpath to the entrance hole – trim any overhanging vegetation.
- Robins and wrens prefer an open-fronted box, sited two to three metres high on a tree trunk or wall, hidden behind overhanging vegetation such as ivy.
- Many owls rely on boxes (larger size) due to the loss of mature trees and old

buildings.

- Site boxes for barn owls close to open areas of rough grassland required for hunting.
- Site boxes for tawny owls in woodland.
- Site boxes for little owls in open farmland areas with hedgerows, scattered trees and orchards.

### Nest sites and artificial nests

- Swifts, swallows and house martins are summer visitors to the Broads.
- Swallows and house martins need mud to construct their nests which can be in short supply, particularly during a dry spring. Providing a muddy area close to the nest site will encourage swallows and swifts to nest.
- Barns, stables, and boat houses can provide suitable nest sites for swallows. Swallow nests should be placed inside the building under the eaves with open access during the spring and summer months. Multiple nests should not be installed at less than one metre intervals, to avoid disputes between neighbours.
- Swift and house martin nests can be installed under the external eaves of most buildings. Swifts and house martins live in colonies, so provide boxes and nests to accommodate multiple pairs.

[www.rspb.org.uk/makeahomeforwildlife/advice/helpingbirds/nestboxes/smallbirds/making.aspx](http://www.rspb.org.uk/makeahomeforwildlife/advice/helpingbirds/nestboxes/smallbirds/making.aspx)

[www.birdventures.co.uk](http://www.birdventures.co.uk)

[www.hawkandowl.org/sculthorpe/nest-boxes-for-sale](http://www.hawkandowl.org/sculthorpe/nest-boxes-for-sale)

[www.rspb.org.uk/makeahomeforwildlife/advice/helpingbirds/nestboxes/owlskestrels](http://www.rspb.org.uk/makeahomeforwildlife/advice/helpingbirds/nestboxes/owlskestrels)

[www.nhbs.com/browse/subject/426/bird-boxes](http://www.nhbs.com/browse/subject/426/bird-boxes)

[www.rspb.org.uk/discoverandenjoynature/discoverandlearn/birdguide/name/s/swallow/encouraging.aspx](http://www.rspb.org.uk/discoverandenjoynature/discoverandlearn/birdguide/name/s/swallow/encouraging.aspx)

[www.cornwall.gov.uk/media/3626630/Accommodating-swallows-swifts-and-house-martins.pdf](http://www.cornwall.gov.uk/media/3626630/Accommodating-swallows-swifts-and-house-martins.pdf)

### Bats

**Pipistrelle bats, the most common British species can eat over 3,000 midges in one night!**

- All British bats (18 species) are protected under British and European law. Breeding female bats only produce one offspring a year so it is essential to protect their habitat to maintain populations. Buildings and trees provide roosting and breeding sites.
- Don't put bats under the spotlight! Artificial light has a detrimental effect on wildlife, changing normal behaviour patterns which can affect the ability to survive. Avoid illuminating trees and hedgerows used by many species, including bats. Artificial lighting can cause bats to delay their emergence from roosts to hunt and feed, missing

the peak in insect prey abundance, and resulting in a possible reduction in body mass. Artificial light should never shine on a known bat roost in a building or a bat box. Consider sensitive lighting early on as part of your development design. Use low level LED lights where possible. Minimise the spread of light, ensuring only task areas are lit. Use lanterns or light hoods to shield or direct light where it is required. Use reactor lights or limit the time that lights are on to provide dark periods – and save energy and money too.

[www.bats.org.uk/pages/bats\\_and\\_lighting.html](http://www.bats.org.uk/pages/bats_and_lighting.html)

[www.rhs.org.uk/advice/profile?pid=513](http://www.rhs.org.uk/advice/profile?pid=513)

### Boxes

- As for birds, boxes made from woodcrete are best.
- Place on trees at least five metres high, in groups of three facing south-east to south-west to provide the range of roosting temperatures that bats require.
- If boxes are to be positioned on buildings choose locations next to hedges or trees. Bats use them to forage for insects and to commute between favoured roosting sites.

[www.nhbs.com/browse/subject/421/bat-boxes](http://www.nhbs.com/browse/subject/421/bat-boxes)

[www.bats.org.uk/pages/bat\\_boxes.html](http://www.bats.org.uk/pages/bat_boxes.html)

### Insects, amphibians, reptiles and fungi

**The average garden may hold over 2000 species of insect!**

- Over 60 per cent of insect species are in decline, so wild flower habitats and nesting sites are becoming ever more important.
- Invertebrates are attracted to artificial light at night and it is estimated that as many as a third of these will die as a result.
- Insect boxes provide homes for hibernation for adults or larvae. You can buy boxes or they are easy to make from recycled materials.
- Small boxes suitable for solitary bees and wasps are best placed in a sunny spot close to flowering plants.
- To provide homes for a wide range of species, build your own 'bug hotel' by stacking old pallets and filling them with a range of recycled materials such as bamboo canes, logs and dried leaves to provide cracks and crevices. Build hotels in semi-shade close to hedges or ponds so passing animals can find them easily.
- Retain natural plant and habitat features where possible. Dead or hollow stems such as elder or buddleia provide overwintering sites for adult insects or larvae. Dry, sunny banks or warm patches of bare earth are favoured by solitary bees and wasps for burrowing.
- Log piles simulate fallen trees in the wild, creating valuable habitat for

insects, amphibians, reptiles and many fungi. Roughly stack native wood including beech, oak, ash and elm in a shady spot so it remains cool and damp. Log piles situated close to ponds or under hedgerows will attract hibernating frogs and toads so it is important that they remain undisturbed. By adding a pile of leaf litter you may also attract hibernating hedgehogs and ladybirds. Add new logs over the years as the old ones decay.

[www.wildlifetrusts.org/how-you-can-help/wildlife-gardening](http://www.wildlifetrusts.org/how-you-can-help/wildlife-gardening)

[www.rspb.org.uk/makeahomeforwildlife/advice/gardening/deadwood.aspx](http://www.rspb.org.uk/makeahomeforwildlife/advice/gardening/deadwood.aspx)

[www.rspb.org.uk/makeahomeforwildlife/advice/gardening/insects/building\\_homes.aspx](http://www.rspb.org.uk/makeahomeforwildlife/advice/gardening/insects/building_homes.aspx)

[www.nhbs.com/browse/subject/436/insect-boxes](http://www.nhbs.com/browse/subject/436/insect-boxes)

[www.buglife.org.uk/bugs-and-habitats/discover-bugs#](http://www.buglife.org.uk/bugs-and-habitats/discover-bugs#)

## 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](http://www.broads-authority.gov.uk/contact-us)

## Policy Guide: Waterside Chalets

### Planning for waterside chalets

This guide outlines the history of waterside chalets and the contribution they make within the Broads, discusses their similarities and differences, and suggests ways to maintain and alter existing chalets and insert new chalets successfully within their particular historic and landscape setting.

### Part 1: Changing perceptions

Waterside chalets undoubtedly make an impact on the character of the riverbank. Historically there was concern that in some locations this was starting to become negative. For example back in 1982 the Broads Authority was keen to remove some of the chalets on the River Thurne at Potter Heigham and Martham. Residents disagreed and the chalets remained. Over time the contribution that the chalets make to the character of the area began to be more widely appreciated. When in 2015 the Authority, in consultation with local residents, wished to add waterside chalets to its Local List, 58 waterside chalets, including a number on the River Thurne, were given the status and protection of local heritage assets.

#### Early tourists

Waterside chalets are part of the unique Broads landscape. Most of the chalets we see today stem from holidaymaking in the Broads from the 1880s to the 1960s. They are a distinct group of buildings which significantly contribute to our understanding of the history of the Broads. In the late 1800s, if you had some disposable income, what better way to dispose of it than on a waterside chalet in the Broads? Waterside chalets were initially built for this expanding holiday market consisting mainly of affluent city dwellers who sought refuge within the wild and undeveloped Broads in the late 19th and early 20th century. The growth of tourism in the Broads was closely linked to the establishment of railway stations within the Victorian period and some of the most popular areas for waterside chalets were around villages with links to major towns and cities, and those which offered existing recreational facilities.

#### Entrepreneurs

Opportunity existed and an influential group of Broads entrepreneurs, boat builders and hirers, started providing tourist facilities that offered alternatives to boating. People such as John Loynes of Wroxham and Herbert Woods of Potter Heigham had captured early tourists with their boat offer and unsurprisingly other tourist facilities, including chalets, were erected in areas in close proximity to the popular boat hirers. The boat builders' trades and skills (such as carpentry) were easily transferable to the erection of the predominately timber chalets.

#### Wartime refugees

The two world wars brought new uses for the chalets. Refugees from some of the larger towns in the area, such as Great Yarmouth, used the chalets as permanent residences when their main homes were under greater threat from bombing. There is also evidence of a chalet in Wroxham, Closeburn, being used as a Red Cross unit for recuperating soldiers. Within this period the chalets also started to be used more generally as permanent residences, resulting in the mix of use we see today, as both holiday and permanent accommodation.

### **Controversial assets**

As with many forms of development, the chalets were not without controversy. The chalets were some of the original second homes – built not for local people, but for visitors. Many local people of the time were not comfortable with seeing the chalets being developed and what was then considered the local distinctiveness of the area being eroded. Wider social issues such as divisions between the early tourists and the less affluent local people may have exacerbated this divide in opinion.

### **Location, location, location**

The chalets are unevenly distributed throughout the Broads, with high densities in some villages such as Wroxham, Hoveton, Horning, Potter Heigham and Brundall. They are also predominantly a feature of the northern broads. Several factors contributed to this, such as the location of early railway stations and main boatyards, and the distance to larger centres of population. Another important factor was one of aesthetics. It was the undulating and wooded landscape in the upper reaches of the Broads that was particularly attractive to tourists of the time. This is certainly the case with the late 1800s and early 1900s chalet development around Wroxham, Hoveton, Horning and Hickling. However it doesn't explain the chalet development in the open landscape around Potter Heigham and Martham, which was and remains a working landscape. Agriculture predominates and the banks are clear of trees, yet there was an abundance of chalet development.

### **Natural habitat**

Chalets situated in a more natural habitat of reeds and trees were surrounded by vegetation which allowed even quite large buildings to fit less conspicuously into the Broads landscape. Individual or small groups of trees could be seen on the plots and planting was typically natural, avoiding regular spacing and formal borders. The dominant surface on river frontage was grass. Chalets were sometimes set as far back as possible from the waterfront, allowing natural vegetation to develop at the waterside. This natural vegetation and untrimmed edges supported the growth of wild flowers and contributed to a natural appearance which also had benefits for wildlife. Our Planning for Biodiversity guide (available on our website) suggests ways in which new developments can encourage wildlife.

### **On the waterfront**

Chalets siting right on the waterfront, such as those on the River Thurne, were traditionally simple in shape, of square or oblong plan, parallel or at right angles to the river, with an adjoining boat dyke and sometimes boathouse. Typical forms included regular, well-proportioned features. The roof was usually the dominant surface with generously overhanging low eaves and overhanging gables. The early chalets were generally built at ground level and were single storey. As issues with flooding became apparent the chalets were raised on piles to avoid seasonal flooding. On the River Bure boathouses were often integral to the design, sometimes with the boathouse below and the living accommodation above. Treatment at the waterside varied but often the banks were retained by timber quay heading or natural banks in the calmer reaches of the system. Traditionally mooring was provided off-river, within the plot of each chalet. This offered more protection to boats, with less potential for obstruction to navigation. Our Mooring Design Guide (available on our website) will be helpful for new developments and modifications.

### **A sense of proportion**

The scale and density of the chalets varied significantly across the Broads, as did their design – they possess certain characteristics across different areas. The chalets at Wroxham, Hoveton and to a certain extent Horning that were constructed with a thatched roof and false timber framing had a 'romantic' character typical of the wider Arts and Crafts Movement. Larger, more elaborate examples were built at Wroxham, within lower densities, set in larger wooded plots, therefore exhibiting a more exclusive feel. Simpler and smaller chalets were built in settlements such as Potter Heigham, within higher densities and smaller

plots. The lower reaches of Potter Heigham and the rest of the Thurne were more exposed to the elements and as a result the chalets were a lot simpler in form. However they were often still beautifully designed, with hints of Arts and Crafts and Art Nouveau detailing. A greater variety of design and styles can be seen at Potter Heigham and the chalets in this area are more individual; one is even constructed from the top of a helter-skelter from the Britannia Pier at Great Yarmouth. Horning, a settlement in the middle reaches, displayed characteristics of both styles of development.

### **Simple and fun**

The chalets often had a sense of fun, reflecting holiday use, and sympathy for the landscape and their location close to the waterside. All of the chalets were lightweight in construction and timber predominated as a building material for many elements. Some were constructed on piles driven into the ground to form a foundation. Others were constructed on timber rafts. Walls were often constructed with a timber frame and were clad with timber, painted white or stained dark. Planed tongue-and-groove boards were used, or rougher timber featheredge or waney-edged boarding. On most early examples the roofs were thatched in local reed, but others had metal sheet roofs such as corrugated iron and later felt roofs were also used. Boundary fences were designed to blend with their surroundings and have a minimal impact. Traditional fencing materials included cleft chestnut fencing and hurdles made from close woven osiers, hazel wattle or reeds.

### **Local sources**

Local manufacturers developed their own vernacular style of simple, lightweight timber buildings, suited both to the uncertain subsoils of the wetlands and the need to transport materials, in the majority of cases, by water rather than road. Local builders included Donald Curson of Wroxham, the Farman Brothers of Salhouse, Albert Oetzmann of Horning and Thomas Wright of Potter Heigham. One of the largest manufacturers of prefabricated timber and iron buildings at the end of the 19th century was Boulton & Paul of Norwich, whose extensive catalogues in the 1890s ranged from glazed porches and watchmen's huts to large houses and pavilions. Boulton & Paul chalets of the period can still be seen in the Broads.

### **Limited services**

The chalets had very limited services. They were often lit by paraffin lamps, had meagre heating arrangements and no sewerage, with sewage emptying into the rivers and broads, until legislation changed and it was no longer permitted. For water, deep wells were often constructed or drinking water was provided by nearby stores. The chalets had little or no insulation but as they were constructed predominantly for use in the warmer summer months such luxury was not often considered necessary. Most of the chalets were only ever meant for summer residents. Their lightweight and cheap construction was not suited to 'permanent' buildings. Although over the years many adaptations have been made and some are now used as permanent residences.

## **Part 2: Looking after our assets**

### **Then and now**

Many original waterside chalets remain in the Broads and form a significant part of the overall character of the area. They are enjoyed by owners and holidaymakers alike. Given their significant contribution to the Broads we believe it is important to help protect the best examples of these chalets and ensure important features are not lost.

We have now included some of the chalets on the Broads Local List. Buildings on the List do not necessarily meet the strict criteria for National Listing but make a significant contribution



to the historic environment of the Broads. The List is a means of acknowledging and celebrating the best examples of local historic assets in the Broads. You can find more information on our website.

[www.broads-authority.gov.uk/planning/Other-planning-issues/protected-buildings/broads-local-list-of-heritage-assets](http://www.broads-authority.gov.uk/planning/Other-planning-issues/protected-buildings/broads-local-list-of-heritage-assets)

Chalets vary in condition and are particularly vulnerable to change. Regular and careful maintenance of the chalets will help to retain many special details and minimise the need for repair or replacement. However, given the wet environment and their construction, chalets can deteriorate if not maintained. Elements of the building then need to be replaced which can result in erosion of original details and loss of character. In addition, the requirements of modern living and the desire to extend can lead to pressure for development and further erosion of character. Total replacement of a chalet can potentially result in a chalet of non-traditional construction, particularly in terms of detailing and materials. When considering work to a chalet an assessment of the character of the existing building should be undertaken.

### **Repair, alteration or replacement**

If the chalet or features of it make a positive contribution to the character of the Broads, give consideration to the most appropriate form of alteration or repair in order to best preserve this character, including detailing and materials. For example:

Is it possible to retain or re-use key features?

Is it possible to extend rather than replace the chalet?

Is it possible to re-introduce more traditional features or materials to enhance the chalet?

If replacement of the chalet is the only option, how can the replacement enhance the area?

One factor which can alter the character of the chalets is the replacement of timber windows and doors using uPVC or other non-traditional materials. Similarly, replacing wall boarding with non-traditional cladding such as uPVC boarding can have an impact on the character of the chalet. There are many advertised benefits of PVC materials but the use of timber, both for joinery and boarding, is traditional in the Broads. The advertised benefits of plastics often apply to timber, but timber gives a traditional appearance not possible with many alternatives. Also, sustainably sourced timber is far more environmentally friendly than the alternatives, particularly oil derived plastics, in terms of both its manufacture and use. Colour coated aluminium is an alternative to timber and plastic and can give a slim profile similar to that of timber. Costs of these various materials are not dissimilar.

### **Extensions to existing chalets**

Extensions are a common form of alteration to chalets. In principle, extensions are generally acceptable where they would not result in the overdevelopment of the building or the site, or would not impact unacceptably on the host building.

Extensions should generally be smaller than the existing chalet and be sited to the side or rear of the existing building. The riverside elevation of a chalet is often identified as the principal (front) elevation and while extensions to this elevation can be appropriate, they will require particular care in terms of character, scale and relationship to the original chalet.

Generally extensions will be smaller scale and similar in design to the original building although sometimes it may be appropriate to introduce a more contemporary solution, providing a contrast to the original design. Contemporary solutions work best when they share common features with the original chalet.

Setting any extension back from an existing wall or down from the existing roof planes can help the original chalet to remain dominant which is often desirable.

### **Replacement chalets**

The waterside is a harsh environment and sometimes existing chalets may require replacement. In designing a building to replace a chalet it is especially important to recognise the cultural heritage value of the area and the contribution it makes to the wider Broads landscape. It is important to consider how the new building could add to that value. The quality of architectural design of the building including form, shape, mass, scale, size and materials will determine the contribution the building can make to the character of the area. As with extensions, contemporary design can make a contribution in its own right as can more traditional detailing and materials.

A simple form which is then enhanced through the choice of materials, colour and the detailed treatment of features such as windows, doors and balustrades is usually the most appropriate solution. Quite individual designs can still contribute to an overall harmony on the riverside, taking account of the appearance and character of the natural landscape and the other buildings in the area.

### **Ancillary buildings**

Due to the use and nature of the riverside plots ancillary buildings are often required for storage. These buildings should be smaller and less prominent than the main chalet. As with extensions, some reference to the main chalet in terms of shape and materials can help the ancillary buildings to contribute to the character of the riverside.

### **Planning advice**

Waterside development, including new and replacement works, usually requires planning permission. The Broads Authority is the local planning authority for the Broads. Policies relating to design, landscape and the historic environment can be found on our website.

Buildings by the waterside are often at risk from flooding. Extensions or replacement buildings may require higher floors to protect against flooding. This can have an impact on the height and external appearance of extensions or replacement buildings. Seek early advice from the Broads Authority and the Environment Agency. The Authority's Development and Flood Risk Supplementary Planning Document is available on our website.

The Broads Authority offers a free pre-application advice service so that you can find out whether the works you propose require any form of consent and if so, whether a request for planning permission is likely to be successful. Staff can discuss alterations to chalets and can offer specialised design and historic design advice.

[www.broads-authority.gov.uk/planning/Planning-permission/getting-advice-before-you-apply](http://www.broads-authority.gov.uk/planning/Planning-permission/getting-advice-before-you-apply)

### **Contact us**

Please make requests for planning and design advice to: [planning@broads-authority.gov.uk](mailto:planning@broads-authority.gov.uk).

For further information and advice please contact the Broads Authority on 01603 610734 or go to: [www.broads-authority.gov.uk](http://www.broads-authority.gov.uk)

### **Part 3: Checklist for proposals to repair, extend or replace waterside chalets**

1. Is the chalet on the Broads Local List?
2. In which direction does the principal (front) elevation face? (e.g. towards the river, towards the road, sideways)
3. What do you think are the significant features of the chalet which contribute to its character?
4. What materials are used? (e.g. for joinery, roof covering, wall cladding, fencing)
5. What is the structural condition of the chalet?
6. Which flood risk zone is the chalet in?
7. How much of the site is covered with existing buildings and how much more of the site will be covered with proposed buildings? What is the existing and proposed position of the buildings? How does this relate to nearby buildings?
8. Is it possible to extend rather than replace the existing chalet?
9. If you intend to extend an existing chalet, how does the proposed extension relate to the existing chalet – where will it be sited and how high will it be?
10. What is the detail of the proposal? (e.g. roof pitch, scale, form, window size)
11. What materials do you intend to use for the proposed extension or replacement? (e.g. joinery, roof covering, wall cladding, fencing)
12. Have you had advice on whether you need planning permission and if you do, have you obtained planning permission?

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**Broads Local Plan Preferred Options – (May) Bite Size Pieces**  
Report by Planning Policy Officer

**Summary:** This report introduces the following topics of the Preferred Options Local Plan: settlement hierarchy and development boundaries, deprivation, defence, rural enterprise dwellings and Gypsy, Travellers and Travelling Show People.

**Recommendation:** Members' views are requested.

## **1 Introduction**

- 1.1 This bite-size piece of the Preferred Options introduces and discusses the topics of Settlement Hierarchy, Development Boundaries, Deprivation, Rural Enterprise Dwellings, Gypsy, Travellers and Travelling Show People and Defence. There are a number of supporting documents attached as Appendices.
- 1.2 Members' views are requested to inform the draft policy approach in the Preferred Options.
- 1.3 It is important to note that this is not necessarily the final text or approach, but is part of the development of the final text. There could be other considerations that come to light between now and the time the final version is presented to Planning Committee in November 2016.

## **2 Settlement Study and Settlement Hierarchy**

- 2.1 Attached at Appendix A is a topic paper covering the purpose of a settlement study looking at the settlements in the Broads, and at Appendix B the settlement study which has been carried out.
- 2.2 The study at Appendix A assesses built up areas in the Broads Executive Area and their access to facilities and services. The purpose is to inform the approach to development boundaries.
- 2.3 The proposed settlement hierarchy for the Broads is explained in detail in the study at Appendix B, with the conclusion set out below. Following advice from the Planning Advisory Service, the place in the hierarchy reflects the hierarchy of the relevant District Council. Whilst the Authority's settlement hierarchy reflects that of the District Council, the approach to development will be different. This is where the Development Boundaries and allocations part of the Local Plan are important.

## 2.4 The proposed settlement hierarchy for the Broads is:

<b>City</b>	Norwich is a regional centre and Regional Transport Node.
	<b>Norwich</b>
<b>Fringe Parishes</b>	They are home to a significant number of people, businesses and environmental assets, and provide the links between the city centre and the surrounding area.
	<b>Thorpe St Andrew</b>
<b>Principle and secondary settlements and Towns (market and main)</b>	The largest towns with a wide range of services and opportunities for employment, retail and education. They serve a large catchment area with high levels of accessibility and public transport provision.
<b>Larger villages, service villages and key service centres</b>	Have a range of services enabling them to meet local as well as the needs of residents of surrounding areas.
<b>Secondary and tertiary villages and other rural settlements</b>	Settlements containing few services and facilities, with limited access to public transport and very few employment opportunities.
<b>Countryside</b>	No services or facilities, with limited or no access to public transport, very limited access to employment opportunities.

Examples of settlements in the above categories are set out in the Settlement Study at Appendix B to this report.

## 3 Development Boundaries

- 3.1 Development Boundaries have twin objectives of focusing the majority of development towards existing settlements whilst simultaneously protecting the surrounding countryside. The Sites Specifics Local Plan process removed development boundaries from a number of settlements<sup>1</sup>. The Local Plan process provides an opportunity to assess built up areas for their suitability for development boundaries. The Settlement Study at Appendix B discusses the services and facilities in or near to the built up areas that are assessed. This has been used to determine where it seems appropriate to have a development boundary.
- 3.2 Maps have not been included in this bite size piece of the Local Plan, but it is proposed that the following development boundaries are continued with some amendments (as discussed in the Topic Paper):

<sup>1</sup> [http://www.broads-authority.gov.uk/data/assets/pdf\\_file/0007/421765/TP1\\_pdf.pdf](http://www.broads-authority.gov.uk/data/assets/pdf_file/0007/421765/TP1_pdf.pdf)

- Hoveton and Wroxham
- Horning
- Thorpe St Andrew
- Oulton Broad

3.3 The only additional area for a development boundary that is suggested for consideration is Stalham Staithe. Please see the topic paper for more details.

#### **4 Deprivation Topic Paper**

4.1 The NPPF requires deprivation to be considered as Local Plans are produced. There is a Topic Paper attached at Appendix C which discusses deprivation in the Broads. It is important to note that data showing deprivation only in the Broads Executive Area is not available. Deprivation data is presented at Lower Super Output Areas (LSOA) and these are part in the Broads and part outside. Working with the Broads Authority's GIS Officer, the proportion of the population in the Broads part of each LSOA has been estimated. The topic paper discusses this in more detail and shows the calculations and assumptions made.

4.2 The highest proportion of population of a particular LSOA within the Broads Executive Area is 50.1%, but the majority of LSOAs have a much lower proportion in the Broads.

4.3 The Topic Paper concludes that the Local Plan for the Broads is not able to address the causes of deprivation on its own, but the Local Plan can seek to address some deprivation domains in general. This is in part because the Broads Authority does not have the same functions as the District Councils; it also reflects the proportion of population within the Broads in particular LSOAs

#### **5 Defence**

5.1 The NPPF requires Local Plans to consider defence and security issues as they are produced. The Ministry of Defence have stated that '*there are no specific requirements for Defence in the Broads area which the Issues and Options report needs to take into account*'.

#### **6 Rural Enterprise Dwellings**

6.1 These are dwellings that are outside of development boundaries, but which are essential to support rural enterprises such as forestry, boat yards and agriculture. There is a topic paper attached at Appendix D which examines the issue and recommends rolling forward the current policy DP26 with some amendments to better reflect the former Government policy document PPS7. The Topic Paper explains this approach and includes the draft policy.

## **7 Gypsy, Travellers and Travelling Show People**

- 7.1 A criteria-based approach is proposed for the new Local Plan, in line with Government requirements. The issues are set out in the topic paper attached at Appendix E with the draft policy attached at Appendix F.

## **8 Financial Implications**

- 8.1 The key financial implication is officer time in producing policies and any associated guidance as well as in using the policies to determining planning applications.

Background papers: None

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Date of report: 10 May 2016

Appendices: Appendix A – Development Boundary Topic Paper  
Appendix B – Settlement Study  
Appendix C – Deprivation  
Appendix D – Rural Enterprise Dwellings  
Appendix E – Gypsy and Traveller Need Topic Paper  
Appendix F – Draft Gypsy and Traveller Policy



**Broads Local Plan**  
**Development Boundaries Topic Paper**  
**May 2016**

## 1. Introduction

The purpose of a development boundary is to consolidate development around existing built-up communities. Where there is a clearly defined settlement, further development, if properly designed and constructed, would not be incongruous or intrusive because of the size of the settlement. Development Boundaries have twin objectives of focusing the majority of development towards existing settlements whilst simultaneously protecting the surrounding countryside.

Policy XNS9 of the adopted Sites Specifics Local Plan refers to settlements in the Broads Executive Area which have a Development Boundary. An accompanying topic paper<sup>1</sup> set out the reasons for the changes to development boundaries when compared to the 1997 Local Plan development boundaries.

Policy XNS9 sets development boundaries for these four areas:

- Horning
- Wroxham and Hoveton
- Oulton Broad
- Thorpe St Andrew

The production of the new Local Plan provides the opportunity to assess the Authority's approach to development boundaries.

## 2. The Settlement Study

The Settlement Study<sup>2</sup>, completed throughout 2015, sets out the methodology for assessing if settlements had good access to facilities and services. This study scored settlements according to access to schools and shops for example. The following settlements were assessed as having the best access to services and facilities. Those highlighted in green already have development boundaries as discussed previously.

