

Planning Committee

Agenda 05 January 2024

10.00am

Yare House, 62-64 Thorpe Road, Norwich NR1 1RY

John Packman, Chief Executive – Thursday 21 December 2023

Under the Openness of Local Government Bodies Regulations (2014), filming, photographing and making an audio recording of public meetings is permitted. These activities however, must not disrupt the meeting. Further details can be found on the [Filming, photography and recording of public meetings](#) page.

Introduction

1. To receive apologies for absence
2. To receive declarations of interest
3. **To receive and confirm the minutes of the Planning Committee meeting held on 08 December 2023** (Pages 3-22)
4. To note whether any items have been proposed as matters of urgent business
5. Chairman's announcements and introduction to public speaking
Please note that public speaking is in operation in accordance with the Authority's [Code of Practice for members of the Planning Committee and officers](#).
6. Request to defer applications included in this agenda and/or vary the order of the agenda

Planning and enforcement

7. **To consider applications for planning permission including matters for consideration of enforcement of planning control:**
There are no applications for consideration.
8. **Enforcement update** (Pages 23-29)
Report by Head of Planning

Tree Preservation Orders

9. **Tree Preservation Orders (proposed site visits) – Horsefen Road, Ludham and Dunburgh, Geldeston** (Pages 30-40)
Report by Historic Environment Manager

Policy

10. **Trowse with Newton Neighbourhood Plan – agreeing to consult update** (Pages 41-46)
Report by Planning Policy Officer
11. **Consultation responses** (Pages 47-51)
Report by Planning Policy Officer
12. **Local Plan – Preferred Options – bitesize pieces** (Pages 52-135)
Report by Planning Policy Officer

Matters for information

13. **Appeals to the Secretary of State update** (Pages 136-140)
Report by Senior Planning Officer
14. **Decisions made by Officers under delegated powers** (Pages 141-145)
Report by Senior Planning Officer
15. **To note the date of the next meeting – Friday 02 February 2024 at 10.00am at King’s Centre, 63-75 King Street, Norwich, NR1 1PH**

For further information about this meeting please contact the [Governance team](#)

Planning Committee

Minutes of the meeting held on 08 December 2023

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Present

Harry Blathwayt – in the Chair, Stephen Bolt, Bill Dickson, Tony Grayling, Martyn Hooton, Tim Jickells, Kevin Maguire, Vic Thomson and Fran Whymark.

In attendance

Natalie Beal – Planning Policy Officer (items 10-13), Jason Brewster – Governance Officer, Nigel Catherall – Planning Officer (item 7.2), Stephen Hayden – Arboricultural Advisor, Cheryl Peel – Senior Planning Officer, Cally Smith – Head of Planning and Sara Utting – Senior Governance Officer.

Members of the public in attendance who spoke

Andrew Alston, representing the applicant, and Councillor Adam Varley, North Norfolk District Councillor, for item 7(1) – application BA/2022/0357/FUL – Ludham - Water storage reservoir for agriculture.

Jane Black and Julie Hunn, as objectors, and David Lilley, the applicant, for item 7(2) – application BA/2023/0290/FUL – Geldeston - Angling platforms on river.

1. Apologies and welcome

The Chair welcomed everyone to the meeting.

Apologies were received from James Harvey, Leslie Mogford and Keith Patience.

Openness of Local Government Bodies Regulations 2014

The Chair explained that the meeting was being audio-recorded. All recordings remained the copyright of the Broads Authority and anyone wishing to receive a copy of the recording should contact the Governance Team. The minutes remained the record of the meeting. He added that the law permitted any person to film, record, photograph or use social media in order to report on the proceedings of public meetings of the Authority. This did not extend to live verbal commentary. The Chair needed to be informed if anyone intended to photograph, record or film so that any person under the age of 18 or members of the public not wishing to be filmed or photographed could be accommodated.

2. Declarations of interest and introductions

Members indicated that they had no further declarations of interest other than those already registered.

3. Minutes of last meeting

The minutes of the meeting held on 10 November 2023 were approved as a correct record and signed by the Chair.

4. Matters of urgent business

There were no items of urgent business

5. Chair's announcements and introduction to public speaking

Public Speaking: The Chair stated that public speaking was in operation in accordance with the Authority's Code of Practice for members of the Planning Committee and officers. Those who wished to speak were invited to come to the Public Speaking desk when the application they wished to comment on was being presented.

The Chair acknowledged that this was the last Planning Committee meeting for the Senior Planning Officer and thanked her for her thorough reports and presentations for the committee.

6. Requests to defer applications and/or vary agenda order

No requests to defer or vary the order of the agenda had been received.

7. Applications for planning permission

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

The following minutes relate to additional matters of information or detailed matters of policy not already covered in the officer's report, which were given additional attention.

(1) BA/2022/0357/FUL – Ludham - Water storage reservoir for agriculture

A balanced cut and fill earth moving operation to create an irrigation reservoir for the storing of winter abstractions.

Applicant: Nicholas Collier.

The Senior Planning Officer (SPO) provided a detailed presentation of the application that involved the creation of an irrigation reservoir within a field 500m west of Limes Farm, Blind Lane, Ludham. The SPO reminded Members that there had been a site visit on 17 April 2023.

The presentation included a location map, a site map, an aerial photograph of the site with the reservoir marked, a map showing the proposed reservoir and associated site compound marked within the applicant's land ownership boundary, a diagram showing a plan view of the bunds of the reservoir including the location of the pumphouse and a typical cross section of the bund, an annotated aerial photograph showing the proposed reservoir and its fill and irrigation pipelines, a diagram showing front and side elevations of the pumphouse, various photographs of the site and a photograph showing the site when viewed from the floodbank to the west.

The SPO explained that the application was for the creation of a water irrigation reservoir for the storing of winter abstractions from the river Ant (to the west of the site). The site itself was situated to the west of Ludham village, to the south of the How Hill estate and to the north of How Hill Fen Nature Reserve. Much of the land to the northwest and south of the site was covered by a number of statutory designations, including as part of the Ant Broads and

Marshes Site of Special Scientific Interest which forms part of the Broads Special Area of Conservation (SAC), Broadland Special Protection Area (SPA) and was a County Wildlife Site (CWS).

The site had a public footpath (Ludham FP10) running along its southern boundary which was itself bordered by a wooded slope leading down to fen marsh and then to the eastern bank of the river Ant. The site's northern boundary was adjacent to another area of woodland. There were open fields to the east and west of the site, with the eastern field sloping away to fen marsh and the river Ant.

The SPO confirmed that the application site was currently an arable field and not a grassed field as stated in section 1.2 of report. The proposed reservoir would encompass the whole field except for a 2m grass margin. The existing tree and hedgerow boundaries to the east and west of the site respectively would be retained. The boundary treatment would be 2.4m high green fencing enclosing the grassed bunds of the reservoir. The fill pipe leading from the abstraction point would be buried within a trench dug using hand tools, except where the pipe passed through woodland to the north of the site, where the pipework would be above ground.

The pumphouse would be located at the south-eastern end of the reservoir at the bottom of the bund. The pumphouse, measuring 3.9m long, 2.7m wide and 3m high, would consist of concrete block walls and a pan tile roof.

The SPO explained that in June 2021 the Environment Agency (EA) announced major changes to water abstraction licences held by businesses in the Ant Valley, reducing both the volume and the timings of abstraction. This had meant that farmers and local businesses have had to develop alternative and more sustainable sources of water, rather than continuing to take it from rivers, lakes or groundwater. The EA had adopted a phased programme to revoke, reduce and/or constrain licences used by businesses in order to bring abstraction back to sustainable levels. Farmers within the Ant catchment had therefore been looking at the construction of reservoirs so that they could store winter rainfall for use in the growing season.

In assessing the application, the SPO noted that there were no specific policies within the Local Plan for the Broads which related to the development of water abstraction reservoirs. Given that the site was surrounded by marshes that were nationally and internationally important wetland habitats for many species and large areas had been designated as a result, Strategic Policy SP6 (Biodiversity) was relevant. This policy required developments to protect the value and integrity of nature conservation interest and objectives of national and local nature conservation designations. The proposed application sought to secure a more sustainable water supply and thereby contribute to reducing the water pressures in the Ant Valley. The principle of the development was therefore in accordance with SP6 and was considered acceptable.

A key consideration was the potential impact on the designated sites. As the competent authority under the Conservation of Species and Habitats Regulations 2017 (as amended), the

Broads Authority had completed an Appropriate Assessment (AA) and this was attached in Appendix 3 of the report.

Considering the potential impact on habitats and species in the SAC, the conclusion of the AA was that there would be no adverse impact on the protected sites as a consequence of the development, subject to mitigation measures.

Considering the potential impact on the SPA, the conclusion of the AA was that there would be no adverse impact on the protected sites as a consequence of the development, subject to additional mitigation measures that had been noted in the submitted Construction Environment Management Plan (CEMP) report.

Natural England supported the conclusions of the AA subject to the mitigation measures.

There remained an objection from the RSPB relating to the abstraction licences issued by the EA in February 2023. This objection had been forwarded to the EA and they had responded by stating that the proposals had been advertised in October 2022 and they had received no objections to the abstraction licence applications. The EA had subsequently performed a Habitats Regulation Assessment AA with respect to all three abstraction licences and concluded that the in-combination effects of the abstractions were acceptable given the hands-off flow constraint applied as a condition of these licences.

There remained an objection from the owners of a neighbouring property who had concerns regarding the scale of mitigations required and believed that there were more suitable locations for this development. The SPO highlighted that if a proposed development was in accordance with planning policy or could be made acceptable through the use of planning conditions, then permission should be granted. The number of planning conditions imposed was a not a consideration. Similarly, the Local Planning Authority (LPA) was required to determine the application that had been submitted and could give little weight to an argument that there may be a better site elsewhere.

The objection also raised other issues requiring resolution, including archaeology, noise implications and the effect on the Public Right Of Way, however conditions could be imposed to cover the first two issues and there was no change proposed in respect of the footpath.

In terms of impact to the landscape, the proposal would introduce an engineered form into an open landscape. However, the site was quite isolated in terms of views from the wider area and the existing vegetation to the boundaries would be protected.

An objection from the Authority's Landscape Officer remained concerning the potential adverse impacts of the proposals on the sensitive landscape. However, a detailed Landscape Scheme and Management Plan would be conditioned.

Norfolk County Council's Archaeology Team had requested a written scheme of investigation prior to the commencement of development, and this had been included in the conditions.

Based on the information submitted, the principle of development was in accordance with all relevant planning policy and it was recommended that planning permission was granted

subject to conditions as stated in section 8.1 of the report with the addition of “unless otherwise agreed in writing” to the conditions relating to the timing of the works.

In response to a question, the SPO confirmed that this application was not eligible for Biodiversity Net Gain as it predated this requirement.

A Member asked whether renewable energy sources had been considered for the pumps required to abstract and distribute the water. Mr Andrew Alston, the representative of the applicant, indicated that diesel powered pumps had been specified at this stage of the application. Mr Alston was aware of examples of equivalent pumps using solar panels as the main power source, with diesel as a backup, and was keen to investigate this further in the context of this application, but he was not able at this point to guarantee that this technology would be used here.

Another Member was concerned that the fill pipe, being above ground when passing through the woodland to the north of the site, might appear intrusive and asked for if there was more information relating to its construction/specification. The SPO indicated that this information would be requested as part of the Landscape Scheme and Management Plan.

Members were concerned about the risk associated with the reservoir being breached. Mr Alston confirmed that the reservoir would be lined and indicated that reservoir safety was regulated through the Reservoirs Act 1975, as amended by the Flood and Water Management Act 2010. This legislation stipulated regular inspections of reservoirs to be performed by specially licensed civil engineers. The EA would not permit water abstraction without the corresponding reports confirming the successful outcome of these inspections. Mr Alston also confirmed that steps would be taken to prevent badgers from burrowing under the western boundary fence including burying the boundary fence 1 metre underground.

In response to a question Mr Alston confirmed that the reservoir licencing process mandated the need for lifebelts in the event of someone falling into the water.

Councillor (Cllr) Adam Varley provided a statement in support of the application. Cllr Varley thanked the SPO and the planning team for a comprehensive report. Given a post-Brexit economy there appeared to be a greater emphasis on food security with farmers expected to produce more locally grown crops. Given the change to water abstraction licences in the Ant Valley this application appeared to be the only viable option to ensure a sustainable water supply for the three farms covered by this application. With summers being described as a season of unrelenting heat resulting in significant pressure on our farmers and making the lack of a water supply more apparent. This reservoir would ensure that crops survived and the resulting steady supply of water would ensure they are harvested at their fullest potential.

The siting of this application was important and Cllr Varley acknowledged the importance of the Planning Committee’s site visit in understanding the visual impact of the site more fully via the public rights of way adjacent to the site and beside the river Ant. Cllr Varley believed the natural screening of the existing mature trees would help protect the beauty of the space when viewed from river. The unbroken views, available from the site, across the Ant Valley would change if Members were minded to approve this application. However, suitable

mitigations of extra screenings would soften the bunds and the rather imposing boundary fencing and Cllr Varley urged Members to condition this screening.

Cllr Varley believed this application sought to balance the need to address the scarcity of water supply while ensuring this special landscape and environment were protected. He was content with the conditions stipulated in 8.1 of the report and believed this development would have a positive impact on local farming communities and would act as an example for future equivalent applications. Cllr Varley thanked the Chair for the opportunity to speak.

Members spoke in support of the application acknowledging its importance in ensuring a sustainable water supply within the Ant Valley.

A Member welcomed the contribution of Cllr Varley especially in highlighting the importance of food security and the role this development had to play in ensuring locally produced crops. The Member went on to acknowledge the numerous objections but clarified that the committee could only address those that were relevant to the planning process. The Member added that they had initial reservations regarding the risk to Buttle's Marsh and these had been allayed by the content of the report and the contributions of the SPO and Mr Alston.

A Member had been concerned by a possible impact to wildlife during the construction phase of the development and welcomed the proposed mitigations and associated supervisions. The Member wondered whether information boards could be provided to explain the purpose of the reservoir and the mitigations undertaken to protect the wildlife and habitats during its construction.

A Member noted that the bunds of the reservoir provided an opportunity to promote biodiversity by the sowing of wildflowers for example and encouraged the applicant to take this opportunity. The SPO confirmed that a Landscape Scheme and Management Plan had been conditioned and this would be submitted before construction commenced.

A Member asked for a renewable energy source to be conditioned as part of the pumphouse plans.

Tony Grayling proposed, seconded by Bill Dickson and

It was resolved unanimously to approve the application subject to the following conditions:

- **Time limit.**
- **In accordance with submitted plans.**
- **Mitigation in accordance with the submitted CEMP.**
- **Submission of a Landscape Scheme and Management Plan.**
- **Archaeological conditions.**
- **Construction only during the winter period (November – February) unless otherwise agreed in writing.**
- **Vegetation ground clearance only outside of breeding bird season.**

- **Pre-construction watching brief surveys for wintering birds.**
- **No lighting.**
- **Reservoir generator operation 1 November – 31 March unless otherwise agreed in writing.**
- **Ecological enhancements as per the Ecology Report.**

(2) BA/2023/0290/FUL – Geldeston - Angling platforms on river

Install 18 wooden angling platforms for use 39 weeks per year in conjunction with Environment Agency closed season.

Applicant: Mr David Lilley, Bungay Cherry Tree Angling Club.

The Planning Officer (PO) provided a detailed presentation of the application that involved the installation of 18 timber angling platforms sited at specific points along a 660 metre length of the northern riverbank of the River Waveney where it passed to the south of the village of Dunburgh.

The presentation included a location map, a site map, a diagram showing the access track in relation to the fishing lake and riverbank with the location of the 18 platforms marked, a diagram showing the front and side elevations of an angling platform and its support posts, a map showing this application site relative to the recently approved fishing lake and the 2017 permission for 16 platforms further upstream, an aerial photograph showing the same information, an aerial photograph of the site, an aerial photograph of the site with annotations included to denote the scope of the proposed Woodland TPO, various photographs depicting the riverbank from the riverside footpath, a couple of photographs of example angling platforms, photographs depicting a sample of proposed platform locations as viewed when walking downstream along the river (west to east) and finally three photographs illustrating examples of tree works from the submitted Arboricultural Impact Assessment (AIA).

The site was accessed via a track leading south from Dunburgh Road, the opening of which was between two residential dwellings. The track led to a car park providing 20 parking spaces for the Bungay Cherry Tree Angling Club (BCTAC), applicants for this proposal. From the car park was a further track which led down towards the river and access to the application site. The car park currently served a fishing lake, leased by the BCTAC, that provided 20 fishing platforms and was located to the west of the car park and to the north of the riverbank where platforms 1 to 7 would be installed. The intention was for this car park to be shared for access to the lake and the river.

There was a public footpath running along the top of the floodbank adjacent to the site. The site included the riverbank between the raised floodbank and the river, also known as ronds, the width of which varied, with the upstream western bank narrower than the ronds at the downstream end. The site was predominately vegetated with a mix of self-seeded saplings and mature trees. The trees were sometimes in groups with various lengths of separation between groupings, with less trees where the ronds narrowed at the upstream end of the

site. The trees within the site were the subject of a provisional Tree Preservation Order (BA/2023/0022/TPO).

The 18 fishing platforms would be installed within existing gaps between trees or groups of trees (as indicated in the diagram shown), with the front of each platform in line with the existing quay heading or riverbank without extending into the river itself. Each timber platform would be supported on wooden posts with the 1.5 metres wide platform facing the river and 1.2 metres extending bank onto the riverbank.

The PO provided a summary of his assessment (section 6 of the report) by explaining that the principle of the development was considered acceptable as it contributed to the provision of recreational facilities in the Broads, and angling in particular. The specified use would contribute to the management and maintenance of the site. The platforms were considered to be modest in size, of a simple unfussy design and, located within the existing riverbank vegetation, their presence would not be detrimental to the landscape.

The presence of anglers on this section of riverbank, with a reasonable level of access, would not be unexpected and would not be considered detrimental to the character and appearance of the landscape or river scene. Anglers could currently access the riverbank for three-quarters of the year and their presence was not limited by a lack of platforms although the provision of platforms would encourage anglers to visit when ground conditions were less favourable. The number of anglers would be limited in the most part by the number of spaces available in the car park, with a maximum of 20 spaces provided.

Considering the cumulative impact of this new section of riverbank angling platforms with the existing section of 16 platforms further upstream to the west of the site, the resulting concentration of platforms was not unacceptable given the distance between these two sections and the spread of platform locations within the new section.

In terms of impacts to the navigation, this stretch of river supported various leisure activities including boating, canoeing, kayaking, and paddleboarding and angling was an established activity at this location. The navigation channel would not be reduced by the provision of these new angling platforms. The applicant proposed to limit any match fishing, which might result in up to 18 anglers present for the duration of an event, to be limited to five in total and for these events to only be organised outside the peak season. However, assuming all 18 platforms were to be utilised in this context, their use was not deemed detrimental to any particular user group.

An Ecological Impact Assessment (EIA) had been performed by Norfolk Wildlife Services and, subject to proposed mitigations being implemented, the Authority's Ecologist had raised no objections.

The trees within the site were protected by a provisional Tree Preservation Order and a Tree Survey and a Tree Protection Plan had been undertaken by Norfolk Wildlife Services. The Authority's Tree Officer had confirmed that the impact of the development on the existing trees would be negligible and would not compromise the health of the riverside woodland belt and there were no objections.

The PO confirmed that no objections had been raised regarding the flood risk. The PO explained that the report did not address the National Planning Policy Framework (NPPF) sequential test that states that a development should not be permitted if there were reasonably available alternative sites appropriate for the proposed development purpose in areas with a lower risk of flooding. Taking into account the necessity of providing angling platforms on a riverside location, the proposal was considered to pass the NPPF sequential test.

The Highway Authority had raised no objections and had acknowledged the 20-space car park for use in conjunction with the 20 angling platforms on the lake and the 18 platforms on the river. The applicant had provided a Parking Management Plan which was considered to be acceptable and would be conditioned.

The proposed platforms were in close proximity to the Public Right Of Way (PROW) at the western end of the site although there was adequate space for angling without impacting users of the footpath. The location of the platforms would provide a degree of control as to where people could fish and the club had bailiffs to monitor the behaviour of anglers.

The PO concluded that the proposed provision of 18 angling platforms along a 660 metre length of riverbank was considered acceptable in principle. The platforms and their use would not have an unacceptable impact on landscape and river scene, or navigation. Sufficient information had been provided to ensure that there would not be any unacceptable harm to ecology, protected species and the trees on the riverbank. There would be no impact on residential amenity through access to the site and the parking provision had been assessed as being sufficient, with no detrimental impact on highway safety, nor the PROW. The proposal was considered to be in accordance with the Local Plan for the Broads and the NPPF and the recommendation was to approve the application subject to the conditions described in section 8.1 of the report.

A Member asked how far the old quay heading, shown in a photograph, extended along the riverbank. The PO responded that he believed it was only located at the very western end of the site as shown in the photograph.

A Member noted that the platforms would only cover a small area of riverbank and asked whether there would be any mitigation to avoid possible degradation of the bank between the platform and the footpath. The PO indicated that the platform would provide some protection to the riverbank by formalising where an angler could fish and the access to the platform was no different to that currently provided.

A Member asked how the Parking Management Plan addressed the lack of car parking spaces required to cater for both the fishing lake and river platforms. The PO explained that when a match was planned the angling club would close the fishing lake. Anyone wishing to enter a fishing match on the river would have to book beforehand and this would enable the club to manage the number of anglers and their associated cars attending this type of event.

Two people had registered to object to this application and the first to provide a statement was Ms Jane Black. Ms Black believed that the riverbank had been built up 40 years ago and

the only time she had seen it flood was at the far end of the site where there were fewer trees. She believed that cutting trees down for this development would increase the flood risk. Most of the riverbank was populated by dense vegetation and mature trees and Ms Black did not believe the PO's photographs demonstrated this effectively. The applicant had stated that no trees would be cut down to facilitate this application. Ms Black did not understand how this would be possible given the wooded nature of the site. Ms Black believed that given the raised floodbank and the tidal nature of the river there would need to be raised walkways to facilitate anglers reaching the platforms. This major construction would require the removal of mature trees and result in the destruction of valuable habitat and the ongoing disturbance of the riverbank's rich and varied wildlife. At a time when nature needed to be preserved it seemed perverse to allow this development to cause so much damage for the benefit of so few people. Was this development not contrary to the Broads Authority's objective to conserve and enhance wildlife and improve the landscape for biodiversity. Given the lack of use of the platforms further upstream, Ms Black believed that this development was not necessary.

Mrs Julie Hunn provided her statement and noted that the Planning Committee had not undertaken a site visit for this application and trusted that Members of the committee were aware of the many concerns raised by local residents of which Mrs Hunn was one. Mrs Hunn believed that many people visiting the fishing lake and river approached from Dunburgh which was accessed via a single-track road. This road was widely used for walking, cycling and horse-riding and formed part of the Beccles to Geldeston circular walk and was included in two cycling routes. There were limited passing places on this road and Mrs Hunn indicated that walkers had to shelter in driveways or up the inclined verges to avoid oncoming traffic. Given recent changes to the Highway Code to safeguard vulnerable road users was it not incumbent on all the relevant authorities to ensure these protections were fulfilled.

Mrs Hunn drew Members' attention to comments made by the Authority's Rangers, who know this stretch very well, and had recommended that the number of platforms be limited to a maximum of 10 to avoid severe disruption to river users. The applicant states that the use of all 18 platforms would be very rare and asserted that any reduction in the number of platforms would undermine the viability of the fishing club. She wondered whether this assertion contradicted the applicant's statement regarding the usage of the club's other stretch of riverbank where the applicant had stated that in the last 6 years, he had only seen the associated 6 space car park full on one occasion. If that location was deemed viable by the club, then would not a reduced number of platforms on this site be equally viable. Mrs Hunn indicated that the pumping station, opposite where platforms 13 and 14 had been proposed, would discharge water into the river without warning. Mrs Hunn believed that small craft, paddleboards and swimmers could not safely pass this influx of water without moving onto the side of the river where platforms 12 to 18 would be located. Mrs Hunn believed that the scale and concentration of fishing in such a small and special area was totally unacceptable.

The Chair thanked Ms Black and Mrs Hunn for their contributions.

Members sought clarification on the proposed development following Ms Black's assertions regarding the building of walkways and the removal of trees. The PO confirmed that the only structures being installed would be the wooden platforms and their size and materials had been conditioned. The PO confirmed that no trees would be removed as part of this development and the provisional TPO, covering all the trees on the site, required any proposed tree works to be submitted to and agreed by the Authority beforehand.

A Member sought further clarification following Mrs Hunn's statement regarding the impact of the drainage pump on river users and her reference to comments by the Authority's Rangers. The PO explained that if craft and/or swimmers were swept across the river into the path of anglers then anglers would retrieve their lines rather than run the risk of losing their fishing tackle. This proposed response was predicated on the reasonable behaviour of anglers and the PO re-iterated that the club employed bailiffs who would be able to oversee their members' behaviour. The PO confirmed that the Rangers' comments relayed by Mrs Hunn were correct and could be found in section 3.21 of the report.

A Member asked what would happen if voles were discovered during the development. The PO explained that if evidence of voles was discovered at a given location on the riverbank, then that element of the development work would cease. A full survey would be undertaken and, if the presence of voles were confirmed then the appropriate licence would be sought. This licence would mandate that a suitable alternative site for the voles be identified. If no alternative site could be identified then the proposed development at that location would no longer be permitted.

In response to a question, the applicant Mr David Lilley confirmed that the platforms would be constructed from tanalised wood and that no further chemical treatments/preservatives would be applied to them.

A Member acknowledged the objections of the local residents and indicated that these had to be balanced with the principle of development as stated in section 6.1 of the report. Given the extent of conditions imposed on the application Members believed there was no reason not to approve this application. A Member welcomed the fact that the club provided bailiffs and believed it was in the interest of club members to maintain good relations with the other users of the site. Members supported the development and its role in extending access to the river for more people to enjoy.

Kevin Maguire proposed, seconded by Bill Dickson and

It was resolved unanimously to approve the application subject to the following conditions:

- i. Time limit**
- ii. In accordance with approved plans and supporting documents**
- iii. In accordance with the submitted Arboricultural Impact Assessment (AIA), Arboricultural Method Statement (AMS) and Tree Protection Plan (TPP), in particular Appendix 5, the Arboricultural Method Statement (AMS)**
- iv. Timber preservatives only**

- v. Daylight only, no night fishing
- vi. Only for angling club members use
- vii. No day tickets
- viii. No obstructing the public footpath with persons or equipment
- ix. Submission of a scheme of monitoring and enforcing approved use
- x. Matches limited to 5 per fishing season and not between 16th June and 15th September
- xi. Parking within designated car park area only, maximum 20 vehicles
- xii. No vehicle access beyond car park
- xiii. Details of flood response plan
- xiv. Details of Water Safety Plan
- xv. Vegetation clearance not to be undertaken during breeding bird season (1st March - 31st August, inclusive)
- xvi. Platforms must be micro-sited to avoid any potential water vole burrows and overseen by a qualified Ecological Clerk of Works (ECoW)
- xvii. Pre-works checks for otters by qualified Ecological Clerk of Works (ECoW)
- xviii. Biodiversity enhancement as per section 6 of the Ecological Impact Assessment, submission of management plan for maintenance and construction

Meeting adjourned at 11:22am and reconvened at 11:31am.

8. Enforcement update

Members received an update report from the Head of Planning/Planning Officer (Compliance and Implementation) on enforcement matters previously referred to the Committee. Further updates were provided at the meeting for:

Land at the Beauchamp Arms Public House (Unauthorised static caravans) – The Hearing at Norwich Crown Court was scheduled for 22 December 2023 and the Court would hear the defendant’s case to dismiss the prosecution.

Blackgate Farm, High Mill Road, Cobholm – The Gypsy and Traveller Accommodation Needs Assessment for this site had been undertaken and the Authority, in conjunction with Great Yarmouth Borough Council, were awaiting the written assessment.

9. BA/2023/0012/TPO - Butterfield House, 1 The Score, Northgate, Beccles

The Head of Planning (HoP) presented the report recommending confirmation of a provisional Tree Preservation Order (TPO) for an Ash tree at Butterfield House, 1 The Score, Northgate, Beccles. The owner had submitted an application for Works to Trees in a Conservation Area (a Section 211 notice) proposing to pollard the Ash tree to approximately 3 metres above the

initial union at the top of the trunk and to remove 8 metres of canopy with a finished height of approximately 12 metres. The Local Planning Authority for the Broads had an obligation to serve TPOs on trees that are under threat and considered of amenity value. The tree had been assessed by the Authority's Arboricultural Advisor (AAA) using the Tree Evaluation Method for Preservation Orders (TEMPO), a standard, recognised and widely adopted tree assessment methodology. The TEMPO assessment had indicated that a TPO was justified and a provisional TPO (BA/2023/0012/TPO) had been served on 13 July 2023 and this would need to be confirmed by 13 January 2024.

An objection to the provisional TPO had been received from a neighbour stating that the tree was huge (around 30-40m high) and that it stood only 2m from the neighbour's boundary. Its branches hung more than halfway across the neighbour's lawn. As such it blotted out the sun for most of the day and in autumn there were branches blown down on to the neighbour's lawn and clusters of leaves that covered it. The neighbour considered the tree to be a health and safety hazard and believed it should be reduced in height. The objection had been received within the 28-day consultation period and in accordance with the Authority's Scheme of powers delegated to the Chief Executive and other officers, paragraph 50 (ii), this matter would need to be determined by the Planning Committee.

The HoP indicated that the Planning Committee had undertaken a site visit on 22 November 2023 and, in accordance with the process associated with these visits, a Beccles Town Councillor and an observer from the Broads Society had been present.

The HoP presented a map showing the location of the tree within Beccles and a more detailed map showing the tree within the surroundings of The Score and the river Waveney. The HoP then presented a series of photographs of the subject tree, a large mature Ash tree, from various points along the western bank of the river and from Northgate demonstrating its prominence in the landscape from these vantage points.

The HoP presented a map showing the location of the tree relative to the neighbour's property which was along the northern boundary of Butterfield House. The HoP then showed photographs of the subject tree from the entrance to The Score and from various points within the curtilage of Butterfield House and then from the neighbour's property.

The HoP appreciated the concerns of the neighbouring property and acknowledged that there were grounds to them. However, it was considered that the amenity value of the tree to the wider area outweighed the individual concerns. The tree was not considered to pose an unnecessary risk to persons or property and was deemed to be in good condition. It was considered that the proposed works would cause unnecessary damage to the tree for little or no reason. Pollarding the tree, as proposed, could make the tree more susceptible to Ash dieback disease as the resulting new growth was more vulnerable to this fungal disease. The loss of this tree due to this disease would be detrimental to the area and, if the tree was not affected by Ash dieback, the large reduction in its height would significantly reduce its amenity value. The HoP concluded that the recommendation was to confirm the TPO.

The HoP confirmed that the TPO did not preclude any works to the tree, what it did require was for an application for any proposed works to the tree to be submitted to the Authority. The Authority in conjunction with the applicant would then agree works commensurate with the necessary and reasonable management of the tree.

A Member asked how significant the shading of the tree was on the neighbouring property. The AAA confirmed that tree's location to the south-west of the neighbouring property would result in shading of the garden in the late afternoon. However, given the open foliage associated with the crown of the Ash tree, this shading would consist of dappled light rather than casting a uniform shadow.

A Member, having attended the site visit, disagreed with the objector's assessment that the Ash tree had an aggressive overhang and given its good condition, the loss of amenity value that would result from pollarding the tree, not to mention the resulting risk of Ash dieback disease, he believed it was incumbent on the Authority to protect this tree. Members supported the protection of the amenity value of the tree.

Tim Jickells proposed, seconded by Martyn Hooton and

It was resolved unanimously to confirm Tree Preservation Order BA/2023/0012/TPO for the Ash tree at Butterfield House, 1 The Score, Northgate, Beccles.

10. Chet Neighbourhood Plan – Agreeing to consult

The Planning Policy Officer (PPO) introduced the report, which sought agreement for public consultation to proceed on the Chet Neighbourhood Plan.

Stephen Bolt proposed, seconded by Fran Whymark, and

It was resolved unanimously to endorse the Chet Neighbourhood Plan, Regulation 16 version for consultation.

11. Consultation responses

The Planning Policy Officer (PPO) introduced the report, which documented the response to a consultation on the Greater Norwich Local Plan Main Modifications. The PPO explained that this Local Plan had been through Examination and the Inspectors had deliberated on the resulting responses and the Local Plan had been modified accordingly. These modifications had been issued for consultation and an extension had been granted for the Local Planning Authority (LPA) for the Broads to enable a response from this committee meeting to be confirmed.

The PPO indicated that along with comments seeking clarification on a number of points she had raised a number of objections:

- **MM8** – a section of the Local Plan Policy 2 (Sustainable Communities) was proposed to be removed that would result in all references to the Broads being removed from this strategic policy.

- **Table 8, row 5** – this change corresponded to MM8 above and the proposed change to Local Plan Policy 2.
- **MM9** – Policy 3 was about Environmental Protection and Enhancement however it had failed to reference the Broads as a Natural Environment. The PPO had provided a reasoned justification why the Broads should be included in Policy 3.
- **Lack of consistency between policies** – The PPO had provided a table listing the relevant policies, all of which were for sites next to the river in Norwich, and then indicated whether the Broads was referenced in the policy, whether the supporting text considered the Broads and whether the supporting text indicated early engagement with the LPA for the Broads. These entries were colour coded red, amber and green where red signified no mention of the Broads, amber signified an inaccurate or inconsistent reference to the Broads and green signified a correct reference to the Broads. In the context of red and amber entries the PPO had then provided corresponding entries explaining the associated changes to the policy and/or supporting text to correct the related omissions, inaccuracies or inconsistencies. Every row in the table that did not show 3 consecutive green entries highlighted a policy that failed to provide consistent and correct references to the Broads.

Members supported this thorough response and thanked for the PPO for her diligence.

Tony Grayling proposed, seconded by Martyn Hooton and

It was resolved unanimously to endorse the nature of the proposed response.

12. Annual Monitoring Report

The Planning Policy Officer (PPO) introduced the report, which detailed key metrics associated with planning activity from 1 April 2022 to 31 March 2023, as well as an assessment on how policies in the Local Plan for the Broads were utilised. The PPO indicated that section 2.1 of the report provided the headline results from the Annual Monitoring Report (AMR).

The PPO noted that only a few units of market dwellings and holiday accommodation had been granted during this period and explained that Nutrient Neutrality had reduced the number of permissions granted for this category. The PPO highlighted that the Self-build exemption from the duty continued as per previous AMRs and that this year's Infrastructure Funding Statement and Brownfield register had been completed.

Tony Grayling proposed, seconded by Fran Whymark and

It was resolved unanimously to endorse the Annual Monitoring Report 2022/23.

Fran Whymark left the meeting.

13. Local Plan - Preferred Options (bitesize pieces)

The Planning Policy Officer (PPO) presented the report which detailed thirteen new or amended policy areas that were proposed to form part of the Preferred Options version of

the Local Plan. The PPO proposed to discuss each section of the report in turn and welcomed members' feedback.

Trajectories and Call for sites section

The PPO indicated that another Call for Sites would be undertaken during the Preferred Options consultation and this would include gypsy and traveller sites for the entire area (whereas the Issues and Options Local Plan call for sites for gypsy and traveller sites had related only to the Great Yarmouth part of the Broads), residential moorings, and residential dwellings. This section detailed the current allocations per each category and when it was expected that the allocations for residential dwellings and residential moorings would come forward.

A Member noted the importance of the Utilities site to the number of residential dwellings. The PPO confirmed that the Utilities site was important and as it was within the East Norwich Regeneration Area required the collaboration of Local Planning Authorities (LPAs) for Norwich City Council, South Norfolk Council and the Broads Authority. The PPO explained that the Authority's residential dwellings need was not additional to the need identified by the Authority's neighbouring Local Planning Authorities but was part of their need. If the Authority's need for sites was not met then the PPO would liaise with her counterparts in the neighbouring LPAs, under the National Planning Policy Framework duty to co-operate guidelines, to arrange for the neighbouring LPAs to meet the need of the Broads.

Major Development in the Broads

The PPO explained that within a planning context there were 3 possible definitions for major developments; one referring to the size of schemes, one relating to a development's flood risk and one specific to protected landscapes. Policy DM1 sought to address the latter as per National Planning Policy Framework (NPPF) guidance although the policy was not limited to this interpretation. This policy had been updated to clarify some elements and to reflect the terminology adopted in the latest version of the NPPF.

A Member questioned the removal of "adverse" in the context of "effects on proposed or designated European Sites for nature conservation..." (at line 17 item d of the policy). The PPO agreed to cross reference this change against the relevant NPPF guidance.

Water section

Policy DM2 (Water quality and foul drainage) had been updated to ask for a statement explaining and justifying the approach taken when a development proposed an alternative solution when a connection to a foul sewer was proven to not be feasible. The supporting text had been updated to reflect the latest position regarding the Knackers Wood Water Recycling Centre.

A Member questioned references to the Water Framework Directive and indicated that they should be updated to reflect The Water Environment (Water Framework Directive) (England and Wales) Regulations 2017 as per recent changes to policy DM31. The PPO agreed to ensure that this update was applied consistently across the relevant Local Plan policies.

Policy DM4 (Water efficiency) had been updated to reflect comments received during the Issues and Options consultation and research into water efficiency standards required by other Local Planning Authorities. The PPO confirmed that the Authority's standard would continue to be a water demand equivalent to 110 litres per head per day however the policy would support further reduced water demand. The policy had been updated to include greywater recycling and rainwater harvesting and references to camping and caravanning to ensure these sites considered water efficiency. The requirement to perform a water consumption assessment using the BREEAM assessment model had been removed; this assessment model was intended to be performed as a whole building assessment and was not suitable in the context of assessing only water consumption. An appendix had been introduced to provide further guidance on how to implement this policy.

Members supported the changes and welcomed its focus on reducing water consumption.

Natural Environment

The comments received during the Issues and Options consultation had been included and the PPO summarised this feedback as relating to the provision of Biodiversity Net Gain (BNG) of 10% or more. The PPO indicated that, given this requirement was still to be implemented, it was premature to commit the Authority to a more ambitious BNG target.

A Member was keen to adopt a higher BNG target as he believed this would be commensurate with the Authority's statutory objectives. The Head of Planning confirmed that the BNG Officer had started in this new role and he would be considering the BNG regulations and related responses from other LPAs and a related report would be presented to this committee for the consideration of Members.

The PPO indicated that Biodiversity Strategic Policy (SP6) had been updated to strengthen it and to include new elements to its remit such as the Local Nature Recovery Strategy (LNRS).

Policy DM13 (Natural Environment) had been updated to include titles for readability and references to LNRS and Non-native species.

A new policy for BNG had been drafted and the PPO indicated that this was adequate for this stage of the Local Plan although this policy would require a further review once the BNG regulations were better understood.

Further new policies had been drafted to address Mitigating Nutrient Enrichment Impacts and Mitigating Recreational Impacts.

Bill Dickson left the meeting.

Affordable housing

Policy DM34 (Affordable housing) had been updated to refer to Major Developments in the context of the size of scheme, to highlight the need for on-site provision, the associated need to cross reference to the equivalent policies of another LPA when the Authority deferred to that the relevant LPA and minor changes relating to rural exception sites .

Custom/self-build

Policy DM42 (Custom/self-build) had been updated to better support multi-dwelling sites such as those proposed by the East Norwich Regeneration Plan, to define a process for responding to unsold plots and to encourage the adoption of design principles.

Design section

A new Strategic Design Policy had been drafted that provided 3 overarching principles for design. Policy DM43(Design) had been updated to reflect comments received during the Issues and Options consultation and to strengthen and respond to the experiences of using this policy since it was adopted 4 years ago.

A Member asked whether the first of the strategic policy's overarching principles could be used to protect thatched properties within the Broads. The PPO indicated that each development would be considered on a case by case basis and indicated that line 115 of DM43 did support the replacement of a thatched property with another new thatched property.

The Member supported this update.

Visitor and community facilities and services

The PPO indicated that there was no significant change to Strategic Policy SP16 with a change to its title to remove the reference to "New" community facilities.

Policy DM44 (Visitor and community facilities and services) had been updated for consistency with other recently changed policies and to incorporate the experiences of using this policy over the previous 4 years.

Re-use, conversion or change of use of buildings

Policy DM48 had been relabelled to better reflect its purpose in supporting the re-use, conversion or change of use of buildings and the policy's narrative had been updated to better reflect this clarified scope.

Leisure plots, amenity plots and mooring plots

Policy DM50 had been relabelled to include amenity plots and the policy updated to reflect the need for the Dark Skies policy to be considered when including electric hook up/charging points.

A Member questioned whether the Local Plan policies considered the long term use of motor homes and how their associated waste water would be managed. The Head of Planning believed that this matter was beyond the scope of the Local Plan and suggested that if this situation occurred it might be more appropriate to address it as an enforcement matter.

Hoveton Town Centre and areas adjacent to the Town Centre

The PPO explained that policy HOV5 (Hoveton Town Centre and areas adjacent to the Town Centre) had been produced with reference to the relevant North Norfolk Local Plan policies and updated to reflect changes in Use Class definitions.

Oulton Broad District Shopping Centre

The PPO indicated that policy OUL3 (Oulton Broad District Shopping Centre) was another policy shared with a partner LPA and therefore reflected the relevant Waveney Local Plan policies. The policy had been updated to reflect changes in Use Class definitions and to better support sustainability.

Tranquillity

The new Strategic Tranquillity Policy had been created to reflect comments received during the Issues and Options consultation and provided 2 overarching principles to conserve and/or enhance tranquillity and protect the dark skies of the Broads.

Members welcomed this new strategic policy.

Members' comments were noted.

14. Appeals to the Secretary of State

The Committee received a schedule of appeals to the Secretary of State since the last meeting.

15. Decisions made by officers under delegated powers

The Committee received a schedule of decisions made by officers under delegated powers from 30 October 2023 to 24 November 2023 and any Tree Preservation Orders confirmed within this period.

16. Date of next meeting

The next meeting of the Planning Committee would be on Friday 05 January 2024 10.00am at Yare House, 62-64 Thorpe Road, Norwich.

The meeting ended at 12:29pm.

Signed by

Chair

Planning Committee

05 January 2024

Agenda item number 8

Enforcement update

Report by Head of Planning

Summary

This table shows the monthly updates on enforcement matters. The financial implications of pursuing individual cases are reported on a site by site basis.

Recommendation

To note the report.

Committee date	Location	Infringement	Action taken and current situation
14 September 2018	Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter	Unauthorised static caravans (Units X and Y)	<ul style="list-style-type: none"> • Authority given to serve an Enforcement Notice requiring the removal of unauthorised static caravans on land at the Beauchamp Arms Public House should there be a breach of planning control and it be necessary, reasonable and expedient to do so. • Site being monitored. October 2018 to February 2019. • Planning Contravention Notices served 1 March 2019. • Site being monitored 14 August 2019. • Further caravan on-site 16 September 2019.

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Site being monitored 3 July 2020. • Complaints received. Site to be visited on 29 October 2020. • Three static caravans located to rear of site appear to be in or in preparation for residential use. External works requiring planning permission (no application received) underway. Planning Contravention Notices served 13 November 2020. • Incomplete response to PCN received on 10 December. Landowner to be given additional response period. • Authority given to commence prosecution proceedings 5 February 2021. • Solicitor instructed 17 February 2021. • Hearing date in Norwich Magistrates Court 12 May 2021. • Summons issued 29 April 2021. • Adjournment requested by landowner on 4 May and refused by Court on 11 May. • Adjournment granted at Hearing on 12 May. • Revised Hearing date of 9 June 2021. • Operator pleaded 'not guilty' at Hearing on 9 June. Trial scheduled for 20 September at Great Yarmouth Magistrates Court. • Legal advice received in respect of new information. Prosecution withdrawn and new PCNs served on 7 September 2021. • Further information requested following scant PCN response and confirmation subsequently received that caravans 1 and 3 occupied on Assured Shorthold Tenancies. 27 October 2021 • Verbal update to be provided on 3 December 2021

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Enforcement Notices served 30 November, with date of effect of 29 December 2021. Compliance period of 3 months for cessation of unauthorised residential use and 4 months to clear the site. 6 Dec. 2021 • Site to be visited after 29 March to check compliance. 23 March 2022 • Site visited 4 April and caravans appear to be occupied. Further PCNs served on 8 April to obtain clarification. There is a further caravan on site. 11 April 2022 • PCN returned 12 May 2022 with confirmation that caravans 1 and 3 still occupied. Additional caravan not occupied. • Recommendation that LPA commence prosecution for failure to comply with Enforcement Notice. 27 May 2022 • Solicitor instructed to commence prosecution. 31 May 2022 • Prosecution in preparation. 12 July 2022 • Further caravan, previously empty, now occupied. See separate report on agenda. 24 November 2022 • Planning Contravention Notice to clarify occupation served 25 November 2022. 20 January 2023. • Interviews under caution conducted 21 December 2022. 20 January 2023 • Summons submitted to Court. 4 April 2023 • Listed for hearing on 9 August 2023 at 12pm at Norwich Magistrates' Court. 17 May 2023 • Operator pleaded 'not guilty' at hearing on 9 August and elected for trial at Crown Court. Listed for hearing on 6 September 2023 at Norwich Crown Court. 9 August 2023.

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Hearing at Norwich Crown Court adjourned to 22 September 2023. 1 September 2023. • Hearing at Norwich Crown Court adjourned to 22 December 2023. 26 September 2023.
8 November 2019	Blackgate Farm, High Mill Road, Cobholm	Unauthorised operational development – surfacing of site, installation of services and standing and use of 5 static caravan units for residential use for purposes of a private travellers’ site.	<ul style="list-style-type: none"> • Delegated Authority to Head of Planning to serve an Enforcement Notice, following liaison with the landowner at Blackgate Farm, to explain the situation and action. • Correspondence with solicitor on behalf of landowner 20 Nov. 2019. • Correspondence with planning agent 3 December 2019. • Enforcement Notice served 16 December 2019, taking effect on 27 January 2020 and compliance dates from 27 July 2020. • Appeal against Enforcement Notice submitted 26 January 2020 with a request for a Hearing. Awaiting start date for the appeal. 3 July 2020. • Appeal start date 17 August 2020. • Hearing scheduled 9 February 2021. • Hearing cancelled. Rescheduled to 20 July 2021. • Hearing completed 20 July and Inspector’s decision awaited. • Appeal dismissed with minor variations to Enforcement Notice. Deadline for cessation of caravan use of 12 February 2022 and 12 August 2022 for non-traveller and traveller units respectively, plus 12 October 2022 to clear site of units and hardstanding. 12 Aug 21 • Retrospective application submitted on 6 December 2021. • Application turned away. 16 December 2021

Committee date	Location	Infringement	Action taken and current situation
			<ul style="list-style-type: none"> • Site visited 7 March 2022. Of non-traveller caravans, 2 have been removed off site, and occupancy status unclear of 3 remaining so investigations underway. • Further retrospective application submitted and turned away. 17 March 2022 • Further information on occupation requested. 11 April 2022 • No further information received. 13 May 2022 • Site to be checked. 6 June 2022 • Site visited and 2 caravans occupied in breach of Enforcement Notice, with another 2 to be vacated by 12 August 2022. Useful discussions held with new solicitor for landowner. 12 July 2022. • Further site visited required to confirm situation. 7 September 2022 • Site visit 20 September confirmed 5 caravans still present. Landowner subsequently offered to remove 3 by end October and remaining 2 by end April 2023. 3 October 2023. • Offer provisionally accepted on 17 October. Site to be checked after 1 November 2022. • Compliance with terms of offer as four caravans removed (site visits 10 and 23 November). Site to be checked after 31 March 2023. 24 November 2022 • One caravan remaining. Written to landowner’s agent. 17 April 2023 • Gypsy and Traveller Accommodation Needs Assessment commissioned. June 2023
13 May 2022	Land at the Beauchamp Arms Public House,	Unauthorised operation development	<ul style="list-style-type: none"> • Authority given by Chair and Vice Chair for service of Temporary Stop Notice requiring cessation of construction 13 May 2022 • Temporary Stop Notice served 13 May 2022.

Committee date	Location	Infringement	Action taken and current situation
	Ferry Road, Carleton St Peter	comprising erection of workshop, kerbing and lighting	<ul style="list-style-type: none"> • Enforcement Notice and Stop Notice regarding workshop served 1 June 2022 • Enforcement Notice regarding kerbing and lighting served 1 June 2022 • Appeals submitted against both Enforcement Notices. 12 July 2022
21 September 2022	Land at Loddon Marina, Bridge Street, Loddon	Unauthorised static caravans	<ul style="list-style-type: none"> • Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of unauthorised static caravans. • Enforcement Notice served. 4 October 2022. • Enforcement Notice withdrawn on 19 October due to minor error; corrected Enforcement Notice re-served 20 October 2022. • Appeals submitted against Enforcement Notice. 24 November 2022
9 December 2022	Land at the Beauchamp Arms Public House, Ferry Road, Carleton St Peter	Unauthorised static caravan (Unit Z)	<ul style="list-style-type: none"> • Planning Contravention Notice to clarify occupation served 25 Nov 2022. • Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of unauthorised static caravan • Enforcement Notice served 11 January 2023. 20 January 2023. • Appeal submitted against Enforcement Notice. 16 February 2023.
31 March 2023	Land at the Berney Arms, Reedham	Unauthorised residential use of caravans and outbuilding	<ul style="list-style-type: none"> • Authority given to serve an Enforcement Notice requiring the cessation of the use and the removal of the caravans • Enforcement Notice served 12 April 2023 • Enforcement Notice withdrawn on 26 April 2023 due to error in service. Enforcement Notice re-served 26 April 2023. 12 May 2023 • Appeal submitted against Enforcement Notice. 25 May 2023

Author: Cally Smith

Date of report: 18 December 2023

Background papers: Enforcement files

Planning Committee

05 January 2024

Agenda item number 9

Tree Preservation Orders (proposed site visits)- Horsefen Road, Ludham and Dunburgh, Geldeston

Report by Historic Environment Manager

Summary

Two provisional Tree Preservation Orders (TPOs) have been served and objections to both of the TPOs have been received. It is the Authority's practice for Members to be given the opportunity to undertake a site visit prior to considering a TPO where there has been an objection raised.

Recommendation

Members of the Planning Committee will need to decide whether to undertake site visits prior to the provisional TPOs being taken to a future Planning Committee for consideration.

1. Background

- 1.1. As part of its obligation as a Local Planning Authority (LPA), the Broads Authority is required to serve Tree Preservation Orders (TPOs) on trees which are considered to be of amenity value and which are under threat. There are criteria set out in The Town and Country (Tree Preservation) (England) Regulations) 2012 against which a tree must be assessed in order to determine whether it meets the threshold for protection.
- 1.2. This report explains how this process has been carried out in respect of a number of oak, alder and willow trees at land at The Acorns, The Pines, Broadgate and Fen Hollow, Horsefen Road, Ludham (BA/2023/0020/TPO).
- 1.3. Also, the report details how the process has been carried out in respect of an area of woodland comprising mainly willow, ash and alder on the northern bank of the river Waveney, south of Dunburgh (BA/2023/0022/TPO).