Settlement	District/Borough	Place in District's Settlement Hierarchy.	Total
Norwich City	Norwich	City	71
Oulton Broad	Waveney	Main Town	69
Thorpe St Andrew	Broadland	Fringe Parish	68
Beccles	Waveney	Market Town	67
Stalham	North Norfolk	Secondary Settlement	61
Bungay	Waveney	Market Town	57

<sup>1</sup> [http://www.broads-authority.gov.uk/\\_data/assets/pdf\\_file/0007/421765/TP1\\_pdf.pdf](http://www.broads-authority.gov.uk/_data/assets/pdf_file/0007/421765/TP1_pdf.pdf)

<sup>2</sup> Can be found here: <http://www.broads-authority.gov.uk/planning/planning-policies/development/future-local-plan>



Settlement	District/Borough	Place in District's Settlement Hierarchy.	Total
Hoveton	North Norfolk	Secondary Settlement	57
Wroxham	Broadland	Key Service Centre	56
Brundall	Broadland	Key Service Centre	55
Coltishall	Broadland	Service Village	48
Horning	North Norfolk	Service Village	47
Ludham	North Norfolk	Service Village	44
Neatishead	North Norfolk	Countryside	41
Potter Heigham Bridge	North Norfolk	Countryside	39
Ditchingham	South Norfolk	Service Village	39
Ditchingham Dam	Waveney	Open Countryside	39
Reedham	Broadland	Service Village	37
Chedgrave	South Norfolk	Key Service Centre	36

The part of each settlement in the table above that is within the Broads Authority Executive Area has been assessed to determine its suitability for a development boundary. Just because a settlement may be sustainable in terms of the facilities and services nearby, it does not automatically follow that it should have a development boundary (or indeed development) as there may be on-site or local issues that would indicate a development boundary is not appropriate.

### **3. Settlements in the Broads and development boundaries.**

The following table discusses each of the settlements in the previous table and their suitability for a development boundary. It should be noted that buildings can be replaced as set out in the Development Management policies (which are likely to be rolled forward to the Local Plan).

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
Beccles	Yes	No	No	<p>Development boundary has been removed. Other development is likely to not be appropriate in the Broads Executive Area for reasons such as flood risk.</p> <p>Beccles is classed as a Market Town in the Waveney Core Strategy and is set to see some residential development within its built up area. Beccles does have physical limits as set out in the Waveney District Council Site Allocations document and has been allocated two sites totalling around 60 dwellings. The settlement as a whole is therefore accommodating some growth in a more appropriate location than the Broads part of the settlement.</p>
Brundall	No	No	No	<p>There are already adopted Site Specific policies for the area which are likely to be rolled forward. Furthermore, the Parish Council did not seek to amend policy in this area in relation to residential development when preparing the Neighbourhood Plan. The area is also at risk of flooding. The Broadland Council Site Allocations Local Plan allocated land for 150 dwellings in Brundall and there is a settlement limit as well, so the settlement as a whole is accommodating some growth in a more appropriate location than the Broads part of the settlement.</p>
Bungay and Ditchingham Dam	Yes	No	No	<p>Development boundary has been removed. Other development is likely to not be appropriate in the Broads Executive Area for reasons such as flood risk.</p> <p>In the Waveney Site Allocations plan, Bungay has a settlement limit as well as allocations for around 50 dwellings so the settlement as a whole is accommodating some growth in a more appropriate location than the Broads part of the settlement.</p> <p>If the part of Bungay in the Broads had a development boundary, there is potential that change or development may cause visual encroachment and impact the setting of the water meadows.</p>
Chedgrave and Loddon	No	No	No	<p>Sites adjacent to the river are affected by flood risk.</p> <p>In the Site Allocations and Development Policies Local Plan, South Norfolk allocate a site in Loddon for around 200 dwellings and both Chedgrave and Loddon have development boundaries so the settlement as a whole is accommodating some growth in a more appropriate location than the Broads part of the settlement.</p> <p>A representation was received at the Issues and Options stage of the Broads Local Plan requesting that a house on Church Close, Chedgrave, be included within a development boundary. Indeed the site in question has requested planning permission for three dwellings but the application was withdrawn. The Landscape Officer concluded that <i>'On reviewing the proposals out on site, I have come to the conclusion that the construction of the houses and access roads</i></p>

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
				<p>with the need to accommodate a change in levels, will result in the loss of most if not all the of the mature trees on site and if a number were to be retained there would be continuing pressure from the householders of the new development to remove them due to the shade that they cast'. There was concern from neighbours as well as from the highways authority.</p> <p>A site visit will be undertaken, but at this stage it is not proposed to introduce a development boundary at Chedgrave.</p>
Coltishall	No	No	No	The Broads part of Coltishall provides an important green back drop to the area. Development and change could impact this and impact views to the river. The area is also at risk of flooding. Coltishall has a settlement limit and two allocations in the Broadland Site Allocations document that amount to 60 dwellings, so the settlement as a whole is accommodating growth in a more appropriate location than the Broads part of the settlement.
Ditchingham Dam	Yes	No	No	<p>Development boundary has been removed. Development is likely to not be appropriate in the Broads Executive Area for reasons such as flood risk.</p> <p>See DIT 1 in the Sites Specifics DPD. Land is allocated on brownfield land, outside of development boundary, but considered in walking distance to services in Ditchingham as well as redevelopment of a derelict area of the Broads. The allocation and subsequent planning application has secured retention of Historic Silk Mill building. This policy will not be rolled forward to the Local Plan as the development is largely complete and will be fully complete by 2018.</p>
Horning	Yes	Yes	Yes, but may be different to 2014.	<p>See Policy HOR1 in the Sites Specifics DPD. As the Broads Local Plan is produced, the exact boundary may change to reflect flood risk.</p> <p>At the examination of the Sites Specifics Local Plan in 2014, following an objection to the extent of the development boundary, the Inspector concluded: 'Whilst a representation was made objecting to part of the garden at Ropes Hill not being included, its prominent, highly visible corner location on a road junction justifies its exclusion in the interests of preserving the character and appearance of the area'. It is intended to continue the stance of the Inspector.</p>
Ludham	Yes	No	No	<p>Whilst Ludham is served by public transport and benefits from local services, the main part of the village (including large areas of housing development) is outside of the Broads area. The part of the village centre within the Broads is tightly constrained, directly fronts the main street and exhibits a strong traditional character. Opportunities for redevelopment here are limited and would, in any case, be likely to impact adversely on the pattern and form of the settlement. Horsefen Road and Staithe Roads parts of the village are affected by flood risk.</p> <p>The North Norfolk part of Ludham does have a development boundary and in the Site Allocations document there are two sites totalling around 25 dwellings allocated. The settlement as a whole is therefore accommodating some growth</p>

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
				in a more appropriate location that the Broads part of the settlement..
Neatishead	Yes	No	No	<p>Much of Neatishead is outside the Broads area, where North Norfolk District Council is the local planning authority. The non-Broads part of Neatishead is designated countryside in the North Norfolk Core Strategy, with no development boundary. Opportunities for new development would be modest, even with a development boundary, and taking into account all the above no development boundary is proposed.</p> <p>Whilst towards the top of settlements assessed in the Settlement Study, it did not score well on public transport and some community facilities.</p> <p>The above reasons, together with no need for housing in North Norfolk (as the housing need has been met in the Central Norfolk Housing Market Area), indicate that a development boundary is not appropriate for Neatishead.</p>
Norwich	No	No- but see Utilities site	No - but see Utilities site policy	Land is allocated at the Utilities Site for redevelopment of brownfield land. No development boundary is proposed. See NOR1 in the Sites Specifics DPD which is likely to be rolled forward to the new Local Plan.
Oulton Broad	Yes	Yes	Yes but amended.	See Policy OUL1 in the Sites Specifics DPD. It is proposed that amendments are made to the current development boundary. See map at Appendix 1 for more details.
Potter Heigham Bridge	No	No	No	There is an adopted policy in the Sites Specifics DPD, POT1. There are also development management policies that are likely to be rolled forward to the Local Plan which can be used to assess development proposals. Whilst there are one or two houses in the area, it is more of a visitor and retail area. This area is also subject to flood risk.
Reedham	Yes	No	No	<p>Development boundary removed. Some development in the Broads Executive Area of Reedham is potentially acceptable as set out in the Development Management Policies DPD (and these policies are likely to be rolled forward).</p> <p>Much of the part of Reedham in the Broads Authority Executive Area is also at risk of flooding.</p> <p>Broadland District Council gives Reedham a settlement limit (the same as a development boundary) and also allocates land for 15 to 20 dwellings. The settlement as a whole is therefore accommodating some growth in a more appropriate location that the Broads part of the settlement..</p>
Stalham Staithe	No	No	Potentially	<p>Potential for a development boundary at Stalham Staithe is being investigated. This area scores well for access to facilities and service, mainly due to the pedestrian refuge crossing over the A149.</p> <p>The Conservation Area is being re-appraised at the time of writing and will be a consideration. So too will the opinions of the Parish Council and Highways Authority with regards to understanding the usability of the pedestrian refuge over</p>

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
				the A149.
Thorpe St Andrew	Yes	Yes	Yes, but may be different to 2014.	See Policy TSA5 in the Sites Specifics DPD. As the Broads Local Plan is produced, the exact boundary may change to reflect flood risk.  At the examination of the Sites Specifics Local Plan in 2014, following an objection to the extent of the development boundary, the Inspector concluded: <i>'Although Norwich Frostbite Sailing Club has sought an extension of the development boundary to TS5 to include land off Girlings Lane, this area forms a semi-natural buffer between the urban and the wider Broads. Consequently, whilst there would be economic and social benefits associated with the site's development, its exclusion is justified in the interests of protecting the character and appearance of the area'</i> . The Authority does not intend to include Girlings Lane.
Wroxham and Hoveton	Yes	Yes	Yes, but may be different to 2014.	See Policy HOV1 in the Sites Specifics DPD. As the Broads Local Plan is produced, the exact boundary may change to reflect flood risk.

The following table discusses other settlements which had a development boundary in the 1997 Local Plan which were not carried forward to the Sites Specifics Local Plan in 2014. These settlements did not progress beyond the initial assessment relating to significant built development in the Broads, as set out in the Settlement Study. That is to say that they have not been assessed for access to services and facilities as part of the Settlement Study because the amount of built up area in the Broads part of the settlement is deemed to be too small.

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
Dilham	Yes	No	No	Dilham was assessed in the settlement study but scored low. In the light of the limited facilities and public transport or walking/cycling access to alternatives, together with the limited likelihood for redevelopment and the neighbouring planning authority treating the area as open countryside, a development boundary is not supported for Dilham.
Filby	Yes	No	No	There is only a limited bus service for access further afield, and the distances to most other settlements would not encourage cycling or walking. The Core Strategy for Great Yarmouth Borough Council states that Filby is a 'Village'. The area within the Broads area is also among the most environmentally sensitive within Filby, because of the proximity to and risk of water pollution, and of most importance to the landscape setting of the Trinity Broads. Therefore if a degree of further general and housing development is to be planned for Filby, this would most appropriately be located outside the designated Broads area, and within Great Yarmouth Borough Council's planning area.

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
Great Yarmouth - Newtown	Yes	No	No	The development boundary has been removed from this area as the Authority would not want to encourage housing to displace leisure uses and the area is at risk from flood risk. Residential dwellings can be developed elsewhere in the area that is not subject to flood risk. See GTY1 policy in the Sites Specifics DPD which is likely to be rolled forward to the Local Plan.
Ormesby St Michael	Yes	No	No	<p>An amount of development, especially infill, has taken place in the development boundary provided by the Broads Local Plan (1997). Because of the relative lack of facilities, Core Strategy criteria and shifts in national planning policy suggests it is still not appropriate to have a development boundary.</p> <p>Most of Ormesby St. Michael is outside the Broads, where Great Yarmouth Borough Council is the local planning authority. Ormesby St. Michael is identified as 'secondary village' in Great Yarmouth's Core Strategy, lacking in most facilities, and suitable for only very limited development.</p> <p>There is no specific need or justification for a development boundary for Ormesby St. Michael within the terms of the relevant higher level policies.</p>
Rollesby	Yes	No	No	<p>Only a small part of the village lies within the Broads. A limited extent of housing is included within the 1997 Broads Local Plan development boundary, totalling around 28 houses. Given the age and layout of these houses there is little prospect for redevelopment in the near future.</p> <p>The facilities include a primary school close by, but the shop and pub are around 1km away. There is a limited service of around half a dozen buses a day in each direction.</p> <p>Most of this village lies outside of the Broads, and where Great Yarmouth Borough Council is the Local Planning Authority. That part of Rollesby had a development boundary in the Great Yarmouth Local Plan, but is classified as a secondary village in the Great Yarmouth Core Strategy, and as such 'will experience very little development over the plan period to support small sustainable growth'.</p> <p>In the light of the relative absence of facilities, accessibility and availability of previously developed land (the factors identified by the Core Strategy), and to complement the approach to the remainder of Rollesby in the Great Yarmouth Core Strategy, it is considered inappropriate to have in future a development boundary for the Broads part of Rollesby.</p>
St Olaves	Yes	No	No	St. Olaves has a pub, but few other facilities. The nearest convenience shop is 3km away. There is a bus service, roughly hourly and daytime only. There is a train station across the river, but it is about 1km away. There is only limited potential for redevelopment, some of which would in any case be acceptable without a development boundary.

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
				<p>About half of the built-up area of St. Olaves lies outside the Broads and where Great Yarmouth Borough Council is the local planning authority. Fritton with St. Olaves is identified as a 'secondary village' in Great Yarmouth's Core Strategy, lacking in most facilities, and suitable only for very limited development.</p> <p>In the light of the above it is not considered appropriate to continue to have a development boundary for St. Olaves.</p>
Stokesby	Yes	No	No	<p>Stokesby was assessed as part of the Settlement Survey, but scored low. Stokesby has a pub, a shop (summer only, tourist oriented), a village hall and sports club. There is an extremely limited bus service. It is distant from most services, schools and employment opportunities.</p> <p>Most of the built up area of Stokesby falls within the Broads. However, a small part falls outside, where Great Yarmouth Borough Council is the local planning authority. Stokesby is identified as 'tertiary village' in the Great Yarmouth Core Strategy, lacking in most facilities, and suitable for only very limited development.</p> <p>To complement the approach in the adjacent planning authority's area, it is no longer considered appropriate to have a development boundary for Stokesby.</p>
Thurne	Yes	No	No	<p>Thurne has a pub, and a couple of visitor oriented shops, but few other community facilities. The bus service is extremely limited and distances to services elsewhere are not conducive to travel by cycle and foot.</p> <p>Virtually the whole of the built up area of the village lies within the Broads. The local planning authority for the adjacent area is Great Yarmouth Borough Council. In the Great Yarmouth Core Strategy Thurne is identified as having relatively few facilities and low public transport accessibility, and classified as a 'tertiary village' which will have very little development over the plan period.</p> <p>In light of the relative lack of those factors identified in the Broads Core Strategy as the focus for development, the absence of alternative justification for significant development, and to complement the approach taken by the adjacent local planning authority, it is considered no longer appropriate to have a development boundary for Thurne.</p> <p>Following the examination of the Sties Specifics Local Plan, the inspector included a policy allowing some market housing at the Hedera House site to enable holiday accommodation. There is a planning application being considered at the time of writing. So the settlement as a whole has accommodated some growth in a more appropriate location than the Broads part of the settlement.</p>
Wayford	Yes	No	No	<p>Apart from a pub, Smallburgh has few facilities. The area within the Broads Authority is limited, and the prospect for</p>

Parishes	Dev't Boundary in 1997	Dev't Boundary Sites Specifics 2014	Dev't Boundary in new Local Plan	Notes
Bridge and Smallburgh				<p>redevelopment fairly limited.</p> <p>Most of Smallburgh lies outside the Broads boundary. Here North Norfolk District Council is the local planning authority, and its Core Strategy and development management policies do not provide a development boundary.</p> <p>In the light of the above it is not considered appropriate to continue to have a development boundary for Smallburgh.</p>
West Somerton	Yes	No	No	<p>At the time the Local Plan designated a development boundary for West Somerton in the mid-1990s it was noted that it had few facilities apart from a pub.</p> <p>West Somerton is relatively well connected by public transport, having around 15 buses per weekday in each direction passing the south end of the village, principally on a route between Lowestoft/Great Yarmouth to Martham.</p> <p>There is limited previously developed land likely to be available for (re) development in the foreseeable future, especially given the constraints of the Conservation Area and the exclusion of garden land from the current definition of previously developed land.</p> <p>West Somerton is almost wholly in the Broads, but the eastern environs of the village are outside the Broads and within the area for which Great Yarmouth Borough Council is the local planning authority. West Somerton (insofar as it is outside the Broads) is identified as tertiary village' in Great Yarmouth's Core Strategy, lacking in most facilities, and suitable for only very limited development.</p> <p>In the past, Somerton Parish Council has specifically requested that a development boundary is retained for West Somerton. In the absence of a planning justification, though, and in light of the Government's provision to parish councils with the power, through neighbourhood plans and orders, to directly promote development where it sees fit, this is not considered sufficient to justify this option.</p> <p>Whilst a Development Boundary is not proposed for West Somerton, WES1 of the sites Specifics does provide for 1 dwelling following continued requests from the Parish Council. See Sites Specifics SA for more information on WES1 as well as WES1 Topic Paper. This policy is likely to not be continued as the dwelling has permission and is being built.</p>

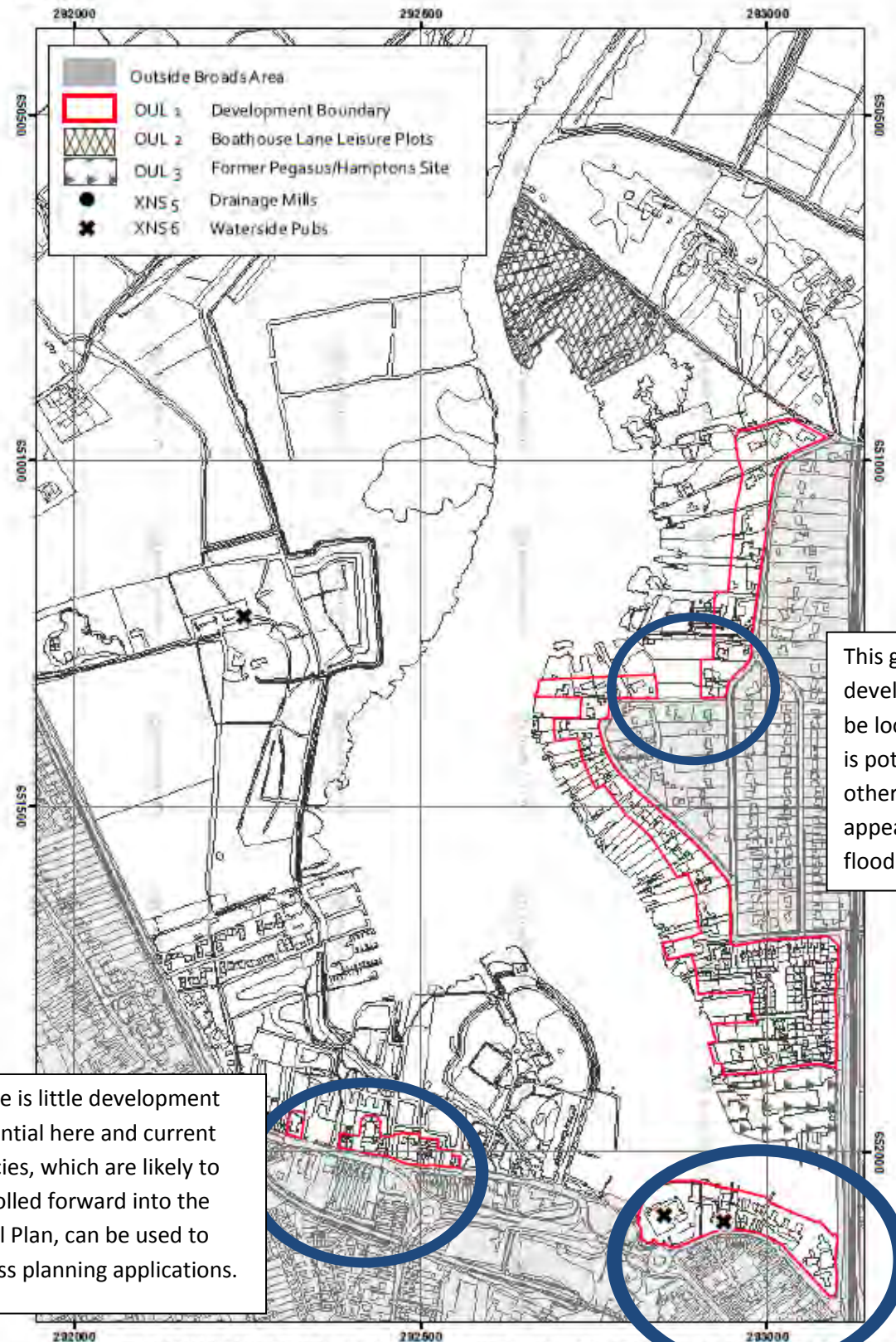


Appendix 1: Proposed amendments to Oulton Broad development boundary

Policy Map Adopted July 2014

Inset Map 11: Oulton Broad

Scale 1:7500



This gap in the development boundary will be looked into as this area is potentially screened by other gardens and does not appear to be affected by flooding.

There is little development potential here and current policies, which are likely to be rolled forward into the Local Plan, can be used to assess planning applications.

This area is already developed with a residential home and sheltered housing. There seems to be little development potential. Much of the area within the red line is at risk of flooding.

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## Settlement Study

Broads Authority  
May 2016

### 1. Introduction

It is proposed to assess all the settlements in the Broads Executive Area for their suitability for a development boundary. The first stage of this process is to assess the sustainability of settlements. This exercise will reflect what kind of services and facilities are within or nearby the settlements.

The purpose of a development boundary is to consolidate development around existing built-up communities. Where there is a clearly defined settlement, further development, if properly designed and constructed, would not be incongruous or intrusive because of the size of the settlement. Development Boundaries have twin objectives of focusing the majority of development towards existing settlements whilst simultaneously protecting the surrounding countryside.

There are currently four areas in the Broads Executive Area that have Development Boundaries. These are detailed in policy XNS9 of the Sites Specifics Local Plan and are shown on the adopted policies maps. The four areas are:

- A. Horning
- B. Wroxham and Hoveton
- C. Oulton Broad
- D. Thorpe St Andrew

Previously, no assessment of a Settlement Hierarchy has been carried out looking at the settlements in the Broads and grouping them in terms of the facilities that they offer. This is a useful exercise because it helps to identify which areas might be able to accommodate development sustainably. It is usually the case that the rural part of a Parish is within the Broads Executive Area, with the built up part is in the neighbouring Local Planning Authority's area. However there are some built up areas in the Broads.

### 2. Methodology

The County Parishes in the Broads are already known. The settlements in each County Parish of the Broads Executive Area were then determined. These settlements were then assessed using GIS to ascertain the scale of development in the Broads part of the settlement or built up area.

The settlements with a significant built up area in the Broads were then taken forward to be assessed using the scoring mechanism set out later in this chapter to determine the potential

suitability of a settlement for a development boundary as well as help inform a Settlement Hierarchy for the Broads. The full list of settlements and parishes can be found at Appendix A. Please note that not all these settlements are in the Broads Executive Area, but they are within parishes which have part of the Broads in them and we acknowledge that some of these settlements are extremely small.

For smaller settlements (villages and hamlets) ‘significant’ was judged to be either all or a large proportion of the built up area of the settlement in the Broads. For larger settlements (larger villages, towns and Norwich), if there were around five or more buildings of that larger settlement in the Broads, that settlement was assessed.

Following this initial sieve, Broads Authority Planners used a desk-based/internet approach to rate the services in the vicinity of the settlement against the scoring mechanism as set out at Appendix B. It is important to note that it did not matter if the services were outside of the Broads Executive Area.

Norfolk and Suffolk County Council assisted with school bus information.

The draft table was then shared with the County Parishes who were asked to confirm or suggest amendments to the assessment. Their local knowledge also provided extra information.

Data was collected through a desk-based assessment using local knowledge as well as using the internet. Data was collected in 2015.

### 3. Scoring Criteria

The scoring criteria are shown in the following table. The scoring mechanism is shown at Appendix B with further explanation in Appendix C.

Theme	Indicator	Detail
<b>Current Employment Provision</b>	Employment Opportunities	Employment opportunities include areas safeguarded as local employment areas in neighbouring local plans. The availability of employment within close proximity to homes can reduce the need to travel.
<b>Educational Facilities</b>	Further Education College	Access to further education is important for young people and in many cases may also provide educational/leisure facilities for the wider community. This is for up to sixth form at a school or a college. School transport provision is a consideration.
	Secondary School	Access to a secondary school is essential for young people and in many cases they provide facilities for the wider community. This is for up to GCSE level. School transport provision is a consideration.
	Primary School	Access to a primary school is essential for families with young children and they play an important role in many communities

Theme	Indicator	Detail
	Early Years Nursery	Early years nurseries are important for childcare provision and child development. All nurseries have been considered in this study.
Healthcare Facilities	Doctor's Surgery	Doctor's surgeries are important healthcare facilities. The presence of them in a settlement is especially useful for less mobile people as well as the elderly and infirm.
	Dentist	Dental surgeries are important for general healthcare. Any dentists have been considered in this study.
	Pharmacy	Pharmacies are useful facilities for health care. The presence of them in a settlement is especially useful for less mobile people.
Retail/Shopping Facilities	Supermarket	A supermarket is a larger form of convenience store. Supermarkets offer a wide variety of food and household merchandise and are important to help meet the wider shopping needs of the local community. This category refers to larger supermarkets such as Sainsbury's and Tesco.
	Everyday Shops	Everyday shops such as butchers, bakers, greengrocers and newsagents are important to help meet the day-to-day shopping needs of the local community. To be included in the assessment, shops should be open year round. Local Convenience shops such as Budgens, Coop, Nisa etc are classed as every day shops for the purpose of this exercise. Petrol stations with a shop are also included.
	Post Office	Post Offices are valuable community facilities that allow access to a number of financial and communication services.
	Bank or Cash Point	Banks and cash points are useful for day-to-day banking needs including cash withdrawals.
Community Facilities	Community Hall	Community/village halls are important community facilities, often providing a base for local organisations and community events
	Library (inc. Mobile Service)	Public libraries provide information resources for everyday use and support formal and informal education and lifelong learning.
	Place of Worship	Places of worship contribute to a sense of community and often provide a base for local organisations and community events.
	Public House	Aside from serving food and drink, pubs provide a meeting place for people and can contribute to a sense of community.
Leisure Facilities	Leisure Centre	Leisure centres are valuable facilities for health, fitness and social purposes.

Theme	Indicator	Detail
	Playing field (formal/informal sports pitches)	Playing fields are important to encourage outdoor sports and general health and wellbeing. They also often provide a home for local sports teams.
	Equipped play area	Children's play areas are valuable for the physical development of young people.
<b>Public Transport Services</b>	Bus service to nearest higher order settlement	Higher order settlements tend to host facilities and services which the smaller order settlements do not. Bus services to these higher order settlements provide an alternative to single occupancy car use.
	Train service to nearest higher order settlement	Higher order settlements tend to host facilities and services which the smaller order settlements do not. Not all settlements have a train station and those that do have varied frequency of services to various places. Trains offer an alternative to single occupancy car use.
	Community Transport Scheme	Even the most rural area can be served by a Community Transport Scheme which are beneficial to their residents and provide an alternative to single occupancy car use.
<b>Using the water</b>	Free/private moorings	Access to/from settlements and facilities by water allows an alternative to road travel.
	Directly on a navigable waterway	These water based indicators also bring tourists to an area to spend money in shops and pubs which could assist in their viability and presence to serve the rest of the community.
	Water-side services	Such services (toilets, showers, water, fuel, litter disposal and sewerage disposal) can bring tourists to an area as explained above, but can also make an area suitable for residential moorings.

#### **4. Settlement Hierarchy**

The constituent Districts Councils have assessed the settlements in their local planning authority areas as part of their Core Strategies/Local Plans. The classification of a particular settlement in the District Council's settlement hierarchy has also been included as an important consideration when producing the settlement hierarchy for the Broads. This is based on currently adopted Local Plans and may change as a result of new Local Plans being produced. As the Broads Local Plan is produced, the Authority will liaise with the constituent District Councils..