2. Tree Preservation Order procedure

- 2.1. There are two prerequisites which must be met for a tree to be considered for protection through a TPO. Firstly, the tree must be of amenity value, and secondly it must be under threat. There are many trees in the Broads (and elsewhere) which are of sufficient amenity value to qualify for TPO status, but which are not protected as they

are not under threat. The TPO process is not a designation like, for example, a Conservation Area which is made following an assessment of particular character, but is effectively a response to a set of circumstances.

- 2.2. Typically, the consideration of a tree for a TPO designation will arise in connection with a development proposal, either through a formal planning application or a pre-Planning application discussion. At a site visit or when looking at photos or other visual representation, a case officer will see there is a tree on the site which is potentially of amenity value and under threat from the proposed development and this will trigger the TPO process. The case officer will consult the Authority's Arboricultural Adviser and he will visit the site and make an assessment of the tree under the 2012 Regulations. If the tree is considered to meet the criteria in the Regulations, then a provisional TPO will be served.
- 2.3. After a provisional TPO has been served there is a consultation period, which gives the opportunity for the landowner and other interested parties to comment on it.
- 2.4. The Regulations require that a provisional TPO must be formally confirmed by the LPA within 6 months of it being served; if it is not confirmed then it will lapse automatically.
- 2.5. The Authority's scheme of delegation allows provisional TPOs to be served under delegated powers and for non-controversial TPOs (i.e. where no objections have been received) to be confirmed by officers under delegated powers.
- 2.6. Where an objection has been received as part of the consultation process, Members can decide to undertake a site visit to view the trees prior to making a decision on the confirmations.

3. Potential Tree Preservation Order

Site at The Acorns, The Pines, Broadgate and Fen Hollow, Horsefen Road, Ludham

- 3.1. The subject trees are oak, alder and willow trees.
- 3.2. The site is located on Horsefen Road to the south-east of Womack Staithe in Ludham. Horsefen Road runs along the north-eastern boundary of the site and Womack Water runs along the south-western boundary. The trees which are the subject of the provisional sit amongst a cluster of detached chalet buildings that serve as both residential dwellings and holiday units.
- 3.3. The provisional TPO was served as part of the TPO review that the planning department are currently working on. All of the trees covered by the new TPO were therefore already covered by a TPO but in order to ensure that the protection met current regulations the old TPOs were revoked and a new provisional order served. The provisional TPO comprises one group of trees (G1) which consists of a group of five oak trees positioned along the Horsefen Road frontage. There are seven further oaks primarily in the northern part of the site and to the south of the site there are three

alders, one oak and a willow adjacent to Womack Water. All of the trees are good specimens, where the TPO is still considered appropriate.

- 3.4. On 20 September 2023 a provisional TPO was served on the trees. This must be confirmed by 20 March 2024.
- 3.5. On 15 October 2023 a letter objecting to the TPO was received from an owner of one of the plots covered by the provisional TPO. The grounds of the objection are that one of the oak trees, which sits to the right hand side of the entrance to the objector's driveway, restricts vehicular access to the drive. Over the last 20 years, the tree's girth has expanded and there has been an increase in vehicular and pedestrian traffic along Horsefen Road due to new moorings at the bottom of the lane. As such this has made it harder to enter the property with ease and the objector would like to remove the tree.

Site on the northern bank of the river Waveney, south of Dunburgh

- 3.6. This is a Woodland Tree Preservation Order and primarily the trees are willow, ash and alder.
- 3.7. The site is located to the south of Dunburgh and runs along the northern bank of the River Waveney. The width of the tree belt varies along its length and is between approximately 12m and 28m in width.
- 3.8. The trees are of mixed ages, ranging from young to veteran trees and the woodland forms an impressive riparian linear feature in the landscape. The provisional Tree Preservation Order was served due to planning application BA/2023/0290/FUL which proposed wooden angling platforms within proximity of the trees, with the potential to cause harm to them.
- 3.9. On 29 September 2023 a provisional TPO was served on the trees. This must be confirmed by 29 March 2024.
- 3.10. Although the planning application has now been approved, it is considered that the ongoing use of the site by an angling club results in a potential level of threat such that a TPO can still be justified.
- 3.11. A number of objections have been received to the provisional TPO.
- 3.12. The Bungay Cherry Tree Angling Club (BCTAC) object on the following grounds:
 - The club had no intention of starting work until Planning Permission was granted;
 - Changes to the planning application have been made following the withdrawal of the earlier planning application. This reduces the number of platforms and moves them further from mature trees;
 - They were not aware that further information was required regarding the trees and potential impacts. The position of the trees is detailed in the Ecology report;

- It is strange that the TPO covers the whole stretch of woodland (including areas of alder / willow that have recently been cut back) rather than individual large / mature trees;
- It would have been useful for BCTAC to have been informed about on site meetings with other interested parties so that they could attend.

3.13. An objection has been received from one of the site's landowners:

- Lack of consultation with owner of the land;
- A number of trees are in a poor state of growth or are growing at an angle that could cause them to fall. The nature of the willow growing between the top of the footpath and the river edge means that their root system is at best very shallow making for frequent collapses of those trees in a high wind;

3.14. Both objectors have offered to withdraw their objections if we agree to let the TPO lapse once the recently-approved works at the site have been completed. There is no mechanism to do this and so the decision is to whether or not to confirm the provisional TPO.

3.15. It should be noted that a number of letters of support were also received. These will be detailed further when the TPO is taken to a future Planning Committee for consideration.

4. Next steps

- 4.1. The Authority's practice is for the Planning Committee to decide whether to undertake a site visit before confirming any TPO where an objection has been received as part of the consultation process.
- 4.2. It is the practice of the Authority to append a Statement of Case, setting out the representations made and the Authority's response so that Members are clear on the issues to be considered. Statements of Case for each site are attached as appendices.
- 4.3. Should the Planning Committee decide that they would like a site visit for either site to enable them to see the trees within their context, it must be held with consideration for the next Planning Committee meeting's report deadline of 19 January 2024.
- 4.4. A further report will be presented at the 02 February 2024 meeting of the Planning Committee with recommendations regarding the confirmation of the TPOs.

5. Conclusion

- 6.1 Members need to decide whether it is necessary to undertake a site visit for each of the two sites which are the subject of the provisional TPOs.

Author: Kate Knights

Date of report: 14 December 2023

Background papers: BA/2023/0020/TPO file and BA/2023/0022/TPO file

Appendix 1: Statement of Case and site location plan: The Acorns, The Pines, Broadgate and Fen Hollow, Horsefen Road, Ludham

Appendix 2: Statement of Case and site location plan: Site on the northern bank of the River Waveney, south of Dunburgh, Geldeston

Appendix 1: Statement of Case - Provisional TPO at The Acorns, The Pines, Broadgate and Fen Hollow, Horsefen Road, Ludham

1. Introduction

- 1.1. It is the Authority's practice to provide Members with a Statement of Case, outlining the issues under consideration.
- 1.2. A single objection has been raised to the provisional TPO.
- 1.3. As well as the points raised by the objector and the Authority's response which are set out in the table below, there are other considerations. The trees are early mature trees and as such will have some longevity of life; as an integral part of Group G1 they are considered to contribute to the visual amenity of the area and are therefore of benefit to the general public; the trees increase resilience to climate change and improve air quality in the area, aid biodiversity and encourage wildlife.

2. Representations and responses

- 2.1. The issues raised by the objector and the Broads Authority's Tree Consultant's response are set out below:

No.	Representation	Response
1	One of the oak trees, which sits to the right hand side of the entrance to the objector's driveway, restricts vehicular access to the drive. Over the last 20 years, the tree's girth has expanded and there has been an increase in vehicular and pedestrian traffic along Horsefen Road due to new moorings at the bottom of the lane. As such this has made it harder to enter the property with ease and the objector would like to remove the tree.	Whilst it is appreciated that there is increased traffic on Horsefen Road and that there has been some growth in circumference of the base of the tree over the last twenty years, it is quite clear that it is still possible to park a large vehicle on the site and adjacent to the tree in question. To date there appears to be no damage caused by impacts to the tree. From this one must conclude that whilst restricted, there is still sufficient space to manoeuvre the objector's vehicles on and around the site without need to remove the tree in question, which provides visual amenity as an integral part of the group of Oak trees forming G1.

- 2.2. Members should consider this Statement of Case when carrying out the site visit and when considering whether to confirm the TPO.



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Appendix 2: Statement of Case - Provisional TPO at Dunburgh, Geldeston

1. Introduction

- 1.1. It is the Authority's practice to provide Members with a Statement of Case, outlining the issues under consideration.
- 1.2. Two objections have been raised to the provisional TPO.
- 1.3. As well as the points raised by the objectors and the Authority's response which are set out in the table below, there are other considerations. The woodland is comprised of numerous trees of mixed age from young to veteran specimens forming a linear belt along the bank of the river Waveney. They are considered to contribute to the visual amenity of the area and are therefore of benefit to the general public; the trees increase resilience to climate change and improve air quality in the area, aid biodiversity and encourage wildlife.

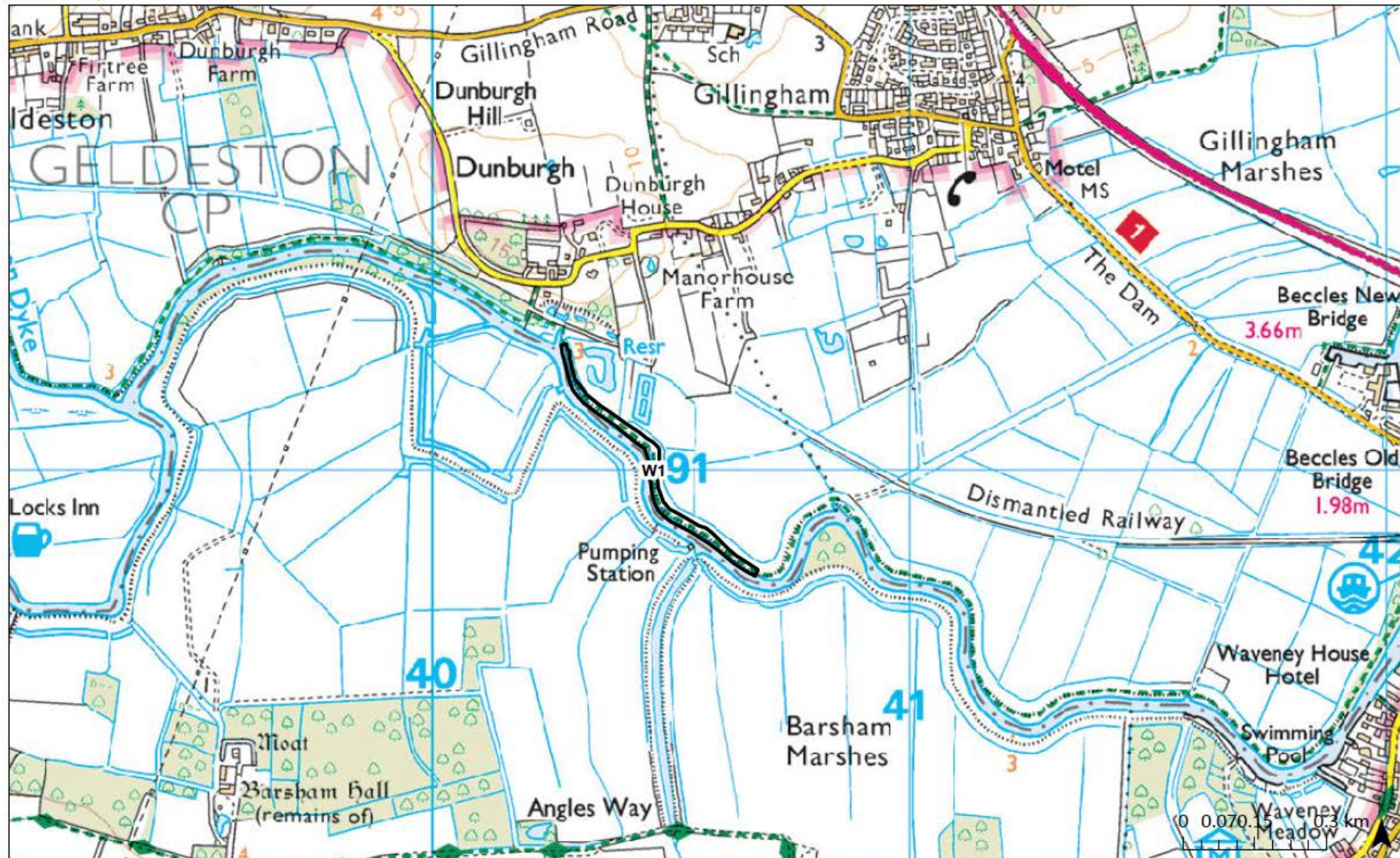
2. Representations and responses

- 2.1. The issues raised by the objector and the Broads Authority's Tree Consultant's response are set out below:

No.	Representation	Response
1	<ol style="list-style-type: none"> 1. The club had no intention of starting work until Planning Permission was granted 2. Changes to the planning application have been made following the withdrawal of the earlier planning application. This reduces the number of platforms and moves them further from mature trees. 3. They were not aware that further information was required regarding the trees and potential impacts. The position of the trees is detailed in the Ecology report. 4. It is strange that the TPO covers the whole stretch of woodland (including areas of alder / willow that have recently been cut back) rather than individual large / mature trees. 5. It would have been useful for BCTAC to have been informed about on site meetings with other interested parties so that they could attend. 	<p>The objections appear to be more in relation to the nature of the serving of the TPO rather than to the proposed protection of the trees/woodland itself and therefore the ongoing necessity of the TPO could be questioned. However, despite the submission of the necessary documentation and subsequent approval of the planning application, there is still a need for tree works. The ongoing increased use of the site could well lead to unauthorized tree works and potential loss of vegetation. Given this it is my opinion that the risk to the trees will be slightly increased in the long-term with the increased footfall and therefore the TPO is appropriate.</p>
2	<p>Lack of consultation with owner of the land, a number of trees are in a poor state of growth or are growing at an angle that could cause them to fall. The nature of the willow growing between the top of the footpath and the river edge means that their root system is at best very shallow making for frequent collapses of those trees in a high wind.</p>	<p>Again there is concern raised about the process, but given the nature of the application and need to protect the tree it is considered that the manner in which the TPO was issued (which is standard practice) was both appropriate and proportionate. The objector is correct about the number of trees in poor condition and the need for management. The TPO has been placed to prevent the unnecessary loss/damage to trees by inappropriate works. It does not, and will not, prevent the good management of the trees and woodland and the Broads Authority will work with the objector/owner/manager of the site to ensure necessary works are not prevented.</p>

No.	Representation	Response
		Dead and dangerous trees are exempt from the legislation and therefore can be removed without the need for applications to the Broads, although records of the tree and here condition should be retained to enable the necessary parties to prove that the trees were indeed dead or dangerous.

- 2.2. Members should consider this Statement of Case when carrying out the site visit and when considering whether to confirm the TPO.



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Planning Committee

05 January 2024

Agenda item number 10

Trowse with Newton Neighbourhood Plan- agreeing to consult update

Report by Planning Policy Officer

Summary

The Trowse with Newton Neighbourhood Plan has been updated since it was last considered by the Planning Committee in August.

Recommendation

That Planning Committee endorse the consultation on the Trowse with Newton Neighbourhood Plan.

1. Introduction

- 1.1. In August 2023, Planning Committee considered and endorsed the Regulation 16 version of the Trowse with Newton Neighbourhood Plan. The report with the appendices can be found here: [Trowse Neighbourhood Plan - Agreeing to consult](#).
- 1.2. Since that time, South Norfolk Council officers have met with those producing the Neighbourhood Plan to talk through some areas where they had raised concerns. The Neighbourhood Plan has subsequently been updated and amended.

2. The changes

- 2.1. It is prudent to consider the changes made. These are as follows.

Amendments to the Plan

Section of document	Amendments
Policy 1: Housing Type & Mix (page 10)	<p>The Parish Council has added a new paragraph of supporting text (para. 28) – ‘The Policy, however, needs to acknowledge that both recent development in Trowse (under the current Local Plan) and any potential future development as part of the East Norwich Regeneration Area (specifically that on the former May Gurney site), meets a strategic need of Norwich and the urban fringe as well as a local need. For strategic housing developments defined as such on the GNLP, which at the time of writing is the former May Gurney site, the housing mix will therefore need to reflect the needs of Norwich and the urban fringe, whilst also taking account of the local parish need.’</p> <p>The policy substantially remains the same, other than that the initial wording of ‘All housing proposals...’ has been amended to ‘Non-strategic housing proposals...’</p> <p>Elsewhere in the first sentence ‘...these should aim to reflect the parish’s need...’ has been amended to ‘...these should aim to have due regard to the parish’s need...’</p>
Policy 2: Design (page 16)	<p>The word, ‘variety’ has been deleted from the first paragraph.</p> <p>Criteria h), which dealt with the orientation of buildings, has now been deleted.</p> <p>Reference to front and back gardens being well-vegetated has now been removed from criterion g).</p> <p>Greater emphasis has been added to the statement within paragraph 3. It now reads, ‘The following design considerations from the Design Codes are <i>especially important</i> to the area and so should carry more weight in decision making.’</p> <p>The reference within original criterion h) to natural surveillance has been deleted, as this is covered by the reference to Secured by Design in the final paragraph.</p> <p>The reference to retaining landmarks (now criterion j) has been amended, for clarification.</p> <p>This paragraph has been re-written, with the term ‘sensitive orientation’ removed. The revised wording now states that new development should be laid out ‘so that people will find it easy to orientate and navigate...’</p>
Section 5 – Development of the former May	<p>Para. 53 (page 23), which originally dealt with the settlement edge of the new development and the need for this to be low density, has been amended. This now refers to the south-eastern edge, and it refers to encouraging a graduated transition into the rural environment, through screening by trees.</p>

Section of document	Amendments
Gurney Site; and Policy 3 – May Gurney Site (page 25)	<p>Para. 54 (page 23/24), discusses general design and character considerations for the May Gurney site, particularly in light of its location adjacent to the Broads Authority Executive Area. This has been amended, removing reference to Trowse and Trowse Millgate as countryside settlements, and removing reference to ‘rural pastoral style’.</p> <p>Para. 55 (page 25) has been amended so that the requirement for buildings to taper down in height towards the edge of the new settlement is less strict. It acknowledges that 4 storey buildings, whilst being out of character with buildings in the historic parts of Trowse village, would be in keeping with certain building heights at Trowse Millgate. The paragraph states that, ‘ideally, heights should taper down from taller apartments in the main part of the site, with buildings becoming lower closer to the rural setting / meadows.’</p> <p>In terms of ‘Overall Design Principles’, the policy now acknowledges that whilst the character of the new development should be cohesive with Trowse village and Trowse Millgate, it should also have its own village feel.</p> <p>Paragraphs three and four of the policy have been replaced. These are the paragraphs which focused on the edge of the development being of a low density, and the development having an agricultural style. The amended wording now encourages taller structures to be located deeper into the site, with a transition to lower storey development, progressing to the south east boundary. It also encourages landscaping on the edge of the development, including tree planting.</p> <p>Paragraph 5 has been amended</p> <p>Under ‘Green Infrastructure’, the first paragraph, relating to views towards the water meadows being protected has been removed.</p> <p>The requirement for new green open space along the river edge has been amended to a new area of urban open space / village green being introduced on site, preferably towards the river edge.</p> <p>The statement requiring natural boundary treatments has been refined to state, ‘where the site transitions into the wider countryside.’</p> <p>The statements ‘the right tree in the right place’ and ‘with those trees recently felled replaced and incorporated into the design’ have been removed. Paragraph 3 under ‘Green infrastructure’ now more generally includes a preference for streets to be tree-lined, where possible.</p>

Section of document	Amendments
	The three paragraphs under 'Transport links' have been amended. The references to use of natural screening of parking spaces have been removed, and the paragraph relating to cycle parking facilities now requires these to be located in a number of places within the site.
Policy 4 – Biodiversity and Green Corridors (page 31)	The reference to fauna (criterion [e]) has been removed. The term 'vicinity' has been deleted and has been replaced with 'within or adjacent to a green corridor'. As regards the fifth paragraph, the purpose of this is to ensure that all developments should consider how they can support the green corridors, given that animals, especially birds and bees, will move beyond those corridors. The phrase, 'using species of greater value' has been removed. The final paragraph has been re-worded to improve clarity.
Policy 5 – Local Green Space (page 41)	This has been amended.
Policy 8 – Surface Water Management (page 57)	This element has been removed.
Policy 11 – Sustainable Transport (page 66)	This paragraph has been amended to clarify that improvements to existing facilities can only be required with a view to making the development acceptable. However, existing facilities might need to be improved to facilitate safe sustainable access, such as widening a footway or improving a bus stop. This paragraph has been combined with the previous one.
Policy 12 – Traffic Volumes and Speed (page 67)	The policy has been amended to state that this is essentially in relation to strategic development (including that on the former May Gurney site). The focus is on using junction design and highway infrastructure to minimise traffic generated by the development travelling through the village. The policy also introduces a requirement for such development to introduce a scheme to ensure compliance with the speed limit, especially at the village gateways.

Section of document	Amendments
Policy 13 – Residential parking standards (page 69)	The specific parking standards have now been removed from the policy. Policy text has been added to refer to any on-street parking, potentially due to the needs for visitor parking, being well designed.
Policy 14 – Non-Designated Heritage Assets (page 79)	This has been amended.

Factual Corrections

Section	Factual Correction	
Para 46 (page 21)	There is a typo in this paragraph – ‘country’ should be ‘county’.	This has been amended.
Para 59 (page 27)	Para 59 states that the Whitlingham Country Park is also part of the larger Crown Point Park – which is Grade II listed. Only part of the park is in the registered area, so this is not quite correct. A map of park can be viewed here: CROWN POINT, Trowse with Newton - 1001480 Historic England .	The text does not appear to have been amended, as suggested.
Figure 25 (page 75)	Factual Correction - The listing of photos as ‘Whitlingham Hospital Services & Hospital Blocks’ is out of date, as this site has now been converted into residential homes. Therefore, the listing should be updated to state ‘Whitlingham Hall’.	This has been amended.

3. Proposed action

- 3.1. At this stage, we are considering if the process has been undertaken correctly to date and that the necessary documents have been produced for the consultation. These changes seem generally acceptable, although they will be assessed in the context of the Neighbourhood Plan as a whole as and when our comments, if we have any, are prepared. Therefore, the changes do not alter the original recommendation from August 2023, which is to endorse the consultation.
- 3.2. It should be noted that no other document has changed since August 2023 – those listed in the original report ([Trowse Neighbourhood Plan - Agreeing to consult](#)) are valid.

Author: Natalie Beal

Date of report: 12 December 2023

The following appendix is available to view on [Planning Committee - 5 January 2024 \(broads-authority.gov.uk\)](#)

Appendix 1 – Amended Trowse with Newton Regulation 16 Neighbourhood Plan

Planning Committee

05 January 2024

Agenda item number 11

Consultation responses

Report by Planning Policy Officer

Summary

This report informs the Committee of the officer's proposed response to planning policy consultations received recently and invites members' comments and guidance.

Recommendation

To note the report and endorse the nature of the proposed response.

1. Introduction

- 1.1. Appendix 1 shows selected planning policy consultation documents received by the Authority since the last Planning Committee meeting, together with the officer's proposed response.
- 1.2. The Committee's comments, guidance and endorsement are invited.

Author: Natalie Beal

Date of report: 12 December 2023

Appendix 1 – East Suffolk Council draft Healthy Environments SPD

Appendix 2 – East Suffolk Council draft Rural Environments SPD

Appendix 1 – Planning Policy consultations received

East Suffolk Council

Document: [Draft Healthy Environments Supplementary Planning Document](#)

Due date: 10 January 2024

Status: Draft

Proposed level: Planning Committee endorsed

Notes

The SPD says that:

The guidance in this document promotes approaches to development that:

- respond effectively to identified health and wellbeing challenges in the locality of the development;
- improve the availability, access to, and quality of the essential elements necessary for building and maintaining healthy lifestyles for people of all ages, levels of ability, and for those with additional barriers to engagement, such as those on lower incomes;
- incentivise healthier choices and lifestyles (and disincentivise the reverse) by making the healthier choice the easiest (or at least an easy) choice, and where relevant, the least healthy choice the least (or at least less) convenient;
- reduce the experience of deprivation and inequality in the built environment through raising awareness of some of the barriers to engagement and additional need of some groups and addressing them through appropriate design and adequate infrastructure provision to ensure inclusion, and;
- adequately reduce the potential for exposure to sources of environmental harm (e.g. noise pollution) by providing neighbourhoods of high environmental quality.

Proposed response

Summary of response

The SPD is supported. The Authority will need to endorse this as it includes standards for open space and play and we defer to/have regard to the open space policies of our Districts. The proposed comments relate to light pollution, water stress and all types of alternative forms of transport.

Detailed comments

Para 1.2 – suggest you change this wording like you did for the affordable housing SPD as we have regard to/defer to the policies of our districts relating to open space and play and this document includes standards to do with open space. Therefore, we should endorse it. So, this needs changing. We endorsed the GYBC open space SPD FYI.

Where you refer to artificial sports pitches, have you considered the issue that some astro turfs need water – they are water based? The issue being that the East is an area of water stress and therefore should water based astro turfs be put in place when there are adequate alternatives that do not use water? The SPD might want to refer to this issue. There may be alternatives that collect rain water and use it, but water use of such facilities needs considering.