See Appendix E for the proposed settlement hierarchy for the Broads Authority Executive Area.

#### **5. Conclusion**

The following table shows the settlements with part of their built up area in the Broads. It is a summary of the findings of the study. More detail can be found at Appendix D.

Settlement	District/Borough	Classification in District's Settlement Hierarchy.	Total
Norwich City	Norwich	City	71
Oulton Broad	Waveney	Main Town	69
Thorpe St Andrew	Broadland	Fringe Parish	68
Beccles	Waveney	Market Town	67
Stalham	North Norfolk	Secondary Settlement	61
Bungay	Waveney	Market Town	57
Hoveton	North Norfolk	Secondary Settlement	57
Wroxham	Broadland	Key Service Centre	56
Brundall	Broadland	Key Service Centre	55
Coltishall	Broadland	Service Village	48
Horning	North Norfolk	Service Village	47
Ludham	North Norfolk	Service Village	44
Neatishead	North Norfolk	Countryside	41
Potter Heigham Bridge	North Norfolk	Countryside	39
Ditchingham	South Norfolk	Service Village	39
Ditchingham Dam	Waveney	Open Countryside	39
Reedham	Broadland	Service Village	37
Chedgrave	South Norfolk	Key Service Centre	36
Burgh Castle	Great Yarmouth	Secondary Village	31
Repps	Great Yarmouth	Secondary Village	30
Dilham and Thimble Hill	North Norfolk	Countryside	30
Somerton (West)	Great Yarmouth	Tertiary Village	29
Filby	Great Yarmouth	Secondary Village	29
Smallburgh	North Norfolk	Countryside	28
St Olaves	Great Yarmouth	Secondary Village	27
Stokesby	Great Yarmouth	Tertiary Village	22
Dockney	South Norfolk	Countryside	20
Wayford Bridge	North Norfolk	Countryside	20
Dunburgh	South Norfolk	Countryside	20
Ranworth	Broadland	Countryside	19
Bramerton Common	South Norfolk	Bramerton is a service village, but the common area is not in the hierarchy.	18
Belaugh	Broadland	Countryside	17
Runham	Great Yarmouth	Tertiary Village	16
Limpenhoe Hill	Broadland	Countryside	16
Thurne	Great Yarmouth	Tertiary Village	15
Johnson Street	North Norfolk	Countryside	15

Irstead	North Norfolk	Countryside	9
Hardley Street	South Norfolk	Smaller rural communities/the countryside.	8
Upper Street	North Norfolk	Countryside	4
Tunstall	Broadland	Countryside	1

 Already has a development boundary in Sites Specifics Local Plan 2014.

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**Appendix A: Settlements in the Broads/in the Parishes of the Broads**

Parish/Town Council	Settlement	District	Neighbouring LPA Category	'Significant' Built up Area in the Broads?	To be assessed?
Acle PC	Acle	Broadland	Key Service Centre	No	No
Aldeby PC	Aldeby	South Norfolk	Other Village	No	No
Ashby with Oby PC	Ashby and Oby	Great Yarmouth Borough	Tertiary Village	No	No
Barnby PC	Barnby	Waveney	Larger Village	No	No
Barsham and Shipmeadow PC	Barsham	Waveney	Open Countryside	No	No
Barton Turf and Irstead PC	Barton Turf	North Norfolk	Countryside	Boatyard so no	No
Repps with Bastwick PC	Bastwick	Great Yarmouth Borough	Secondary Village	No	No
Beccles Town Council	Beccles	Waveney	Market Town	Yes	Yes
Beighton PC	Beighton	Broadland	Countryside	No	No
Belaugh PC	Belaugh	Broadland	Countryside	Yes	Yes
Belton with Browston PC	Belton	Great Yarmouth Borough	Primary Village	No	No
Fleggburgh PC	Billockby	Great Yarmouth Borough	Tertiary Village	No	No
Blundeston and Flixton PC	Blundeston	Waveney	Larger Village	No	No
Bradwell PC	Bradwell	Great Yarmouth Borough	Key Service Centre	No	No
Bramerton PC	Bramerton	South Norfolk	Service Village	No	No
Broome PC	Broome	South Norfolk	Service Village	No	No
Broome PC	Broome Street	South Norfolk	Countryside	No	No
Belton with Browston PC	Browston	Great Yarmouth Borough	Tertiary Village	No	No
Brumstead PC	Brumstead Grange	North Norfolk	Countryside	No	No
Brundall PC	Brundall	Broadland	Key Service Centre	Yes, the Marina	Yes
Bungay Town Council	Bungay	Waveney	Market Town	Yes	Yes
Burgh Castle PC	Burgh Castle	Great Yarmouth Borough	Secondary Village	Yes	Yes
Burgh St Peter and Wheatacre PC	Burgh St Peter	South Norfolk	Other Village	No	No
Neatishead PC	Butcher's Common	North Norfolk	Countryside	No	No
Ingham PC	Calthorpe Street	North Norfolk	Countryside	No	No
Neatishead PC	Cangate	North Norfolk	Countryside	No	No
Cantley PC	Cantley	Broadland	Other Village	No	No
Upton with Fishley PC	Cargate Green	Broadland	Countryside	No	No
Carleton St Peter PC	Carleton St Peter	South Norfolk	Countryside	No	No
Carlton Colville PC	Carlton Colville	Waveney	Main Town	No	No
Catfield PC	Catfield	North Norfolk	Service Village	No	No
Smallburgh PC	Cat's Common	North Norfolk	Countryside	No	No
Chedgrave PC	Chedgrave	South Norfolk	Key Service Centre	Some riverside properties, but assessed on request of Parish.	Yes
Claxton PC	Claxton	South Norfolk	Other Village	No	No
Coltishall PC	Coltishall	Broadland	Service Village	Yes	Yes
Crostwick Parish Council	Crostwick	Broadland	Countryside	No	No
Honing and Crostwright PC	Crostwright	North Norfolk	Countryside	No	No
Acle PC	Damgate	Broadland	Countryside	No	No
Dilham PC	Dilham	North Norfolk	Countryside	Yes	Yes
Ditchingham PC	Ditchingham	South Norfolk	Service Village	Yes	Yes
Bungay Town Council	Ditchingham Dam	Waveney	Open Countryside	Yes	Yes
Geldeston PC	Dockeney	South Norfolk	Countryside	Yes	Yes
Geldeston PC	Dunburgh	South Norfolk	Countryside	Yes	Yes



Parish/Town Council	Settlement	District	Neighbouring LPA Category	'Significant' Built up Area in the Broads?	To be assessed?
Earsham PC	Earsham	South Norfolk	Service Village	No	No
East Ruston PC	East Ruston	North Norfolk	Countryside	No	No
Somerton West/East PC	East Somerton	Great Yarmouth Borough	Tertiary Village	No	No
Ellingham and Kirby Cane PC	Ellingham	South Norfolk	Service village/Countryside	No	No
Filby PC	Filby	Great Yarmouth Borough	Secondary Village	Yes	Yes
Upton with Fishley PC	Fishley	Broadland	Countryside	Some buildings associated with Fishley Hall	No
Fleggburgh PC	Fleggburgh	Great Yarmouth Borough	Secondary Village	Some buildings such as farms, but no.	No
Blundeston and Flixton PC	Flixton	Waveney	Open Countryside	No	No
Freethorpe PC	Freethorpe	Broadland	Service Village	No	No
Fritton and St Olaves PC	Fritton	Great Yarmouth Borough	Secondary Village	No	No
Geldeston PC	Geldeston	South Norfolk	Service Village	No	No
Gillingham PC	Gillingham	South Norfolk	Service Village	No	No
Great Yarmouth/Gorleston on Sea	Great Yarmouth/Gorleston on Sea	Great Yarmouth Borough	Main Town	No	No
Haddiscoe and Toft Monks PC	Haddiscoe	South Norfolk	Other Village	No	No
Halvergate PC	Halvergate	Broadland	Countryside	No	No
Hales and Heckingham PC	Heckingham	South Norfolk	Service village/Countryside	No	No
Rockland St Mary with Hellington PC	Hellington	South Norfolk	Countryside	No	No
Hemsby PC	Hemsby	Great Yarmouth Borough	Primary Village	No	No
Ashby, Herringfleet and Somerleyton PC	Herringfleet	Waveney	Open Countryside	No	No
Hickling PC	Hickling	North Norfolk	Countryside	No	No
Hickling PC	Hickling Heath	North Norfolk	Countryside	No	No
Hickling PC	Hill Common	North Norfolk	Countryside	No	No
Honing and Crostwight PC	Honing	North Norfolk	Countryside	No	No
Horning PC	Horning	North Norfolk	Service Village	Yes	Yes
Horse PC	Horse	North Norfolk	Countryside	No	No
Horstead with Stanninghall PC	Horstead	Broadland	Service Village	No	No
Hoveton PC	Hoveton	North Norfolk	Secondary Settlement	Yes	Yes
Ingham PC	Ingham	North Norfolk	Countryside	No	No
Ingham PC	Ingham Corner	North Norfolk	Countryside	No	No
Barton Turf and Irstead PC	Irstead	North Norfolk	Countryside	Yes	Yes
Ludham PC	Johnson Street	North Norfolk	Countryside	Yes	Yes
Kirby Bedon PC	Kirby Bedon	South Norfolk	Countryside	No	No
Ellingham and Kirby Cane PC	Kirby Cane	South Norfolk	Service Village	No	No
Langley with Hardley PC	Langley Green	South Norfolk	Countryside	No	No
Langley with Hardley PC	Langley Street	South Norfolk	Other Village	No	No
Cantley PC	Limpenhoe	Broadland	Countryside	No	No
Cantley PC	Limpenhoe Hill	Broadland	Countryside	A few buildings, but could be the farm.	Yes
Loddon PC	Loddon	South Norfolk	Key Service Centre	No	No
Thurlton PC	Lower Thurlton	South Norfolk	Countryside	No	No
Ludham PC	Ludham	North Norfolk	Service Village	Yes	Yes
Martham PC	Martham	Great Yarmouth Borough	Primary Village	No	No
Mettingham PC	Mettingham	Waveney	Open Countryside	No	No
Beighton PC	Moulton St Mary	Broadland	Countryside	No	No
Neatishead PC	Neatishead	North Norfolk	Countryside	Yes	Yes
Norton Subcourse PC	Nogdam End	South Norfolk	Countryside	No	No

Parish/Town Council	Settlement	District	Neighbouring LPA Category	'Significant' Built up Area in the Broads?	To be assessed?
North Cove PC	North Cove	Waveney	Larger Village	No	No
Norton Subcourse PC	Norton Subcourse	South Norfolk	Service Village	No	No
Norwich City	Norwich City	Norwich	City	Utilities Site, but not built out yet. Cremorne Lane.	Yes
Ormesby St Michael PC	Ormesby St Michael	Great Yarmouth Borough	Secondary Village	Waterworks only.	No
Oulton PC	Oulton	Waveney	Main Town	No	No
Lowestoft/Oulton Broad	Oulton Broad	Waveney	Main Town	Yes	Yes
Woodbastwick PC	Panxworth	Broadland	Countryside	No	No
South Walsham PC	Pilson Green	Broadland	Countryside	No, although some buildings off Fleet Lane	No
Postwick with Witton PC	Postwick	Broadland	Countryside	No	No
Potter Heigham PC	Potter Heigham	North Norfolk	Countryside	No	No
Woodbastwick PC	Ranworth	Broadland	Countryside	Yes	Yes
Reedham PC	Reedham	Broadland	Service Village	Some development on the periphery of the village.	Yes
Repps with Bastwick PC	Repps	Great Yarmouth Borough	Secondary Village	Yes	Yes
Rockland St Mary with Hellington PC	Rockland St Mary	South Norfolk	Service Village	No	No
Rollesby PC	Rollesby	Great Yarmouth Borough	Secondary Village	No	No
Mautby and Runham PC	Runham	Great Yarmouth Borough	Tertiary Village	Yes	Yes
Salhouse PC	Salhouse	Broadland	Service Village	No	No
Sea Palling and Waxham PC	Sea Palling	North Norfolk	Countryside	No	No
Catfield PC	Sharp Street	North Norfolk	Countryside	No	No
Barsham and Shipmeadow PC	Shipmeadow	Waveney	Open Countryside	No	No
Smallburgh PC	Smallburgh	North Norfolk	Countryside	Yes	Yes
Ashby, Herringfleet and Somerleyton PC	Somerleyton	Waveney	Open Countryside	No	No
Somerton West/East PC	Somerton (West)	Great Yarmouth Borough	Tertiary Village	Yes	Yes
South Walsham PC	South Walsham	Broadland	Service Village	No	No
Cantley PC	Southwood	Broadland	Countryside	No	No
Fritton and St Olaves PC	St Olaves	Great Yarmouth Borough	Secondary Village	Yes	Yes
Stalham Town Council	Stalham	North Norfolk	Secondary Settlement	Yes	Yes
Stalham Town Council	Stalham Green	North Norfolk	Countryside	No	No
Stokesby with Herringby PC	Stokesby	Great Yarmouth Borough	Tertiary Village	Yes	Yes
Strumpshaw PC	Strumpshaw	Broadland	Other Village	No	No
Surlingham PC	Surlingham	South Norfolk	Service Village	No	No
Sutton PC	Sutton	North Norfolk	Countryside	Sutton Staithe Hotel, no	No
Smallburgh PC	Thimble Hill	North Norfolk	Countryside	Freeview Park - check	Yes
Thorpe St Andrew PC	Thorpe St Andrew	Broadland	Fringe Parish	Yes	Yes
Mautby and Runham PC	Thrigby	Great Yarmouth Borough	Countryside	No	No
Thurlton PC	Thurlton	South Norfolk	Service Village	No	No
Thurne PC	Thurne	Great Yarmouth Borough	Tertiary Village	Yes	Yes
Hickling PC	Town Street	North Norfolk	Countryside	No	No
Trowse with Newton PC	Trowse with Newton	South Norfolk	Fringe Parish	No	No
Halvergate PC	Tunstall	Broadland	Countryside	Yes	Yes
Horning PC	Upper Street	North Norfolk	Countryside	No	No
Hoveton PC	Upper Street	North Norfolk	Countryside	Yes	Yes
Upton with Fishley PC	Upton	Broadland	Countryside	A few buildings, but not significant.	No
Sea Palling and Waxham PC	Waxham	North Norfolk	Countryside	No	No
Stalham Town Council	Wayford Bridge	North Norfolk	Countryside	Yes	Yes
West Caister PC	West Caister	Great Yarmouth Borough	Tertiary Village	No	No
West Caister PC	West End	Great Yarmouth Borough	Countryside	No	No
Burgh St Peter and Wheatacre PC	Wheatacre	South Norfolk	Other Village/Countryside	No	No

Parish/Town Council	Settlement	District	Neighbouring LPA Category	'Significant' Built up Area in the Broads?	To be assessed?
Ludham PC	Whitegates	North Norfolk	Countryside	No	No
Winterton-on-Sea PC	Winterton on Sea	Great Yarmouth Borough	Primary Village	No	No
Postwick with Witton PC	Witton	Broadland	Countryside	No	No
Catfield PC	Wood Street	North Norfolk	Countryside	No	No
Woodbastwick PC	Woodbastick	Broadland	Countryside	No	No
Neatishead PC	Workhouse Common	North Norfolk	Countryside	No	No
Worlingham PC	Worlingham	Waveney	Market Town	No	No
Wroxham PC	Wroxham	Broadland	Key Service Centre	Yes	Yes

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**Appendix B: Settlement Hierarchy Scoring Mechanism**

Theme	Indicator	Detail	Score
<b>Current Employment Provision</b>	Employment Opportunities	Within settlement	3
		Within a walkable distance	2
Easily accessed by public transport		1	
	Seasonal 'visitor economy' employment opportunities	Within settlement	2
		Within a walkable distance or easily accessed by public transport	1
<b>Educational Facilities</b>	FE College	Within a settlement	3
		Within a walkable distance	2
		Easily access by public transport	1
	Secondary School	Within settlement	3
		Within a walkable distance	2
		Easily accessed by public transport	1
	Primary School	Within settlement	3
		Within a walkable distance	2
	Early Years Nursery	Within settlement	3
		Within a walkable distance	2
<b>Healthcare Facilities</b>	Doctor's Surgery	Within a settlement	3
		Within a walkable distance	2
		Easily access by public transport	1
	Dentist	Within settlement	2
		Within a walkable distance or easily accessed by public transport	1
	Pharmacy	Within settlement	2
		Within a walkable distance or easily accessed by public transport	1
<b>Retail/Shopping Facilities</b>	Supermarket	2 or more in settlement	4
		1 in settlement	3
		Within a walkable distance or easily accessed by public transport	2
	Every day shops	3 or more in settlement	4
		2 in settlement	3
		1 in settlement	2
	Post Office	Within settlement	2
		Within a walkable distance or easily accessed by public transport	1
	Bank or cash point	Within settlement	2
		Within a walkable distance or easily accessed by public transport	1
<b>Community Facilities</b>	Community Hall	Within settlement	2
		Within a walkable distance	1
	Library	Within settlement	3
		Within a walkable distance	2
		Settlement is on a mobile library route	1
	Place of Worship	Within settlement	2
		Within a walkable distance	1
	Public House	Within settlement	2
		Within a walkable distance	1
<b>Leisure Facilities</b>	Leisure Centre	Within settlement	2
		Within a walkable distance	1
	Playing field (formal/informal sports pitches)	2 or more in settlement	2
		1 in settlement	1
	Equipped play area	2 or more in settlement	2
		1 in settlement	1
<b>Public Transport</b>	Bus service to nearest higher order settlement	Half hourly, or more frequent, throughout the day.	3
		Hourly service to a main centre throughout the day.	2
		Daily service – less than hourly but at least one morning and one late afternoon/evening	1
Train service to nearest higher order settlement	Half hourly, or more frequent, throughout the day.	3	
	Hourly service to a main centre throughout the day.	2	
	Daily service – less than hourly but at least one morning and one late afternoon/evening	1	
Community Transport Scheme	Settlement served by a Community Transport Scheme	2	
	Potential for nearby service to include a village that is not listed on the website.	1	
<b>Using the water</b>	Free 24 hour moorings	Within settlement	2
		Within a walkable distance	1
	Navigation	Settlement on a navigable waterway	1
		Navigable waterway within a walkable distance	2
Water-side services	Water-side services	Within settlement	3
		Limited services	2
		Within a walkable distance	1

### Appendix C: Explanations – walking distance and public transport

Transportation Mode	Accessibility Criteria	Justification
<b>Walking</b>	1 mile walk (on a route with a footpath/public right of way) to a primary/nursery school and to doctor's surgery.	Whilst the statutory minimum walking distance is 2 miles for pupils under 8, this study uses 1 mile as an acceptable distance to primary schools. 1 mile is also an acceptable walking distance to a doctor's surgery, considering young families/ the elderly.
	2 mile walk (on a route with a footpath/public right of way) to all other services as defined in Appendix B.	Whilst the statutory minimum walking distance is 3 miles for pupils over 8 this study uses 2 miles as an acceptable distance to high schools. It is also considered an acceptable walking distance to other everyday services/ facilities.
<b>Public Transport</b>	45 minute bus journey (door to door) to access employment opportunities, FE college, secondary school/sixth form. Journeys must be at working/school hours (9-5) and must have at least 2 services to arrive before 9am.	These criteria are equal to or below the maximum distances provided by Norfolk County Council (highway authority); 60 minutes to work or a job centre, 90 minutes to an FE college and 75 minutes to a high school with sixth form. This is door to door and therefore includes walking time.
	30 minute bus journey (door to door) to access a doctor's surgery, supermarket, post office or cash point.	This is door to door and therefore includes walking time.

Regarding public transport:

- It is not only the bus journey itself that is of consideration, but the walk to the bus stop and then from the bus stop to the destination. The Travel Line East Anglia website has been used to ascertain bus services, length of bus journey as well as length of walk to/from the bus. In order to be considered as 'easily accessible by public transport' a walking time to the bus stop of a maximum of 20 minutes has been used. The same length of time for walking from where passengers alight to the end destination is also assumed.
- For FE Colleges and Secondary Schools, school transport officers at Suffolk and Norfolk County Councils provided advice as well as Travel Line East Anglia website information.

Regarding walking distance:

- Google maps were used to ascertain actual walking routes, distances and times to and from a destination.
- Google Street View was also used to check if suitable footways existed for the majority of the journey.
- OS maps were used to check if there were footpaths or bridleways that were direct and convenient.

Appendix D: Broads Settlement Analysis

Settlement	District/Borough	Place in District's Settlement Hierarchy	Employment		Education				Health			Community Facilities					Leisure Facilities			Public/Community Transport			Using the Water		Total			
			Employment Opportunities	Seasonal 'visitor economy' Employment Opportunities	FE College	Secondary School	Primary School	Early Years Nursery	Doctor's Surgery	Dentist	Pharmacy	Supermarket	Everyday Shops	Post Office	Bank or Cash Point	Community Hall	Library	Place of Worship	Public House	Leisure Centre	Playing Field (formal/informal playing pitches)	Equipped Play Area	Bus Services	Train Service		Community Transport	Moorings	Navigable Waterways
Norwich City	Norwich	City	3	2	3	3	3	3	3	3	3	4	4	3	3	3	2	2	2	2	3	3	2	2	2	3	71	
Oulton Broad	Waveney	Main Town	3	2	3	3	3	3	3	3	3	4	4	3	3	3	2	2	1	2	3	3	2	2	2	2	69	
Thorpe St Andrew	Broadland	Fringe Parish	3	2	3	3	3	3	3	3	4	4	3	3	3	2	2	1	1	1	3	3	2	2	2	3	68	
Beccles	Waveney	Market Town	3	2	3	3	3	3	3	2	2	4	4	3	3	3	2	2	0	2	3	3	2	2	2	3	67	
Stalham	North Norfolk	Secondary Settlement	3	1	1	3	3	3	3	1	2	3	4	3	3	3	2	2	2	2	3	0	2	2	2	3	61	
Bungay	Waveney	Market Town	3	2	3	3	3	3	3	2	2	4	4	3	3	3	2	2	2	2	2	0	2	0	0	0	57	
Hoveton	North Norfolk	Secondary Settlement	3	1	1	1	3	3	1	1	3	3	4	3	3	3	2	2	0	1	3	3	2	2	2	3	57	
Wroxham	Broadland	Key Service Centre	3	2	1	3	3	3	3	2	3	4	3	3	3	2	2	0	1	1	3	3	2	0	2	3	56	
Brundall	Broadland	Key Service Centre	3	1	1	1	3	3	3	2	2	2	2	3	3	2	2	0	1	1	3	3	1	2	2	3	55	
Coltishall	Broadland	Service Village	3	1	1	1	3	0	3	0	2	2	3	3	3	1	2	2	0	2	3	0	2	2	2	2	48	
Horning	North Norfolk	Service Village	3	1	0	1	3	3	1	1	1	2	4	3	3	1	2	2	0	2	2	0	1	2	2	3	47	
Ludham	North Norfolk	Service Village	1	1	1	1	3	3	3	1	1	2	2	3	3	1	2	2	0	1	1	2	0	1	2	2	44	
Neatishead	North Norfolk	Countryside	3	2	1	3	3	3	3	3	0	0	2	0	0	3	1	2	2	0	1	0	0	2	2	2	41	
Ditchingham	South Norfolk	Service Village	2	1	1	1	3	3	1	1	1	2	0	3	3	2	2	1	0	2	3	0	2	0	0	0	39	
Ditchingham Dam	Waveney	Open Countryside	See Ditchingham (0.8 miles away, with access to footpath)																				Not on a navigable water way		39			
Potter Heigham Bridge	North Norfolk	Countryside	3	0	1	1	0	0	1	0	1	2	4	3	1	3	1	2	2	0	1	2	0	2	3	2	3	39
Reedham	Broadland	Service Village	1	1	0	0	3	3	0	0	0	0	0	3	1	3	1	2	2	0	1	1	3	1	2	2	3	37
Chedgrave	South Norfolk	Key Service Centre	3	1	1	3	2	2	1	1	1	2	0	0	0	3	2	2	0	0	2	0	2	2	2	0	36	
Burgh Castle	Great Yarmouth	Secondary Village	1	1	1	1	0	0	1	1	1	2	0	3	1	3	0	0	2	0	3	0	2	2	2	3	31	
Dilham and Thimble Hill	North Norfolk	Countryside	1	1	1	1	0	0	1	1	1	2	0	1	1	3	1	2	2	0	1	3	0	2	2	2	30	
Repps	Great Yarmouth	Secondary Village	1	1	0	0	3	3	3	0	1	2	0	3	1	3	1	2	1	0	1	0	0	1	0	2	30	
Filby	Great Yarmouth	Secondary Village	0	1	1	0	3	2	0	0	0	2	2	3	3	1	2	2	1	1	1	0	2	0	0	0	29	
Somerton (West)	Great Yarmouth	Tertiary Village	1	1	1	1	0	0	1	1	1	2	0	1	1	3	1	2	2	0	1	2	0	1	2	2	29	
Smallburgh	North Norfolk	Countryside	1	1	1	1	0	0	1	1	1	2	0	1	1	3	1	2	2	0	1	3	0	2	0	2	28	
St Olaves	Great Yarmouth	Secondary Village	3	1	1	1	0	0	0	1	0	2	2	0	0	3	3	0	2	0	1	0	1	2	2	0	27	
Stokesby	Great Yarmouth	Tertiary Village	0	1	1	1	0	0	0	0	0	2	2	0	0	3	1	0	2	0	1	1	0	2	2	0	22	
Dockney	South Norfolk	Countryside	0	0	1	1	0	0	1	1	1	2	0	1	1	1	1	1	0	1	1	3	0	2	0	0	20	
Dunburgh	South Norfolk	Countryside	See Dockney.																				20					
Wayford Bridge	North Norfolk	Countryside	1	0	0	0	0	0	0	0	1	2	2	1	1	0	0	0	2	0	0	2	0	2	2	2	20	
Ranworth	Broadland	Countryside	0	0	0	0	0	0	0	0	0	0	0	2	3	0	3	1	2	2	0	0	0	0	2	2	2	19
Bramerton Common	South Norfolk	Bramerton is a service village, but the common area is not in the hierarchy.	0	0	0	0	0	0	0	0	0	0	0	0	3	1	2	2	0	1	0	0	2	2	2	2	18	
Belaugh	Broadland	Countryside	1	1	1	1	0	0	0	0	2	0	1	1	0	1	0	0	0	0	2	0	2	2	2	0	17	
Limpenhoe Hill	Broadland	Countryside	1	1	1	1	0	0	0	0	0	0	0	0	3	1	2	0	0	1	3	0	1	0	0	0	16	
Runham	Great Yarmouth	Tertiary Village	0	1	1	0	0	3	0	0	0	0	0	0	3	1	2	0	0	1	1	0	2	0	0	0	16	
Johnson Street	North Norfolk	Countryside	0	1	1	1	0	0	3	1	1	2	0	1	0	0	0	0	0	0	2	0	1	0	0	0	15	
Thurne	Great Yarmouth	Tertiary Village	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	2	0	1	0	0	2	2	2	15		
Irstead	North Norfolk	Countryside	0	0	0	0	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	0	2	2	2	0	9	
Hardley Street	South Norfolk	Smaller rural communities/the countryside.	0	0	0	0	0	0	0	0	0	0	0	0	3	1	0	0	0	0	0	0	2	1	1	0	8	
Upper Street	North Norfolk	Countryside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	4	
Tunstall	Broadland	Countryside	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	
		Already has a development boundary in Sites Specifics Local Plan 2014.																										

The commentary and justification for these scores (background research) is available on request.

## Appendix E: Broads Settlement Hierarchy

The settlement hierarchy seeks to bring together the settlement hierarchies of the six District Council's as set out in their Core Strategies. It is appropriate for the settlements in the Broads Authority Executive Area to reflect their place in the relevant District Council's hierarchy. That is to say that all settlements in the Broads will be considered to have the same settlement hierarchy position as set out in the Authority's constituent District Council's adopted policies.

It is important to note however that whilst the position in the hierarchy may be the same, it does not necessarily follow that the District Council's strategy for that area will automatically be followed. The part of a particular settlement in the Broads Authority Executive Area could have different characteristics that do not make it suitable for development. Similarly it does not necessarily follow that the higher up the order a settlement is the more likely it will have a development boundary for similar reasons.

<b>City</b>	Norwich is a regional centre and Regional Transport Node.
<b>Norwich Fringe Parishes</b>	<p><b>Norwich</b> They are home to a significant number of people, businesses and environmental assets, and provide the links between the city centre and the surrounding area.</p> <p><b>Thorpe St Andrew</b></p>
<b>Principle and secondary settlements and Towns (market and main)</b>	The largest towns with a wide range of services and opportunities for employment, retail and education. They serve a large catchment area with high levels of accessibility and public transport provision. ☒
<b>Larger villages, service villages and key service centres</b>	Have a range of services enabling them to meet local as well as the needs of residents of surrounding areas.
<b>Secondary and tertiary villages and other rural settlements</b>	Settlements containing few services and facilities, with limited access to public transport and very few employment opportunities.
<b>Countryside</b>	No services or facilities, with limited or no access to public transport, very limited access to employment opportunities.

Our six District Councils are reviewing their local plans. Any changes to their settlement hierarchies or spatial strategies will be monitored and reflected in the Local Plan.

Links to settlement hierarchies:

Document	Page	Link
Joint Core Strategy Broadland, Norwich and South Norfolk	Page 55	<a href="http://www.greaternorwichgrowth.org.uk/dmsdocument/1953">http://www.greaternorwichgrowth.org.uk/dmsdocument/1953</a>
Great Yarmouth Core Strategy	Page 35	<a href="http://www.great-yarmouth.gov.uk/article/2567/Adopted-Local-Plan-Core-Strategy">http://www.great-yarmouth.gov.uk/article/2567/Adopted-Local-Plan-Core-Strategy</a>
North Norfolk Core Strategy	Page 23	<a href="http://www.northnorfolk.org/files/3_Core_Strategy_(incorporating_Development_Control_Policies)_Adopted_2008_(UPDATED_2012).pdf">http://www.northnorfolk.org/files/3_Core_Strategy_(incorporating_Development_Control_Policies)_Adopted_2008_(UPDATED_2012).pdf</a>
Waveney Core Strategy	Page 39	<a href="http://www.waveney.gov.uk/site/scripts/download_info.php?fileID=94">http://www.waveney.gov.uk/site/scripts/download_info.php?fileID=94</a>

**Broads Local Plan 2036**  
**NPPF Paragraph 161 Deprivation Topic Paper**

1. Introduction

The NPPF at Paragraph 161 requires a Local Plan to consider deprivation:

161. Local planning authorities should use this evidence base to assess:

- locations of deprivation which may benefit from planned remedial action

This Topic Paper discusses the issue of Deprivation as it relates to the Broads Authority Executive Area.

2. The Broads and Lower Layer Super Output Areas (LSOAs)

**LSOAs** (Lower-layer Super Output Areas) are small areas designed to be of a similar population size, with an average of approximately 1,500 residents or 650 households. There are 32,844 Lower-layer Super Output Areas (LSOAs) in England. They were produced by the Office for National Statistics for the reporting of small area statistics.

For each measure, the LSOA with a **rank** of 1 is the most deprived and the LSOA with a rank of 32,844 is the least deprived. The following map and tables (Figure 1) shows the LSOAs that are part or all within the Broads Authority Executive area.

3. Indices of Multiple Deprivation - Maps

Maps later in the document show the parts of the LSOAs in the Broads and uses a traffic light system showing the least deprived as green (the highest ranking) and most deprived as red (lowest ranking).

It is important to note that whilst looking at the maps, not all of the population of the LSOA are entirely within the Broads. Because LSOAs span the boundary of the Broads Authority Executive Area, an assessment was made to ascertain the likely proportion of population of a particular LSOA in the Broads. This is at Appendix 1. The maps later in the document only show LSOAs which are likely to have a population in the Broads part of the LSOA. Those assessed as having 0% population in the Broads are white (and so too is Breydon Water). The following tables summarises the data in Appendix 1 and shows the percentage of the population of a LSOA within the Broads.



Figure 1: LSOAs which are all or part in the Broads Authority Executive Area.

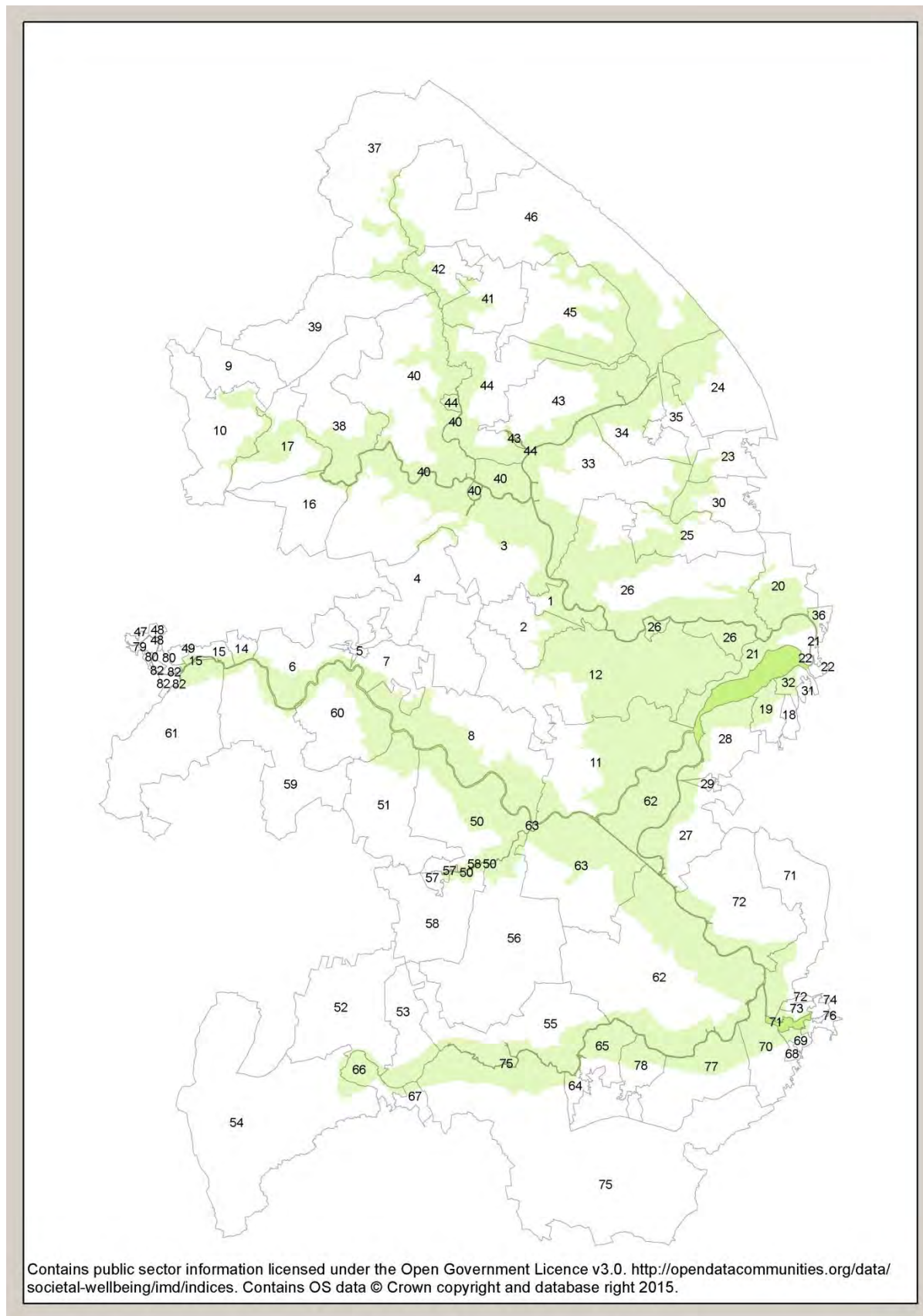


Table 1: This table gives the LSOA reference number for each map reference as well as the estimated percentage of the population of each LSOA within the Broads.

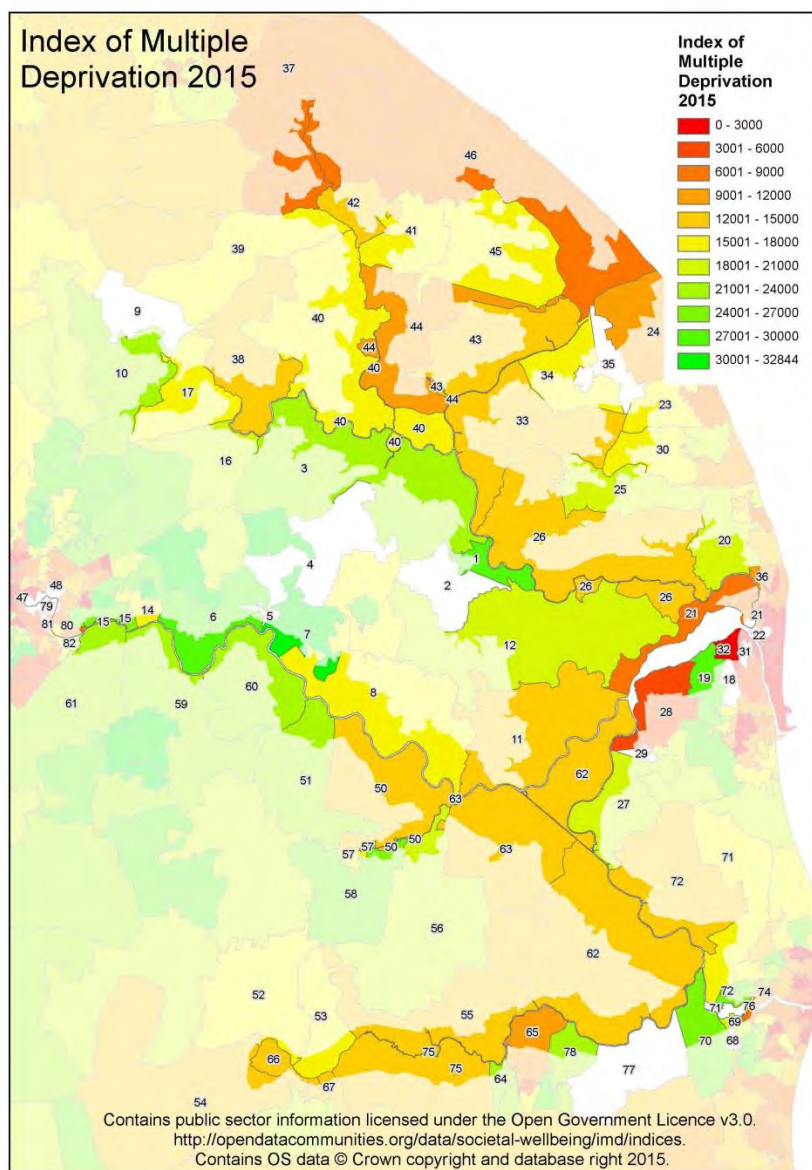
Ref	LSOA11CD	% of LSOA population in the Broads.	Ref	LSOA11CD	% of LSOA population in the Broads.	Ref	LSOA11CD	% of LSOA population in the Broads.	Ref	LSOA11CD	% of LSOA population in the Broads.
1	E01026497	0.90%	22	E01026597	0%	43	E01026783	17.85%	64	E01030224	43.50%
2	E01026498	0%	23	E01026605	0.40%	44	E01026784	28.70%	65	E01030225	11.82%
3	E01026504	5.90%	24	E01026606	13.20%	45	E01026785	3.17%	66	E01030230	25.10%
4	E01026505	0%	25	E01026608	12.30%	46	E01026786	1.72%	67	E01030231	1.35%
5	E01026508	0%	26	E01026609	37.15%	47	E01026823	0%	68	E01030234	0%
6	E01026509	2.12%	27	E01026613	8.57%	48	E01026848	0%	69	E01030235	2.90%
7	E01026510	7.70%	28	E01026614	14.15%	49	E01026849	18.20%	70	E01030237	0.60%
8	E01026511	2.80%	29	E01026616	0%	50	E01026879	22.11%	71	E01030259	26.50%
9	E01026516	0%	30	E01026629	27.80%	51	E01026880	12.10%	72	E01030260	4.11%
10	E01026517	12.40%	31	E01026634	0%	52	E01026892	2.70%	72	E01030268	1.40%
11	E01026538	2.60%	32	E01026635	0.84%	53	E01026893	36.57%	73	E01030269	50.10%
12	E01026539	4.80%	33	E01026636	16.10%	54	E01026894	5.30%	74	E01030270	12.66%
14	E01026575	4.30%	34	E01026637	12.87%	55	E01026898	18.24%	75	E01030286	18.97%
15	E01026577	16.70%	35	E01026638	0%	56	E01026899	4.70%	76	E01030289	23.63%
16	E01026579	2.10%	36	E01026640	11.54%	57	E01026911	6.10%	77	E01030293	0%
17	E01026580	39.80%	37	E01026740	23.41%	58	E01026912	4.07%	78	E01030294	1.10%
18	E01026581	0%	38	E01026744	33.61%	59	E01026929	12.06%	79	E01033438	0%
19	E01026582	3.50%	39	E01026767	22.84%	60	E01026930	3.48%	80	E01033439	0.26%
20	E01026593	26.20%	40	E01026769	33.05%	61	E01026937	5.40%	81	E01033440	0%
21	E01026596	2.30%	41	E01026774	4.36%	62	E01026943	6.30%	82	E01033441	0.42%
			42	E01026776	20.71%	63	E01026944	6.69%			

### 1. Index of Multiple Deprivation

The **Index of Multiple Deprivation (IMD)** is an overall relative measure of deprivation constructed by combining seven domains of deprivation according to their respective weights, as described below.

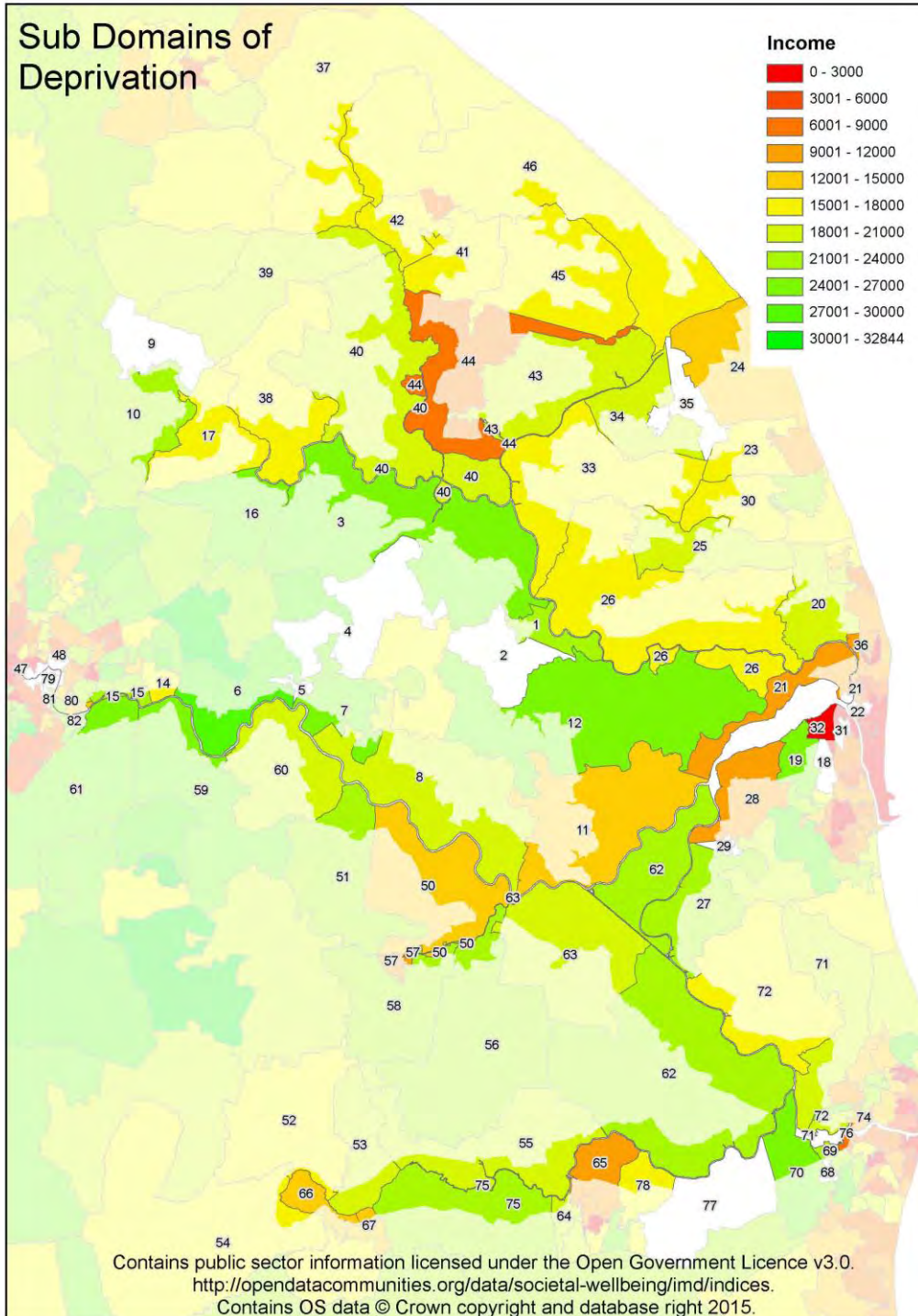
- Income Deprivation (22.5%)
- Employment Deprivation (22.5%)
- Education, Skills and Training Deprivation (13.5%)
- Health Deprivation and Disability (13.5%)
- Crime (9.3%)
- Barriers to Housing and Services (9.3%)
- Living Environment Deprivation (9.3%)

These Domains are also discussed in this document separately.



## 2. The Income Deprivation Domain

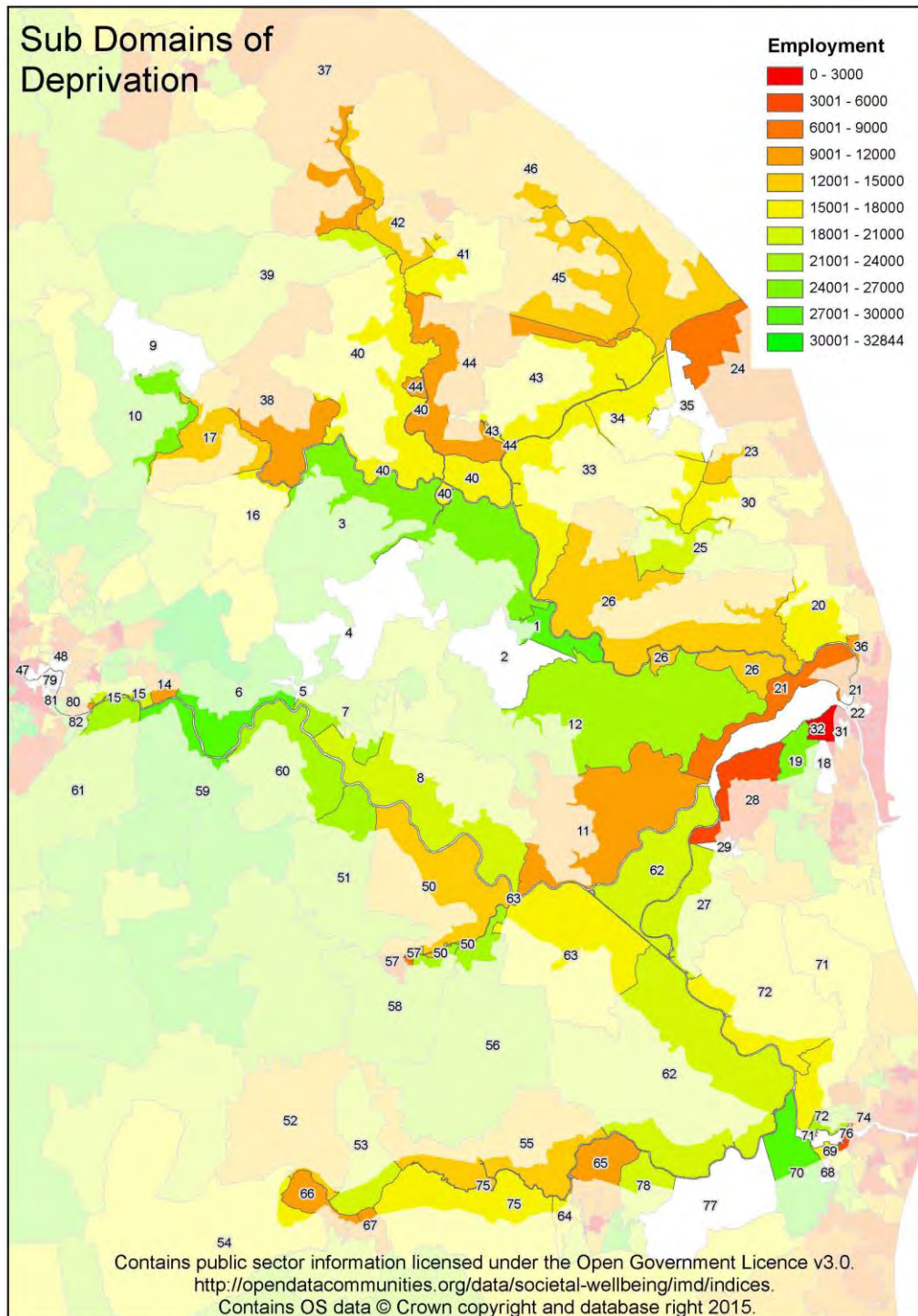
The **Income Deprivation** Domain measures the proportion of the population experiencing deprivation relating to low income. The definition of low income used includes both those people that are out-of-work, and those that are in work but who have low earnings (and who satisfy the respective means tests).



As a whole, income deprivation in the Broads is generally low. There are some pockets where the deprivation levels are high with the highest area of deprivation (so the red colour and lowest ranking) being near Great Yarmouth.

### 3. The Employment Deprivation Domain

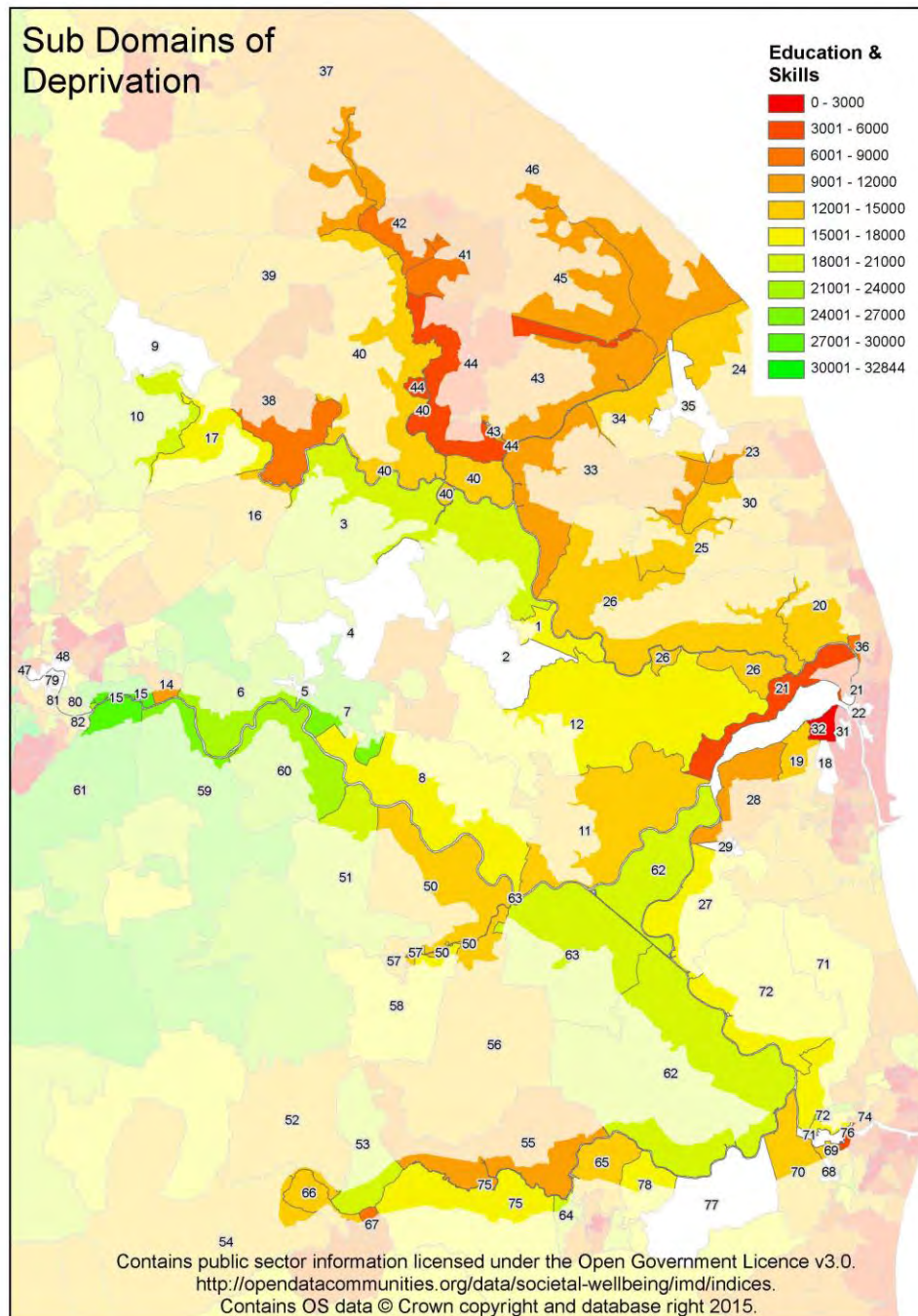
The **Employment Deprivation** Domain measures the proportion of the working-age population in an area involuntarily excluded from the labour market. This includes people who would like to work but are unable to do so due to unemployment, sickness or disability, or caring responsibilities.