Open space section – might want to say that the BA will have regard to these standards as well.

The issue of water smart landscaping might need considering – planting that may not need as much watering as the East is an area of water stress.

Should the SPD talk about cycle parking and push scooter parking provision? That is how many access parks and open space and play areas.

Should the SPD talk about lighting of open space and to be justified and only on when needed and well designed?

Allotments section page 45 – along the water stress theme, perhaps the SPD may need to mention the harvesting of rain water by use of water butts will be expected or required?

2.135 and 3.42 – along Marriott's way in Norwich near Halfords and also in Pointer's Fields Park in Norwich, there are lights that are triggered by movement – they come on when someone is near to them and then go off. That kind of design would be beneficial.

Active travel section – would benefit from talking about push scooting and wheeling.

Active travel section – would benefit from a section of scooter parking provision, similar to cycle parking.

Appendix 2 – Planning Policy consultations received

East Suffolk Council

Document: [Draft Rural Development Supplementary Planning Document](#)

Due date: 10 January 2024

Status: Draft

Proposed level: Planning Committee endorsed

Notes

The SPD says:

The information and guidance contained in this Supplementary Planning Document (SPD) will assist in the implementation of planning policies in the Local Plans for East Suffolk regarding development in rural areas. This SPD covers a broad range of rural issues and topics including guidance on barn conversions, rural worker dwellings, farm diversification, rural annexes, economic development, equestrian development and more.

Proposed response

Summary of response

The SPD is supported but there needs to be much greater mention of the Broads and its setting as these types of development in these areas have the potential to impact the setting.

Detailed comments

Para 1.2 – please mention the Broads. I know you don't plan in our area, but the Broads is one of your beautiful landscapes and needs to be mentioned.

The landscape impact of schemes in rural areas does not really feature as much as it should. In particular, the impact on the Broads and its setting is a key consideration for development proposals in parts of East Suffolk. Reference needs improving on this.

6.23 - 6.25 Have you thought of biodiversity enhancements featuring in the SPD? I know BNG is coming, but not all development will need to provide BNG. So, for those that do not need to do BNG, enhancements to benefit biodiversity should be included.

6.16, 6.29, 6.30 and 6.31 – Lighting should be thoroughly justified. The text does not say that. It automatically moves to allowing it.

6.32 – Reducing impact from noise is particularly important where economic development takes place with the Area of Outstanding Natural Beauty **or near to the Broads**. Although this is chiefly an issue for tourism uses there are also employment uses in the Area of Outstanding Natural Beauty (AONB) **and near the Broads**.

6.35 – . New economic developments should be located so as to minimise impact on the AONB, Heritage Coast and built and historic environment **and not impact the Broads**.

6.40 – design the location of junctions so hedgerows don't need to be removed and replanted?

6.69 – title needs to say Note AONB and heritage coast **and the Broads.**

6.69 – needs to include the impact on the Broads in this section. Landscape impact is particularly important within the Area of Outstanding Natural Beauty and Heritage Coast **and the setting of the Broads.**

6.70 – the title for this is included in 6.69 and therefore needs formatting – it is 'setting of heritage assets' but that is the last few words of 6.69.

6.79 – This is particularly important where a car park is in the setting of a listed building, a conservation area or a protected landscape, such as an Area of Outstanding Natural Beauty or Heritage Coast **or the setting of the Broads.**

6.82 This is particularly important in a designated landscape such as the Area of Outstanding Natural Beauty and conservation areas **and the setting of the Broads.**

6.124 Diversification schemes involving new buildings should also not impact upon the surrounding landscape, especially where a development is located in the Coasts and Heaths Area of Outstanding Natural Beauty **or in the setting of the Broads.**

After 9.83 say something about the impact on the setting of the Broads from turbines and refer to our Landscape Character Assessment.

Planning Committee

05 January 2024

Agenda item number 12

Local Plan – Preferred Options- Bitesize pieces

Report by Planning Policy Officer

Summary

This report introduces some new or amended policies that are proposed to form part of the Preferred Options version of the Local Plan. The policies are relating to flood risk, Brundall, Potter Heigham Bridge, dark skies (policy and topic paper), agricultural development and retrofit way forward.

Recommendation

Members' comments on the policies are requested.

1. Introduction

- 1.1. The first stage of the production of the Local Plan is the preparation of the Issues and Options. The production stages of the Issues and Options are now complete, and work has begun on the Preferred Options version, which will contain proposed policies. The Preferred Options are presented to members in "bitesize pieces".
- 1.2. This report introduces some amended or new policies for Members to consider for inclusion in the Preferred Options version of the Local Plan.
- 1.3. It is important to note that until such time as the Local Plan is adopted, our current policies are still in place and will be used to guide and determine planning applications.
- 1.4. Members' comments are requested on the policies and amendments. The policies considered in this report at this Planning Committee are relating to flood risk, Brundall, Potter Heigham Bridge, dark skies (policy and topic paper), agricultural development and retrofit way forward.

Author: Natalie Beal

Date of report: 28 November 2023

Appendix 1: [Flood risk section](#)

Appendix 2: [Brundall policies – BRU1 and BRU2](#)

Appendix 3: [Potter Heigham Bridge area](#)

Appendix 4: [Dark skies topic paper](#)

Appendix 5: [Light pollution policy](#)

Appendix 6: [Agricultural development](#)

Appendix 7: [Energy efficiency of the existing housing stock](#)



**Local Plan for the Broads - Review
Preferred Options bitesize pieces
January 2024**

Flood risk section of the Local Plan

1 **Information for Members**

2 Members will be aware that as part of proposals to amend the Planning System, the
3 Government have proposed to remove Supplementary Planning Documents (SPDs) and
4 replace them with Supplementary Plans. It seems that the process for producing a
5 Supplementary Plan is more akin to that of a Local plan.

6 Given that we are reviewing our Local Plan, it seems prudent to see what parts of the Flood
7 Risk SPD can become part of the Local Plan.

8 The following section now includes parts of the SPD that we think are important to be kept.
9 The supporting text to DM5 is therefore much longer than it was and there are some
10 appendices as well.

This is a proposed draft section/policy for the Preferred Options Local Plan. Member's comments and thoughts are requested. This policy is already in the local plan, but some amendments are proposed.

Amendments to improve the policy are shown as follows: ~~text to be removed~~ and added text.

There is an assessment against the UN Sustainable Development Goals at the end of the policy.

The proposed Sustainability Appraisal of the policy is included at the end of the document. This would not be included in the Preferred Options Local Plan itself; this table would be part of the Preferred Options Sustainability Appraisal, but is included here to show how the policy and options are rated.

The currently adopted policy remains in place – these are proposed amendments and this section will form part of the Preferred Options version of the Local Plan.

11 **Policy POSP2: Strategic flood risk policy**

12 1. All new development:

13 a) Will be located to minimise flood risk, mitigating any residual risk through design and
14 management measures, and ensuring that flood risk to other areas is not materially
15 increased; and

- 16 b) Will incorporate appropriate surface water drainage mitigation measures, and will
 17 implement sustainable drainage (SuDS) principles, to minimise its own risk of flooding
 18 and to not materially increase the flood risk to other areas.
- 19 2. Particular care will be required in relation to habitats designated as being of
 20 international, national, regional and local importance in the area and beyond which are
 21 water sensitive.
- 22 3. Development proposals which would have an adverse impact on flood risk management
 23 will be refused.

24 **Reasoned Justification**

25 Flooding can cause damage to property and infrastructure. Tidal flooding can be particularly
 26 damaging. The threat of flooding can also cause fear and distress to people and in some
 27 cases, flooding can lead to injury¹ and even loss of life. Risks relate not just to property but
 28 also to essential infrastructure and utilities required to support development. Flooding can
 29 also precipitate pollution, which could have a significant and detrimental impact on the
 30 nature conservation interest of the Broads, and the duty of the Authority to protect this
 31 resource is an important consideration. Inappropriate flooding can also harm the important
 32 habitats and species who rely on/live in the Broads. This can have long term consequences
 33 for site maintenance and achieving conservation objectives. On the other hand, flooding is
 34 also a natural process within a floodplain and in some circumstances it can be beneficial to
 35 wildlife.

36 Approximately 82.5% of the Broads Authority Executive Area is covered by flood zone 3 (3,
 37 3a & 3b). This equates to 25,472 hectares. The Broads Authority boundary is tightly drawn
 38 around the edge of the floodplain. The extent and nature of flood risk, with significant areas
 39 of ‘functional floodplain’, mean that flood risk is a major constraint on development in the
 40 Broads.

41 The flood risk in the Broads is mainly from both fluvial and tidal sources, and the whole
 42 character and development in the Broads over many hundreds of years has been closely
 43 associated with the water environment and flood risk. Much of the area is defended by
 44 flood defence embankments, maintained by the Environment Agency. The flood defences,
 45 where they exist, only reduce the risk of flooding and will never eliminate it, and the risk of
 46 overtopping or a breach of defences remains.

47 **Reasonable alternative options**

- 48 a) No policy

49 **Sustainability appraisal summary**

50 The options of no policy and having a policy have been assessed in the SA. The following is a
 51 summary.

A: Having a policy	4 positives. 0 negatives. 0 ?
--------------------	-------------------------------

¹ There is a residual risk from all water, especially if it is moving. A flood, at certain velocity and above 4-6cm in depth, could sweep people and things before it.

	Overall, positive.
B: No policy	0 positives. 0 negatives. 4 ?

52 **How has the existing policy been used since adoption in May 2019?**

53 According to recent Annual Monitoring Reports, the policy has been used and schemes have
 54 been permitted in accordance with the policy.

55 **Why has the alternative option been discounted?**

56 Flood risk is such an issue in the Broads. Having a policy is therefore favoured.

57 **UN Sustainable Development Goals check**

58 This policy meets these [UN SD Goals](#):

3 GOOD HEALTH
AND WELL-BEING



11 SUSTAINABLE CITIES
AND COMMUNITIES



13 CLIMATE
ACTION



59 **Policy DM5: Development and flood risk**

- 60 1. Development within the Environment Agency’s flood risk zones² will be acceptable only
61 when:
- 62 a) It is compatible with national policy and when the sequential test and the exception test,
63 where applicable, have been satisfied;
 - 64 b) A site-specific Flood Risk Assessment, where required, demonstrates an acceptable flood
65 risk and/or suitable flood protection mitigation measures are incorporated into the
66 proposals, where necessary, which can be satisfactorily implemented;
 - 67 c) A flood response plan, where required, has been produced that is appropriate and
68 deliverable; and
 - 69 d) It would not affect the ability for future flood alleviation projects to be undertaken;
 - 70 e) It has been informed by an assessment of and respond to existing and proposed ground
71 conditions, groundwater; and
 - 72 f) They demonstrate how the design of buildings and the surrounding environment
73 (including pavements, highways, parking areas, driveways, gardens, public green spaces,
74 planting and drainage) has been planned to be resilient to the ongoing and predicted
75 impacts of climate change, including the design of road surfaces and drainage systems to
76 cope with more frequent episodes of extreme heat and rain.

77 **Site-Specific Flood Risk Assessment**

- 78 2. The Site-Specific Flood Risk Assessment will need to meet the requirements of the NPPG
79 and include, demonstrate or assess:
- 80 a) That the development is safe for its lifetime, taking into account the vulnerability of its
81 users and climate change;
 - 82 b) Whether the proposed development will make a significant contribution to achieving the
83 objectives of the Local Plan;
 - 84 c) Whether the development involves the redevelopment of previously developed land or
85 buildings and would result in environmental improvements over the current condition of
86 the site;
 - 87 d) Whether appropriate measures to ensure resilience to potential flooding have been
88 incorporated into the development;
 - 89 e) Whether appropriate, measures to reduce the risk of flooding (on and offsite), including
90 sustainable drainage systems, have been incorporated;
 - 91 f) Where the proposal involves the replacement of an existing building, whether the
92 replacement building is located and/or designed without increasing flood risk and,
93 where possible, to reduce the risks and effects of flooding;
 - 94 g) Whether ~~an~~ acceptable flood risk and/or suitable flood protection mitigation measures
95 are incorporated into the proposals, where necessary, which can be satisfactorily
96 implemented;
 - 97 h) Whether the risk of flooding is not increased elsewhere and, wherever possible, is
98 reduced;
 - 99 i) That the integrity of existing coastal and river defences are not undermined;
 - 100 j) That the development does not reduce the potential of land used for current or future
101 flood management;

² Proposals need to use the latest Flood Risk maps approved by the Environment Agency or LPA, including predictions for climate change and use the latest surface water flood risk map approved by the Environment Agency or LPA.

- 102 k) Compatibility with the appropriate Catchment Flood Management Plan or Shoreline
103 Management Plan;
- 104 l) Use of development to reduce the risk of flooding through location, layout and design
105 and incorporate sustainable drainage systems to minimise surface water run-off and
106 avoid pollution (see DM6);
- 107 m) That sites at little or no risk of flooding are developed in preference to areas at higher
108 risk;
- 109 n) There is safe access and egress from the site;
- 110 o) There are management and maintenance plans for flood protection/mitigation
111 measures, including arrangements for adoption by any public authority or statutory
112 undertaker and any other arrangements to secure the operation of the scheme
113 throughout its lifetime;
- 114 p) That the development would not negatively impact on water quality of surface water
115 and ground water; and
- 116 q) There is an adequate, deliverable and appropriate Flood Response Plan (FRP) – see
117 template and guidance at Appendix 1.
- 118 3. For minor development³, a Local Flood Risk Tick Sheet has been produced – see
119 Appendix 2 to assist applicants in producing a flood risk assessment for minor
120 developments.

121 Relocation to a lower probability of flooding

- 122 4. The relocation of existing development to an undeveloped site with a lower probability
123 of flooding will be permitted where:
- 124 a) The vacated site would be reinstated as naturally functioning flood plain;
- 125 b) The benefits of flood risk reduction outweigh the benefits of leaving the proposed new
126 site undeveloped; and
- 127 c) The development of the proposed new site is appropriate when considered against the
128 other policies of the Local Plan.

129 Replacement of an existing residential property in flood zone 3a

- 130 5. In the case of the replacement of an existing residential property in flood zone 3a, the
131 replacement dwelling must be on a like-for-like basis, with no increase in the number of
132 bedrooms, on the same sized footprint⁴ and wherever possible being relocated in a less
133 vulnerable part of the site.

134 Sequential test requirements

- 135 6. A site is considered to be reasonably available if all of the following apply. It should be
136 noted that there is some guidance in the NPPG⁵ and the following criteria add to what
137 the NPPG says.

³ Please note that this is minor development in relation to flood risk rather than other definitions of minor development:
<http://planningguidance.communities.gov.uk/blog/guidance/flood-risk-and-coastal-change/what-is-meant-by-minor-development-in-relation-to-flood-risk/> Flood risk and coastal change - What is meant by "minor development" in relation to flood risk? (www.gov.uk)

⁴ The "footprint" is the aggregate ground floor area of the existing on site buildings, including outbuildings which affect the functionality of the floodplain but excluding temporary buildings, open spaces with direct external access between wings of a building, and areas of hard standing.

⁵ [Flood risk and coastal change \(www.gov.uk\)](http://www.gov.uk)

- 138 a) The site is available to be developed (including considering site ownership or whether
139 the owners of sites have any intention of them being developed); and
140 b) The site is within the agreed area of search; and
141 c) The site is of comparable size in that it can accommodate the requirements of the
142 proposed development; and
143 d) The site is not safeguarded in the relevant Local Plan (including Minerals and Waste) or
144 Neighbourhood Plan for another use; and
145 e) It does not conflict with any other policies in the Local Plan.

146 7. A site is not considered to be reasonably available if they fail to meet any of the above
147 requirements or already have planning permission for a development that is likely to be
148 implemented.

149 8. The area of search should be guided by the requirement for the proposed development
150 in a particular area and should be discussed with the Broads Authority at the pre-
151 application stage.

152 9. The Authority considers the following areas of search to be reasonable. It should be
153 noted that there is some guidance in the NPPG⁶ and the following criteria add to what
154 the NPPG says.

- 155 a) The rest of the particular district within the Broads Authority Executive Area
156 b) Within the entire Parish (including the part that may be out of the Broads)
157 c) Other settlements/parishes that are nearby (that may be out of the district)
158 d) Or a wider/another area as appropriate and subject to agreement with the Broads
159 Authority

160 **Exceptions test requirements**

161 10. To prove that a development will provide wider sustainability benefits to the community
162 that outweigh the flood risk, the Authority will use the most **up to date Local Plan**
163 **Sustainability Appraisal Objectives** as well as guidance in the NPPG⁷. The current
164 objectives are set out at Appendix **x**.

165 11. The following will also be applied as part of the Exception Test:

- 166 a) The development must not compromise future flood alleviation or flood defence
167 schemes;
168 b) The Flood Risk Assessment must demonstrate how resilience to flooding has been
169 incorporated through a design which does not detract from the character **and**
170 **appearance** of the locality;

⁶ [Flood risk and coastal change - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/101222/flood_risk_and_coastal_change_-_the_sequential_approach_to_the_location_of_development.pdf) Flood risk and coastal change - The sequential approach to the location of development (www.gov.uk)

⁷ [Flood risk and coastal change - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/101222/flood_risk_and_coastal_change_-_how_can_it_be_demonstrated_that_wider_sustainability_benefits_to_the_community_outweigh_flood_risk.pdf) Flood risk and coastal change - How can it be demonstrated that wider sustainability benefits to the community outweigh flood risk? (www.gov.uk)

- 171 c) The site-specific Flood Risk Assessment must demonstrate how the development will be
172 compatible with the nature of flooding in the Broads, considering climate change and
173 sea level rise over the planned life of the development (see section 6.5 on Climate Smart
174 Thinking); and
175 d) In the case of the replacement of a residential property, a residential development must
176 be on a like-for-like basis, with no increase in the number of bedrooms, on the same
177 sized footprint⁸, potentially being relocated in a less vulnerable part of the site.

178 Flood Defences

179 12. Any required additional or enhanced flood defences should not conflict with the
180 purposes and special qualities of the Broads.

181 **Reasoned Justification**

182 National Planning Practice Guidance (NPPG) states that ‘flood risk’ is a combination of the
183 probability and the potential consequences of flooding from all sources – including from
184 rivers and the sea, directly from rainfall on the ground surface and rising groundwater,
185 overwhelmed sewers and drainage systems, and from reservoirs, canals and lakes and other
186 artificial sources.

187 Flood alleviation and preparing for the impact of climate change are key issues in the
188 Broads, and a number of approaches could address this. It will also be essential to ensure
189 that measures to minimise the risk of flooding from all sources of flood risk to new
190 development do not themselves lead to development which, by virtue of its scale, layout or
191 design, is visually damaging to its surroundings. Therefore, even though the principle of
192 development may be acceptable, acceptability in terms of design, landscape character, and
193 impact on the environment must also be addressed.

194 All developments should be located in areas identified as being at the lowest risk of
195 flooding.

196 Given the importance and relevance of flood risk issues to the Broads applicants should, in
197 developing proposals, have regard to national flood risk guidance and policy, as set out in
198 the NPPF and NPPG.

199 The Government also states in the NPPG that ‘*Local authorities and developers should seek*
200 *opportunities to **reduce the overall level of flood risk in the area and beyond***’. The policy
201 seeks opportunities to reduce the overall level of flood risk.

202 Flood zones

203 Flood Zones refer to the probability of river and sea flooding, ignoring the presence of
204 defences. They are shown on the Environment Agency’s Flood Map for Planning (Rivers and

⁸ The “footprint” is the aggregate ground floor area of the existing on-site buildings, including outbuildings which affect the functionality of the floodplain but excluding temporary buildings, open spaces with direct external access between wings of a building, and areas of hardstanding.

205 Sea)⁹ and defined in the NPPG. They are also shown in a Strategic Flood Risk Assessment
206 (see later text).

207 **Flood Risk Advice**

208 The Authority takes advice from the Environment Agency (EA) and Lead Local Flood
209 Authorities (LLFA) on flood related issues concerning development. The EA is responsible for
210 flood defence and has permissive powers to carry out work to construct and improve flood
211 defences.

212 **Causes of Flooding in the Broads**

213 The causes of flooding in the Broads are complex and flooding will continue to be a
214 significant risk in much of the area into the foreseeable future. Developers should be aware
215 of this situation. The risk of flooding must continue to be a material consideration in dealing
216 with Broads' planning applications and may be a reason for refusal of planning permission in
217 some cases. In the uncertainty about the nature and extent of flood risk in the Broads, it is
218 open to developers to commission their own risk assessment of the potential for flooding at
219 a particular site. Risks relate not just to property but also to essential infrastructure and
220 utilities required to support development, and to the emergency services' ability to respond
221 to an event. Inappropriate flooding can also harm the important habitats and species for
222 which the Broads are important, which can have long term consequences for site
223 maintenance and the achievement of conservation objectives.

224 **Site-Specific Flood Risk Assessments**

225 The EA says that 'a Flood Risk Assessment (FRA) is required for all development:

- 226 • within flood zones 2, 3 or 3b
- 227 • within flood zone 1 with a site area of 1 hectare or more
- 228 • within areas with critical drainage problems
- 229 • within flood zone 1 where your LPA's SFRA shows it will be at risk of flooding from
230 ivers or the sea in future
- 231 • that increases the vulnerability classification and is in flood zone 1 where
232 your LPA's SFRA shows it is at risk from other sources of flooding'.

233 ~~Development proposals of one hectare or greater, and all proposals for new development in~~
234 ~~Flood Zones 2 and 3, will be accompanied by a site-specific Flood Risk Assessment (FRA).~~ The
235 FRA should demonstrate how flood risk from all sources of flooding to the development
236 itself, and flood risk to others, would be managed. It will also be expected to take climate
237 change into account, identify flood reduction measures that will be incorporated into the
238 development, including the use of Sustainable Drainage Systems, and provide an
239 assessment of any residual risk. The FRA should be proportionate to the level of risk and the
240 scale, nature and location of the development. The checklist set out in the NPPG¹⁰ should be
241 used to produce an FRA, but the FRA should also address the additional considerations set
242 out in the policy.

⁹ See the flood maps here: <https://flood-map-for-planning.service.gov.uk/> Flood map for planning (flood-map-for-planning.service.gov.uk)

¹⁰ ~~NPPG: planningguidance.communities.gov.uk/blog/guidance/flood-risk-and-coastal-change/site-specific-flood-risk-assessment-checklist/~~ Flood risk and coastal change - Site-specific flood risk assessment: Checklist (www.gov.uk)

243 To help the preparation of FRAs for householder development and other minor extensions
244 in Flood Zones 2 and 3 the Broads Authority and Environment Agency have produced a
245 Ticksheet template [See Appendix x¹¹. This will assist applicants in producing a flood risk](#)
246 [assessment for minor developments. It is in conformity with the NPPG FRA guidance and is](#)
247 [designed to be user friendly for the applicant yet provide the information the BA needs to](#)
248 [determine applications.](#)

249 [If you are carrying out an FRA for a development, you need to follow the Environment](#)
250 [Agency’s standing advice¹² as follows:](#)

251 [Follow standing advice for vulnerable developments for developments \(including change of](#)
252 [use\) in flood zone 2 and have a vulnerability classification of:](#)

- 253 • [‘more vulnerable’ \(except for landfills, waste facility sites, caravan or camping sites\)](#)
- 254 • [‘less vulnerable’ \(except for waste treatment sites, mineral processing sites, water](#)
255 [treatment plants and sewage treatment plants\)](#)
- 256 • [‘water compatible’](#)

257 [Use the advice for minor extensions to complete an assessment for a minor extension in](#)
258 [flood zone 2 or 3. A minor extension is a household or non-domestic extension with a floor](#)
259 [space of no more than 250 square metres.](#)

260 [If your development is not covered by the standing advice in this guide:](#)

- 261 • [read flood risk assessment for planning applications and the flood risk assessment](#)
262 [check-list](#)
- 263 • [consider asking the Environment Agency for pre-application advice on flood risk.](#)

264 **[Safe access and egress](#)**

265 Part (n) requires the FRA to demonstrate safe access and egress from the site. Where it has
266 been demonstrated that this would not be possible due to unsafe flood depths on or
267 surrounding the site, the safety of occupants will need to be managed through a Flood
268 Response Plan (FRP) (see Dry Island section below). The FRP should demonstrate that
269 occupants will be kept safe and not exposed to flood hazards. This may be through
270 evacuation in advance of a flood and/or remaining in situ within an appropriate refuge. The
271 Authority has produced a Flood Response Plan template¹³ for applicants. The acceptability
272 of the plan and its ability to keep occupants safe will be assessed as part of the planning
273 application.

274 **[Replacement Dwellings](#)**

275 Replacement dwellings in flood zone 3a are required to be on a like-for-like basis, as any
276 increase in size is likely to expand into functional floodplain (flood zone 3b), thus putting

¹¹ Broads Authority’s Flood Risk Tick Sheet: www.broads-authority.gov.uk/_data/assets/word_doc/0006/917862/Appendix-F-Flood-Risk-Assessment-Tick-Sheet.doc [Appendix F - Flood Risk Assessment Tick Sheet \(MS Word | broads-authority.gov.uk\)](#)

¹² <https://www.gov.uk/guidance/flood-risk-assessment-standing-advice> [Preparing a flood risk assessment: standing advice - GOV.UK \(www.gov.uk\)](#)

¹³ Flood Response Plan Template: www.broads-authority.gov.uk/_data/assets/pdf_file/0007/917863/Appendix-D-Flood-Response-Plan-Guidance-and-Structure.pdf [Appendix D - Flood Risk Response Plan Guidance and Structure \(MS Word | broads-authority.gov.uk\)](#)

277 more property and possibly more people at risk of flooding. The change to the functional
278 floodplain could increase flood risk elsewhere.