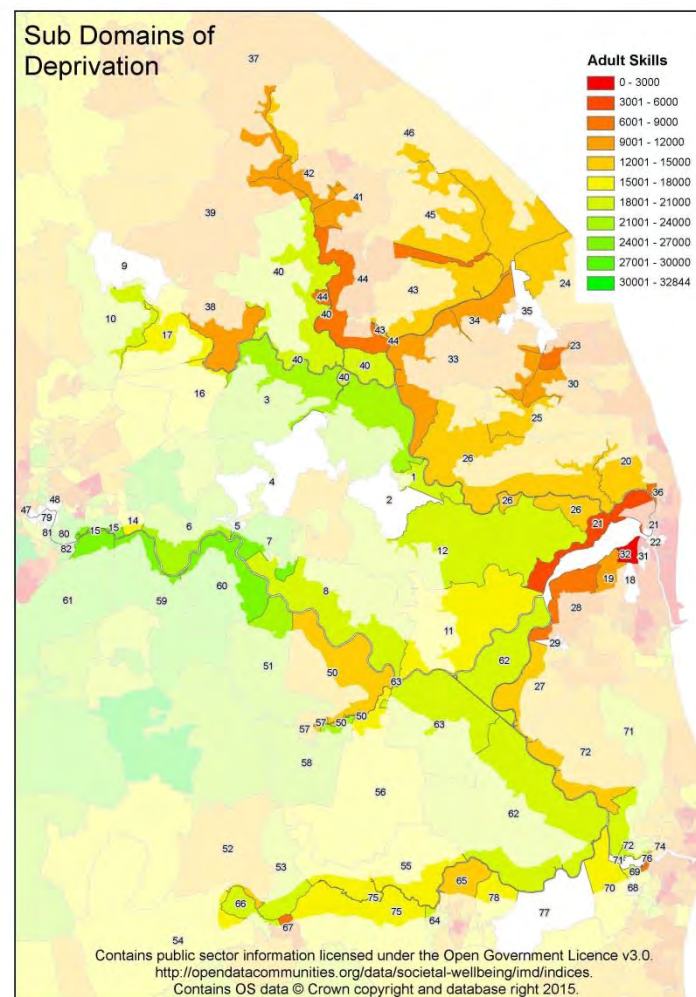
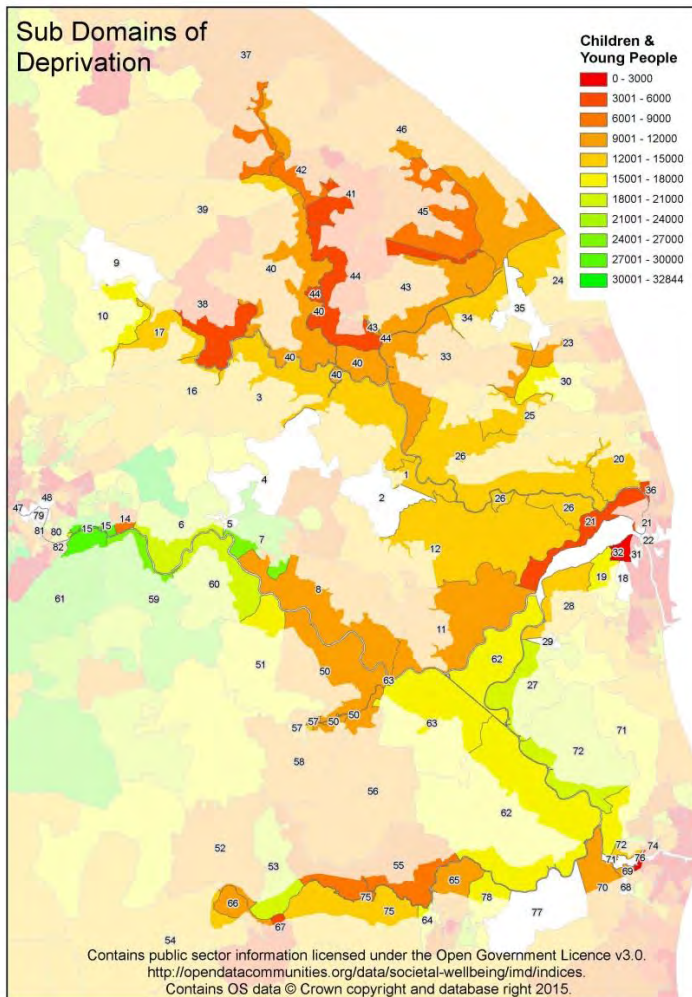
Employment deprivation sees red areas around Great Yarmouth and Burgh Castle as well as a small pocket of red in Oulton Broad.

#### 4. The Education, Skills and Training Deprivation Domain

The **Education, Skills and Training Deprivation Domain** measures the lack of attainment and skills in the local population. The indicators fall into two sub-domains: one relating to children and young people and one relating to adult skills.



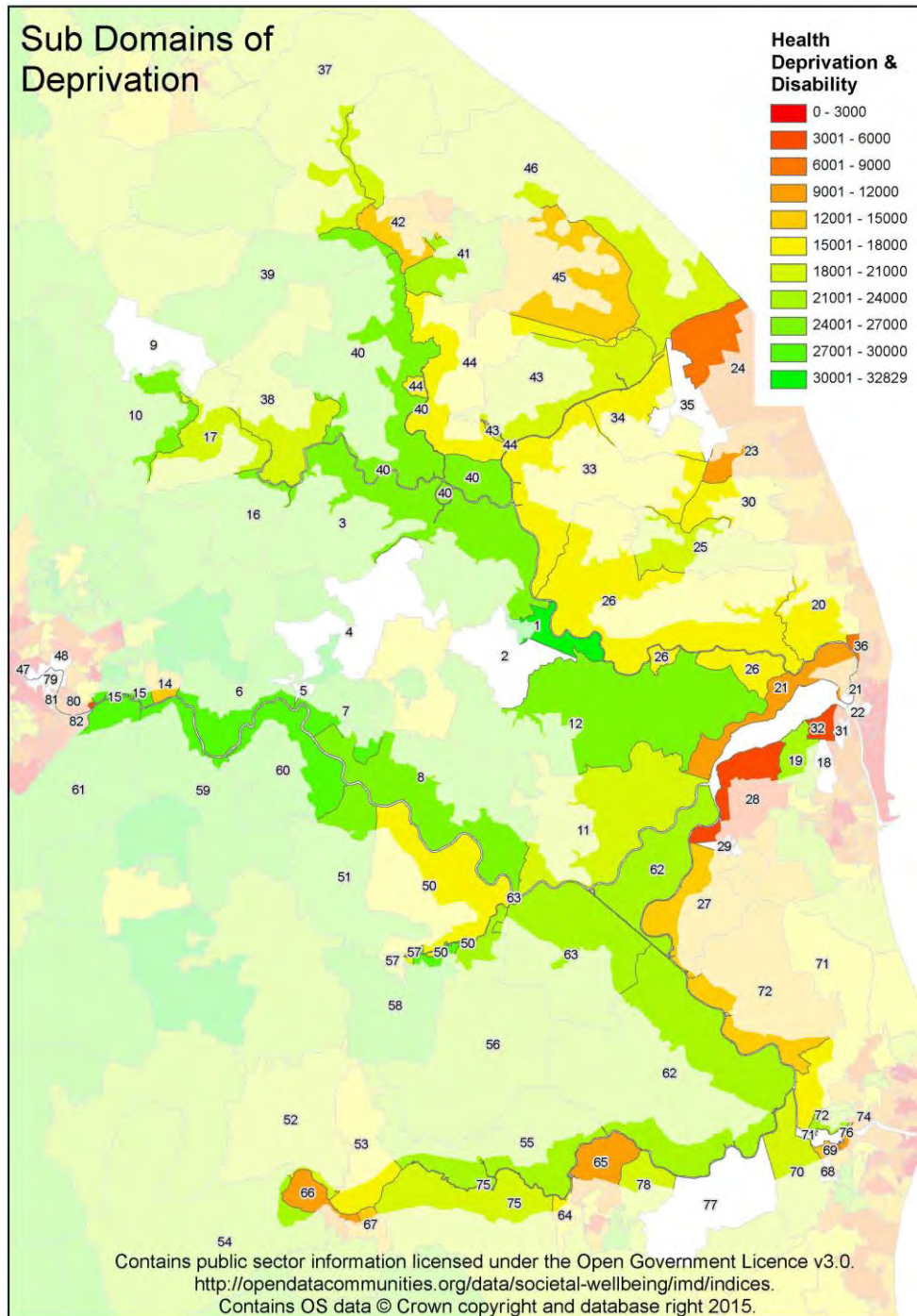
The **Education, Skills and Training Deprivation Domain** measures the lack of attainment and skills in the local population. The indicators fall into two sub-domains: one relating to children and young people and one relating to adult skills. These two sub-domains are designed to reflect the ‘flow’ and ‘stock’ of educational disadvantage within an area respectively. That is, the **Children and Young People Sub-domain** measures the attainment of qualifications and associated measures (‘flow’), while the **Adult Skills Sub-domain** measures the lack of qualifications in the resident working-age adult population (‘stock’).



The map on the left shows the children and young people sub-domain. The map is generally orange suggesting the area is towards the more deprived in relation to qualifications attainment of children. Whereas for adults, the map is greener in general so towards the least deprived. Two red pockets are shown on both maps around the Great Yarmouth and north of Breydon Water area.

### 5. The Health Deprivation and Disability Domain

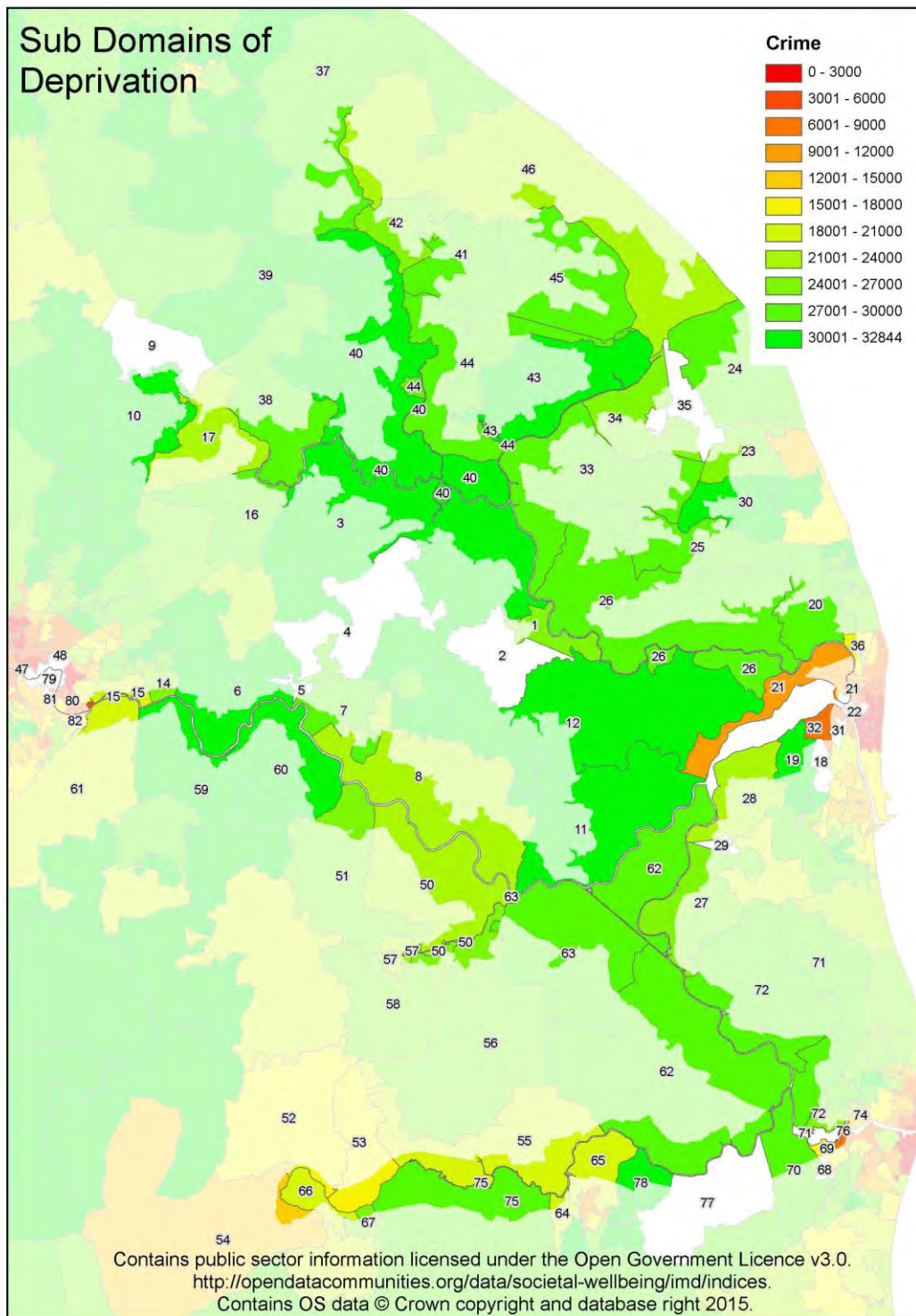
The **Health Deprivation and Disability** Domain measures the risk of premature death and the impairment of quality of life through poor physical or mental health. The domain measures morbidity, disability and premature mortality but not aspects of behaviour or environment that may be predictive of future health deprivation.



The maps shows that health deprivation is generally towards the least deprived, although there are some darker colours showing more deprivation in some isolated pockets.

## 6. The Crime Domain

The **Crime** Domain measures the risk of personal and material victimisation at local level.

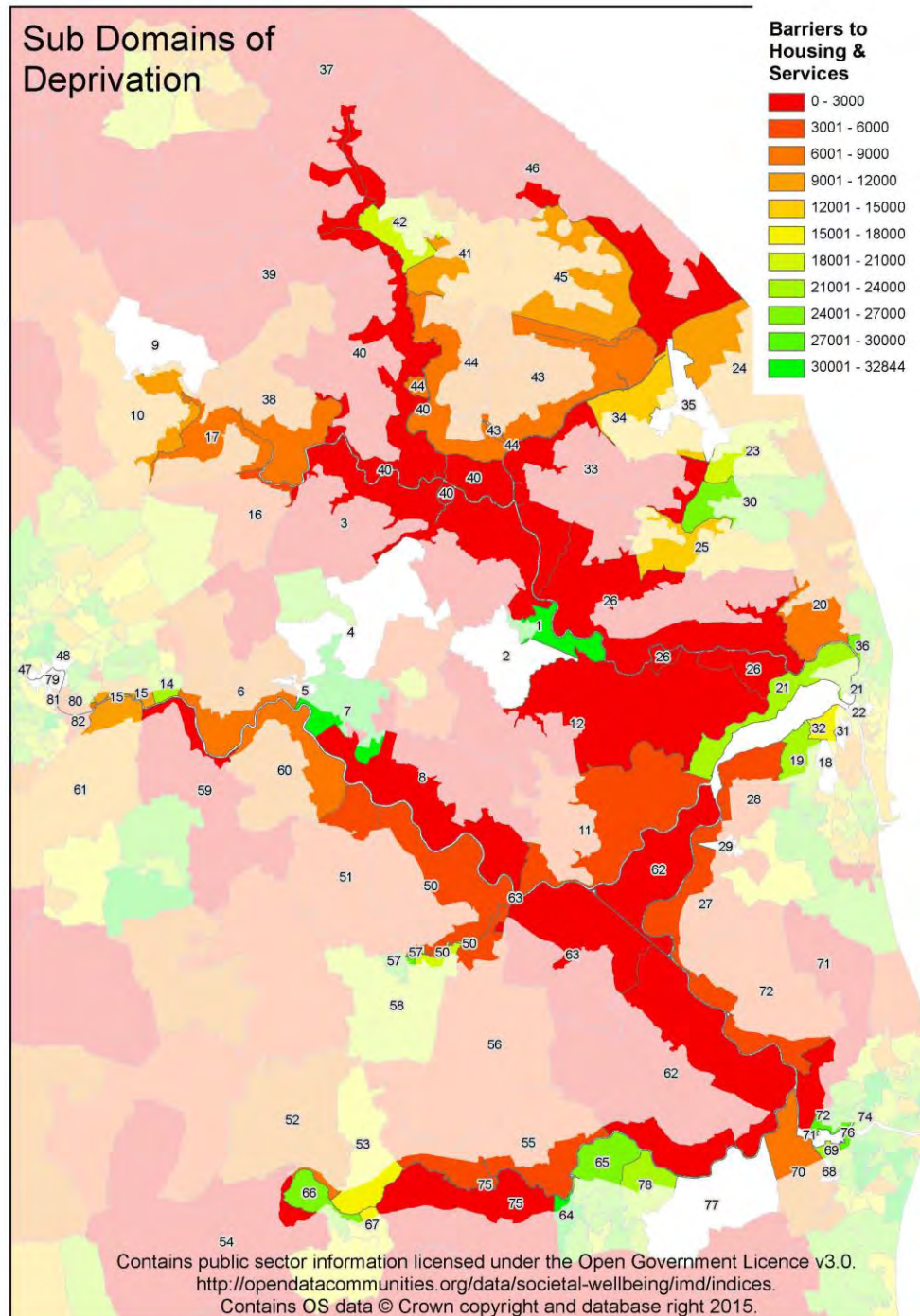


Generally in terms of crime deprivation, the Broads Authority Executive Area is least deprived, shown by the green on the map. There are some areas around Great Yarmouth and Breydon Water which are darker in colour.

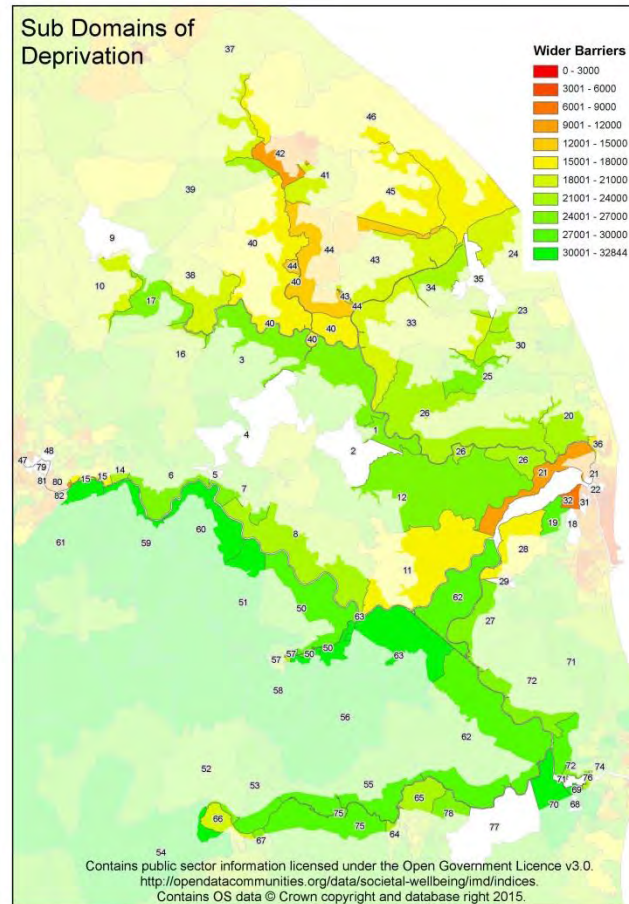
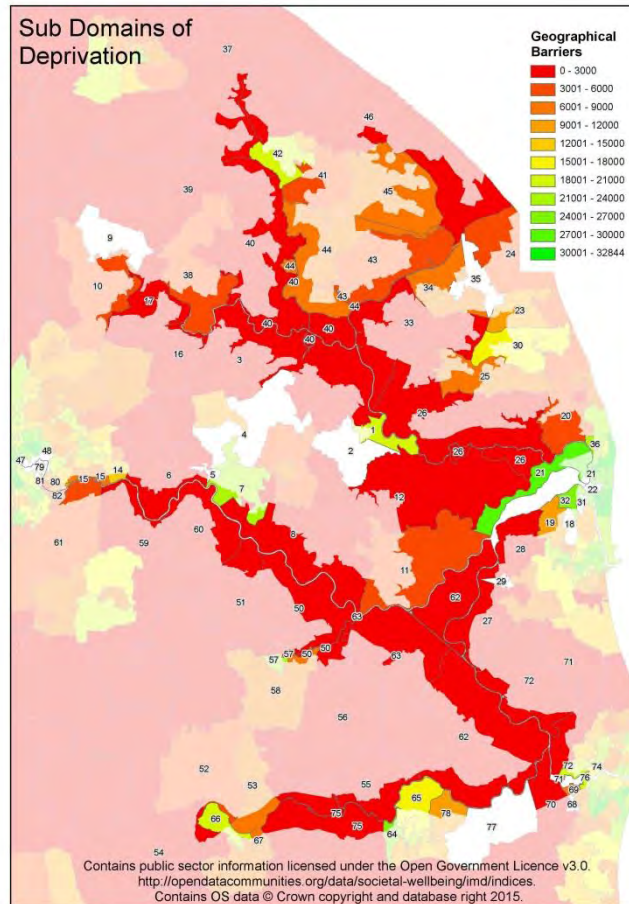


## 7. The Barriers to Housing and Services Domain

The **Barriers to Housing and Services Domain** measures the physical and financial accessibility of housing and local services. The indicators fall into two sub-domains: 'geographical barriers', which relate to the physical proximity of local services, and 'wider barriers' which includes issues relating to access to housing such as affordability.



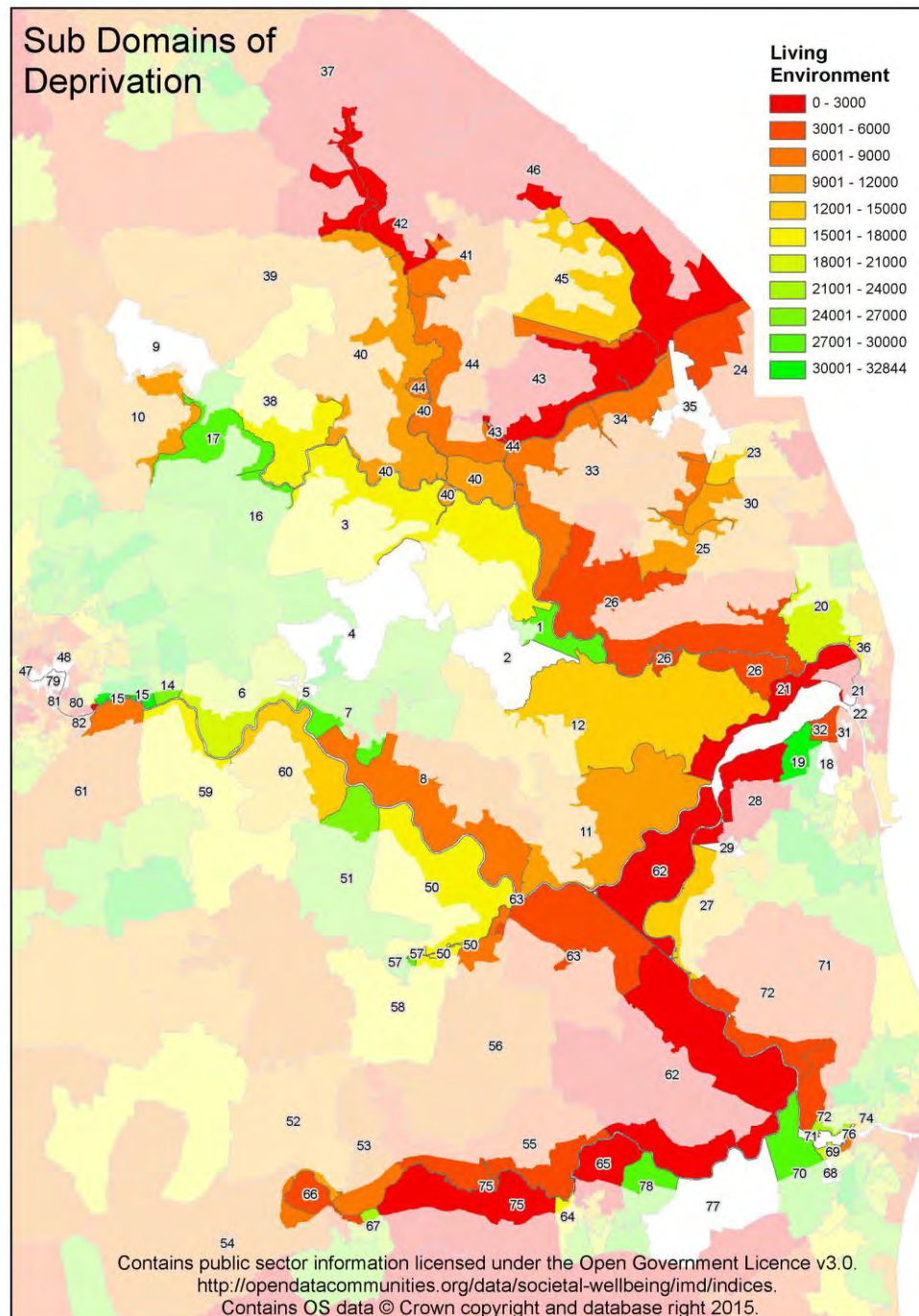
The **Barriers to Housing and Services Domain** measures the physical and financial accessibility of housing and local services. The indicators fall into two sub-domains: the **Geographical Barriers Sub-domain**, which relates to the physical proximity of local services and the **Wider Barriers Sub-domain** which includes issues relating to access to housing such as affordability.



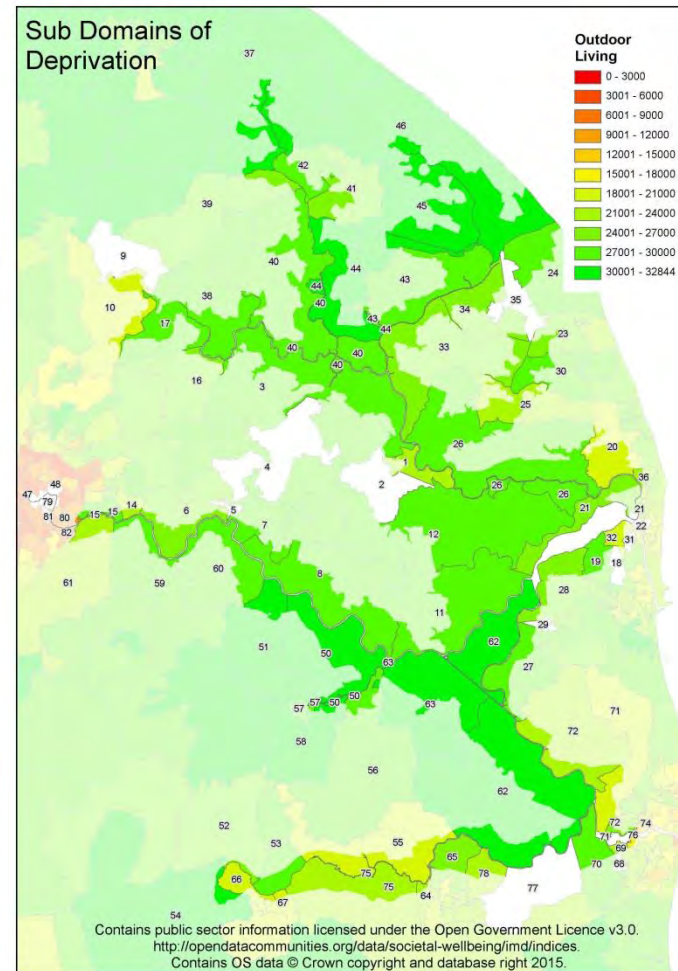
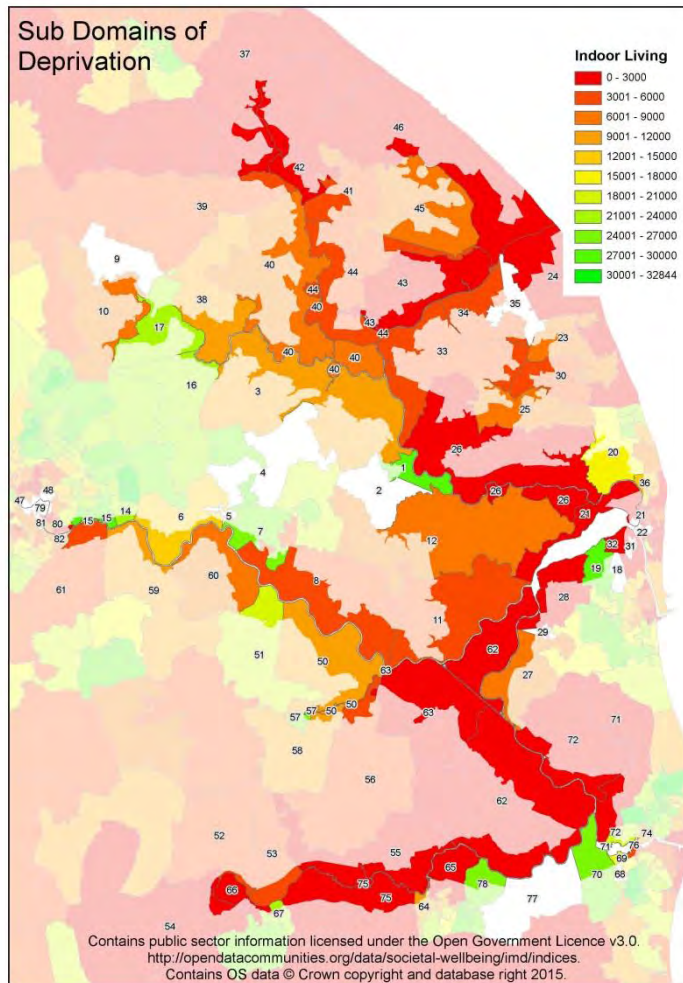
The map on the left shows Geographical Barriers to local services. This shows that the Broads is quite deprived. This could reflect the rural nature of the area with urban areas being lighter in colour. The map on the right show wider barriers such as access to housing and affordability. The Broads is towards the green end of the spectrum showing that in general it is least deprived.

## 8. The Living Environment Deprivation Domain

The **Living Environment Deprivation** Domain measures the quality of the local environment. The indicators fall into two sub-domains. The 'indoors' living environment measures the quality of housing; while the 'outdoors' living environment contains measures of air quality and road traffic accidents.



The **Living Environment Deprivation Domain** measures the quality of the local environment. The indicators fall into two sub-domains. The **Indoors Sub-domain** measures the quality of housing; while the **Outdoors Sub-domain** contains measures of air quality and road traffic accidents.



The map on the left shows indoors subdomain. This seems to indicate that housing quality in the Broads overall is quite poor (notwithstanding pockets of green). Whereas the map on the right, which shows outdoors subdomain, shows the entire area of the Broads as being amongst the least deprived in the country.

## Conclusion

The Government requires deprivation to be considered as Local Plans are produced. This report shows the 2015 deprivation domain and sub-domains using a traffic lights system on maps. The results are mixed with the Broads Authority Executive Area being least deprived in relation to crime and health but is more deprived in relation to indoor living and geographical barriers domains.

The following table discusses the findings and indicates how the Local Plan can seek to address the domains.

<b>Domain or Sub-domain</b>	<b>Action in the Local Plan</b>
Income Deprivation Domain	The Local Plan will have an Economy section as well as a section on Tourism which relate to employment and could positively affect this domain.
Employment Deprivation Domain	
Children and Young People Sub-domain	The education authorities do not require the Local Plan to enable schools or school extensions.
Adult Skills Sub-domain	The economy and employment sections of the Local Plan could be of relevance, but no specific actions relating to adult skills are proposed within the Local Plan.
Health Domain	No specific health requirements are set on the Local Plan. The Local Plan will have a section on health and planning with the aim of enabling healthy lifestyles.
Crime Domain	As the area is least deprived on this topic, other than general design policies, no specific action is required.
Geographical Barriers Sub-domain	The Local Plan will have a policy on pubs. There is no education or health requirement set on the Local Plan. The Local Plan will seek to protect the retail areas within the Broads.
Wider Barriers Sub-domain	The Local Plan will address housing need and have a policy on affordable housing.
Indoors Sub-domain	The Local Plan will have policies that enable improvements or changes to dwellings which could positively affect this domain.
Outdoors Sub-domain	No specific action required.

In most cases LSOAs are part in the Broads and part outside of the Broads, so in planning terms, it will be for other Local Planning Authorities to consider actions to benefit the communities in the LSOAs as well as the Broads Authority through the actions stated in the table above.

It is also important to note that the Broads Authority does not exercise functions which District and County Councils do, such as community, education and housing functions. So there is a role for the District and County Councils in addressing deprivation. Furthermore, other partners have a responsibility for and expertise in addressing other domains such as CCGs and NHS England in relation to health or the Local Enterprise Partnership in relation to employment. Addressing deprivation needs a collaborative approach.

Appendix 1: The estimated population of the Broads in each LSOA

LSOA11CD	OA11CD	District	Dwelling Count within BA (calculated using GIS in April 2015)	Total Dwelling Count OA (calculated using GIS in April 2015)	% within BA	Total OA population from Census 2011	Population in the Broads part of the OA (Calculated by applying BA Av Household Size of 1.74 to dwelling count within BA (column D))	% of OA population in the Broads (using figures in column H as a percentage of the total OA population from Census 2011 (column G))	% of LSOA population in the Broads. (calculated by dividing column H by G, but adding all the OA in that LSOA)
E01026497	E00134648	Broadland	0	141	0.00	297	0.0	0.0	0.90%
	E00134652	Broadland	0	141	0.00	249	0.0	0.0	
	E00134653	Broadland	6	140	4.29	320	10.4	3.3	
	E00134654	Broadland	0	138	0.00	295	0.0	0.0	
E01026498	E00134649	Broadland	0	126	0.00	289	0.0	0.0	0%
	E00134655	Broadland	0	86	0.00	212	0.0	0.0	
	E00134656	Broadland	0	131	0.00	295	0.0	0.0	
E01026504	E00134697	Broadland	11	179	6.15	431	19.1	4.4	5.90%
	E00134699	Broadland	8	153	5.23	350	13.9	4.0	
	E00134700	Broadland	4	156	2.56	352	7.0	2.0	
	E00134701	Broadland	29	175	16.57	399	50.5	12.6	
E01026505	E00134698	Broadland	0	178	0.00	414	0.0	0.0	0%
E01026508	E00134705	Broadland	0	140	0.00	340	0.0	0.0	0%
E01026509	E00134702	Broadland	3	139	2.16	308	5.2	1.7	2.12%
	E00134714	Broadland	0	130	0.00	275	0.0	0.0	
	E00134718	Broadland	9	167	5.39	404	15.7	3.9	
E01026510	E00134706	Broadland	53	208	25.48	450	92.2	20.5	7.70%
	E00134707	Broadland	0	135	0.00	270	0.0	0.0	
	E00134708	Broadland	0	150	0.00	324	0.0	0.0	
	E00134719	Broadland	3	100	3.00	226	5.2	2.3	
E01026511	E00134715	Broadland	29	95	30.53	229	50.5	22.0	2.80%
	E00134716	Broadland	0	99	0.00	228	0.0	0.0	
	E00134717	Broadland	22	128	17.19	276	38.3	13.9	
	E00134720	Broadland	11	99	11.11	227	19.1	8.4	
E01026516	E00134744	Broadland	0	131	0.00	311	0.0	0.0	0%
E01026517	E00134739	Broadland	56	117	47.86	232	97.4	42.0	12.40%
	E00134741	Broadland	17	115	14.78	252	29.6	11.7	
	E00134747	Broadland	1	175	0.57	404	1.7	0.4	
	E00134748	Broadland	3	128	2.34	191	5.2	2.7	
E01026538	E00134851	Broadland	18	170	10.59	361	31.3	8.7	2.60%
	E00134856	Broadland	61	172	35.47	409	106.1	26.0	
	E00134857	Broadland	0	157	0.00	339	0.0	0.0	
	E00134858	Broadland	2	224	0.89	459	3.5	0.8	
E01026539	E00134850	Broadland	2	191	1.05	436	3.5	0.8	4.80%
	E00134854	Broadland	0	128	0.00	291	0.0	0.0	
	E00134855	Broadland	27	145	18.62	316	47.0	14.9	
E01026575	E00135039	Broadland	13	210	6.19	286	22.6	7.9	4.30%
	E00169823	Broadland	0	109	0.00	244	0.0	0.0	
E01026577	E00135028	Broadland	8	202	3.96	363	13.9	3.8	16.70%
	E00135041	Broadland	0	137	0.00	285	0.0	0.0	
	E00135042	Broadland	94	215	43.72	415	163.6	39.4	
E01026579	E00135057	Broadland	2	60	3.33	163	3.5	2.1	2.10%
E01026580	E00135058	Broadland	40	62	64.52	134	69.6	51.9	39.80%
	E00135059	Broadland	54	111	48.65	231	94.0	40.7	
	E00135060	Broadland	42	116	36.21	230	73.1	31.8	
E01026581	E00135067	Great Yarmouth	0	124	0.00	275	0.0	0.0	0%
E01026582	E00135084	Great Yarmouth	6	121	4.96	297	10.4	3.5	3.50%
E01026593	E00135140	Great Yarmouth	41	81	50.62	272	71.3	26.2	26.20%
E01026596	E00135159	Great Yarmouth	4	154	2.60	307	7.0	2.3	2.30%
E01026597	E00135146	Great Yarmouth	0	154	0.00	175	0.0	0.0	0%

LSOA11CD	OA11CD	District	Dwelling Count within BA (calculated using GIS in April 2015)	Total Dwelling Count OA (calculated using GIS in April 2015)	% within BA	Total OA population from Census 2011	Population in the Broads part of the OA (Calculated by applying BA Av Household Size of 1.74 to dwelling count within BA (column D))	% of OA population in the Broads (using figures in column H as a percentage of the total OA population from Census 2011 (column G))	% of LSOA population in the Broads. (calculated by dividing column H by G, but adding all the OA in that LSOA)
E01026605	E00135198	Great Yarmouth	1	134	0.75	436	1.7	0.4	0.40%
E01026606	E00135205	Great Yarmouth	61	106	57.55	247	106.1	43.0	13.20%
	E00135208	Great Yarmouth	0	160	0.00	289	0.0	0.0	
	E00135209	Great Yarmouth	0	135	0.00	267	0.0	0.0	
E01026608	E00135211	Great Yarmouth	0	170	0.00	308	0.0	0.0	12.30%
	E00135212	Great Yarmouth	55	157	35.03	407	95.7	23.5	
	E00135214	Great Yarmouth	19	112	16.96	358	33.1	9.2	
	E00135215	Great Yarmouth	18	139	12.95	226	31.3	13.9	
E01026609	E00135216	Great Yarmouth	24	87	27.59	266	41.8	15.7	37.15%
	E00135217	Great Yarmouth	52	160	32.50	194	90.5	46.6	
	E00135218	Great Yarmouth	104	143	72.73	383	181.0	47.2	
E01026613	E00135240	Great Yarmouth	0	107	0.00	330	0.0	0.0	8.57%
	E00135251	Great Yarmouth	11	158	6.96	260	19.1	7.4	
	E00135252	Great Yarmouth	30	119	25.21	242	52.2	21.6	
E01026614	E00135243	Great Yarmouth	0	126	0.00	249	0.0	0.0	14.15%
	E00135248	Great Yarmouth	12	141	8.51	352	20.9	5.9	
	E00135250	Great Yarmouth	50	138	36.23	283	87.0	30.7	
	E00169839	Great Yarmouth	32	229	13.97	272	55.7	20.5	
E01026616	E00135247	Great Yarmouth	0	147	0.00	304	0.0	0.0	0%
E01026629	E00135319	Great Yarmouth	45	124	36.29	282	78.3	27.8	27.80%
E01026634	E00135340	Great Yarmouth	0	130	0.00	365	0.0	0.0	0%
E01026635	E00135337	Great Yarmouth	0	160	0.00	302	0.0	0.0	0.84%
	E00135347	Great Yarmouth	0	140	0.00	336	0.0	0.0	
	E00169836	Great Yarmouth	4	158	2.53	192	7.0	3.6	
E01026636	E00135364	Great Yarmouth	82	234	35.04	554	142.7	25.8	16.10%
	E00135365	Great Yarmouth	0	124	0.00	391	0.0	0.0	
	E00135366	Great Yarmouth	9	160	5.63	295	15.7	5.3	
	E00135367	Great Yarmouth	27	138	19.57	336	47.0	14.0	
	E00135368	Great Yarmouth	57	93	61.29	315	99.2	31.5	
E01026637	E00135353	Great Yarmouth	0	146	0.00	260	0.0	0.0	12.87%
	E00135355	Great Yarmouth	59	90	65.56	332	102.7	30.9	
	E00135360	Great Yarmouth	0	262	0.00	206	0.0	0.0	

LSOA11CD	OA11CD	District	Dwelling Count within BA (calculated using GIS in April 2015)	Total Dwelling Count OA (calculated using GIS in April 2015)	% within BA	Total OA population from Census 2011	Population in the Broads part of the OA (Calculated by applying BA Av Household Size of 1.74 to dwelling count within BA (column D))	% of OA population in the Broads (using figures in column H as a percentage of the total OA population from Census 2011 (column G))	% of LSOA population in the Broads. (calculated by dividing column H by G, but adding all the OA in that LSOA)
E01026638	E00135357	Great Yarmouth	0	116	0.00	164	0.0	0.0	0%
	E00135358	Great Yarmouth	0	116	0.00	274	0.0	0.0	
E01026640	E00135371	Great Yarmouth	0	129	0.00	212	0.0	0.0	11.54%
	E00135376	Great Yarmouth	26	110	23.64	178	45.2	25.4	
E01026740	E00135938	North Norfolk	66	159	41.51	243	114.8	47.3	23.41%
	E00135944	North Norfolk	1	143	0.70	255	1.7	0.7	
E01026744	E00135969	North Norfolk	59	90	65.56	249	102.7	41.2	33.61%
	E00135970	North Norfolk	6	132	4.55	319	10.4	3.3	
	E00135974	North Norfolk	105	158	66.46	312	182.7	58.6	
E01026767	E00136099	North Norfolk	55	119	46.22	172	95.7	55.6	22.84%
	E00136100	North Norfolk	0	114	0.00	247	0.0	0.0	
E01026769	E00136103	North Norfolk	68	216	31.48	250	118.3	47.3	33.05%
	E00136104	North Norfolk	96	186	51.61	254	167.0	65.8	
	E00136106	North Norfolk	0	134	0.00	255	0.0	0.0	
	E00136107	North Norfolk	93	203	45.81	467	161.8	34.7	
	E00136108	North Norfolk	26	140	18.57	264	45.2	17.1	
E01026774	E00136140	North Norfolk	10	253	3.95	271	17.4	6.4	4.36%
	E00136149	North Norfolk	4	150	2.67	288	7.0	2.4	
E01026776	E00136142	North Norfolk	28	77	36.36	307	48.7	15.9	20.71%
	E00136147	North Norfolk	44	235	18.72	298	76.6	25.7	
E01026783	E00136203	North Norfolk	13	120	10.83	336	22.6	6.7	17.85%
	E00136204	North Norfolk	38	162	23.46	321	66.1	20.6	
	E00136206	North Norfolk	3	96	3.13	297	5.2	1.8	
	E00136207	North Norfolk	77	212	36.32	323	134.0	41.5	
E01026784	E00136195	North Norfolk	17	116	14.66	156	29.6	19.0	28.70%
	E00136202	North Norfolk	49	131	37.40	244	85.3	34.9	
E01026785	E00136198	North Norfolk	6	171	3.51	348	10.4	3.0	3.17%
	E00136199	North Norfolk	6	164	3.66	312	10.4	3.3	
E01026786	E00136209	North Norfolk	2	117	1.71	256	3.5	1.4	1.72%
	E00136210	North Norfolk	0	136	0.00	214	0.0	0.0	
	E00136211	North Norfolk	1	174	0.57	360	1.7	0.5	
	E00136214	North Norfolk	8	86	9.30	278	13.9	5.0	
E01026823	E00136395	Norwich	0	226	0.00	317	0.0	0.0	0%
	E00136412	Norwich	0	239	0.00	374	0.0	0.0	
	E00136423	Norwich	0	246	0.00	204	0.0	0.0	
	E00136424	Norwich	0	194	0.00	313	0.0	0.0	
	E00173827	Norwich	0	358	0.00	215	0.0	0.0	
E01026848	E00136563	Norwich	0	82	0.00	167	0.0	0.0	0%
	E00136565	Norwich	0	159	0.00	226	0.0	0.0	
	E00136567	Norwich	0	140	0.00	142	0.0	0.0	
E01026849	E00136559	Norwich	38	166	22.89	364	66.1	18.2	18.20%
E01026879	E00136717	South Norfolk	5	173	2.89	284	8.7	3.1	22.11%
	E00136719	South Norfolk	71	178	39.89	314	123.5	39.3	
E01026880	E00136718	South Norfolk	15	111	13.51	215	26.1	12.1	12.10%
E01026892	E00136785	South Norfolk	3	88	3.41	194	5.2	2.7	2.70%
E01026893	E00136781	South Norfolk	4	148	2.70	407	7.0	1.7	36.57%
	E00136784	South Norfolk	116	186	62.37	164	201.8	123.1	
E01026894	E00136792	South Norfolk	6	127	4.72	198	10.4	5.3	5.30%
E01026898	E00136815	South Norfolk	22	63	34.92	192	38.3	19.9	18.24%
	E00136816	South Norfolk	30	172	17.44	225	52.2	23.2	
	E00136817	South Norfolk	27	181	14.92	157	47.0	29.9	
	E00136818	South Norfolk	0	138	0.00	180	0.0	0.0	



LSOA11CD	OA11CD	District	Dwelling Count within BA (calculated using GIS in April 2015)	Total Dwelling Count OA (calculated using GIS in April 2015)	% within BA	Total OA population from Census 2011	Population in the Broads part of the OA (Calculated by applying BA Av Household Size of 1.74 to dwelling count within BA (column D))	% of OA population in the Broads (using figures in column H as a percentage of the total OA population from Census 2011 (column G))	% of LSOA population in the Broads. (calculated by dividing column H by G, but adding all the OA in that LSOA)
E01026899	E00136821	South Norfolk	10	62	16.13	373	17.4	4.7	4.70%
E01026911	E00136884	South Norfolk	17	157	10.83	488	29.6	6.1	6.10%
E01026912	E00136882	South Norfolk	10	147	6.80	291	17.4	6.0	4.07%
	E00136886	South Norfolk	4	172	2.33	308	7.0	2.3	
E01026929	E00136976	South Norfolk	29	144	20.14	297	50.5	17.0	12.06%
	E00136977	South Norfolk	5	81	6.17	194	8.7	4.5	
E01026930	E00136979	South Norfolk	12	160	7.50	296	20.9	7.1	3.48%
	E00136981	South Norfolk	5	134	3.73	135	8.7	6.4	
	E00136982	South Norfolk	1	93	1.08	397	1.7	0.4	
	E00136983	South Norfolk	6	70	8.57	372	10.4	2.8	
E01026937	E00137016	South Norfolk	15	216	6.94	304	26.1	8.6	5.40%
	E00137017	South Norfolk	0	170	0.00	179	0.0	0.0	
E01026943	E00137043	South Norfolk	0	55	0.00	279	0.0	0.0	6.30%
	E00137044	South Norfolk	10	129	7.75	324	17.4	5.4	
	E00137045	South Norfolk	13	120	10.83	301	22.6	7.5	
	E00137046	South Norfolk	27	168	16.07	301	47.0	15.6	
	E00137052	South Norfolk	1	49	2.04	202	1.7	0.9	
E01026944	E00137047	South Norfolk	9	49	18.37	198	15.7	7.9	6.69%
	E00137048	South Norfolk	23	125	18.40	372	40.0	10.8	
	E00137050	South Norfolk	3	167	1.80	340	5.2	1.5	
E01030224	E00154146	Waveney	31	128	24.22	124	53.9	43.5	43.50%
E01030225	E00154141	Waveney	49	163	30.06	183	85.3	46.6	11.82%
	E00154142	Waveney	0	124	0.00	460	0.0	0.0	
	E00154143	Waveney	22	124	17.74	402	38.3	9.5	
E01030230	E00154182	Waveney	50	171	29.24	298	87.0	29.2	25.10%
	E00154191	Waveney	47	138	34.06	375	81.8	21.8	
E01030231	E00154190	Waveney	3	147	2.04	274	5.2	1.9	1.35%
	E00154195	Waveney	0	135	0.00	112	0.0	0.0	
E01030234	E00154199	Waveney	0	125	0.00	298	0.0	0.0	0%
E01030235	E00154208	Waveney	7	133	5.26	413	12.2	2.9	2.90%
E01030237	E00173910	Waveney	1	123	0.81	302	1.7	0.6	0.60%
E01030259	E00154344	Waveney	18	69	26.09	118	31.3	26.5	26.50%
E01030260	E00154345	Waveney	4	106	3.77	253	7.0	2.8	4.11%
	E00154346	Waveney	10	103	9.71	219	17.4	7.9	
	E00173915	Waveney	0	42	0.00	121	0.0	0.0	
E01030268	E00154374	Waveney	2	132	1.52	245	3.5	1.4	1.40%
E01030269	E00154390	Waveney	67	121	55.37	279	116.6	41.8	50.10%
	E00154392	Waveney	186	186	100.00	232	232.0	100*	
	E00154401	Waveney	30	131	22.90	289	52.2	18.1	
E01030270	E00154388	Waveney	4	150	2.67	265	7.0	2.6	12.66%
	E00154391	Waveney	42	130	32.31	367	73.1	19.9	
E01030286	E00154479	Waveney	16	95	16.84	364	27.8	7.6	18.97%
	E00154480	Waveney	41	86	47.67	298	71.3	23.9	
	E00154486	Waveney	31	63	49.21	145	53.9	37.2	
E01030289	E00154492	Waveney	44	135	32.59	211	76.6	36.3	23.63%
	E00154499	Waveney	14	167	8.38	216	24.4	11.3	
E01030293	E00154516	Waveney	0	179	0.00	322	0.0	0.0	0%
	E00154518	Waveney	0	190	0.00	327	0.0	0.0	
E01030294	E00154530	Waveney	2	122	1.64	317	3.5	1.1	1.10%
E01033438	E00136547	Norwich	0	169	0.00	302	0.0	0.0	0%
	E00136548	Norwich	0	231	0.00	271	0.0	0.0	
	E00136550	Norwich	0	151	0.00	154	0.0	0.0	
	E00136551	Norwich	0	202	0.00	252	0.0	0.0	
	E00136566	Norwich	0	138	0.00	213	0.0	0.0	

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	E00136572	Norwich	0	258	0.00	259	0.0	0.0	
E01033439	E00136543	Norwich	0	331	0.00	298	0.0	0.0	0.26%
	E00136549	Norwich	1	261	0.38	357	1.7	0.5	
E01033440	E00173858	Norwich	0	145	0.00	352	0.0	0.0	0%
E01033441	E00173851	Norwich	0	128	0.00	211	0.0	0.0	0.42%
	E00173852	Norwich	1	160	0.63	140	1.7	1.2	
	E00173853	Norwich	0	133	0.00	258	0.0	0.0	
	E00173854	Norwich	0	156	0.00	330	0.0	0.0	
	E00173860	Norwich	3	120	2.50	449	5.2	1.2	
	E00173861	Norwich	0	132	0.00	295	0.0	0.0	

3605

28746

6181.06

\*Note that the original calculation results in 139% of the population of an OA is in the Broads. This is a reflection that we are applying the average household density across the Broads to each number of dwellings in the BA part of an OA. On this occasion, all dwellings in this OA are in the Broads. As such, we have taken the population to be that as per the Census. This has resulted in the total population in this table being different to that of the 2011 Census (6,271). However, the table gives an indication of where the population of the Broads lives, which is the purpose of the exercise.

DRAFT

## Rural Enterprise Dwellings and PPS7 Topic Paper

Broads Authority

May 2016

### 1. Introduction

Rural enterprise dwellings are those dwellings needed to support agriculture, forestry, boatyards, tourism and other rural employment. Essentially these operations may need staff to be near to the operation in case of emergencies or because they may effectively be on duty for 24 hours a day. It should be noted that in this topic paper the references to dwelling could also apply to residential mooring.

Being a predominantly rural area with many rural enterprises, the Broads Authority does receive applications for these types of dwellings.

Prior to the National Planning Policy Framework (NPPF), Planning Policy Statement (PPS) 7 was the relevant Government policy and guidance which gave guidance on this matter and helped to determine such applications. PPS7 has been withdrawn. The Authority already has adopted policy DP26 which helps determine such applications, however there is a lack of guidance and some elements of PPS7 are not included in DP26. DP26 was adopted in 2011 and is copied below.

#### **DP26 Permanent and Temporary Dwellings for Agricultural, Forestry and Other Workers**

Development of a new dwelling or a residential mooring for agricultural, forestry or rural workers, including boatyard workers, will be permitted outside the defined development boundaries if:

- (a) There is a demonstrable existing need for full time worker(s) to be available at all times for the enterprise to function properly;
- (b) The need is arising from a worker employed full-time or one employed primarily in the Broads in agriculture, forestry or a rural business;
- (c) Evidence is submitted that demonstrates that the business has been established for at least three years, has been profitable for at least one of them, is currently financially sound and has a clear prospect of remaining so;
- (d) The functional need cannot be met by an existing dwelling on the site or in the locality and there has been no sale on the open market of another dwelling on the site that could have met the needs of the worker in the past three years;
- (e) The dwelling would be commensurate in size and scale with the needs of the enterprise; and
- (f) It would not adversely affect protected species or habitats.

Should a new dwelling be permitted under this policy, the Authority will impose a condition restricting its initial and successive occupation to a person solely or mainly employed in agriculture, forestry or a Broads related rural enterprise. The removal of an occupancy condition will only be permitted in exceptional circumstances where it can be demonstrated that:

- (g) There is no longer a long-term need for the dwelling on the particular enterprise on which the dwelling is located; and
- (h) Unsuccessful attempts have been made to sell or rent the dwelling at a price that takes account of the occupancy condition.

Applications for a temporary mobile home or residential mooring for agricultural, forestry or rural workers, including boatyard workers, will be permitted provided that:

- (i) Residential occupation would be for a period of up to three years;
- (j) There is clear evidence that the proposed enterprise has been planned on a sound financial basis;
- (k) The functional need cannot be met by an existing dwelling on the site or in a nearby settlement; and
- (l) In relation to temporary mobile homes, the proposed temporary dwelling would not be located in Flood Risk Zone 3.

After three years, if there is no planning justification for a permanent dwelling, then the mobile home must be removed or, for a residential mooring, the vessel's residential use must cease.

The NPPF says the following in relation to rural workers at paragraph 55.

To promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities. For example, where there are groups of smaller settlements, development in one village may support services in a village nearby. Local planning authorities should avoid new isolated homes in the countryside unless there are special circumstances such as:

- the essential need for a rural worker to live permanently at or near their place of work in the countryside

DP26 was produced prior to the NPPF. The Authority's internal assessment of DP26 against the NPPF<sup>1</sup> concludes that the aim of policy is broadly consistent with the NPPF. However, majority of detailed policy content is not reflected in NPPF and neither is much of PPS7.

## 2. Incorporating more of PPS7 into a new Rural Enterprise Dwellings policy

The issue with regards to rural enterprise dwellings and isolated dwellings in the Broads is not one of number of applications, but rather the impact of what are usually isolated dwellings. Such applications propose development in areas where permission would not normally be granted due to the isolated nature. However, the Authority considers it important to support rural enterprises. Generally the Authority supports proposals in the right place, but will protect the special qualities of the Broads if proposals are in the wrong place.

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<sup>1</sup> [http://www.broads-authority.gov.uk/\\_data/assets/pdf\\_file/0019/414370/The\\_National\\_Policy\\_report\\_and\\_appendix.pdf](http://www.broads-authority.gov.uk/_data/assets/pdf_file/0019/414370/The_National_Policy_report_and_appendix.pdf)

The Authority considers it important to have an objective set of criteria to expand on the requirements of the NPPF. There are useful and important criteria within PPS7 as well as guidance which is currently missing from local and national policy. Such criteria and guidance can help the Authority interpret and consider applications for rural enterprise dwellings.

### 3. Proposed Policy and Reasoned Justification

This is the proposed refreshed and updated rural enterprise policy. The changes take into account experience from using the policy as well as incorporating some important elements of PPS7.

#### **Policy X: Permanent and Temporary Dwellings for Rural Enterprise Workers**

Development of a new dwelling or a residential mooring for rural workers will only be permitted outside the defined development boundaries if:

- a) Satisfactory evidence is submitted that demonstrates an existing essential need for full time worker(s) to be available on site or nearby at all times for the enterprise to function properly;
- b) The need is arising from a worker employed either full-time or one employed primarily in the Broads in a rural enterprise;
- c) Evidence is submitted that demonstrates that the business has been established for at least three years, has been profitable for at least one of them, is currently financially sound and has a clear prospect of remaining so;
- d) The functional need cannot be met by an existing dwelling on the site or nearby and there has been no sale on the open market of another dwelling on the site that could have met the needs of the worker in the past three years;
- e) Where practicable and appropriate, first consideration has been given to the conversion of an existing building;
- f) The dwelling is commensurate in size and scale with the needs of the enterprise and the cost would be viable in relation to the finances of the enterprise;
- g) The dwelling is sited so as to meet the identified functional need and is well related to the existing buildings of the enterprise; and
- h) The proposal would not adversely affect protected species or habitats.

Should a new dwelling be permitted under this policy, the Authority will impose a condition restricting its occupation to a person solely or mainly employed in agriculture, forestry or a Broads related rural enterprise, as appropriate.

The removal of an occupancy condition will only be permitted in exceptional circumstances where it can be demonstrated that:

- i) There is no longer a long-term need for the dwelling on the particular enterprise on which the dwelling is located; and
- j) Unsuccessful attempts have been made to sell or rent the dwelling at a price that takes account of the occupancy condition.