279 **Sequential and Exceptions Tests – general**

280 In accordance with national policy, development in Environment Agency Flood Zones 2 and
281 3 will only be permitted when the Sequential Test and the Exception Test, where applicable,
282 have been satisfied. The Sequential Test will be carried out by the Authority, drawing upon
283 information submitted by the applicant.

284 **Sequential test**

285 Although the sequential test must be applied, due to the limited availability of sites in Flood
286 Zone 1, the main objective, as applied to the Broads, is likely to be to reduce flood risk to
287 new development through the application of the sequential approach and to maximise
288 opportunities to build in resilience both at the site and buildings level through design. The
289 improvement of safety and management of risk, including response to risk, must be
290 addressed at the design stage.

291 The following sections elaborate on how various elements of the Sequential Test should be
292 addressed. In applying the sequential test, the Authority will use the following:

293 A site is considered to be **reasonably available** if all of the following apply:

- 294 a) The site is available to be developed (including considering site ownership or whether
295 the owners of sites have any intention of them being developed); and
- 296 b) The site is within the agreed area of search; and
- 297 c) The site is of comparable size in that it can accommodate the requirements of the
298 proposed development; and
- 299 d) The site is not safeguarded in the relevant Local Plan (including Minerals and Waste) or
300 Neighbourhood Plan for another use; and
- 301 e) It does not conflict with any other policies in the Local Plan.

302 A site is not considered to be reasonably available if they fail to meet any of the above
303 requirements or already have planning permission for a development that is likely to be
304 implemented.

305 The **area of search** should be guided by the requirement for the proposed development in a
306 particular area and should be discussed with the Broads Authority at the pre-application
307 stage.

308 The Authority considers the following areas of search to be reasonable:

- 309 a) The rest of the particular district within the Broads Authority Executive Area
- 310 b) Within the entire Parish (including the part that may be out of the Broads)
- 311 c) Other settlements/parishes that are nearby (that may be out of the district)

312 d) Or a wider/another area as appropriate and subject to agreement with the Broads
313 Authority

314 It is acknowledged that the area of search could be outside of the Broads Authority
315 Executive Area and would require discussions with other Local Planning Authorities (and
316 proposals would therefore need to comply with relevant planning policies of the relevant
317 Local Planning Authorities). However, sites that are at less risk of flooding could be in the
318 part of the settlement that is not in the Broads.

319 The Authority acknowledges that some schemes are site specific, such as the regeneration
320 of a particular brownfield site or extension of a building, so it is impractical to change the
321 location.

322 In all cases the developer must justify with evidence to the Broads Authority what area of
323 search has been used when making the application.

324 If there are found to be other reasonably available sites at a lower risk of flooding, then the
325 development has **failed the Sequential Test** and this could lead to refusal of planning
326 permission. Failing to pass the Sequential Test is sufficient grounds for refusal, as it would
327 make the proposal contrary to the NPPF and Local Plan policies.

328 If, however there are no other reasonably available sites, then the development has **passed**
329 **the Sequential Test**. The Exception Test may also need to be undertaken at this point (if
330 required).

331 Exceptions Test

332 Where an exception test is necessary, the applicant's FRA must include sufficient
333 information to enable this assessment to be undertaken. For the purposes of this policy,
334 'footprint' will be defined as the aggregate ground floor area of the existing on site
335 buildings, including outbuildings that affect the functionality of the floodplain, but excluding
336 temporary buildings, open spaces with direct external access between wings of a building,
337 and areas of hard standing.

338 The NPPF at paragraph 164 says that for the Exception Test to be passed 'it should be
339 demonstrated that: a) the development would provide wider sustainability benefits to the
340 community that outweigh the flood risk'. To assess this, the Authority will use the most **up**
341 **to date Local Plan Sustainability Appraisal Objectives**. The current objectives are set out at
342 Appendix **x**.

343 The NPPF at paragraph 164 goes on to say that for the Exception Test to be passed 'b) the
344 development will be safe for its lifetime taking account of the vulnerability of its users,

345 without increasing flood risk elsewhere, and, where possible, will reduce flood risk overall.

346 The NPPG says:

- 347 • Residential development can be assumed to have a lifetime of at least 100 years, unless
- 348 there is specific justification for considering a different period.
- 349 • The lifetime of a non-residential development depends on the characteristics of that
- 350 development but a period of at least 75 years is likely to form a starting point for
- 351 assessment.

352 In addition to these conditions, the following will also be applied as part of the Exception

353 Test:

- 354 a) The development must not compromise future flood alleviation or flood defence
- 355 schemes;
- 356 b) The Flood Risk Assessment must demonstrate how resilience to flooding has been
- 357 incorporated through a design which does not detract from the character of the locality;
- 358 c) The site-specific Flood Risk Assessment must demonstrate how the development will be
- 359 compatible with the nature of flooding in the Broads, considering climate change and
- 360 sea level rise over the planned life of the development (see section 6.5 on Climate Smart
- 361 Thinking); and,
- 362 d) in the case of the replacement of a residential property, a residential development must
- 363 be on a like-for-like basis, with no increase in the number of bedrooms, on the same
- 364 sized footprint¹⁴, potentially being relocated in a less vulnerable part of the site.

365 **Climate change allowances**

366 Climate change allowances can be found here: ([https://www.gov.uk/guidance/flood-risk-](https://www.gov.uk/guidance/flood-risk-assessments-climate-change-allowances)

367 assessments-climate-change-allowances). These will result in increases in flood level of

368 between 1.2m and 1.6m compared to present day flood levels.

369 **Principles for development in flood zone 3**

370 The approach in any particular case will depend on the nature of the land and the specific

371 functionality of the floodplain, considering the presence of built structures and site

372 infrastructure. The following principles will apply to development in flood zone 3.

373 In the case of a ‘greenfield’ site which has not been the subject of any previous

374 development, the site could function as an unconstrained, open floodplain, subject to the

375 presence of any ‘defences’. It may provide areas for water storage in times of flood and may

376 have other value associated with this, for example as wet woodland.

377 Sites categorised as “brownfield sites which have been previously developed” will often

378 cover sites larger than a single plot and may have been in use for a variety of uses, often

¹⁴ The “footprint” is the aggregate ground floor area of the existing on-site buildings, including outbuildings which affect the functionality of the floodplain but excluding temporary buildings, open spaces with direct external access between wings of a building, and areas of hardstanding.

379 employment based. These will often be characterised by areas of built development,
380 including buildings and hardstandings, with undeveloped areas which might include
381 vegetated margins or open areas. Parts of the site may function as functional floodplain and
382 parts will not. The functionality of any part will depend on the way in which the water would
383 behave in times of flood. If flood waters which inundate the site in a 1:20 (5%) annual
384 probability event can pass under or through a building or sit on land this will be defined as
385 functional floodplain. Where an existing building or structure acts as a barrier to flood water
386 then its functionality is compromised and it will not be classified as Flood Zone 3b and can
387 be described as Flood Zone 3a.

388 When considering development proposals for brownfield sites which have been previously
389 developed, the objective is to locate development in a sequentially appropriate manner on
390 the site and to reduce risk through design. An initial site appraisal should identify the
391 different flood risk zones on the site (where applicable) and differentiate between areas of
392 Flood Zone 3a and Flood Zone 3b, as described above.

393 The objective when looking at development proposals on previously developed brownfield
394 sites is to seek opportunities to restore the functionality of the floodplain. This must,
395 however, be balanced against the need to maintain the land uses and development which
396 support the economic and social viability of the Broads communities. So, the over-riding
397 principle in respect of development is that it should not increase risk above the existing
398 level.

399 Development should be located in a sequentially appropriate manner (which considers
400 areas of lower flood risk first as discussed in this policy and supporting text) across any flood
401 risk zones, in accordance with the NPPG. Where there is existing development within Flood
402 Zone 3a or 3b, opportunities to improve flood risk should follow the following hierarchy:

- 403 i) relocate development to Flood Zone 1 (subject to other sources of flooding as discussed
404 previously)
- 405 ii) relocate development to a lower flood risk zone
- 406 iii) ensure there is no net increase in the development area within Flood Zone 3a.

407 Land uses or development which is of a higher level of vulnerability, as defined in the NPPG,
408 than existing or previous uses on the site will only be permitted if it complies with table 3¹⁵
409 of the NPPG and all the other policy requirements (such as safety and not increasing flood
410 risk elsewhere).

¹⁵ Table 3 is copied previously in this SPD or can be found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/575184/Table_3_-_Flood_risk_vulnerability_and_flood_zone_compatibility_.pdf Table 3 - Flood risk vulnerability and flood zone compatibility (pdf | publishing.service.gov.uk)

411 Sites categorised as “brownfield sites which are currently developed” will often cover
412 individual sites where replacement development is proposed. These will often be smaller
413 plots and are owner occupied with limited (if any) opportunity for relocating development
414 to an area of lesser flood risk, either on-site or elsewhere.

415 When considering proposals for replacement development, an initial appraisal should
416 identify whether the development is in Flood Zone 3a or Flood Zone 3b.

417 If the site is in Flood Zone 3b, new water compatible development and essential
418 infrastructure that has been subject to the Exception Test (as defined in the NPPG) will be
419 permitted or a like-for-like replacement of an existing use. As detailed above, existing built
420 development on site may prevent parts of the site from functioning as Flood Zone 3b,
421 meaning it will be considered as Flood Zone 3a. In those cases, it may be acceptable to
422 locate development appropriate to Flood Zone 3a within the extent of the previously
423 developed footprint. This will be subject to the usual considerations in terms of safety of the
424 development.

425 If the site is in Flood Zone 3a, new development for water compatible uses, less vulnerable
426 uses or more vulnerable subject to the Exception Test (as defined in the NPPG) will be
427 permitted or a like-for-like replacement of an existing use. In all cases the safety of the
428 proposed development would need to be considered.

429 The objective when looking at development proposals on brownfield sites which are
430 currently developed is to ensure that development does not increase flood risk to the site or
431 the building or elsewhere above the existing level. Opportunities to reduce flood risk should
432 also be considered.

433 The Authority may permit the relocation of existing development out of Flood Zone 3b to an
434 undeveloped site with a lower probability of flooding where the vacated site is reinstated as
435 naturally functioning floodplain, and where the benefits to flood risk outweigh the benefits
436 of leaving the new site undeveloped. Such proposals will be considered against adopted
437 planning policies.

438 **Existing footprint of development in Flood Zone 3b and Permitted Development (PD)**
439 Firstly, the following only applies to development within Flood Risk Zone 3b where ‘more
440 vulnerable’ development is not considered appropriate, according to the NPPG.

441 For a replacement dwelling in Flood Zone 3b the existing footprint is currently defined in the
442 footnote to policy DM5¹⁶. This does not make any reference to permitted development

¹⁶ Footnote 22 says the “footprint” is the aggregate ground floor area of the existing on site buildings, including outbuildings which affect the functionality of the floodplain but excluding temporary buildings, open spaces with direct external access between wings of a building, and areas of hard standing.

443 rights, only to existing buildings. The ‘like for like’ requirement of the policy is still valid as
444 that is the starting point for the application – that the base position for any replacement
445 dwelling in flood zone 3b is like for like. The Authority and Environment Agency consider
446 that a scheme for a replacement dwelling may only include what is permitted through PD
447 rights Class A enlargement, improvement or other alteration of a dwelling house¹⁷ as a
448 pragmatic approach. The inclusion of these PD rights in the calculation of footprint is
449 considered a reasonable approach to take, as it would avoid the need for applicants to first
450 construct a rear extension only to include it in the calculations for a replacement dwelling. It
451 is important to note however that there may be other considerations that might be relevant
452 to decision making other than flood risk; for example, landscape character impacts.
453 If an application for a replacement dwelling is approved, the PD rights for
454 extensions/outbuildings will be removed by the Authority in order to restrict further
455 development within the functional floodplain. Householder PD rights would also be
456 removed when permitting householder extensions within Flood Zone 3B, for the same
457 reason; to restrict the further development within the functional floodplain.

458 **Flood response plan template.**

459 A site-specific Flood Response Plan will always be required for development in flood zone 3.
460 The client/developer responsibilities for health and safety and facilities management may
461 also require a site-specific flood response plan. These are important considerations on
462 commercial sites and are potential requirements for compliance with the Construction
463 (Design and Management) Regulations 2015¹⁸.

464 They can form one means of managing residual risk where a development is found to be
465 acceptable in flood risk terms and is a valuable document for owners and occupiers of all
466 property at risk of flooding to have in place. The Authority has produced guidance and a
467 suggested structure for these plans. The guidance and structure can be found at Appendix
468 XXXX.

469 **SUDS**

470 Sustainable Drainage Systems (SuDS) are an alternative to traditional drainage systems that
471 **attempt** aim to reduce the total amount, flow and rate of surface water run-off. There is a
472 range of possible SuDS techniques that can be used, although not all techniques will be
473 appropriate for individual development sites. Surface water run-off proposals should
474 address the requirements of the Flood and Water Management Act 2010. See policy DM6:
475 Surface water run-off.

476 **Dry Islands**

477 Dry Islands are areas of a lower flood risk surrounded by areas of higher flood risk, such as
478 flood zone 1 surrounded by flood zone 3. While development may be suitable in flood risk

¹⁷ SCHEDULE 2 Permitted development rights, PART 1 Development within the curtilage of a dwellinghouse, Class A – enlargement, improvement or other alteration of a dwellinghouse <http://www.legislation.gov.uk/ukxi/2015/596/made>

¹⁸ Construction (Design and Management) Regulations 2015 <http://www.hse.gov.uk/pUbns/priced/l153.pdf>

479 terms in the lower flood risk zone, in times of flood the area could effectively become an
480 island. The issue here is about safe access and egress at times of flood. In the Broads, dry
481 islands tend to occur in more isolated areas that may not experience development.
482 However, there may be requirements for a Flood Response Plan to be produced for
483 development in dry islands. When looking at the flood risk of a proposal, it will be important
484 to assess the wider area as well as on the site.

485 **Other consents that may also be required**

486 Applicants should be aware that in accordance with the Environmental Permitting
487 Regulations 2010 there is a need to obtain an Environmental Permit¹⁹ from the Environment
488 Agency for flood risk activities for work or structures in, under, over or within 16m from a
489 main river and from any flood defence structure or culvert. The works may fall under one or
490 more of the following categories: Exemption, Exclusion, Standard Rules Permit, Bespoke
491 permit. Anyone carrying out these activities without a permit where one is required is
492 breaking the law.

493 Section 23 of The Land Drainage Act 1991 requires applicants who wish to affect the flow of
494 an ordinary watercourse, for instance to culvert, dam, weir or install a headwall into a
495 watercourse, to obtain consent from the drainage board concerned.

496 **Reservoir Flooding**

497 The Authority will also consider issues relating to reservoir flooding, as per Government
498 guidance: [Reservoir flood maps: when and how to use them - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/reservoir-flood-maps-when-and-how-to-use-them)

499 **Status of the ~~2017~~ 2020 Flood Risk Supplementary Planning Document on adoption of the** 500 **Local Plan**

501 The Broads Authority has a Flood Risk Supplementary Planning Document (SPD)²⁰. ~~This is~~
502 ~~based on Development Management Policy DP29, which this policy replaces; therefore, on~~
503 ~~adoption of this Local Plan, the SPD is out of date. The Authority will review the SPD~~
504 ~~immediately after adoption of the Local Plan, but in the meantime (between adoption of the~~
505 ~~Local Plan and adoption of the revised SPD) will still refer to the SPD guidance, as it contains~~
506 ~~important and relevant detail relating to flooding. The Government have indicated that they~~
507 plan to stop SPDs being produced. They intend for Supplementary Plans to take their place.
508 At the time of writing, this change had not been formally put in place. As such, the 2020 SPD
509 remains in place. The review of the Local Plan as well as the potential for SPDs to not be
510 relevant or not be produced any more, offer the opportunity to bring into the Local Plan
511 relevant sections of the SPD. It is proposed that aspects of the SPD deemed not appropriate
512 for this Local Plan become part of a new Flood Risk Guidance document that will be
513 completed after the Local Plan is produced.

514 **Strategic Flood Risk Assessment (SFRA)**

¹⁹ New forms and further information can be found at: www.gov.uk/guidance/flood-risk-activities-environmental-permits.
[Flood risk activities: environmental permits - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-activities-environmental-permits)

²⁰ ~~Flood Risk SPD: www.broads-authority.gov.uk/data/assets/pdf_file/0006/917844/Broads_Flood_Risk_SPD_Final_March_2017.pdf~~
[Broads Flood Risk SPD \(pdf | broads-authority.gov.uk\)](https://www.broads-authority.gov.uk/data/assets/pdf_file/0006/917844/Broads_Flood_Risk_SPD_Final_March_2017.pdf)

515 SFRA's are important for the production of Local Plans. The Broads is covered by four
 516 separate SFRA's completed in 2017/2018²¹. However, a large area of the Broads Authority
 517 Executive Area has not been assessed as part of this work as the model needs to be
 518 purchased, updated and run by the Environment Agency to produce SFRA equivalent
 519 information. It is intended that this will be completed [as part of the Broadland Futures
 520 Initiative](#) ~~by around the end of 2021~~ and there could therefore be adjustments to flood zone
 521 3 as a result - see the Position Statement between the Broads Authority and Environment
 522 Agency²² produced in July 2018 for more information. It is accepted that there is uncertainty
 523 about the precise boundaries of the functional flood plain (flood zone 3b) and the
 524 Environment Agency work should contribute to the understanding of this area. It is also
 525 accepted that due to natural processes and other activities, the functional flood plain can
 526 change over time. Where detailed modelling is not available, Indicative Flood Zone 3b has
 527 been used in the Norfolk part of the Broads. A similar approach has been used in the
 528 Waveney SFRA but on those maps, flood zones are 3b where modelled and 3 elsewhere.
 529 Due to the nature of flooding in the Broads, it is expected that Flood Zone 3a and Flood
 530 Zone 3b have similar extents so Indicative Flood Zone 3b/flood zone 3 is precautionary but
 531 reasonable. As set out in national policy, planning applications for schemes in flood zones 2
 532 and 3 require site-specific flood risk assessments and these will determine the precise detail
 533 of flood risk on site. ~~Also see Appendix C for more information on SFRA's.~~

534 **Reasonable alternative options**

- 535 a) No policy
- 536 b) Original policy

537 **Sustainability appraisal summary**

538 The options of no policy, the original policy and amended policy have been assessed in the
 539 SA. The following is a summary.

A: Original policy	5 positives. 0 negatives. 0 ? Overall, positive.
B: Amended policy	positives. 0 negatives. 0 ? Overall, positive.
C: No policy	0 positives. 0 negatives. ?

540 **How has the existing policy been used since adoption in May 2019?**

541 According to recent Annual Monitoring Reports, the policy has been used and schemes have
 542 been permitted in accordance with the policy.

543 **Why has the alternative option been discounted?**

544 Flooding is a real issue in the Broads. The policy provides local detail and elaborates on
 545 national policy and so is favoured. The amended policy brings in parts of the Flood Risk SPD
 546 because SPDs may not be in place in the near future.

²¹ ~~The SFRA's can be found here:~~ www.broads-authority.gov.uk/planning/planning-policies/sfra/sfra Strategic Flood Risk Assessment (broads-authority.gov.uk)

²² ~~SFRA Joint Position Statement:~~ www.broads-authority.gov.uk/planning/planning-policies/development/current-documents/supporting-documents-and-evidence SFRA Joint Position Statement (pdf | broads-authority.gov.uk)

547 **UN Sustainable Development Goals check**

548 This policy meets these [UN SD Goals](#):

3 GOOD HEALTH
AND WELL-BEING



11 SUSTAINABLE CITIES
AND COMMUNITIES



13 CLIMATE
ACTION



549 **Policy DM6: Surface water run-off**

- 550 1. All development proposals will need to incorporate measures to attenuate surface water
551 run-off in a manner appropriate to the Broads. This will need to reflect the
552 characteristics of the site in accordance with a drainage hierarchy for rainwater so that,
553 in order of priority, they:
- 554 a) Continue natural discharge processes;
 - 555 b) Store water for later use;
 - 556 c) Adopt shallow infiltration techniques in areas of suitable porosity;
 - 557 d) Store water in open water features for gradual release to a watercourse;
 - 558 e) Store water in sealed water features for gradual release to a watercourse;
 - 559 f) Discharge direct to a watercourse;
 - 560 g) Discharge direct to a surface water drain (highways, Anglian Water or other body or
561 within private ownership);
 - 562 h) Discharge direct to deep infiltration or borehole soakaways; or
 - 563 i) Discharge direct to a combined sewer
- 564 2. The surface water runoff rate that will occur as a consequence of the development is
565 required to be no more than the existing pre development greenfield runoff rate.
566 Brownfield sites should aim to reduce runoff as close to greenfield rates as possible. The
567 discharge rate for brownfield sites should be no more than the rate prior to any new
568 development. Applicants are encouraged to seek betterment in surface water runoff as
569 part of their proposals for brownfield sites. The runoff rate should be agreed with the
570 Local Planning Authority, in conjunction with the Lead Local Flood Authority and where
571 relevant sewerage undertaker.
- 572 3. Sustainable Drainage Systems (SuDS) shall be used unless, following adequate
573 assessment, soil conditions and/or engineering feasibility dictate otherwise. [These](#)
574 [should be designed and implemented following the general principles set out at](#)
575 [Appendix xx as well as any relevant guidance or standards that are in place.](#)
- 576 4. Proposals to address surface water must be considered at an early stage of the scheme
577 design process. The following criteria need to be addressed when designing measures to
578 address surface water:
- 579 a) Use a risk assessment on treatment stages to reflect the type of proposed development
580 and how surface water run-off and drainage will affect the receptor. A 1.2m clearance
581 between the base of infiltration SuDS and the peak seasonal groundwater levels is
582 required;
 - 583 b) Take the current drainage arrangements of the area into account (including
584 groundwater levels);
 - 585 c) Take natural site drainage and topography into account;
 - 586 d) Effectively manage water including maintenance of and, where possible improvement to
587 water quality; and
 - 588 e) Provide amenity for local residents whilst ensuring a safe environment.
- 589 5. Where SuDS via ground infiltration is feasible, to ensure that SuDS discharge water from
590 the development at the same or lesser rate as prior to construction, developers must

591 undertake groundwater monitoring within the winter period and winter percolation
592 testing in accordance with the current procedure²³.

593 6. Minor developments that increase the footprint of an impermeable surface are
594 required, where appropriate, to incorporate mitigation measures to reduce surface
595 water runoff, manage surface water flood risk to the development itself and to others,
596 maximise the use of permeable materials to increase infiltration capacity, incorporate
597 on-site water storage, and make use of green roofs and green walls wherever
598 reasonably practicable and appropriate, in accordance with design policies.

599 7. Within the critical drainage catchments as identified by the Lead Local Flood Authority,
600 and in other areas where the best available evidence indicates that a serious and
601 exceptional risk of surface water flooding exists, all development proposals involving
602 new buildings, extensions and additional areas of hard surfacing shall ensure that
603 adequate and appropriate consideration has been given to mitigating surface water
604 flood risk.

605 8. Schemes that involve SuDS will be required to provide details of the management
606 regime to ensure effective operation of the type of SuDS delivered in perpetuity.

607 **Reasoned Justification**

608 The policy seeks to ensure that surface water run-off is discharged as high up the following
609 **hierarchy** (as set out in the NPPG) as possible:

- 610 • into the ground (infiltration);
- 611 • to a surface water body;
- 612 • to a surface water sewer, highway drain, or another drainage system;
- 613 • to a combined sewer.

614 Sustainable drainage systems (SuDS) slow the rate of surface water run-off and improve
615 infiltration, by mimicking natural drainage in both rural and urban areas. This reduces the
616 risk of flash flooding, which occurs when rainwater rapidly flows into the public sewerage
617 and drainage systems. SuDS can also be used to enhance the environment of a site by
618 contributing to green infrastructure and providing habitats for wildlife.

619 The Government has issued a written statement in relation to SuDS²⁴saying that '*we expect*
620 *local planning policies and decisions on planning applications relating to major development*
621 *(developments of 10 dwellings or more; or equivalent non-residential or mixed development)*
622 *to ensure that sustainable drainage systems for the management of run-off are put in place,*
623 *unless demonstrated to be inappropriate.*' The policy seeks to address this direction.

624 Watercourses in the Broads are regulated and maintained by the Internal Drainage Board or
625 by private landowners. The IDB have their own local surface water policy which takes

²³ Currently BRE Digest 365: www.brebookshop.com/details.jsp?id=327592 Soakaway design (DG 365 - 2016) : BREbookshop.com

²⁴ Written Ministerial Statement www.parliament.uk/documents/commons-vote-office/December%202014/18%20December/6.%20DCLG-sustainable-drainage-systems.pdf [DCLG sustainable drainage systems \(pdf | parliament.uk\)](http://DCLG-sustainable-drainage-systems.pdf)

626 precedence over national best practice (<https://www.wlma.org.uk/broads->
627 [idb/development/Development - Water Management Alliance \(wlma.org.uk\)](https://www.wlma.org.uk/broads-idb/development/Development - Water Management Alliance (wlma.org.uk))).
628 **Potential to reduce phosphorous in surface water runoff**
629 The Authority encourages using SuDS to reduce phosphorus in surface water runoff. Please
630 see this guide.

631 **Types of SuDS**

632 The Broads is ideally suited for this sort of approach, as dykes and other forms of holding
633 basins are characteristic of the landscape. The most effective form of water management is
634 a naturally functioning floodplain and development proposals should aim to maximise
635 opportunities to restore a naturally functioning floodplain where possible. A range of
636 possible SUDs techniques can be used, although not all techniques will be appropriate for
637 individual development sites. Examples of SuDS include retention ponds (a depression that
638 holds water even during dry weather conditions), water butts, and swales (long vegetative
639 depressions that are normally dry except during and after heavy rainfall).

640 **Designing SuDS**

641 An appropriate amount of land-take should be allowed to account for SuDS within any
642 development. To be most effective, SuDS proposals need to be integrated into scheme
643 designs at an early stage and not retrofitted once the layout has already been established.

644 Special consideration will need to be given to the design of the drainage system when there
645 are known flooding issues within the immediate catchment of the development. Generally,
646 known flooding issues correlate with areas shown as high risk flooding on the Government
647 Risk of Surface Water Flooding (RoSWF) maps, but the Lead Local Flood Authority (LLFA) will
648 highlight any relevant information if consulted on a scheme. The Interactive PDFs produced
649 as part of the SFRA work²⁵ (referred to previously) show areas that are subject to surface
650 water flooding.

651 The scope of any drainage strategy should be proportionate to the scale of the development
652 and the amount and type of flood risk the development site is subject to. As part of the
653 strategy, it will be important to identify existing drainage arrangements to determine
654 options for draining the site and the impact of the proposal post-development.

655 In some instances, it may not be appropriate to lessen significant amounts of water due to
656 ecological considerations, but water quality issues should always be considered. A risk
657 assessment should be undertaken and appropriate treatment stages introduced if the
658 receiving environment is assessed as being sensitive to development.

659 Normal infiltration SuDS should be no deeper than 2m below ground level, with a minimum
660 of 1.2m clearance between the base of infiltration SuDS and the peak seasonal groundwater
661 levels. Monitoring/ testing of groundwater must be undertaken in winter, as this tends to be
662 the time of year that sees most precipitation and higher groundwater levels.

²⁵ SFRA: www.broads-authority.gov.uk/planning/planning-policies/sfra/sfra Strategic Flood Risk Assessment (broads-authority.gov.uk)

663 Advice from Norfolk County Council (one of the two LLFAs covering the Broads) is that deep
664 infiltration or borehole soakaways should be one of the final options for consideration.
665 While these methods can provide groundwater recharge via infiltration at depth, they do
666 not mimic the natural drainage system as shallow infiltration does.

667 The Environment Agency would not normally support the use of deep bore soakaway
668 systems, as these can present an unacceptable risk to the groundwater environment.
669 Where applications are proposing their use, they should provide supporting documentation
670 that clearly demonstrates why other SuDS discharge options are not appropriate. Each
671 application for deep bore soakaways should also be supported by a detailed risk assessment
672 demonstrating that their use will not impact on groundwater quality. If deep bore
673 soakaways are proposed, the developer may require an environmental permit from the
674 Agency for a direct discharge to groundwater²⁶. Granting of planning permission does not
675 automatically mean a developer will be awarded an environmental permit, and early
676 engagement with the Agency is recommended where deep bore soakaways are proposed.

677 Areas with concentrated surface water risk will be identified by the Lead Local Flood
678 Authorities as Critical Drainage Catchments²⁷ (CDCs). The CDCs are the focus for partner
679 engagement, detailed analysis and the potential implementation of flood protection
680 schemes, as well as the production of Surface Water Management Plans²⁸ that look in detail
681 at places that have suffered surface water flooding or have a high surface water flood risk.
682 Currently, there are no CDCs in the Broads Authority area.

683 The following guidance will be useful when designing SuDS schemes:

- 684 • [General principles set out in Appendix xxx.](#)
- 685 • Non-statutory technical standards for the design, maintenance and operation of
686 sustainable drainage systems: ~~[www.gov.uk/government/publications/sustainable-](http://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards)~~
687 ~~[drainage-systems-non-statutory-technical-standards](http://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards)~~ [Sustainable drainage systems: non-](http://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards)
688 [statutory technical standards - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards)
- 689 • SuDS manual produced by CIRIA: In delivering SuDS there is a requirement to meet the
690 framework set out by the Government's 'non statutory technical standards'. The revised
691 SuDS manual complements these, but goes further to support the cost-effective delivery
692 of multiple benefits.
693 ~~www.ciria.org/Resources/Free-publications/SuDS-manual-C753.aspx~~ [The SuDS Manual](http://www.ciria.org/Resources/Free-publications/SuDS-manual-C753.aspx)
694 [\(C753F\) \(ciria.org\)](http://www.ciria.org/Resources/Free-publications/SuDS-manual-C753.aspx)
- 695 • Good examples of how development can be planned to manage water and deliver
696 multiple benefits are outlined in the RSPB/WWT report 'Sustainable drainage systems:
697 maximising the potential for people and wildlife – A guide for local authorities and
698 developers', available at ~~www.rspb.org.uk/Images/SuDS-report-final-tcm9-338064.pdf~~
699 [WWT RSPB Sustainable drainage systems guide \(pdf | wwt.org.uk\).](http://www.rspb.org.uk/Images/SuDS-report-final-tcm9-338064.pdf)

²⁶ ~~More information can be found at www.gov.uk/guidance/discharges-to-surface-water-and-groundwater-environmental-permits.~~
[Discharges to surface water and groundwater: environmental permits - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/discharges-to-surface-water-and-groundwater-environmental-permits)

²⁷ A Critical Drainage Area is a discrete geographic area (usually a hydrological catchment) where multiple or interlinked sources of flood risk cause flooding during a severe rainfall event thereby affecting people, property or local infrastructure

²⁸ Surface Water Management Plans: ~~[www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-](http://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/flood-and-water-management-policies/surface-water-management-plans)~~
~~[and-strategies/flood-and-water-management-policies/surface-water-management-plans](http://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/flood-and-water-management-policies/surface-water-management-plans)~~ [Surface Water Management Plans - Norfolk](http://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/flood-and-water-management-policies/surface-water-management-plans)
[County Council](http://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/policies-and-strategies/flood-and-water-management-policies/surface-water-management-plans) and ~~www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/flood-management-in-suffolk/~~ [Flood management in](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/flood-management-in-suffolk/)
[Suffolk - Suffolk County Council](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/flood-management-in-suffolk/)

- 700 • Suffolk County Council's Guidance sets out Suffolk County Council's approach as Lead
701 Local Flood Authority: [www.suffolk.gov.uk/roads-and-transport/flooding-and-](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/guidance-on-development-and-flood-risk/)
702 [drainage/guidance-on-development-and-flood-risk/](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/guidance-on-development-and-flood-risk/) [Guidance on development and](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/guidance-on-development-and-flood-risk/)
703 [flood risk - Suffolk County Council \(suffolk.gov.uk\)](http://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/guidance-on-development-and-flood-risk/)
- 704 • Norfolk County Council's guidance: [www.norfolk.gov.uk/-](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf)
705 [/media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf)
706 [management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf)
707 [statutory-consultee-to-planning.pdf](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf) [Guidance on Norfolk County Council's Lead Local](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf)
708 [Flood Authority role as Statutory Consultee to Planning \(pdf | norfolk.gov.uk\)](http://www.norfolk.gov.uk/~media/norfolk/downloads/rubbish-recycling-planning/flood-and-water-management/guidance-on-norfolk-county-councils-lead-local-flood-authority-role-as-statutory-consultee-to-planning.pdf)

709 **Management, maintenance, and adoption of SuDS**

710 Managing SuDS during the construction phase is important to make sure they are effective.
711 Once constructed a management plan needs to be in place, along with appropriate
712 resources, to ensure they continue to operate in perpetuity. Anglian Water's standards for
713 adopting SuDs may be viewed here: www.anglianwater.co.uk/developers/suds.aspx
714 [Sustainable surface water drainage \(anglianwater.co.uk\)](http://www.anglianwater.co.uk/developers/suds.aspx). SuDS can also be adopted by other
715 bodies such as Management Companies.

716 **Additional information**

717 Various sources of technical information can be used when addressing surface water and
718 designing SuDS:

- 719 • NPPG: www.gov.uk/guidance/flood-risk-and-coastal-change#flood-risk-opportunities
720 [Flood risk and coastal change - Sustainable drainage systems \(www.gov.uk\)](http://www.gov.uk/guidance/flood-risk-and-coastal-change#flood-risk-opportunities)
- 721 • www.nonnativespecies.org/checkcleandry/documents/species-guide.pdf [Check Clean](http://www.nonnativespecies.org/checkcleandry/documents/species-guide.pdf)
722 [Dry - Help stop the spread of invasive plants and animals in our waters](http://www.nonnativespecies.org/checkcleandry/documents/species-guide.pdf)
723 [\(nonnativespecies.org\)](http://www.nonnativespecies.org/checkcleandry/documents/species-guide.pdf)
- 724 • [thegreenblue.org.uk/~media/TheGreenBlue/Files-and-](http://thegreenblue.org.uk/~media/TheGreenBlue/Files-and-Documents/Leaflets/The-Green-Guide-to-Boat-Washdown-Systems.ashx)
725 [Documents/Leaflets/The Green Guide to Boat Washdown Systems.ashx](http://thegreenblue.org.uk/~media/TheGreenBlue/Files-and-Documents/Leaflets/The-Green-Guide-to-Boat-Washdown-Systems.ashx)

726 **Reasonable alternative options**

- 727 a) No policy
- 728 b) Original policy

729 **Sustainability appraisal summary**

730 The options of no policy, the original policy and amended policy have been assessed in the
731 SA. The following is a summary.

A: Original policy	7 positives. 0 negatives. 0 ? Overall, positive.
B: Amended policy	7 positives. 0 negatives. 0 ? Overall, positive.
c: No policy	0 positives. 0 negatives. 7 ?

732 **How has the existing policy been used since adoption in May 2019?**

733 According to recent Annual Monitoring Reports, the policy has been used and schemes have
734 been permitted in accordance with the policy.

735 **Why has the alternative option been discounted?**

736 SuDS are an important component in tackling flood risk and so a policy is favoured. The
737 amendment brings in design considerations in order to make sure that any SuDS are
738 designed as well as possible.

739 **UN Sustainable Development Goals check**

740 This policy meets these [UN SD Goals](#):

3 GOOD HEALTH
AND WELL-BEING



11 SUSTAINABLE CITIES
AND COMMUNITIES



13 CLIMATE
ACTION



741 **Appendix xxxx – Flood response plan guidance and structure**

742 **Chapter 1: Flood Response Plan Guidance**

743 **1. Introduction**

744 This guidance has been produced to assist with the preparation of Flood Response Plans
745 (FRP). FRPs need to be provided as part of a Flood Risk Assessment where this is necessary
746 to accompany a planning application.

747 All residents and businesses in flood risk areas are encouraged to prepare and maintain a
748 Flood Response Plan so they are prepared in the event of a flood.

749 Floods present a danger to health and life and can damage property. It is important to be
750 prepared in advance to limit the dangers and damage. At times of flooding, emergency and
751 other local services will be under significant pressure. The better prepared you are, the less
752 pressure the services will be under so they can attend to the most vulnerable in the
753 community. Even if you are not physically injured in a flood, the consequences can have an
754 emotional impact. The shock and disruption and damage to, or loss of, property and
755 possessions can have big impacts. Being proactive and having a Plan you are familiar with in
756 advance can help you take prompt, effective action when warnings are issued and result in
757 an easy and efficient recovery.

758 Every effort has been made to ensure this guidance is accurate and comprehensive as at the
759 date it was prepared. However, it is the responsibility of the developer to ensure that any
760 additional risks relevant to a particular property development are fully considered. The
761 Broads Authority will not accept responsibility for any errors, omissions or misleading
762 statements in this guidance or for any loss, damage or inconvenience caused as a result of
763 relying on this guidance.

764 You will need to adapt the template to reflect the specifics of your site; such as the size and
765 the number of people who use and what they use it for.

766 According to a new guide produced by ADEPT and the Environment Agency in September
767 2019²⁹, flood response plans should address the following:

- 768 • characterise and quantify the flood risk
- 769 • list relevant flood warnings and estimate the likely lead-time available
- 770 • detail who is at risk – including vulnerable people and transient users
- 771 • explain how the EP will be triggered, by who and when
- 772 • define any areas of responsibility for those participating in the EP
- 773 • describe what actions are required by the people in the development
- 774 • set out the type and performance of any flood resistance or resilience measures to be
775 installed prior to a flood
- 776 • establish safe access and escape routes to a safe location

²⁹ [Flood risk emergency plans for new development: https://www.adeptnet.org.uk/floodriskemergencyplan](https://www.adeptnet.org.uk/floodriskemergencyplan)
[ADEPT/EA Flood Risk Emergency Plans for New Development | ADEPT \(adeptnet.org.uk\)](https://www.adeptnet.org.uk/floodriskemergencyplan)

- 777 • outline the evacuation procedure, place of refuge and related equipment needed to
- 778 serve occupants for the required duration
- 779 • detail what emergency service infrastructure and/or contributions are proposed
- 780 • establish procedures for implementing, monitoring and maintaining the plan throughout
- 781 the lifetime of the development

782 2. Flood response plans - considerations

783 2.1. Flood warnings

784 The Environment Agency is responsible for providing flood warnings to the public. Anyone
 785 can register with the Environment Agency's flood warning service 'Floodline Warnings
 786 Direct'³⁰. The Floodline Warnings Direct (FWD) service provides information about the
 787 current and future flooding danger. If flooding may happen, the Environment Agency will
 788 issue a flood warning to registered users by telephoning a pre-arranged number with a
 789 recorded message or by sending a text or email.

790 The 3 flood warning codes are shown below. You can go to the Flood Information Service³¹
 791 to see what warnings are in place around the Country.



Severe Flood Warning
Severe flooding. Danger to
life.



Flood Warning
Flooding is expected.
Immediate action required



Flood Alert
Flooding is possible.
Be prepared

792 2.2. Liaise with neighbours

793 When drafting an FRP you are strongly encouraged to liaise with the owners/occupiers of
 794 any neighbouring and nearby sites. That way you can coordinate procedures and minimise
 795 confusion during an incident.

796 2.3. Evacuating

797 FRPs should reflect the fact that people should evacuate **prior** to a flood occurring. Once
 798 flooding has **inundated** an area, staying put rather than evacuating, could be the safer
 799 option. This is because of the dangers of moving in flooded areas such as lifted manhole
 800 covers and contaminated water. It is important to note that in the Broads area, flood waters
 801 may take a longer time to subside which can cause difficulties for those taking refuge within
 802 buildings. Your FRP needs to reflect the local circumstances.

803 Ensure that the FRP deals with the potential difficulties involved in immediate evacuation
 804 which may need to be carried out in inclement weather. The FRP needs to address how
 805 people will reach local authority designated rest centres.

³⁰ Register With Floodline Warnings Direct <https://www.gov.uk/sign-up-for-flood-warnings> Sign up for flood warnings - GOV.UK (www.gov.uk)

³¹ <https://flood-warning-information.service.gov.uk/> Check for flooding in England - GOV.UK (check-for-flooding.service.gov.uk)

806 **2.4. People requiring extra assistance**

807 Informing appropriate response organisations, such as Social Services, about any elderly or
808 vulnerable people who may require extra assistance in the event of an emergency such as a
809 flood.

810 Particular attention should be given to the communication of warnings to vulnerable people
811 including those with impaired hearing or sight and those with restricted mobility.

812 **3. Other sources of useful information**

813 Emergencies web pages of the County and District Councils contain useful information
814 which you may wish to consult/refer to in your FRP:

- 815 • Norfolk County Council:
816 <http://www.norfolk.gov.uk/safety-emergencies-and-accidents/index.htm> Safety -
817 Norfolk County Council
- 818 • Suffolk County Council and Waveney District Council:
819 <https://www.suffolk.gov.uk/emergency-and-rescue/> Suffolk Fire and Rescue Service -
820 Suffolk County Council
- 821 • South Norfolk Council: [http://www.south-](http://www.south-norfolk.gov.uk/environment/1507.asp)
822 [norfolk.gov.uk/environment/1507.asp](http://www.south-norfolk.gov.uk/environment/1507.asp) Flooding – Broadland and South Norfolk
823 (southnorfolkandbroadland.gov.uk)
- 824 • Broadland Council: <http://www.broadland.gov.uk/environment/316.asp> Flooding –
825 Broadland and South Norfolk (southnorfolkandbroadland.gov.uk)
- 826 • Norwich Council: <https://www.norwich.gov.uk/info/20226/emergency-planning>
827 Emergency planning | Norwich City Council
- 828 • North Norfolk Council: <https://www.north-norfolk.gov.uk/tasks/emergency-planning/>
829 Home | Emergency Planning (north-norfolk.gov.uk)
- 830 • Great Yarmouth Council: [http://www.great-yarmouth.gov.uk/article/2512/Emergency-](http://www.great-yarmouth.gov.uk/article/2512/Emergency-planning)
831 [planning](http://www.great-yarmouth.gov.uk/article/2512/Emergency-planning) Emergency Planning - Great Yarmouth Borough Council (great-
832 yarmouth.gov.uk)
- 833 • Met Office website. <http://www.metoffice.gov.uk/public/weather/forecast/?tab=map>
834 Weather and climate change - Met Office
- 835 • National Flood Forum: The NFF is an independent body that supports flood
836 preparedness and flood recovery. It has advice about flood protection products and
837 clean up processes. It also covers other areas of post flooding support.
838 <http://www.floodforum.org.uk/> National Flood Forum – A charity to help, support and
839 represent people at risk of flooding.
- 840 • Flood risk emergency plans for new development
841 <https://www.adeptnet.org.uk/floodriskemergencyplan> ADEPT/EA Flood Risk Emergency
842 Plans for New Development | ADEPT (adeptnet.org.uk)

843 **4. Your Flood Response Plan**

844 Flood Response Plans may be different for different buildings. This would reflect the time of
845 day someone might be there, how many people are in or around the building and what the
846 building is used for.

- 847 • **Businesses** can follow the Environment Agency's guide '[Prepare your business for](#)
848 [flooding - Checklists to help you prepare your business for flooding](#)'~~Would your business~~
849 ~~stay afloat? A guide to preparing your business for flooding~~³².
- 850 • **Community organisations** can follow the Environment Agency's guide '[Community flood](#)
851 [plan - Checklists to help you prepare for flooding if you support a community or](#)
852 [group](#)'~~Flooding – minimising the risk. Flood plan guidance for communities and groups.~~
853 ~~Practical advice to help you create a flood plan~~³³.



854 The following suggested structure is for the production of Plans for residential, holiday and
855 other development which includes overnight accommodation.

³² ~~would your business stay afloat?~~
~~https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/410606/LIT_5284.pdf~~ [Business flood plan checklists - GOV.UK \(www.gov.uk\)](#)

³³ ~~Flooding – minimising the risk~~
~~https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/292939/LIT_5286_b9ff43.pdf~~ [Community flood plan - GOV.UK \(www.gov.uk\)](#)

856 Chapter 2: Suggested structure for your Flood Response Plan

857 **1. Introduction**

- 858 • Describe the site fully and accurately including where it is and what it is used for:
 - 859 ○ State the name and address of the property.
 - 860 ○ Attach a site plan to identify the location and size of the site.
 - 861 ○ Identify what type of development it is (a residential dwelling, holiday let, second
 - 862 home, etc.) and the size (number of storeys, number of bedrooms, any
 - 863 outbuildings, etc).
 - 864 ○ Identify where the access into the site and into the building is – will this be safe
 - 865 at times of flood? If not, are there other safe accesses that can be used?
 - 866 ○ Identify where people could safely be rescued from in an emergency if a flood
 - 867 occurs before the building is evacuated (usable safe refuge).
- 868 • Identify potential sources of floodwater and what to look out for.
- 869 • What timescale are people likely to have to respond to flood warnings?
- 870 • State who will be responsible for implementing the Flood Response Plan and who will
- 871 review it and how regularly.
- 872 • State the date the Plan was adopted and refer to timescales for review.
- 873 • State which flood zone the site is in (as identified in a Flood Risk Assessment or on the
- 874 Environment Agency's website³⁴). A flood zone identifies how likely the site is to flood.
- 875 • Identify the scope of the plan – the site, building, property and people

876 **Zone 1: Low Probability of flooding**

877 Land having a less than 1 in 1,000 (0.1%) annual probability of river or sea flooding.

878 **Zone 2: Medium Probability of flooding**

879 Land having between a 1 in 100 (1%) and 1 in 1,000 (0.1%) annual probability of river

880 flooding; or

881 Land having between a 1 in 200 (0.5%) and 1 in 1,000 (0.1%) annual probability of sea/tidal

882 flooding.

883 **Zone 3a: High Probability**

884 Land having a 1 in 100 (1%) or greater annual probability of river flooding; or

885 Land having a 1 in 200 (0.5%) or greater annual probability of sea/tidal flooding.

886 **Zone 3b: The Functional Floodplain**

887 This zone comprises land where water has to flow or be stored in times of flood, during a

888 flood event with an annual probability of 1 in 20 (5%) or greater.

889 **2. Warning arrangements**

- 890 • Register the site with the Environment Agency's Floodline Warnings Direct service.
- 891 • Who receives these warnings and how? What if they are away? What will they do when
- 892 they receive a warning?

³⁴ Long term flood risk assessment for locations in England
<http://watermaps.environment-agency.gov.uk/wiyby/wiyby.aspx?topic=floodmap#x=357683&y=355134&scale=2> Check
the long term flood risk for an area in England - GOV.UK (www.gov.uk)




- 893 • Where will a copy of this Plan be kept? How will all residents/tenants know where to
894 find it?
- 895 • How will response organisations (like the police and fire service) be made aware of
896 elderly or vulnerable people who may require extra assistance in the event of an
897 emergency such as a flood?
- 898 • If warnings are received outside of normal working hours, how will you tell the
899 staff/visitors before they leave for work? Who will inspect the premises before letting
900 them arrive?

901 **3. Instructions to residents/tenants in the event of a flood warning**

902 The plan needs to set out clear instructions and actions for each stage of warning. This
903 needs to form an easy-to-refer-to plan that can be followed in an emergency, providing all
904 the necessary information and identifying who is responsible for doing what. It needs to
905 identify at which stage the property should be evacuated, how and where to. A plan
906 showing a safe exit route needs to be included.

907 If refuge is to be taken within the property, the plan needs to identify the circumstances
908 when this should take place, where there is safe refuge and where any resources such as a
909 flood kit (see below) will be found. Single storey properties may not have a place of safe
910 refuge, so evacuating at an early stage to a safe place is more important.

911 The following table shows the stages of flood warning. What will you do at each stage?

 <p>Flood Alert Flooding is possible. Be prepared.</p>	<ul style="list-style-type: none"> • How will you respond to this alert? • What will you need to do to be prepared? • Is any other action necessary? • Who do you need to tell there is an alert in place? What will they need to do?
 <p>Flood Warning Flooding is expected. Immediate action required.</p>	<ul style="list-style-type: none"> • How will you respond to this warning? • What is the immediate action you need to take? • Who do you need to tell there is a warning in place? What will they need to do?
 <p>Severe Flood Warning Severe flooding. Danger to life.</p>	<ul style="list-style-type: none"> • How will you respond to this severe warning? • What action(s) do you need to take? • Who do you need to tell there is a severe warning in place? What will they need to do?
<p>Warnings no longer in force - no flooding occurred</p>	<ul style="list-style-type: none"> • How will you know when warnings are no longer in force? • Who do you need to tell the danger has passed? • What action is necessary?
<p>Warnings no longer in force - flooding has occurred</p>	<ul style="list-style-type: none"> • How will you know when warnings are no longer in force? • Who do you need to tell the danger has passed? • What action is necessary? • Re-occupation of flooded premises should only be carried out following consultation with the emergency services and appropriate authorities. This is because of any residual hazards. Identify who needs to be consulted, when and how.

912

913 **Chapter 3: Important Considerations for your Flood Response Plan**

914 The following considerations may be relevant and important to your Flood Response Plan.
915 They could help reduce the impact of a flood on people and property. A comprehensive and
916 effective Plan will identify all actions that would be necessary before, during and after a
917 flood event.

918 **Be Proactive**

- 919 • Do not wait for a flood – be proactive and consider what can be permanently moved to a
920 safer higher level. Produce a checklist of remaining items that must be moved if there is
921 a flood event. E.g. important documents, IT or vehicles.
- 922 • Check your insurance policy covers flooding.
- 923 • Look at the best way of stopping floodwater entering your property. There are a range
924 of flood protection products on the market, a directory of these is available from the
925 National Flood Forum at www.bluepages.org.uk **Blue Pages (bluepages.org.uk)**
- 926 • Find out where you can get gel bags if you are in a fresh water area.
- 927 • Identify who can help you and who you can help.
- 928 • Understand the different flood warning levels.
- 929 • Make sure you keep an up to date contact list for all staff/residents
- 930 • Produce a Business Continuity Plan – part could relate to how to continue at times of
931 flood.

932 **Familiarisation**

- 933 • Emphasise the need for all who work/live at your site to be familiar and comfortable
934 with the Plan and its contents. You may wish to hold staff awareness briefings or add
935 flood risk to the staff induction.
- 936 • Consider practicing your response to warnings and how to evacuate.
- 937 • Become familiar with the safest route from the property to any local evacuation centre.
938 Get to know your local volunteer Emergency Co-ordinator. Ask the Emergency Planning
939 Team at your local District Council for details.

940 **Actions to consider (to identify at each stage of warning)**

941 The plan should identify which actions will be undertaken when a flood alert is issued, which
942 will be done when a flood warning is issued, etc.