Applications for a temporary mobile home, caravan or residential mooring for rural enterprise workers, will only be permitted if;

- k) Residential occupation would be for a period of up to three years;
- l) There is clear evidence that the proposed enterprise has been planned on a sound financial basis for the same period (or longer) which the application seeks permission for a temporary dwelling/residential mooring for;
- m) The functional need cannot be met by an existing dwelling on the site or nearby;
- n) In relation to temporary caravans and mobile homes, the proposed temporary dwelling would not be located in Flood Risk Zone 3;
- o) The temporary structure can easily dismantled or taken away; and,
- p) The proposal would not adversely affect protected species or habitats.

Any planning permission granted will specify the period for which the temporary permission is granted and the date by which the temporary dwelling/mooring will have to be removed. Successive extensions to a temporary permission will not normally be granted unless material considerations indicate otherwise.

After three years (or such other period as the temporary permission may be for), if there is no planning justification for a permanent dwelling, then the mobile home or caravan must be removed or, for a residential mooring, the vessel's residential use must cease.

#### Reasoned Justification

The erection of dwellings or residential moorings outside defined development boundaries has the potential to have a negative impact on the openness and special character of the Broads. Rural Enterprise dwellings or residential moorings outside development boundaries will require special justification if planning permission is to be granted. The NPPF states that one such instance is when accommodation is required to enable agricultural, forestry and certain other full-time rural workers to live at, or nearby, their place of work.

For the purposes of this policy, the term 'rural workers' relates to those who work in agriculture, horticulture, forestry, tourism and boatyards and other enterprises which require a rural location. Any application would need to fully justify why the dwelling is linked to and needed to support a rural enterprise.

While proposals which support the proper functioning of rural enterprises will generally be supported because of the contribution such enterprises make to the local economy, in order to protect the landscape character of the Broads essential workers dwellings or residential moorings will only be permitted where there is a demonstrable need for a full time worker(s) to live at, or very close to, the site of their work and this functional need cannot be met by an existing dwelling on the site or in the locality.

When judging locality, the Authority will take into account what the requirement of the business is for an employee to live nearby and what a reasonable distance to travel to the business is. This will vary on a case-by-case basis and an application should explain what distance is appropriate and why.

To ensure that this demand for a dwelling or residential mooring is likely to be sustained, proposals must be accompanied by evidence to demonstrate that the business has been established for at least three years, profitable for at least one of them, currently financially sound and has a clear prospect of remaining so. A business plan for the subsequent three years will assist in assessing the future prospects.

Any proposals to convert buildings to become a rural enterprise dwelling (criterion e) will be considered against the relevant conversion policies in the Local Plan. When looking at dwellings that already exist nearby (criterion d), properties available for rent need to be considered as well as those available to buy and it should be demonstrated what price the enterprise can reasonably afford.

Any new dwelling or residential moorings permitted under this policy will be restricted in size and scale to one which is commensurate with the needs of the enterprise to ensure that the proposal does not have an unacceptable impact on the special landscape character of the Broads. Furthermore, the cost of constructing the dwelling in relation to what can be afforded by the enterprise is an important consideration as the erection of a dwelling should not affect the finances such that the enterprise would no longer be financially viable. Permitted development rights for future extensions and alterations may be removed in order to maintain control over the size of the dwelling, in the interests of protecting the landscape and local character.

If a proposal is considered in the context of this policy to potentially have an effect on an internationally designated site then it will need to be considered against the Habitats Regulations and a project level Appropriate Assessment undertaken.

Applicants should be aware that the Authority will use appropriate external expertise when necessary to assess the more technical information required to accompany proposals and the applicant will be required to reimburse the Authority the cost of this.

Where a new dwelling or residential mooring is permitted, the occupancy will be restricted by condition to ensure that it is occupied by a person, or persons, currently or last employed working in local agriculture, horticulture, forestry, and other rural activities, or their surviving partner or dependant(s).

Due to changing farm practices, the vulnerability of the agricultural sector and potential decline in other rural businesses, there may be instances where a dwelling or residential moorings for a rural worker is no longer required. The Authority will only consider favourably applications to remove occupancy conditions where it can be demonstrated that there is no longer a need for the dwelling on the particular enterprise on which the dwelling or residential mooring is located, either due to changes in the nature of the business or because the business is no longer viable. Applications for the removal of occupancy conditions will also need to be accompanied by robust information to demonstrate that unsuccessful attempts have been made, for a continuous period of at least 12 months, to sell or rent the dwelling at a reasonable price which takes account of the occupancy condition, including offering it to a minimum of three local Registered Social Landlords operating locally on terms which would prioritise its occupation by a rural worker as an affordable dwelling,

and that option has been refused. With regards to criterion J, unless there are special circumstances to justify restricting the dwelling or residential mooring to the particular enterprise where the dwelling is located, an occupancy condition is likely to allow occupation by other workers in the locality, in which case it should be considered whether there is other demand locally, and not just whether the demand for this particular enterprise has ceased.

Proposals for a temporary mobile home or residential mooring for rural workers will only be permitted for a period of up to three years. In order to protect the landscape character of the Broads, a planning condition will be attached to any permission to ensure that any mobile home or vessel is removed at the end of this three year period. The NPPG lists caravans and mobile homes for permanent occupation as a 'highly vulnerable' use. Accordingly, proposals to site a caravan or mobile home in an area defined as being within Flood Zone 3 will be contrary to the NPPG on flood risk.

Any new or converted dwelling needs to address the requirements of other policies in this Local Plan such as:

- The proposed dwelling needs to be sensitively designed and in keeping with its rural surroundings and will not adversely affect the setting of any heritage asset;
- The proposed dwelling will have satisfactory access; and,
- The proposed dwelling will be well landscaped, is sited to minimise visual intrusion and is in close proximity to existing buildings to meet the functional need of the business.

#### Alternative Options

- No policy – using the NPPF instead would not assist DM Officers in assessing applications now provide detail for applicants to address in their applications. With the special qualities of the Broads Executive Area, a policy that is more detailed than the NPPF is deemed necessary by the Authority.
- Keep existing policy with no changes – the changes bring into the policy and reasoned justification some useful guidance and criteria for preparing and assessing such applications. With the special qualities of the Broads Executive Area, a policy that is more detailed than the NPPF and more detailed than the existing policy is deemed necessary by the Authority.

#### Comments received as part of the Issues and Options:

Broadland Council felt that the NPPF provides sufficient policy to address this issue but a short guidance note for determining planning applications may be of assistance also.

#### Sustainability Appraisal Summary

Preferred Option: xx

No policy: xx


Keep existing policy: xxx

#### Evidence used to inform this section

PPS7

#### Monitoring Indicators



 Green shading means this PPS7 requirement is already addressed in DP26.

PPS7	New Rural Enterprise Dwelling Policy
Isolated new houses in the countryside will require special justification for planning permission to be granted. Where the special justification for an isolated new house relates to the essential need for a worker to live permanently at or near their place of work in the countryside, planning authorities should follow the advice in Annex A to this PPS.	General thrust included in the reasoned justification.
Paragraph 10 of PPS7 makes clear that isolated new houses in the countryside require special justification for planning permission to be granted. One of the few circumstances in which isolated residential development may be justified is when accommodation is required to enable agricultural, forestry and certain other full-time workers to live at, or in the immediate vicinity of, their place of work. It will often be as convenient and more sustainable for such workers to live in nearby towns or villages, or suitable existing dwellings, so avoiding new and potentially intrusive development in the countryside.	General thrust included in the reasoned justification in a manner consistent with the NPPF.
However, there will be some cases where the nature and demands of the work concerned make it essential for one or more people engaged in the enterprise or live at, or very close to, the site of their work. Whether this is essential in any particular case will depend on the needs of the enterprise concerned and not on the personal preferences or circumstances of any of the individuals involved.	General thrust included in the reasoned justification.
It is essential that all applications for planning permission for new occupational dwellings in the countryside are scrutinised thoroughly with the aim of detecting attempts to abuse (e.g. through speculative proposals) the concession that the planning system makes for such dwellings. In particular, it will be important to establish whether the stated intentions to engage in farming, forestry or any other rural-based enterprise, are genuine, are reasonably likely to materialise and are capable of being sustained for a reasonable period of time. It will also be important to establish that the needs of the intended enterprise require one or more of the people engaged in it to live nearby.	(c) Evidence is submitted that demonstrates that the business has been established for at least three years, has been profitable for at least one of them, is currently financially sound and has a clear prospect of remaining so;
<b>Permanent Agricultural Dwellings.</b> New permanent dwellings should only be allowed to support existing agricultural activities on well-established agricultural units, providing:	Development of a new dwelling or a residential mooring for <b>agricultural</b> , forestry or rural workers, including boatyard workers, will be permitted outside the defined development boundaries if:
(i) there is a clearly established existing functional need (see paragraph 4 <i>re function test</i> below);	<ul style="list-style-type: none"> <li>• There is a demonstrable existing need for full time worker(s) to be available at all times for the enterprise to function properly; The need is arising from a worker employed full-time or one employed primarily in the Broads in agriculture, forestry or a rural business;</li> </ul>
(ii) the need relates to a full-time worker, or one who is primarily employed in agriculture and does not relate to a part-time requirement;	<ul style="list-style-type: none"> <li>• Evidence is submitted that demonstrates that the business has been established for at least three years, has been profitable for at least one of them, is currently financially sound and has a clear prospect of remaining so;</li> </ul>
(iii) the unit and the agricultural activity concerned have been established for at least three years, have been profitable for at least one of them, are currently financially sound, and have a clear prospect of remaining so (see paragraph 8 below);	<ul style="list-style-type: none"> <li>• The functional need cannot be met by an existing dwelling on the site or in the locality and there has been no sale on the open market of another dwelling on the site that could have met the needs of the worker in the past three years;</li> </ul>
(iv) the functional need could not be fulfilled by another existing dwelling on the unit, or any other existing accommodation in the area which is suitable and available for occupation by the workers concerned; and	Unlikely to be needed as all applications are tested against relevant local and national policies. A reference made in the Reasoned Justification of the new policy.
(v) other planning requirements, e.g. in relation to access, or impact on the countryside, are satisfied.	
A functional test is necessary to establish whether it is essential for the proper functioning of the enterprise for one or more workers to be readily available at most times. Such a requirement might arise, for example, if workers are needed to be on hand day and night:	not needed
(i) in case animals or agricultural processes require essential care at short notice;	
(ii) to deal quickly with emergencies that could otherwise cause serious loss of crops or products, for example, by frost damage or the failure of automatic systems.	Generally covered in the policy in relation to function.
In cases where the local planning authority is particularly concerned about possible abuse, it should investigate the history of the holding to establish the recent pattern of use of land and buildings and whether, for example, any dwellings, or buildings suitable for conversion to dwellings, have recently been sold separately from the farmland concerned. Such a sale could constitute evidence of lack of agricultural need.	Generally addressed in policy in relation to functional need and check of any building being sold recently.
The protection of livestock from theft or injury by intruders may contribute on animal welfare grounds to the need for a new agricultural dwelling, although it will not by itself be sufficient to justify one. Requirements arising from food processing, as opposed to agriculture, cannot be used to justify an agricultural dwelling. Nor can agricultural needs justify the provision of isolated new dwellings as retirement homes for farmers.	Not needed
If a functional requirement is established, it will then be necessary to consider the number of workers needed to meet it, for which the scale and nature of the enterprise will be relevant.	Generally covered in the policy in relation to function.
New permanent accommodation cannot be justified on agricultural grounds unless the farming enterprise is economically viable. A financial test is necessary for this purpose, and to provide evidence of the size of dwelling which the unit can sustain. In applying this test (see paragraph 3(iii) above), authorities should take a realistic approach to the level of profitability, taking account of the nature of the enterprise concerned. Some enterprises which aim to operate broadly on a subsistence basis, but which nonetheless	Generally covered in the policy in relation to financial elements.

PPS7	New Rural Enterprise Dwelling Policy
provide wider benefits (e.g. in managing attractive landscapes or wildlife habitats), can be sustained on relatively low financial returns.	
Agricultural dwellings should be of a size commensurate with the established functional requirement. Dwellings that are unusually large in relation to the agricultural needs of the unit, or unusually expensive to construct in relation to the income it can sustain in the long-term, should not be permitted. It is the requirements of the enterprise, rather than those of the owner or occupier, that are relevant in determining the size of dwelling that is appropriate to a particular holding.	The dwelling would be commensurate in size and scale with the needs of the enterprise;
Local planning authorities may wish to consider making planning permissions subject to conditions removing some of the permitted development rights under part 1 of the Town and Country Planning (General Permitted Development) Order 1995 for development within the curtilage of a dwelling house. For example, proposed extensions could result in a dwelling whose size exceeded what could be justified by the functional requirement, and affect the continued viability of maintaining the property for its intended use, given the income that the agricultural unit can sustain. However, it will always be preferable for such conditions to restrict the use of specific permitted development rights rather than to be drafted in terms which withdraw all those in a Class (see paragraphs 86-90 of the Annex to DOE Circular 11/95).	New reasoned justification covers this by ensuring the dwelling remains commensurate in size and scale and is not developed in a way that adversely affects the viability of the enterprise. In the Broads, it may be appropriate to remove permitted development rights through conditions.
Agricultural dwellings should be sited so as to meet the identified functional need and to be well-related to existing farm buildings, or other dwellings.	Addressed in refreshed policy.
<p><b>Temporary Agricultural Dwellings</b></p> <p>If a new dwelling is essential to support a new farming activity, whether on a newly-created agricultural unit or an established one, it should normally, for the first three years, be provided by a caravan, a wooden structure which can be easily dismantled, or other temporary accommodation. It should satisfy the following criteria:</p>	Applications for a temporary mobile home or residential mooring for agricultural, forestry or rural workers, including boatyard workers, will be permitted provided that: (i) Residential occupation would be for a period of up to three years
(i) clear evidence of a firm intention and ability to develop the enterprise concerned (significant investment in new farm buildings is often a good indication of intentions);	Generally covered now through reference to business plan for next three years.
(ii) functional need (see paragraph 4 of this Annex);	Already in policy
(iii) clear evidence that the proposed enterprise has been planned on a sound financial basis;	There is clear evidence that the proposed enterprise has been planned on a sound financial basis
(iv) the functional need could not be fulfilled by another existing dwelling on the unit, or any other existing accommodation in the area which is suitable and available for occupation by the workers concerned; and	The functional need cannot be met by an existing dwelling on the site or in a nearby settlement
(v) other normal planning requirements, e.g. on siting and access, are satisfied.	Unlikely to be needed as all applications are tested against relevant local and national policies. Reference to this included in the reasoned justification.
If permission for temporary accommodation is granted, permission for a permanent dwelling should not subsequently be given unless the criteria in paragraph 3 above are met. The planning authority should make clear the period for which the temporary permission is granted, the fact that the temporary dwelling will have to be removed, and the requirements that will have to be met if a permanent permission is to be granted. Authorities should not normally grant successive extensions to a temporary permission over a period of more than three years, nor should they normally give temporary permissions in locations where they would not permit a permanent dwelling.	Temporary Dwellings: After three years, if there is no planning justification for a permanent dwelling, then the mobile home must be removed or, for a residential mooring, the vessel's residential use must cease.
<p><b>Forestry dwellings</b></p> <p>Local planning authorities should apply the same criteria to applications for forestry dwellings as to those for agricultural dwellings. The other principles in the advice on agricultural dwellings are equally relevant to forestry dwellings. Under conventional methods of forestry management, which can involve the use of a peripatetic workforce, new forestry dwellings may not always be justified, except perhaps to service intensive nursery production of trees.</p>	Development of a new dwelling or a residential mooring for agricultural, <b>forestry</b> or rural workers, including boatyard workers, will be permitted outside the defined development boundaries if... The need is arising from a worker employed full-time or one employed primarily in the Broads in agriculture, <b>forestry</b> or a rural business;
<p><b>Other occupational dwellings</b></p> <p>There may also be instances where special justification exists for new isolated dwellings associated with other ruralbased enterprises. In these cases, the enterprise itself, including any development necessary for the operation of the enterprise, must be acceptable in planning terms and permitted in that rural location, regardless of the consideration of any proposed associated dwelling. Local planning authorities should apply the same stringent levels of assessment to applications for such new occupational dwellings as they apply to applications for agricultural and forestry workers' dwellings. They should therefore apply the same criteria and principles in paragraphs 3-13 of this Annex, in a manner and to the extent that they are relevant to the nature of the enterprise concerned.</p>	Development of a new dwelling or a residential mooring for agricultural, forestry or <b>rural workers</b> , including <b>boatyard workers</b> , will be permitted outside the defined development boundaries if... The need is arising from a worker employed full-time or one employed primarily in the Broads in agriculture, forestry or a <b>rural business</b> ;
<p><b>Occupancy conditions</b></p> <p>Where the need to provide accommodation to enable farm, forestry or other workers to live at or near their place of work has been accepted as providing the special justification required for new, isolated residential development in the countryside, it will be necessary to ensure that the dwellings are kept available for meeting this need for as long as it exists. For this purpose planning permission should be made subject to appropriate occupancy conditions. DOE Circular 11/95 gives further advice and provides model occupancy conditions for agricultural dwellings and for other staff accommodation.</p>	Should a new dwelling be permitted under this policy, the Authority will impose a condition restricting its initial and successive occupation to a person solely or mainly employed in agriculture, forestry or a Broads related rural enterprise.

PPS7	New Rural Enterprise Dwelling Polciy
<p>Changes in the scale and character of farming and forestry may affect the longer-term requirement for dwellings for which permission has been granted subject to an agricultural or forestry occupancy condition. Such dwellings, and others in the countryside with an occupancy condition attached, should not be kept vacant, nor should their present occupants be unnecessarily obliged to remain in occupation simply by virtue of planning conditions restricting occupancy which have outlived their usefulness. Local planning authorities should set out in LDDs their policy approach to the retention or removal of agricultural and, where relevant, forestry and other forms of occupancy conditions. These policies should be based on an up to date assessment of the demand for farm (or other occupational) dwellings in the area, bearing in mind that it is the need for a dwelling for someone solely, mainly or last working in agriculture or forestry in an area as a whole, and not just on the particular holding, that is relevant in the case of farm or forestry workers' dwellings.</p>	<p>The removal of an occupancy condition will only be permitted in exceptional circumstances where it can be demonstrated that: (g) There is no longer a long-term need for the dwelling on the particular enterprise on which the dwelling is located; and (h) Unsuccessful attempts have been made to sell or rent the dwelling at a price that takes account of the occupancy condition.</p>
<p><b>Information and appraisals</b>            Planning authorities should be able to determine most applications for occupational dwellings in the countryside, including cases involving the imposition or removal of occupancy conditions, on the basis of their experience and the information provided by the applicant and any other interested parties. If this is not the case, agricultural or other consultants may be able to give a technical appraisal. This should be confined to a factual statement of the agricultural, or other business considerations involved and an evaluation of the specific points on which advice is sought; no recommendation for or against the application should be made.</p>	<p>It could be that expertise to assess information provided is required and this will be mentioned in the reasoned justification.</p>

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**Broads Local Plan 2036**  
**Gypsy, Traveller and Travelling Show People Need topic Paper**  
**May 2016**

### Introduction

This Topic Paper seeks to address:

- The need for Gypsy, Traveller and Travelling Show People in the Broads.
- Those who travel on boats and the need for houseboats.

### Need in the Broads Authority Executive Area

Following discussions with the Authority's six District Councils, it is noted that there is no history of illegal Gypsy and Traveller encampments in the Broads Authority Executive Area. There are also no permitted pitches or sites in the Executive Area. Further to this, the Authority considers that there is not a need for Gypsy, Traveller and Travelling Show People in the Broads Authority Executive Area to plan for in the new Local Plan. Consequently, no sites will be allocated for Gypsy, Traveller and Travelling Show People in the new Local Plan.

It is important to note that the Authority's constituent District Councils in the past have tended to assess the need for the entire district, including the Broads and subsequently plan to meet the entire need within the District Council's local planning authority area, i.e. outside of the Broads. The position of each District Council as at February 2016 is set out below:

District	Information on Gypsy and Travellers
Broadland	The Council's Cabinet resolved on 5 March 2013 to <i>'continue with monitoring the need for Gypsy and Traveller sites, dealing with private sites via planning applications, to do work with partner organisations on the scope for bringing forward transit sites, and producing a Gypsy and Traveller specific Development Plan Document if required in the future. Accordingly, it is not proposed to identify specific sites in the Site Allocations document.'</i>
Great Yarmouth	The 2013 Strategic Housing Market Assessment assessed Gypsy and Traveller need for the entire Borough including that which is the Broads. GYBC are meeting the entire need in their Local Planning Authority area.
North Norfolk	As produce new Local Plan, are likely to commission evidence base on this issue, potentially with neighbouring authorities.
Norwich	Local plan policy DM14 covers this issue. While no specific site has been allocated, DM14 has the criteria for assessing gypsy and traveller site applications and commits the city to providing for the need, either through identifying and developing sites through planning applications or, if this does not happen by the end of March 2016, through a focussed local plan. The council is currently working on identifying a site, which will be brought forward through a planning application. This will meet the short term need.
South Norfolk	The South Norfolk Gypsy, Traveller and Travelling Show People Accommodation Assessment assessed the entire area of South Norfolk and identified a need for 35 pitches from 2014 to 2031. The South Norfolk Gypsy and Traveller Local Plan will

District	Information on Gypsy and Travellers
	seek to allocate the objectively assessed need, subject to sufficient suitable sites being identified within the South Norfolk Local Planning Authority area.
Waveney	As Waveney produce their Local Plan, they will assess the bi-annual caravan counts to see if there is a need for further evidence. There is a relatively recent needs assessment (2013), which indicates that there is not a significant issue regarding lack of gypsy and traveller sites in the area. The requirement is for 10 pitches over the 15 year period to 2027, taking into account the 3% household growth predicted in the gypsy and traveller community, of which the first 5 year allotment has been delivered already.

The Authority's six constituent District Councils are currently at various stages in producing new Local Plans. In order to inform these Local Plans, evidence relating to Gypsy, Travellers and Travelling Show People will be compiled. In Norfolk, there is potential for the Local Planning Authorities to work together on this evidence. Whilst the Authority considers there is not a need within the Broads Authority Executive Area, we intend to be part of this potential piece of work, recognising the cross-boundary and transient nature of Gypsy ,Travellers and Travelling Show People.

#### Criteria-Based Policy in the new Local Plan

There will be a criteria based policy within the new Local Plan, designed to address planning applications for Gypsy, Traveller and Travelling Show People sites. There may be opportunities for proposals to come forward over the plan period, which could assist in meeting the need of our constituent District Councils and such a policy would help assess such applications.

#### Those who live on Boats

Through the Issues and Options consultation, as well as through conversations with stakeholders, the topic of those who live on boats was raised. This tended to be in light of the Housing and Planning Bill's reference to the need for Housing Authorities to assess the need of Houseboats:

- (1) *In section 8 of the Housing Act 1985 (periodical review of housing needs), after subsection (2) insert—*
- “(3) In the case of a local housing authority in England, the duty under subsection (1) includes a duty to consider the needs of people residing in or resorting to their district with respect to the provision of—*
- (a) sites on which caravans can be stationed, or*
  - (b) places on inland waterways where houseboats can be moored.*

The Broads Authority does not class those who live on boats as a form of Gypsy, Traveller or Travelling Show People. Indeed, the Authority is aware that the people who live on boats themselves do not class themselves this way.

#### Residential Moorings

Notwithstanding the above, those who live on boats require moorings and in particular residential moorings.

The Authority has an adopted policy relating to residential moorings (DP25 of the Development Management Development Plan Document). This policy sets out criteria to assess the suitability of proposals for residential moorings in particular being located near areas with Development Boundaries.

The Sites Specifics Local Plan sets out four development boundaries at policy XNS9. The Authority also regards other areas as being suitable for residential moorings which do not have development boundaries. These are in Brundall (BRU2, BRU6), Horning (HOR7) and Stalham (STA1).

Furthermore, as part of the Issues and Options, a call for suitable sites for Residential Moorings was held. This exercise resulted in two sites coming forward, which are yet to be assessed against the criteria of DP25 at the time of writing.

Finally, the Authority has a Mooring Design Guide which sets out different types of mooring and discusses their appropriateness in relation to tidal conditions and landscape.

#### Assessing the need for Houseboats

On the issue of assessing the need for Houseboats as set out in the Housing and Planning Bill, there are the following considerations:

- 1: there is no definition of what constitutes a houseboat for the purposes of the Bill as yet.
- 2: the Local Plan will consider the issue of floating buildings as it is progressed.
- 3: houseboats will effectively require somewhere to moor – residential moorings. See previous discussion on residential moorings.
- 4: the Bill sets the requirement for assessing need on housing authorities rather than Local Planning Authorities.

#### Conclusion

The Authority considers that there is no need to allocate sites for Gypsy, Travellers and Travelling Show People in the Broads Authority Executive Area through the new Local Plan. This reflects no history or illegal encampments and no permitted pitches or sites in the area.

The Authority does intend to adopt a criteria-based policy to help determine planning applications which may come forward. Such applications for Gypsy, Traveller and Travelling Show People could address some of the need of the Authority's constituent District Councils.

With regards to those who live on boats as well as the need for houseboats, residential moorings are an important requirement. The Authority has a policy on residential moorings, has four development boundaries and identifies other suitable locations and has undertaken a call for residential moorings as part of the Issues and Options consultation. As the Local Plan is produced, the policy on residential moorings will be rolled forward and development boundaries will also be assessed.

In conclusion, the Authority considers that the criteria based policy is sufficient to enable Gypsy, Traveller and Travelling Show People sites to be assessed and its efforts in relation to residential moorings assists those who wish to live on boats.

Gypsies, Travellers and Travelling Showpeople

Development proposals for the provision of permanent or transit accommodation, or temporary stopping places, to meet the needs of Gypsies and Travellers and Travelling Showpeople will be supported where they meet a proven need, as identified by a Gypsy and Traveller Accommodation Assessment.

Development proposals that would have an unacceptable adverse impact on the special qualities of the Broads will be refused. Appropriate development and site applications will be allowed where they meet the following criteria.

- a) Avoid sites being over-concentrated in any one location or disproportionate in size to nearby communities.
- b) Well related to existing settlements and do not harm the character and appearance of the area.
- c) Within reasonable distances to facilities and supporting services.
- d) Are on brownfield (previously developed) land.
- e) There are no significant adverse impacts on the safe and efficient operation of the highway network.
- f) There is adequate provision for parking, turning and safe manoeuvring of vehicles within the site.
- g) Transit sites should be in close proximity to the main established travelling routes in the area.
- h) Have clearly defined physical boundaries and will be appropriately screened and landscaped and be capable of visual privacy.
- i) The site will not have any adverse effects on the setting of any heritage asset or any adverse impact on the character and appearance of the surrounding landscape.
- j) Permanent built structures in rural locations or on settlement fringes are restricted to essential facilities.
- k) There is sufficient amenity space for occupiers.
- l) The design, layout and density of the site are based on Government guidance in 'Designing Gypsy and Traveller Sites'<sup>1</sup> (or successor documents).
- m) Sites or pitches are capable of being provided with adequate infrastructure such as power, water supply, foul water drainage and recycling/waste management.
- n) Proposals do not cause unacceptable harm to the amenity of neighbouring uses and occupiers and the tranquillity of the area.
- o) Due regard has been given to all types of flood risk.
- p) Sites are not proposed which will impact on Natura 2000 sites.

Transit or temporary sites may have conditions applied relating to length of occupancy in consultation with the Housing Authority.

Reasoned justification

<sup>1</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/11439/designinggypsiesites.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11439/designinggypsiesites.pdf)

The Broads Authority considers there is not a need to allocate sites for Gypsy and Travellers in the Broads Authority Executive Area. The reasoning behind this stance is addressed in the accompanying Gypsy, Traveller and Travelling Show People Need Topic Paper. That being said, the Government's Planning Policy for Traveller Sites document states *'where there is no identified need, criteria-based policies should be included to provide a basis for decisions in case applications nevertheless come forward. Criteria based policies should be fair and should facilitate the traditional and nomadic life of travellers while respecting the interests of the settled community'*. This criteria-based policy enables the Authority to assess any applications that may come forward for such sites that may address the need of the Authority's constituent District Councils. The justification of each of the criteria in the policy is discussed below.