- 943 • Check at what time the flooding is expected. If the site is vulnerable to tidal flooding,
944 there can be 6 to 12-hour warning.
- 945 • Stay calm and tune in to BBC Radio Norfolk/Suffolk for weather forecasts and local
946 information.
- 947 • Fasten your outer doors and fix any flood protection devices.
- 948 • Shut off your gas/electric supplies – show on a plan where this is as well as give details
949 of how to do this. Do not touch electrics if already wet.
- 950 • Fill bath and buckets with water in case supply is shut off. Drinking water should be
951 stored in clean containers.

- 952 • Move any important documents, valuables and sentimental items above the flood level
- 953 or protect them by placing them in sealed plastic bags.
- 954 • Move furniture and electrical items if possible. Roll up carpets and rugs. Remove
- 955 curtains, or hang them over rods.
- 956 • Consider moving vehicles to higher ground and make safe or secure any large or loose
- 957 items outside that could cause damage if moved by floodwater. Pay particular attention
- 958 to how boats are moored – if too tightly, they could list. If too loose they could cast
- 959 adrift or float onto the landside of the quay heading.
- 960 • Ensure any hazardous materials are safe and secure and do not create any additional
- 961 risks by coming in contact with flood waters
- 962 • Tie or anchor down equipment that could potentially float and cause an additional
- 963 hazard (e.g. containers used for storage).
- 964 • Tell your neighbours about the warning, especially if they are elderly or vulnerable.
- 965 Consider coordinating plans with neighbours/neighbouring organisations.
- 966 • If advised to do so, move to an identified Evacuation Centre or other safe place (such as
- 967 a friend or relative). If it is not possible to evacuate, move to a safe refuge. If the
- 968 property is single storey, move to an identified refuge place with nearby neighbours
- 969 with safe, higher level accommodation.
- 970 • Take essential medicines, infant care items, personal documents/identification for each
- 971 member of the family when you evacuate.
- 972 • Take food, clothes, blankets, candles/torches with you when you evacuate.
- 973 • Remember any pets (and their needs such as food, cages and litter trays).
- 974 • Notify visitors to the site that it is not safe.
- 975 • How will you shut down the site in an orderly fashion so people and assets can be
- 976 protected?

977 **Flood Kit**

978 The flood kit should include essential items, be stored in the refuge area and be as easily
 979 accessible as possible. The flood kit could contain:

- 980 • Copies of insurance documents
- 981 • A torch with spare batteries (or a wind-up torch)
- 982 • Portable radio (wind-up preferred or store spare batteries)
- 983 • Warm, waterproof clothing.
- 984 • Rubber gloves
- 985 • Wellingtons
- 986 • Blankets
- 987 • First aid kit with essential prescription medication/repeat prescription form
- 988 • Bottled water and high energy food snacks (non-perishable and check use by dates)
- 989 • A copy of the Flood response plan
- 990 • List of important contact numbers
- 991 • Wash kit and essential toiletries (such as toilet paper and wet wipes)

- 992 • Children’s essentials (such as milk, baby food, sterilised bottles, wipes, nappies, nappy
- 993 bags, clothing, comforter, teddy or favourite toy)
- 994 • Food and cages for pets
- 995 • Laminated copy of the emergency card from the FRP
- 996 • Plus, anything else you consider important.

997 **Dangers of flood water**

998 Include the dangers associated with flooding in your FEP. Do not assume that every flood
 999 event will be the same; just because flood water hasn't been deep or flowed fast in the past,
 1000 it doesn't mean it won't in future. A brief guide is given below:

1001 **Remember:**

- 1002 • **Don’t walk through flowing water** – currents can be deceptive. Shallow and fast-moving
 1003 water can knock you off your feet!
- 1004 • **Don’t swim through fast flowing water** – you may get swept away or struck by an object
 1005 in the water.
- 1006 • If you **have** to walk in standing water, **use a pole or stick** to ensure that you do not step
 1007 into deep water, open manholes or ditches. Use the stick to ‘feel’ your way.
- 1008 • **Don’t drive through a flooded area.** You may not be able to see obstacles under the
 1009 water or abrupt drop-offs. Even half a meter of flood water can carry a car away.
- 1010 • **Avoid contact with water** as it may be contaminated with sewerage, chemicals, oil or
 1011 other substances.

1012 **Re-occupation after a flood**

1013 Re-occupation of flooded premises should only be carried out following consultation with
 1014 the emergency services and appropriate authorities. This is because of any residual hazards.
 1015 A statement to this effect could usefully be included in the response plan.

1016 When you can reoccupy, you shall need to:

- 1017 • Safely throw away food that has been in contact with flood water – it could be
 1018 contaminated.
- 1019 • Open doors and windows to ventilate your property.
- 1020 • Call your insurance company Emergency Helpline as soon as possible. Makes notes of
 1021 what the insurers say and keep correspondence with the insurers.
- 1022 • Keep a record of the flood damage (use photographs or videos).
- 1023 • Commission immediate emergency pumping/repair work if necessary, to protect your
 1024 property from further damage. Check that you can do this without your insurance
 1025 company’s approval.
- 1026 • Keep receipts of work paid for.
- 1027 • Where detailed or lengthy repairs needed, get advice. Your insurer or loss adjuster can
 1028 give advice on reputable contractors/tradesmen. Always check references of tradesmen.

- 1029 • Check with your insurer regarding cost of alternative accommodation, if you need to
1030 move out. Make sure the insurer knows where to contact you.

1031 **Cleaning up**

- 1032 • Find out where you can get help to clean up. Look on the internet for suppliers of
1033 cleaning materials and equipment to dry out your property. As a guide, it can take a
1034 brick house one month per inch to dry out.
- 1035 • Don't attempt to dry out photos or papers – place in a plastic bag and if possible store in
1036 a fridge
- 1037 • The Citizens Advice Bureau may be able to help.
- 1038 • **Don't think flooding will not happen again – restock supplies and review your plan!**

1039 **Advice and information**

- 1040 • List useful telephone numbers and website - including responsible persons, emergency
1041 contacts, utilities providers, insurance companies and sources of information such as the
1042 local radio station. A copy could be included in the flood kit.
- 1043 • Provide residents/tenants with information on how to register with the Environment
1044 Agency's Floodline Warnings Direct service.
- 1045 • Display notices within properties (translated where foreign visitors may be present),
1046 outlining procedures to be followed, escape routes and evacuation plans.
- 1047 • Review your FRP regularly.

1048 **Chapter 4: Flood Response plan checklist**

1049 The following table is a summary of this FRP. Please use it as a checklist for when you
 1050 produce your FRP. Include this checklist as part of your FRP, perhaps as an appendix. Please
 1051 complete it with details such as page number or explanatory text. This checklist does not
 1052 constitute your FRP – it is a summary and simply a checklist to help you produce a robust
 1053 FRP.

Have you done these things?	Checklist
Liased with neighbours about responding to flood event	
Registered for flood warnings	
Identified anyone who will need extra assistance	
Identified a safe refuge	
Identified a safe escape route	
Made a flood kit	

Does your FRP address these things?	Checklist
Description and location of site	
Date FRP produced	
Warning arrangements	
How instructions will be given	
What you can do to be pro-active	
Identify escape routes, local evacuation centre and local emergency coordinator	
How tenants/occupiers will be made aware of the FRP including the safe refuge, escape route and flood kit	
Actions at each level of flood alert	
What will be in your flood kit	
Dangers of flood water	
Re-occupation procedure	
List useful telephone numbers and website	
Review after a flood event	

Other things to address:	Checklist
How often will you review the FRP?	
How will you tell your tenants/occupiers about the FRP and escape routes?	
Where will important information be displayed?	
Have you put your flood kit together?	
Where is the flood kit stored?	

1054 **Appendix 2– Flood Risk Assessment tick sheet**

1055 **Flood Risk Assessments for Householder and other minor extensions in Flood Zones 2 & 3**

1056 Applications for planning permission within either Flood Zones 2 & 3 should be
1057 accompanied by a flood risk assessment. This guidance is for domestic applications and non-
1058 domestic extensions where the additional footprint created by the development does not
1059 exceed 250 sq. metres (minor development³⁵). It does NOT apply if an additional dwelling is
1060 being created e.g. a self-contained annex. This Tick Sheet is consistent with the Environment
1061 Agency’s Standing Advice. It is a pragmatic and proportionate response to low risk
1062 developments in order to reduce the burden on applicants, the LPA and consultees.

1063 Make sure that **floor levels are either no lower than existing floor levels or 300 millimetres**
1064 **(mm) above the estimated flood level.** If your floor levels aren’t going to be 300mm above
1065 existing flood levels, you will need to consider appropriate flood resistance and resilience
1066 measures. If floor levels are proposed to be set lower than existing floor levels they should
1067 be above the known or modelled 1 in 100 annual probability river flood (1%) or 1 in 200
1068 annual probability sea flood (0.5%) in any year.

1069 Further information and guidance on flood resistance and resilience measures is available in
1070 the Flood Risk SPD and here [https://www.gov.uk/guidance/flood-risk-assessment-in-flood-](https://www.gov.uk/guidance/flood-risk-assessment-in-flood-zones-2-and-3#extra-flood-resistance-and-resilience-measures)
1071 [zones-2-and-3#extra-flood-resistance-and-resilience-measures](https://www.gov.uk/guidance/flood-risk-assessment-in-flood-zones-2-and-3#extra-flood-resistance-and-resilience-measures) [Flood risk assessment in flood](https://www.gov.uk/guidance/flood-risk-assessment-in-flood-zones-2-and-3)
1072 [zones 2 and 3 - extra flood resistance and resilience measures \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-assessment-in-flood-zones-2-and-3) &
1073 <https://www.gov.uk/government/publications/flood-resilient-construction-of-new-buildings>
1074 [Flood resilient construction of new buildings - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/flood-resilient-construction-of-new-buildings)

1075 State in your Flood Risk Assessment all levels in relation to Ordnance Datum (the height
1076 above average sea level). You may be able to get this information from the Ordnance
1077 Survey³⁶. If not, you’ll need to get a land survey carried out by a qualified surveyor.

1078 **Applicants/Agents: Please complete the table overleaf and include it with the planning**
1079 **application submission. The table, together with a plan showing the finished floor levels**
1080 **and estimated flood levels, will form the Flood Risk Assessment (FRA) and will act as an**
1081 **assurance to the Local Planning Authority that flood risk issues have been adequately**
1082 **addressed.**

1083 You may be able to get the estimated flood level from the Environment Agency. Please
1084 contact enquiries@environment-agency.gov.uk. If not, you’ll need a flood risk specialist
1085 to calculate this for you.

1086 You can use the Tick Sheet over page or provide your written flood risk assessment in
1087 another format but it must include the relevant plans, surveys and assessments.
1088 Any proposed works or structures, in, under, over or within 8m of the top of the bank of a
1089 main river, or 16m of a tidal main river, may require a permit under the Environmental
1090 Permitting (England and Wales) Regulations 2010 from the Environment Agency. This was

³⁵ Minor development in relation to flood risk: <http://planningguidance.communities.gov.uk/blog/guidance/flood-risk-and-coastal-change/what-is-meant-by-minor-development-in-relation-to-flood-risk/>; [Flood risk and coastal change - What is meant by “minor development” in relation to flood risk? \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-and-coastal-change-what-is-meant-by-minor-development-in-relation-to-flood-risk)

³⁶ OS MAPS <https://www.ordnancesurvey.co.uk/>

1091 formerly called a Flood Defence Consent. Some activities³⁷ are also now excluded or
 1092 exempt. A permit is separate to and in addition to any planning permission granted. Also
 1093 note that a Marine Management Organisation Marine Licence may be required for works
 1094 that are carried out on tidal rivers.

1095 Further details and guidance are available at: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>
 1096 [Flood risk activities: environmental permits - GOV.UK](https://www.gov.uk/guidance/flood-risk-activities-environmental-permits)
 1097 www.gov.uk). Or by contacting: floodriskpermit@environment-agency.gov.uk

1098 **Flood Risk Assessment**

1099 **Flood Risk Assessments for Householder and other minor extensions in Flood Zones 2 & 3**

Applicant to choose one or other of the flood mitigation measures below	Applicant to indicate their choice in the box below. Enter 'yes' or 'no'
<p>Either; Floor levels within the proposed development will be set no lower than existing levels AND, flood resilient and/or flood resistant measures have been incorporated in the proposed development where appropriate</p>	
<p>Or; Floor levels within the proposed development will be set 300mm above the known or modelled 1 in 100 annual probability river flood (1%) or 1 in 200 annual probability sea flood (0.5%) in any year. This flood level is the extent of the Flood Zones. Please remember to include a plan showing the finished floor levels and the estimated flood levels.</p>	

Site Address	
Proposal Description	
Estimated flood level (i.e. The 1 in 100 year flood level)	
Details of flood resilience and resistance measures	

1100

³⁷ [Flood risk activities: environmental permits https://www.gov.uk/guidance/flood-risk-activities-environmental-permits#check-if-what-you-are-doing-is-an-excluded-activity](https://www.gov.uk/guidance/flood-risk-activities-environmental-permits#check-if-what-you-are-doing-is-an-excluded-activity) [Flood risk activities: environmental permits - Exemptions \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-activities-environmental-permits-exemptions)

1101 **Appendix 3: General principles for Sustainable Drainage Systems.**

1102 SuDS are expected to:

- 1103 1. Drain surface water and be integrated into the green infrastructure provision of the
1104 development . Preference should be given to the installation of blue-green surface
1105 infrastructure, as opposed to hardscape (artificial engineered solutions) or underground
1106 solutions, which should be a last resort, due to the wider benefits attained from a
1107 landscaped SuDS scheme;
- 1108 2. Integrate SuDS into the design of streets, public open spaces and parking as visually
1109 appealing features that contribute to creating distinctive character to development.
- 1110 3. Where possible, incorporate 'blue corridors' to create a network that facilitates natural
1111 hydrological processes that help to minimise flooding; this approach is also helpful for
1112 the movement of wildlife;
- 1113 4. Restrict run-off rates to as close to the greenfield rates, or at the very minimum a
1114 betterment of at least 30% over the brownfield run-off rates ;
- 1115 5. Contribute to the design quality of the scheme;
- 1116 6. Deliver sufficient and appropriate water quality and aquatic biodiversity improvements
1117 wherever possible. This should be complementary of any local designations such as
1118 Source Protection Zones;
- 1119 7. Where practical incorporate green roofs and/or rainwater harvesting systems (which
1120 could be used on their own for the collection of rainwater in water butts, or integrated
1121 into a water recycling system for uses not requiring potable water, such as flushing
1122 toilets);
- 1123 8. Should be designed to be safe to access. Where restrictions to access are required due
1124 to an unavoidable safety concern, low impact barriers such as landscaping and an
1125 appropriate planting scheme should be used instead of fencing, if possible.
- 1126 9. When deciding whether to incorporate a retention element (e.g. a pond with a
1127 permanent minimum level of water) or detention element (e.g. a basin which is dry most
1128 of the time, having been designed to completely drain within a maximum of 48 hours
1129 after rainfall), the amenity benefits of either option should be carefully assessed within
1130 the overall site context. For example, is there a publicly accessible blue infrastructure
1131 within a walkable radius of the site, or is the community currently under served in this
1132 regard. Is a detention basin more suited to the public open space to be provided;
- 1133 10. Should take account of any impacts on the historic environment, where applicable;
- 1134 11. Deliver environmental improvements including improvements to water quality,
1135 biodiversity and flood risk;
- 1136 12. Create a more varied natural environment within the site. A SuDS scheme that contrasts
1137 but has relationship with other green/blue infrastructure elements on site such as using
1138 a 'rock garden' approach to add variety to what is otherwise a wooded network of green
1139 features on site;
- 1140 13. Not connect to the foul system and should only connect to the combined or surface
1141 water system in exceptional circumstances where there are no feasible alternatives. Foul
1142 and surface water flows should also be separated.
- 1143 14. Contribute to the creation of green space, and improving the overall aesthetic quality
1144 and enjoyment of the public space on site;

- 1145 15. Contribute to the overall habitat, food source and breeding spaces provided for
1146 ecosystems to thrive on the site through the use of supportive flora;
- 1147 16. Improve biodiversity: increasing the amount of biodiversity able to be supported by the
1148 site, potentially whilst also prioritising the needs of native and/or priority species,
1149 through the use of supportive flora for new habitat creation;
- 1150 17. Inform and educate residents and visitors. This may be through the use of interpretation
1151 / signage and/or, on larger sites, the establishment of nature trails (particularly where
1152 the SuDS scheme is an integral part of a larger green/blue infrastructure plan for the
1153 site);
- 1154 18. Lead to an improvement in the water quality of the surface run-off water
1155 (environmental net gain);
- 1156 19. Provide overall space for play and leisure experiences by ensuring the landscaping
1157 design is safe to access (most relevant to detention elements);
- 1158 20. Support the physical and mental health of future occupants by being integrated into and
1159 having a relationship with other health and wellbeing amenities on site, for example,
1160 creating a natural setting to encourage use of the site's nearby outdoor gym equipment
1161 and trim trail/equipped area of play.
- 1162 21. Reduce the heat island effect of urban environments: creating urban cooling, particularly
1163 where nature-based SuDS schemes include trees with significant canopy cover; the latter
1164 is also linked to improving air quality;
- 1165 22. Enable easy site maintenance by being intentionally designed to be low-maintenance
1166 and any necessary artificial elements (if relevant) easy to access and repair. Where
1167 maintenance is required, integrate access and buffer zones into the wider landscape
1168 design.
- 1169 23. Use surface level SuDS systems rather than below ground attenuation tanks or storage.
- 1170 24. Design SuDS to be multifunctional, for example as wildlife habitats, for formal or
1171 informal recreation, for parking, and/or supporting community educational learning.
- 1172 25. Integrate SuDS into building design through including green, brown or blue roofs.
- 1173 26. Maximise the benefits to the sense of place, amenity and biodiversity;
- 1174 27. Provide attractive, biodiverse and non-buried systems;
- 1175 28. Maximise the amount of permeable and absorbent surfaces on the site.
- 1176 29. SuDS can also be used to harvest rainwater for use by on-site or adjacent community
1177 green infrastructure such as allotments, community gardens, orchards, school gardens
1178 or, where applicable to the mix of land uses present on the site, on-site land-based
1179 enterprises (e.g. plant nurseries).

1180 **Sustainability Appraisal**

1181 SA objectives:

- 1182 • ENV1: To reduce the adverse effects of traffic (on roads and water).
- 1183 • ENV2: To safeguard a sustainable supply of water, to protect and improve water quality and to use water
- 1184 efficiently.
- 1185 • ENV3: To protect and enhance biodiversity and geodiversity.
- 1186 • ENV4: To conserve and enhance the quality and local distinctiveness of landscapes and towns/villages.
- 1187 • ENV5: To adapt, become resilient and mitigate against the impacts of climate change
- 1188 • ENV6: To avoid, reduce and manage flood risk and to become more resilient to flood risk and coastal
- 1189 change.
- 1190 • ENV7: To manage resources sustainably through the effective use of land, energy and materials.
- 1191 • ENV8: To minimise the production and impacts of waste through reducing what is wasted, and re-using
- 1192 and recycling what is left.
- 1193 • ENV9: To conserve and enhance the cultural heritage, historic environment, heritage assets and their
- 1194 settings
- 1195 • ENV10: To achieve the highest quality of design that is innovative, imaginable, and sustainable and
- 1196 reflects local distinctiveness.
- 1197 • ENV11: To improve air quality and minimise noise, vibration and light pollution.
- 1198 • ENV12: To increase the proportion of energy generated through renewable/low carbon processes
- 1199 without unacceptable adverse impacts to/on the Broads landscape
- 1200 • SOC1: To improve the health and wellbeing of the population and promote a healthy lifestyle.
- 1201 • SOC2: To reduce poverty, inequality and social exclusion.
- 1202 • SOC3: To improve education and skills including those related to local traditional industries.
- 1203 • SOC4: To enable suitable stock of housing meeting local needs including affordability.
- 1204 • SOC5: To maximise opportunities for new/ additional employment
- 1205 • SOC6: To improve the quality, range and accessibility of community services and facilities and to ensure
- 1206 new development is sustainability located with good access by means other than a private car to a range
- 1207 of community services and facilities.
- 1208 • SOC7: To build community identity, improve social welfare and reduce crime and anti-social activity.
- 1209 • ECO1: To support a flourishing and sustainable economy and improve economic performance in rural
- 1210 areas.
- 1211 • ECO2: To ensure the economy actively contributes to social and environmental well-being.
- 1212 • ECO3: To offer opportunities for Tourism and recreation in a way that helps the economy, society and
- 1213 the environment.

Policy POSP2: Strategic flood risk policy

	A: Having a policy		B: No policy	
ENV1			Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.	
ENV2				
ENV3	+	Policy refers to biodiversity and habitats.		?
ENV4				
ENV5	+	Flooding is likely to get worse as a result of climate change.		?
ENV6	+	Policy relates to flooding.		?
ENV7				
ENV8				
ENV9				
ENV10				
ENV11				
ENV12				
SOC1	+	Flooding impacts health and wellbeing.		?
SOC2				
SOC3				
SOC4				
SOC5				
SOC6				
SOC7				
ECO1				
ECO2				
ECO3				

Policy DM5: Development and flood risk

	A: Original policy	B: Preferred Option - amend policy	C: No policy
ENV1			
ENV2			
ENV3	+ Policy refers to biodiversity and habitats.	+ Policy refers to biodiversity and habitats.	?
ENV4			
ENV5	+ Flooding is likely to get worse as a result of climate change.	+ Flooding is likely to get worse as a result of climate change.	?
ENV6	+ Policy relates to flooding.	+ Policy relates to flooding.	?
ENV7			
ENV8			
ENV9			
ENV10	+ Generally, design is an important consideration when addressing flood risk.	+ Generally, design is an important consideration when addressing flood risk.	?
ENV11			
ENV12			
SOC1	+ Flooding impacts health and wellbeing.	+ Flooding impacts health and wellbeing.	?
SOC2			
SOC3			
SOC4			
SOC5			
SOC6			
SOC7			
ECO1			
ECO2			
ECO3			

Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.

1214

Policy DM6: Surface water run-off

	A: Original policy		B: Preferred Option - amend policy		C: No policy	
ENV1						
ENV2						
ENV3	+	Policy refers to biodiversity and habitats.	+	Policy refers to biodiversity and habitats.	?	Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.
ENV4	+	Design principles reflect public realm and landscape impact.	+	Design principles reflect public realm and landscape impact.	?	
ENV5	+	Flooding is likely to get worse as a result of climate change.	+	Flooding is likely to get worse as a result of climate change.	?	
ENV6	+	Policy relates to flooding.	+	Policy relates to flooding.	?	
ENV7						
ENV8						
ENV9	+	Design principles reflect impact on the historic environment.	+	Design principles reflect impact on the historic environment.	?	
ENV10	+	Generally, design is an important consideration when addressing flood risk and SuDS	+	Generally, design is an important consideration when addressing flood risk and SuDS	?	
ENV11						
ENV12						
SOC1	+	Flooding impacts health and wellbeing.	+	Flooding impacts health and wellbeing.	?	
SOC2						
SOC3						
SOC4						
SOC5						
SOC6						
SOC7						
ECO1						
ECO2						
ECO3						



**Local Plan for the Broads - Review
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Sites Specifics – Brundall Riverside

This is a proposed draft section/policy for the Preferred Options Local Plan. Member’s comments and thoughts are requested. This policy is already in the local plan, but some amendments are proposed.

Amendments to improve the policy are shown as follows: ~~text to be removed~~ and added text.

There is an assessment against the UN Sustainable Development Goals at the end of the policy.

The proposed Sustainability Appraisal of the policy is included at the end of the document. This would not be included in the Preferred Options Local Plan itself; this table would be part of the Preferred Options Sustainability Appraisal but is included here to show how the policy and options are rated.

The currently adopted policy remains in place – these are proposed amendments, and this section will form part of the Preferred Options version of the Local Plan.

1 **Policy POBRU1: Riverside chalets and mooring plots**

2 **Policy Map xx - [3.-BRUNDALL.pdf \(broads-authority.gov.uk\)](#)**

- 3 1. The area of riverside chalet and mooring plots will be managed to retain its contribution to the
4 enjoyment and economy of the Broads, and to the river scene.
- 5 2. Further development will be limited by the area’s vulnerability to flooding and the retention of
6 its semi-rural and holiday character.
- 7 3. Permission will not be granted for:
8 a) New permanent residential dwellings;
9 b) New holiday homes;
10 c) The use as permanent dwellings of buildings restricted to holiday or day use;
11 d) The use for holiday or permanent occupation of buildings constructed as day huts, boatsheds or
12 temporary buildings; or
13 e) The stationing of caravans.
- 14 4. Extensions to existing buildings, and replacement buildings, will be permitted provided that:
15 a) The building and use proposed comply with policies for development in areas of flood risk;
16 b) The design, scale, materials and landscaping of the development:
17 i) [Meet the requirements of the Design Guide \(or successor document\) and DM43](#);
18 ii) Contributes positively to the semi-rural and holiday character of the area;

- 19 iii) Pays appropriate regard to the amenity of nearby occupiers;
- 20 iv) Meet requirements of other policies in the Development Plan such as biodiversity
- 21 enhancements, dark skies, climate change adaptation and resilience, flood risk resilience and
- 22 energy and water efficiency;
- 23 v) Ensures that the extent of hard surfacing does not dominate the plot and where provided is
- 24 permeable; and
- 25 vi) Provides additional landscape planting where practicable and having regard to navigation
- 26 interests;
- 27 c) Care is to be taken to avoid over-development of plots, and in particular:
- 28 i) A significant proportion of the plot area (excluding mooring areas) should remain un-built;
- 29 ii) Buildings should not occupy the whole width of plots;
- 30 iii) Buildings should be kept well back from the river frontage; and
- 31 iv) Buildings should be of single storey of modest height. This may limit room heights where floor
- 32 levels need to be raised to meet flood risk mitigation requirements.
- 33 5. Applications to vary existing occupancy conditions that allow less than 12 months holiday use to
- 34 allow 12 months holiday use will be permitted as long as the building remains in holiday use
- 35 only and is not used as the sole or main residence.