Sites in or near to existing settlements are prioritised. Such sites are generally more sustainable than those in remote areas, with better access to services and in particular education and health. The Authority's preference would be for well related sites located in and near to settlements classed as local service centres and above in the settlement hierarchy. The priority will be that access to services can be reasonably obtained so as to meet the day to day needs of the occupiers, recognising the differences in lifestyles, working patterns and transport preferences.

National planning policy encourages planning policies and decisions to encourage the effective use of land by re-using land that has been previously developed (brownfield land), provided that it is not of high environmental value.

Sites are required to have safe and convenient vehicular access and provide adequate car parking space. The development should avoid significant impacts on local roads and be well located to major routes.

The local topography and form of the landscape will affect the visibility of a Gypsy and Traveller site and will affect its ability to integrate into its surroundings. Some sites will be highly visible, and others more visually contained. The Broads is a protected landscape and sites should respect the scale of the environment, including the historic environment, be of a scale proportionate to the local community and be capable of visual privacy. Sites which allow appropriate natural screening will be considered more favourably. Other policies of the Local Plan are likely to be of relevance such as policy x on Landscape and Landscaping and policy x on Settlement Fringe. The Government's design guide for Gypsy and Travellers emphasises key elements necessary to design a successful site.

To meet the needs of occupiers, proposals need to be capable of being served by appropriate service infrastructure, including public and/or private water supplies and treatment works as appropriate (see policy x on sewage treatment).

In order to ensure sites provide a healthy and safe environment for occupiers, sites should not be located on contaminated land and avoid areas of unsuitable noise, air quality and major hazards such as pipelines. In line with adopted amenity, tranquillity and light pollution policies, the proposals should not have a negative impact on neighbours and tranquil areas as well as have appropriate lighting that should not add to light pollution.



Caravans and mobile homes are highly vulnerable to flooding. National and local policies dictate that sites should not be allocated in areas of high risk of flooding, including that of functional flood plains.

The Broads has a wealth of environmental assets and site locations must not compromise the objectives of any designated areas.

Any planning permission will include a planning condition or obligation to ensure that occupancy of the site is limited to persons able to demonstrate an essential need for the accommodation. When any temporary permission is granted, a planning condition will be attached or an obligation secured to ensure that the permission is for a limited time period, after which time the use shall cease and the land must be restored to its former condition, within a specified period.

#### Alternative Options

- No policy. Not having a criteria-based policy would be contrary to the Government's Planning Policy for Traveller Sites. There may be occasions where appropriate sites within the Broads may assist in meeting the need of the Authority's constituent Districts. Not having a policy would make assessing such applications difficult.

#### Comments received as part of the Issues and Options:

Some comments related to boat people. As discussed in the Topic Paper, the Authority does not consider those who live on boats to be Gypsy and Travellers. The Inland Waterways Association supported a criterion based policy but raised the issue of the necessary licensing.

#### Sustainability Appraisal Summary

Preferred Option: xx

No policy: xx

#### Evidence used to inform this section

#### Monitoring Indicators

**Heritage Asset Review Group**

Notes of Meeting held on Friday 29 April 2016 starting at 13.00

**Present:**

Jacquie Burgess  
Mike Barnard  
Sholeh Blane  
Peter Dixon

**In attendance:**

Andrea Long – Director of Planning and Resources  
Prue Smith – Consultant on Cultural Heritage  
Simon Hooton – Head of Strategy and Projects  
Sandra Beckett – Administrative Officer

**19/1 Apologies for absence and welcome**

Apologies for absence were received from Lana Hemsall and Ben Hogg, the Historic Environment Manager

**19/2 Appointment of Chairman and Vice-Chairman**

The Director of Planning and Resources invited nominations for the Appointment of a Chairman of the Heritage Asset Review Group.

Sholeh Blane proposed, seconded by Mike Barnard and it was

RESOLVED

that Jacquie Burgess be appointed as Chair of the Heritage Asset Review Group.

***Jacquie Burgess in the Chair***

The Chairman invited nominations for a Vice-Chairman.

Peter Dixon proposed, seconded by Sholeh Blane, and it was

RESOLVED

That Mike Barnard be appointed as Vice-Chairman of the Group.

**19/3 To receive the note of the eighteenth meeting held on 4 December 2015**

The Note of the eighteenth meeting of HARG held on 4 December 2015 was received as a correct record.

**19/4 Points of Information arising from the last meeting**

There were no further points of information arising from the last meeting other than those to be discussed within the agenda.

**19/5 Conservation Area Re-Appraisals**

Progress was reported on the following Conservation Areas.

**(1) Stalham Staithe Conservation Area Re-Appraisal**

The Stalham Staithe Conservation Area Re-Appraisal had been published for consultation with the closing date of 7 April 2016. Twenty written Responses had been received and there had been over 50 attendees at the Town Hall exhibition with many verbal responses being given. Officers were currently collating these.

One of the common themes of the responses included working with Stalham Town Council and other agencies to achieve integrated long term management. Officers were waiting for feedback from the Town Council and a future report would be brought to the Planning Committee. It was noted that no further information had been received about the allotment area, and this had remained within the Conservation Area boundary for the consultation.

**(2) East and West Somerton Conservation Area Re-Appraisal**

It was noted that the Somerton Conservation Area Re-Appraisal had been approved for consultation by the Planning Committee on 1 April 2016. The Authority would be undertaking the consultation for both West and East Somerton, recognising that East Somerton came within the Great Yarmouth Borough.

The Parish Council were being kept informed although the dates for the consultation period had yet to be agreed but it was likely to be held between late May and June. A further report would be brought to HARG and the Planning Committee to consider the responses.

**19/6 Conservation Area Re-appraisals – future programme**

Ludham, Loddon and Horning

The Historic Buildings Consultant explained that there were just three Conservation Area Re-Appraisals left to carry out, these being Ludham, Loddon and Horning, maps of which were displayed.

It was agreed that as all three areas are shared with neighbouring authorities, the potential re-appraisals should be discussed with them, before being scheduled into the work programme. It was agreed to give the Horning Area priority but that this not be included in the work schedule until 2017/18. It was agreed to contact Horning Parish Council as well as North Norfolk District at an early stage explaining the Authority's intentions to carry out consultation in 2017. It was noted that if there were proposals to extend the boundary, this was more likely to be within the Broads area along the riverside.

## **19/7 Heritage at Risk**

### **19/7 (1) Buildings at Risk Schedule 2016**

The Consultant on Cultural Heritage provided the Group with the updated Schedules relating to the Buildings At Risk Survey as well as the Schedule relating to current and potential Enforcement issues.

It was noted that an ambitious comprehensive pre-application scheme had been submitted for **Common Farmhouse, Fleggburgh** and was being considered by officers. The property had been stabilised in the meantime.

With reference to the **Mills** within the schedule, most came within the Landscape Partnership Scheme bid where match funding had been promised by owners should the LPS bid be successful. It was pleasing to note that most had been in contact with the Authority expressing encouragement and their wish to be involved and that progress was being made. With regards to Pettingel's Mill Phase 1 of the Restoration work had now been completed and it was agreed to remove this from the Register. The mill would still be monitored as part of the suite of mills within the HLF Landscape Partnership project.

The repairs to **Bridge Farmhouse, Low Road, Mettingham**, were the subject of a Section 106 Agreement, where the construction of another property was dependent on repairs to the farmhouse being carried out. As this planning permission had expired, a new application had been submitted for a revised proposal for an agricultural dwelling which would be subject to a similar associated Section 106 Agreement. The Authority was discussing the details of the S106 agreement to ensure that the urgent works to Bridge Farmhouse were carried out before any new dwelling was constructed.

**Langley Abbey** –the Historic Environment Manager had contacted the owner and would be pursuing the matter.

**Brick Barn Gillingham** – following pre-application discussions an application for works was due to be submitted. Some holding repairs had already taken place.

**(2) Enforcement**

The Group welcomed the continued progress on the replacement of the windows and doors at Ashby with Oby Manor House.

It was noted that considerable progress had been made on dealing with those Buildings on the Heritage at Risk Register in the Authority's area since HARG had begun its work. Those properties still on the schedule were those which were most challenging. It was noted that there was always a human story relating to the circumstances for each of the buildings.

**19/8 Water, Mills and Marshes: The Broads Landscape Partnership Bid**

Simon Hooton provided the Group with a note setting out the progress to date. He drew attention to the following points.

Will Burchnall had been appointed as the Programme Manager to take the bid for Heritage Lottery Funding (HLF) for the Broads Landscape Partnership Project to the next stage in submitting a second round application. The following areas of work were being progressed during the 18 month development phase up until May 2017:

- *Historic Environment Manager working up Schedule for work on the mills – Spring/Summer 2016*
- *Education element to be developed – 2016*
- *Development of Landscape Character Action Plan including archaeological elements and ecclesiastical history – 2016. This was based on the work of the original Landscape Character Assessment but was being widened.*

The Project Board had met and 2 additional members had been appointed.

Will Burchnall would be meeting with a number of the Parish Councils in May and web links were being set up. There was good evidence to suggest that the Project was progressing in the right direction, particularly on the basis of partnership work.

The Group wished to formally thank, on behalf of all Members, Will Burchnall and the team for the progress being made.

**19/9 Any Other Business**

**Sholeh Blane**

It was noted that this would be Sholeh Blane's last HARG meeting as she would be leaving the Authority in July.

The Chairman thanked Sholeh Blane for her work on the Group and for acting as the Authority's Heritage Champion.

**19/20 Date of Next Meeting –**

It was noted that the next meeting of the Heritage Asset Review Group would take place on Friday **22 July 2016** following the Planning Committee meeting.

The meeting concluded at 1.40pm

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**Enforcement Update**  
Report by Head of Planning

**Summary:** This table shows the monthly updates on enforcement matters.

**Recommendation:** That the report be noted.

**1 Introduction**

1.1 This table shows the monthly update report on enforcement matters.

<b>Committee Date</b>	<b>Location</b>	<b>Infringement</b>	<b>Action taken and current situation</b>
5 December 2008	“Thorpe Island Marina” West Side of Thorpe Island Norwich (Former Jenners Basin)	Unauthorised development	<ul style="list-style-type: none"> <li>• Enforcement Notices served 7 November 2011 on landowner, third party with legal interest and all occupiers. Various compliance dates from 12 December 2011</li> <li>• Appeal lodged 6 December 2011</li> <li>• Public Inquiry took place on 1 and 2 May 2012</li> <li>• Decision received 15 June 2012. Inspector varied and upheld the Enforcement Notice in respect of removal of pontoons, storage container and engines but allowed the mooring of up to 12 boats only, subject to provision and implementation of landscaping and other schemes, strict compliance with conditions and no residential moorings</li> <li>• Challenge to decision filed in High Court 12 July 2012</li> <li>• High Court date 26 June 2013</li> </ul>

Committee Date	Location	Infringement	Action taken and current situation
21 August 2015			<ul style="list-style-type: none"> <li>• Planning Inspectorate reviewed appeal decision and agreed it was flawed and therefore to be quashed</li> <li>• “Consent Order “has been lodged with the Courts by Inspectorate</li> <li>• Appeal to be reconsidered (see appeals update for latest)</li> <li>• Planning Inspector’s site visit 28 January 2014</li> <li>• Hearing held on 8 July 2014</li> <li>• Awaiting decision from Inspector</li> <li>• Appeal allowed in part and dismissed in part. Inspector determined that the original planning permission had been abandoned, but granted planning permission for 25 vessels, subject to conditions (similar to previous decision above except in terms of vessel numbers)</li> <li>• Planning Contravention Notices issued to investigate outstanding breaches on site</li> <li>• Challenge to the Inspector’s Decision filed in the High Courts on 28 November 2014 (s288 challenge)</li> <li>• Acknowledgment of Service filed 16 December 2014. Court date awaited</li> <li>• Section 73 Application submitted to amend 19 of 20 conditions on the permission granted by the Inspectorate</li> <li>• Appeal submitted to PINS in respect of Section 73 Application for non-determination</li> <li>• Section 288 challenge submitted in February 2015</li> <li>• Court date of 19 May 2015</li> <li>• Awaiting High Court decision</li> <li>• Decision received on 6 August – case dismissed on all grounds and costs awarded against the appellant. Inspector’s decision upheld</li> <li>• Authority granted to seek a Planning Injunction subject to</li> </ul>



Committee Date	Location	Infringement	Action taken and current situation
<p>9 October 2015</p> <p>5 February 2016</p>			<p>legal advice</p> <ul style="list-style-type: none"> <li>• Challenge to High Court decision filed in Court of Appeal on 27 August 2015</li> <li>• Authority granted to seek a Planning Injunction to cover all breaches, suspended in respect of that still under challenge, and for direct action to be taken in respect of the green container</li> <li>• Leave to appeal against High Court decision refused on 9 October 2015</li> <li>• Request for oral hearing to challenge Court of Appeal decision filed 2015</li> <li>• Date for the oral hearing challenging the Court of Appeal decision confirmed for 3 February 2016</li> <li>• Pre-injunction notification letters provided to all those with an interest in the site within the Thorpe island basin and along the river</li> <li>• Site being monitored</li> <li>• Landowner's application to appeal the decision of the High Court in the Court of Appeal was refused on 3 February 2016.</li> <li>• Enforcement Notices remain in place</li> <li>• Applications for Injunctions lodged 18 February 2016</li> <li>• Injunctions served on Mr Wood on 2 March 2016</li> <li>• High Court Hearing 11 March 2016</li> <li>• Interim Injunction granted 11 March 2016</li> <li>• <b>Awaiting Court Date for Permanent Injunction</b></li> </ul>
<p>17 August 2012</p>	<p>The Ferry Inn, Horning</p>	<p>Unauthorised fencing, importation of material and land-</p>	<ul style="list-style-type: none"> <li>• Enforcement Notice served in respect of trailer on 25 September 2013</li> <li>• Compliance required by 11 November 2015</li> <li>• Further breaches identified and negotiations underway</li> </ul>

Committee Date	Location	Infringement	Action taken and current situation
5 February 2016		<p>raising and the standing of a storage container</p> <p>Non compliance with Enforcement Notice re standing of a refrigerated container for storage, and unauthorised development of a portacabin, static caravan, signage and lighting.</p>	<ul style="list-style-type: none"> <li>• Report taken to Planning Committee in February 2016</li> <li>• Authority given to instigate prosecution proceedings re refrigerated trailer, suspended for three months to seek a resolution; and</li> <li>• Authority given to serve Enforcement Notices in respect of portacabin and static caravan; and</li> <li>• Negotiations to take place with the landlord and tenant landlord on other elements.</li> <li>• Meeting took place in March 2016</li> <li>• Tenant landlord to detail intentions by 20 April 2016</li> <li>• Following negotiations, some agreement had been reached. No further information had been received within the timescale given and this had been extended.</li> <li>• <b>LPA advised that operator intends to submit retrospective application for unauthorised development and this is awaited.</b></li> </ul>
10 October 2014	Wherry Hotel, Bridge Road, Oulton Broad –	Unauthorised installation of refrigeration unit.	<ul style="list-style-type: none"> <li>• Authorisation granted for the serving of an Enforcement Notice seeking removal of the refrigeration unit, in consultation with the Solicitor, with a compliance period of three months; and authority be given for prosecution should the enforcement notice not be complied with</li> <li>• Planning Contravention Notice served</li> <li>• Negotiations underway</li> <li>• Planning Application received</li> <li>• Planning permission granted 12 March 2015. Operator</li> </ul>

Committee Date	Location	Infringement	Action taken and current situation
			<p>given six months for compliance</p> <ul style="list-style-type: none"> <li>• Additional period of compliance extended to end of December 2015</li> <li>• Compliance not achieved. Negotiations underway</li> <li>• <b>Planning Application received</b></li> </ul>
<p>5 December 2014</p> <p>8 January 2016</p>	Staithe N Willow	Unauthorised erection of fencing	<ul style="list-style-type: none"> <li>• Compromise solution to seek compliance acceptable subject to the removal of the 2 metre high fence by 31 October 2015</li> <li>• Site to be checked 1 November 2015</li> <li>• Compliance not achieved.</li> <li>• Authority given for Enforcement Notice requiring the reduction in height to 1 metre, plus timber posts and gravel boards</li> <li>• Enforcement Notice issued 1 February 2016</li> <li>• Compliance date 6 April 2016</li> <li>• <b>Appeal submitted against Enforcement Notice on grounds there has been no breach</b></li> </ul>
9 October 2015	Grey's Ices and Confectionary, Norwich Road, Hoveton	Unauthorised erection of canopies and Alterations to Shop Front.	<ul style="list-style-type: none"> <li>• Authority given for the issuing of an Enforcement Notice seeking removal of the canopies and alterations and authority given for prosecution, in consultation with the Solicitor in the event that the Enforcement Notice is not complied with</li> <li>• Negotiations underway</li> <li>• Enforcement Notice Issued on 5 January 2016</li> <li>• Compliance date 11 March 2016</li> <li>• Full Compliance awaited by 22 April 2016</li> <li>• <b>Meeting with Landowner scheduled for 19 May 2016</b></li> </ul>

Committee Date	Location	Infringement	Action taken and current situation
4 December 2015	Hall Common Farm, Hall Common, Ludham	Breach of conditions 2&3 of pp BA/2014/0408/C OND Unauthorised installation of metal roller shutter door	<ul style="list-style-type: none"> <li>• Authority given for issuing and Enforcement Notice and for prosecution (in consultation with the Solicitor) in the event that the enforcement notice is not complied with.</li> <li>• Period of 4 weeks given for landowner to consider position</li> <li>• Negotiations underway</li> <li>• Application for lattice work door as mitigation submitted</li> <li>• <b>Planning permission granted 4 April 2016. Site to be inspected</b></li> <li>• <b>Compliance not achieved. Enforcement Notices to be served.</b></li> </ul>

## 2 Financial Implications

2.1 Financial implications of pursuing individual cases are reported on a site by site basis.

Background papers: BA Enforcement files

Author: Cally Smith  
Date of report: 14 April 2016

Appendices: Nil

**Appeals to the Secretary of State: Update**  
Report by Administrative Officer

**Summary:** This report sets out the position regarding appeals against the Authority since April 2016

**Recommendation:** That the report be noted.

**1 Introduction**

1.1 The attached table at Appendix 1 shows an update of the position on appeals to the Secretary of State against the Authority since April 2016.

**2 Financial Implications**

2.1 There are no financial implications.

Background papers: BA appeal and application files

Author: Sandra A Beckett  
Date of report: 5 May 2016

Appendices: APPENDIX 1 – Schedule of Outstanding Appeals to the Secretary of State since April 2016

APPENDIX 1

Schedule of Outstanding Appeals to the Secretary of State  
since April 2016

Start Date of Appeal	Location	Nature of Appeal/ Description of Development	Decision and Date
31 March 2016	<b>App Ref BA/2016/0001/ENF</b>  <b>Staithe n Willow</b>	<b>Appeal against Enforcement</b> Relating to fencing on grounds that there has been no breach of planning	Committee Decision  8 January 2016  <b>Questionnaire submitted 21 April 2016</b>  <b>LPAs Statement of case submitted 12 May 2016</b>
10 May 2016	<b>Appeal Reference: APP/E9505/W/16/314 7689</b> <b>BA/2015/0403/FUL</b> Anchor Cottage, Mill Road, Stokesby  <b>Mrs Wanphen Martin</b>	<b>Appeal against Refusal</b>  Proposed change of use of annexe to separate unit for holiday accommodation	Delegated Decision 1 April 2016  <b>Questionnaire to be submitted by 17 May 2016</b>  <b>LPAs Statement of case to be submitted 14 June 2016</b>

**Decisions made by Officers under Delegated Powers**

Report by Director of Planning and Resources

**Broads Authority  
Planning Committee**

27 May 2016

Agenda Item No. 15

Summary:	This report sets out the delegated decisions made by officers on planning applications from 15 April 2016	to 17 May 2016
Recommendation:	That the report be noted.	

Application	Site	Applicant	Proposal	Decision
<b>Barsham And Shipmeadow PC</b>				
BA/2016/0036/HOUSEH	Manor Farm Low Road Shipmeadow Suffolk NR34 8HP	Mr & Mrs Rose and David Adcroft	Single storey rear extension, replacement windows, remodelling porch and internal alterations.	Approve Subject to Conditions
BA/2016/0037/LBC				Approve Subject to Conditions
<b>Barton Turf And Irstead Parish Council</b>				
BA/2016/0101/HOUSEH	Broadland House Shoals Road Irstead Norfolk NR12 8XR	Mr Brian Thompson	Garden room, study area and replacement windows.	Approve Subject to Conditions
<b>Beccles Town Council</b>				
BA/2016/0103/NONMAT	Derbys Quay Bridge Wharf Gillingham Dam Gillingham Beccles Norfolk NR34 0PA	Mr J Tubby	reduction in number of flats and addition of balcony, non-material amendment to previous permission BA/2013/0171/EXT8W	Approve
<b>Brundall Parish Council</b>				
BA/2016/0085/ADV	Marine Power Trading Limited West Lane Brundall Norwich Norfolk NR13 5RG	Mr Samuel Dacre	display of 2 No. facia signs and 1 No. totem sign.	Approve Subject to Conditions

Application	Site	Applicant	Proposal	Decision
<b>Filby Parish Council</b>				
<b>BA/2016/0129/FUL</b>	<b>Filby Sailing Base Main Road Filby NR29 3AA</b>	<b>Mr Martin King</b>	<b>Replacement of existing jetty with a purpose build jetty of similar size in the same location.</b>	<b>Approve Subject to Conditions</b>
<b>Geldeston Parish Council</b>				
<b>BA/2016/0087/FUL</b>	<b>Land Off Locks Lane Geldeston Norfolk</b>	<b>Mr Dan Pavitt</b>	<b>CCTV Installation.</b>	<b>Approve Subject to Conditions</b>
<b>Haddiscoe And Toft Monks PC</b>				
<b>BA/2015/0348/LBC</b>	<b>Pettingells Windpump Haddiscoe Marshes</b>	<b>Mr T C M Cook</b>	<b>Fitting of a new temporary cap to the mill tower. Removal of damaged lean-to tractor shed.</b>	<b>Approve Subject to Conditions</b>
<b>Horning Parish Council</b>				
<b>BA/2016/0136/FUL</b>	<b>Cygnets Reach Lower Street Horning NR12 8PF</b>	<b>Mr Colin Little</b>	<b>Proposed single storey extension to front and side of boat shed.</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0115/CU</b>	<b>11 Bureside Estate Crabbetts Marsh Horning Norfolk NR12 8JP</b>	<b>Mr Martin Dibben</b>	<b>Change of use to residential garden to Sedgemere, 12 Crabbetts Marsh</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0111/FUL</b>	<b>Southgates Boat Yard 56 Lower Street Horning Norfolk NR12 8PF</b>	<b>Monument Group Ltd</b>	<b>Recladding lean too roof</b>	<b>Approve Subject to Conditions</b>
<b>Hoveton Parish Council</b>				
<b>BA/2016/0058/FUL</b>	<b>Bewilderwood Horning Road Hoveton Norfolk NR12 8JW</b>	<b>Mr Tom Blofeld</b>	<b>Full planning application to demolish existing toilet block and erect a replacement toilet block in new location.</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0063/COND</b>			<b>Variation of condition 2 of previous permission BA/2012/0038/FUL to allow alterations to site layout and addition of a timber screen around the staff room block.</b>	<b>Approve Subject to Conditions</b>



Application	Site	Applicant	Proposal	Decision
<b>Ludham Parish Council</b>				
<b>BA/2016/0072/COND</b>	<b>White House Farm Clint Street Ludham Norfolk NR29 5PA</b>	<b>Mr Ben Tubby</b>	<b>Variation of condition for pp BA/2012/0258/FUL to reduce the no of roof lights, change the location of the feed hoppers, remove the walled enclosures, change the surface water disposal system and change the demarcation of the loading/unloading and turning waiting area.</b>	<b>Approve Subject to Conditions</b>
<b>Martham Parish Council</b>				
<b>BA/2016/0061/HOUSEH</b>	<b>Willowcroft Cess Lane Martham Norfolk NR29 4TZ</b>	<b>Mr Mark Johnson</b>	<b>Erection of garage, car port, store, boundary fence and wall.</b>	<b>Approve Subject to Conditions</b>
<b>Oulton Broad</b>				
<b>BA/2015/0337/FUL</b>	<b>Waterside 9 Romany Road Lowestoft Suffolk NR32 3PJ</b>	<b>Mrs Audrey Catchpole</b>	<b>Replacement of timber quay heading with steel piles and timber cappings.</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0135/FUL</b>	<b>Broadland Holiday Village Marsh Road Lowestoft Suffolk NR33 9JY</b>	<b>Mr Paul Spriggins</b>	<b>Replacement of caravans with 22 chalets for year round holiday occupation, verandas; car parking spaces and landscaping.</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0054/FUL</b>	<b>Wherry Hotel Bridge Road Lowestoft Suffolk NR32 3LN</b>		<b>Function room - To replace original glass walls with new double glazed window and door units and to replace existing curved glass roof section with standing seam zinc roof to north west and south west elevation and internal refurbishment.</b>	<b>Approve Subject to Conditions</b>
<b>Potter Heigham Parish Council</b>				
<b>BA/2016/0059/HOUSEH</b>	<b>Risdene 90 North East Riverbank Potter Heigham Norfolk NR29 5NE</b>	<b>Mr &amp; Mrs Selwyn Van Zeller</b>	<b>Creation of slipway, laying a path between slipway and shed for easier transportation across lawn and replacement shed.</b>	<b>Approve Subject to Conditions</b>

Application	Site	Applicant	Proposal	Decision
<b>Reedham Parish Council</b>				
<b>BA/2016/0075/FUL</b>	<b>Briar Cottage 10 Riverside Reedham Norwich NR13 3TF</b>	<b>Mrs Margaret Wheeler</b>	<b>Replacement quay heading.</b>	<b>Approve Subject to Conditions</b>
<b>Rollesby Parish Council</b>				
<b>BA/2015/0323/COND</b>	<b>Broadlands Main Road Rollesby Norfolk NR29 5EF</b>	<b>Mr And Mrs Saunders</b>	<b>Variation of condition 2 of pp BA/2013/0280/FUL to remove external stair, move office to first floor and provide archive storage, kitchenette and toilet. Office to be used for small scale business purposes (amended proposal)</b>	<b>Approve Subject to Section 106 Agreement</b>
<b>Stokesby With Herringby PC</b>				
<b>BA/2016/0041/HOUSEH</b>	<b>Owls Barn Hall Farm Runham Road Stokesby With Herringby Norfolk NR29 3EP</b>	<b>Mr G Kettless</b>	<b>Erection of Extension to Car Port, and Garden Shed and Site Landscaping Scheme.</b>	<b>Approve Subject to Conditions</b>
<b>Strumpshaw Parish Council</b>				
<b>BA/2016/0006/FUL</b>	<b>Staithe Cottage Low Road Strumpshaw Norwich NR13 4HS</b>	<b>Mr Tim Strudwick</b>	<b>Installation of a 6m diameter canvas marquee and timber flooring. The marquee and floor would be used for 8 months of the year and removed from November to February. The use is intended for no more than 5 years, after which conversion of an existing building is planned.</b>	<b>Approve Subject to Conditions</b>
<b>Thorpe St Andrew Town Council</b>				
<b>BA/2016/0093/ADV</b>	<b>Rushcutters 46 Yarmouth Road Thorpe St Andrew Norwich NR7 0HE</b>		<b>Retention of 1 No External &amp; Internally illuminated post sign and 5 No Externally illuminated areas of signwriting.</b>	<b>Approve Subject to Conditions</b>
<b>BA/2016/0094/LBC</b>			<b>Replacement signage.</b>	<b>Approve Subject to Conditions</b>