36 **Constraints and features**

- 37 • Whole area at serious risk of flooding (zones 2 & 3 by EA mapping, zone indicative 3b by SFRA
- 38 2017 mapping).
- 39 • Road access is via a railway level crossing, limited in width and alignment, and at risk of
- 40 flooding.
- 41 • Area is just across river from Site of Special Scientific Interest (SSSI).
- 42 • Article 4 Direction (1954) removes all Permitted Development Rights.

43 **Reasoned justification**

44 The chalets make an important contribution to the enjoyment of the Broads and to the local

45 economy. However, the management of incremental development of the Riverside Estate area,

46 including that covered by this policy, has been contentious and problematic since at least the

47 1950s.

48 Further development of the area is largely constrained by national flood risk policies, together with

49 landscape and visual amenity considerations. The policy continues to support adaptation and

50 updating of the existing chalets and retain its best features, while avoiding increases in flood risk.

51 Proposals will need to meet the requirements of policy DM22, as the Brundall riverside area

52 generally has good dark skies.

53 The Environment Agency supports the intention to keep buildings back from the river frontage.

54 While 'well back' is difficult to define and depends on particular local circumstances, in general

55 setting the building back by a third of a plot could be appropriate. Being hard up or too close to the

56 water's edge could enclose the river and be overbearing. Setting of buildings with an undeveloped

57 area in front will also allow architectural interest of buildings to be appreciated.

58 **Reasonable alternative options**

- 59 a) No policy

60 b) Original policy

61 **Sustainability appraisal summary**

62 The options of no policy, the original policy and amended policy have been assessed in the SA. The
63 following is a summary.

A: Original policy	5 positives. 0 negatives. 0 ? Overall, positive.
B: Amended policy	8 positives. 0 negatives. 0 ? Overall, positive.
B: No policy	0 positives. 0 negatives. 8 ?

64 **Why has the alternative option been discounted?**

65 Given that the management of incremental development of the Riverside Estate area, including
66 that covered by this policy, has been contentious and problematic since at least the 1950s, a policy
67 is prudent. The amendments highlight the importance of design as well as cross refers to other
68 important policies.

69 **UN Sustainable Development Goals check**

70 This policy meets these [UN SD Goals](#):

**11 SUSTAINABLE CITIES
AND COMMUNITIES**



71 **Policy POBRU2: Riverside Estate Boatyards, etc., including land adjacent to railway line**
72 **Policy Map 3 - [3.-BRUNDALL.pdf \(broads-authority.gov.uk\)](#)**

- 73 1. In this area, the development and retention of the boatyards and related uses will be supported
74 and Broads Local Plan policies on general employment and boatyards in the economy section
75 will apply.
- 76 2. Full regard will be given to the limitations of the road access, avoidance of potential water
77 pollution, and the risk of flooding to the site.
- 78 3. All proposals are required to meet the requirements of the Design Guide and DM43.
- 79 4. Proposals are encouraged to:
80 a) Include provision for public moorings.
81 b) Include provision for appropriate public access to the river to allow the public to appreciate the
82 area.
83 c) Include slipways.
- 84 5. The Authority encourages and supports master planning to guide development of larger
85 boatyards in the area.
- 86 6. Proposals will need to meet requirements of other policies in the Development Plan such as
87 biodiversity enhancements, dark skies, climate change adaptation and resilience, flood risk
88 resilience and energy and water efficiency.
- 89 7. Retention of existing, and provision of new or replacement landscape planting, including trees
90 and nectar-mixes, will be encouraged. The type and location of planting should have regard to
91 limiting wind shadow on the river in the interests of sailing.

92 **Constraints and features**

- 93 • Whole area at serious risk of flooding (zones 2 & 3 by EA mapping and zone 2 and indicative 3b
94 by SFRA 2017 mapping).
- 95 • Road access is constrained, especially to the southeastern portion of the area.
- 96 • Area is close to SSSI, SAC, SPA, Ramsar site.
- 97 • Article 4 Direction (southern portion only) (1954) – removes all PD Rights.

98 **Reasoned Justification**

99 The boatyards and associated developments contribute to navigation and to the character,
100 enjoyment, and traditional skills of the Broads. The policy seeks to encourage the retention and
101 adaptation of the existing uses, providing scope for new development including diversification. This
102 will help secure these important uses, while balancing these objectives with the flood risk and
103 infrastructural limitations of the area.

104 The Environment Agency confirms that boatyard uses are compatible with the flood risk to the site.
105 A small part of the area is outside the higher flood risk zones and potentially less constrained, and
106 the application of national flood risk policy would steer any vulnerable uses to this part of the site.
107 However, any development that relied on this lower risk for acceptability would need to be

108 supported by a site flood risk appraisal and take into account the higher flood risk to the
109 surroundings (see section on Dry Islands of the Flood Risk policies), including the road access. The
110 Environment Agency also highlights the need to address the risks of water pollution for waterside
111 sites in industrial/boatyard use.

112 A measure of appropriate planting within the constraints of the business use of the site will help
113 soften the visual impact of the buildings and boats on the local landscape, and strengthen the
114 biodiversity of the Broads, within the constraints of the business use of the site.

115 Norfolk County Council as Highways Authority has indicated that because of the access constraints
116 (the road and level crossing) they would not support residential moorings at this site.

117 The policy encourages greater public access to appreciate the river scene. It also seeks more public
118 moorings and more slipways to access the water.

119 Larger operators are encouraged to undertake master planning to help plan future changes to sites.

120 Proposals will need to meet the requirements of policy DM22 as the Brundall Riverside area
121 generally has good dark skies.

122 **Reasonable alternative options**

- 123 a) No policy
- 124 b) Original policy

125 **Sustainability appraisal summary**

126 The options of no policy, the original policy and amended policy have been assessed in the SA. The
127 following is a summary.

A: Original policy	9 positives. 0 negatives. 0 ? Overall, positive.
B: Amended policy	11 positives. 0 negatives. 0 ? Overall, positive.
B: No policy	0 positives. 0 negatives. 11 ?

128 **Why has the alternative option been discounted?**

129 The boatyards and associated developments contribute to navigation and to the character,
130 enjoyment, and traditional skills of the Broads and therefore a policy is prudent. The amendments
131 cross refer to other important relevant policies and seeks improved public access to the area.

132 **UN Sustainable Development Goals check**

133 This policy meets these [UN SD Goals](#):

134 None identified.

Sustainability Appraisal

SA objectives:

- ENV1: To reduce the adverse effects of traffic (on roads and water).
- ENV2: To safeguard a sustainable supply of water, to protect and improve water quality and to use water efficiently.
- ENV3: To protect and enhance biodiversity and geodiversity.
- ENV4: To conserve and enhance the quality and local distinctiveness of landscapes and towns/villages.
- ENV5: To adapt, become resilient and mitigate against the impacts of climate change
- ENV6: To avoid, reduce and manage flood risk and to become more resilient to flood risk and coastal change.
- ENV7: To manage resources sustainably through the effective use of land, energy and materials.
- ENV8: To minimise the production and impacts of waste through reducing what is wasted, and re-using and recycling what is left.
- ENV9: To conserve and enhance the cultural heritage, historic environment, heritage assets and their settings
- ENV10: To achieve the highest quality of design that is innovative, imaginable, and sustainable and reflects local distinctiveness.
- ENV11: To improve air quality and minimise noise, vibration and light pollution.
- ENV12: To increase the proportion of energy generated through renewable/low carbon processes without unacceptable adverse impacts to/on the Broads landscape
- SOC1: To improve the health and wellbeing of the population and promote a healthy lifestyle.
- SOC2: To reduce poverty, inequality and social exclusion.
- SOC3: To improve education and skills including those related to local traditional industries.
- SOC4: To enable suitable stock of housing meeting local needs including affordability.
- SOC5: To maximise opportunities for new/ additional employment
- SOC6: To improve the quality, range and accessibility of community services and facilities and to ensure new development is sustainability located with good access by means other than a private car to a range of community services and facilities.
- SOC7: To build community identity, improve social welfare and reduce crime and anti-social activity.
- ECO1: To support a flourishing and sustainable economy and improve economic performance in rural areas.
- ECO2: To ensure the economy actively contributes to social and environmental well-being.
- ECO3: To offer opportunities for Tourism and recreation in a way that helps the economy, society and the environment.

Policy POBRU1: Riverside chalets and mooring plots

	A: Original policy	B: Preferred Option - amend policy	C: No policy
ENV1			
ENV2		+ Policy cross refers to water efficiency policy.	?
ENV3		+ Policy cross refers to natural environment policy.	?
ENV4	+ Policy refers to design and character of the area.	+ Policy refers to design and character of the area.	?
ENV5	+ Policy refers to flood risk.	+ Policy refers to flood risk as well as adapting and becoming resilient to climate change.	?
ENV6	+ Policy refers to flood risk.	+ Policy refers to flood risk.	?
ENV7			
ENV8			
ENV9			
ENV10	+ Policy refers to design and character of the area.	+ Policy refers to design and character of the area.	?
ENV11		+ Policy cross refers to light pollution policy.	?
ENV12			
SOC1			
SOC2			
SOC3			
SOC4			
SOC5			
SOC6			
SOC7			
ECO1	+ Generally, the thrust of the policy will enable the area to support the local economy.	+ Generally, the thrust of the policy will enable the area to support the local economy.	?
ECO2			
ECO3			?

Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.

Policy BRU2: Riverside Estate Boatyards, etc., including land adjacent to railway line

	A: Original policy		B: Preferred Option - amend policy		C: No policy	
ENV1	+	Policy reflects the access constraints.	+	Policy reflects the access constraints.	?	Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.
ENV2	+	Policy refers to water pollution.	+	Policy refers to water pollution. Policy cross refers to water efficiency policy.	?	
ENV3			+	Policy cross refers to natural environment policy.	?	
ENV4						
ENV5	+	Policy refers to flood risk.	+	Policy refers to flood risk as well as adapting and becoming resilient to climate change.	?	
ENV6	+	Policy refers to flood risk.	+	Policy refers to flood risk.	?	
ENV7						
ENV8						
ENV9						
ENV10	+	Policy refers to design and character of the area.	+	Policy refers to design and character of the area.	?	
ENV11			+	Policy cross refers to light pollution policy.	?	
ENV12						
SOC1						
SOC2						
SOC3	+	The land uses covered by the policy tend to be boatyards.	+	The land uses covered by the policy tend to be boatyards.	?	
SOC4						
SOC5						
SOC6						
SOC7						
ECO1	+	The land uses covered by the policy tend to be boatyards and this policy guides how those sites can develop.	+	The land uses covered by the policy tend to be boatyards and this policy guides how those sites can develop.	?	
ECO2	+		+		?	
ECO3	+		+		?	



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POTTER HEIGHAM BRIDGE

This is a proposed draft section/policy for the Preferred Options Local Plan. Member's comments and thoughts are requested. This policy is already in the local plan, but some amendments are proposed.

Amendments to improve the policy are shown as follows: ~~text to be removed~~ and added text.

There is an assessment against the UN Sustainable Development Goals at the end of the policy.

The proposed Sustainability Appraisal of the policy is included at the end of the document. This would not be included in the Preferred Options Local Plan itself; this table would be part of the Preferred Options Sustainability Appraisal but is included here to show how the policy and options are rated.

Policy POT1: Bridge Area

Policy Map 15: [15.-POTTER-HEIGHAM.pdf \(broads-authority.gov.uk\)](#)

1. The area around Potter Heigham Bridge, as identified on the Adopted Policies Map, will be further developed and enhanced as a location for river related leisure and tourism to reflect flood risk in the area.
2. Within this area identified on the Adopted Policies Map:
 - i) Public realm and landscaping improvements are welcomed;
 - ii) Biodiversity enhancements will be expected;
 - iii) Appropriate measures to address surface water and fluvial flooding and improve resilience to flooding will be supported;
 - iv) New residential development will not be permitted; and
 - v) The amenity of existing residential occupiers will be protected.
3. New development should not harm Potter Heigham Bridge or its setting as a Scheduled Monument and Grade II* listed building.
4. Proposals will be designed to avoid contributions to light pollution and address existing sources of light pollution.
5. In addition, the relevant policies of the Local Plan will apply with the following provisos:
 - a) At the Staithe:
 - i) Particular care will be taken to achieve improvements to the appearance and public realm of the area;
 - ii) Development which provides facilities supporting recreation and tourism will be supported; and

- 22 iii) Care will be taken to generally limit loss of existing car parking provision, and to ensure
23 adequate car and cycle parking is provided to serve new facilities.
- 24 ~~b) At the former Bridge Hotel site:~~ At the southern bank area:
- 25 i) Particular care will be taken to achieve improvements to the appearance and public realm
26 of the area;
- 27 ii) Proposals that are appropriate to the site's location in terms of flood risk and proximity to the
28 Bridge will be supported.
- 29 ~~iii) Development which provides facilities supporting recreation and tourism will be supported; and~~
30 ~~e) New holiday accommodation will only be permitted as part of a comprehensive scheme for the~~
31 ~~site which includes other appropriate recreation and tourism related provisions.~~
- 32 d) At the large retail outlet:
- 33 i) The retail use of this site will be protected;
- 34 ii) Appropriate and well-designed improvements or changes to the site will be supported; and
- 35 iii) Care will be taken to avoid loss of existing levels of car parking provision, and to ensure
36 adequate car and cycle parking is provided to serve these facilities.
- 37 6. In terms of traffic management in the area, opportunities to review the traffic management
38 infrastructure and routes through and around the area in order to improve amenity and safety
39 and better respect the historic bridge will be welcomed.

40 **Constraints and features**

- 41 • Potter Heigham Bridge is a scheduled ancient monument and Listed Grade II* building.
- 42 • Area close to SAC, SPA, SSSI, RAMSAR.
- 43 • Flood risk zones 2 & 3 by EA mapping; zones 1, 2, 3a, modelled 3b and indicative 3b by SFRA
44 2017 mapping).
- 45 • Potential archaeological interest.
- 46 • Local Green Space nearby – Bridge Green.

47 **Reasoned Justification**

48 The area around Potter Heigham Bridge is one of the most popular areas for visitors to the Broads.
49 A range of attractions, including boatyards, cafe, public house, restaurant, shops, moorings and
50 slipway, combined with direct access to and views of the River Thurne, contribute to its appeal.

51 Car parking in the area is privately controlled. With the number of visitors, boat hirers, workers and
52 chalet occupiers wishing to park in the area, there is potential for the parking provision to come
53 under significant pressure, particularly at peak times. Provision of further car parking is problematic
54 given the sensitivity of the area. It is therefore important to make sure that none of the existing
55 capacity is lost. The policy also seeks the provision of improved cycle parking of a useful design in
56 accessible locations to aid visitors by means other than motor cars.

57 While environmental improvements and some upgrading of premises have occurred in recent
58 years, there remains scope for further improvements and development. In particular the site of the
59 former Bridge Hotel, at the southern end of the bridge, would benefit from a more attractive and
60 permanent redevelopment that reflects its constraints, in particular flood risk and location near to
61 the Bridge.

62 Parts of the area are at risk of flooding. The relevant Local Plan and National Planning Policy
63 Framework policies will apply, and a site flood risk assessment may be required to establish the
64 degree of risk.

65 The large retail outlet is an important visitor attraction in the area, drawing visitors from around
66 the county and beyond. The policy seeks to protect this land use and allow appropriate and well-
67 designed improvements or changes to the business.

68 The policy provides encouragement and guidance for further improvements and facilities for the
69 area.

70 Proposals will need to meet the requirements of policy DM22 as the Potter Heigham Bridge area
71 generally has good dark skies and is near to the area of darkest skies in the Broads.

72 Of particular relevance to changes in this area will be the Generic Retail Policy DM51.

73 **Reasonable alternative options**

74 a) The original policy, with no amendments.

75 b) No policy

76 **Sustainability appraisal summary**

77 The three options (of the amended policy, no policy and the original policy) have been assessed in
78 the SA. The following is a summary.

A: Keep original policy	8 positives. 0 negatives. 0 ? Overall, positive.
B: Preferred Option - amend policy.	10 positives. 0 negatives. 0 ? Overall, positive.
C: No policy	0 positives. 0 negatives. 10 ? Overall, positive.

79 **How has the existing policy been used since adoption in May 2019?**

80 According to recent Annual Monitoring Reports, the policy has been used and schemes are in
81 general conformity with the policies.

82 **Why have the alternative options been discounted?**

83 Given the importance of this area to the Broads and the local community and economy, a policy is
84 prudent. The amendments emphasise the issue of flood risk as well as refers to traffic management
85 in the area and the impact on the Bridge and is favoured.

86 **UN Sustainable Development Goals check**

87 This policy meets these [UN SD Goals](#):

None identified.

Sustainability Appraisal

SA objectives:

- ENV1: To reduce the adverse effects of traffic (on roads and water).
- ENV2: To safeguard a sustainable supply of water, to protect and improve water quality and to use water efficiently.
- ENV3: To protect and enhance biodiversity and geodiversity.
- ENV4: To conserve and enhance the quality and local distinctiveness of landscapes and towns/villages.
- ENV5: To adapt, become resilient and mitigate against the impacts of climate change
- ENV6: To avoid, reduce and manage flood risk and to become more resilient to flood risk and coastal change.
- ENV7: To manage resources sustainably through the effective use of land, energy and materials.
- ENV8: To minimise the production and impacts of waste through reducing what is wasted, and re-using and recycling what is left.
- ENV9: To conserve and enhance the cultural heritage, historic environment, heritage assets and their settings
- ENV10: To achieve the highest quality of design that is innovative, imaginable, and sustainable and reflects local distinctiveness.
- ENV11: To improve air quality and minimise noise, vibration and light pollution.
- ENV12: To increase the proportion of energy generated through renewable/low carbon processes without unacceptable adverse impacts to/on the Broads landscape
- SOC1: To improve the health and wellbeing of the population and promote a healthy lifestyle.
- SOC2: To reduce poverty, inequality and social exclusion.
- SOC3: To improve education and skills including those related to local traditional industries.
- SOC4: To enable suitable stock of housing meeting local needs including affordability.
- SOC5: To maximise opportunities for new/ additional employment
- SOC6: To improve the quality, range and accessibility of community services and facilities and to ensure new development is sustainability located with good access by means other than a private car to a range of community services and facilities.
- SOC7: To build community identity, improve social welfare and reduce crime and anti-social activity.
- ECO1: To support a flourishing and sustainable economy and improve economic performance in rural areas.
- ECO2: To ensure the economy actively contributes to social and environmental well-being.
- ECO3: To offer opportunities for Tourism and recreation in a way that helps the economy, society and the environment.

Assessment of policy

	A: Keep original policy	B: Preferred Option - amend policy	C: No policy
ENV1	+ Policy refers to the parking provision in the area.	+ Policy refers to the parking provision in the area. Also refers to traffic management in the area.	?
ENV2			
ENV3		+ Policy seeks biodiversity enhancements.	?
ENV4	+ Policy covers an area that is quite unique in character in the Broads.	+ Policy covers an area that is quite unique in character in the Broads.	?
ENV5		+ Policy refers to resilience.	?
ENV6	+ Policy refers to flood risk in the area.	+ Policy refers to flood risk in the area. Policy refers to resilience.	?
ENV7			
ENV8			
ENV9	+ Policy refers to the Bridge.	+ Policy refers to the Bridge.	?
ENV10			
ENV11	+ Policy includes reference to light pollution.	+ Policy includes reference to light pollution.	?
ENV12			
SOC1			
SOC2			
SOC3			
SOC4			
SOC5			
SOC6			
SOC7			
ECO1	+ Generally, the policy seeks to continue the types of land uses that are there and these benefit to the economy and employment in the area.	+ Generally, the policy seeks to continue the types of land uses that are there and these benefit to the economy and employment in the area.	?
ECO2	+ to continue the types of land uses that are there and these benefit to the economy and employment in the area.	+ to continue the types of land uses that are there and these benefit to the economy and employment in the area.	?
ECO3	+ and these benefit to the economy and employment in the area.	+ and these benefit to the economy and employment in the area.	?

Not having a policy does not mean that these issues will not be considered or addressed. A policy does however provide more certainty.



Broads Local Plan
Dark Skies topic Paper
January 2024

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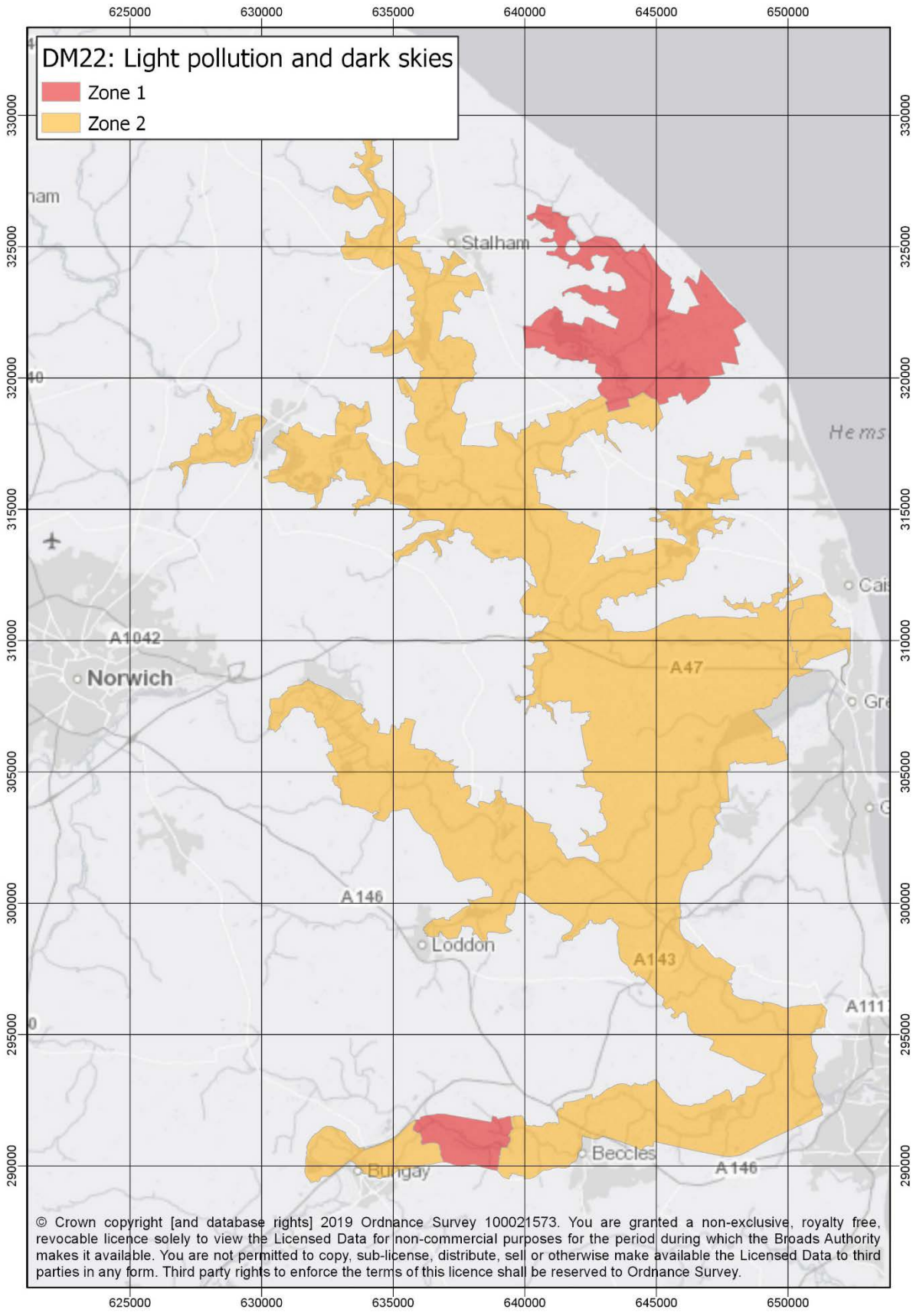
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1. Introduction

The Broads Authority has surveyed the dark skies of the Broads Authority Executive Area; the aim being to understand the quality of the dark skies in the Broads. The [2015/16 survey](#) identified that the Broads has intrinsically dark skies that need protecting. Indeed, a policy was included in the adopted Local Plan. Now that the Authority are reviewing the Local Plan, it is prudent to check that there are still dark skies of the Broads. This note provides detail on previous surveys as well as the sample testing of some sites in 2023.

2. Assessment of the dark skies of the Broads – 2015/16

Between October 2015 to March 2016 survey, 440 survey points around the Broads, on land and on water, were surveyed. The darkest areas were around the Hickling Broad and Heigham Holmes area as well as between Beccles and Bungay on the river Waveney. At the same time that the Authority were surveying by ‘looking up’, CPRE undertook work ‘looking down’ - [England's Light Pollution and Dark Skies Map \(cpre.org.uk\)](#). [The Dark Skies Topic Paper](#) explains in more detail the process and the findings and also combines the CPRE work with the Authority’s work. The dark skies map below was produced and subsequently included in the adopted Local Plan.



3. CPRE Night Blight data

The other evidence ([Night Blight](#)) was completed by the CPRE in 2016 and used satellites to assess the light pollution around the whole country, by looking down at the earth. More information can be found here: [EB6-Assessment-of-Night-Blight-and-Dark-Skies-Survey-Data.pdf \(broads-authority.gov.uk\)](#).

4. Assessment of How Hill and St Benet's Abbey, 2021

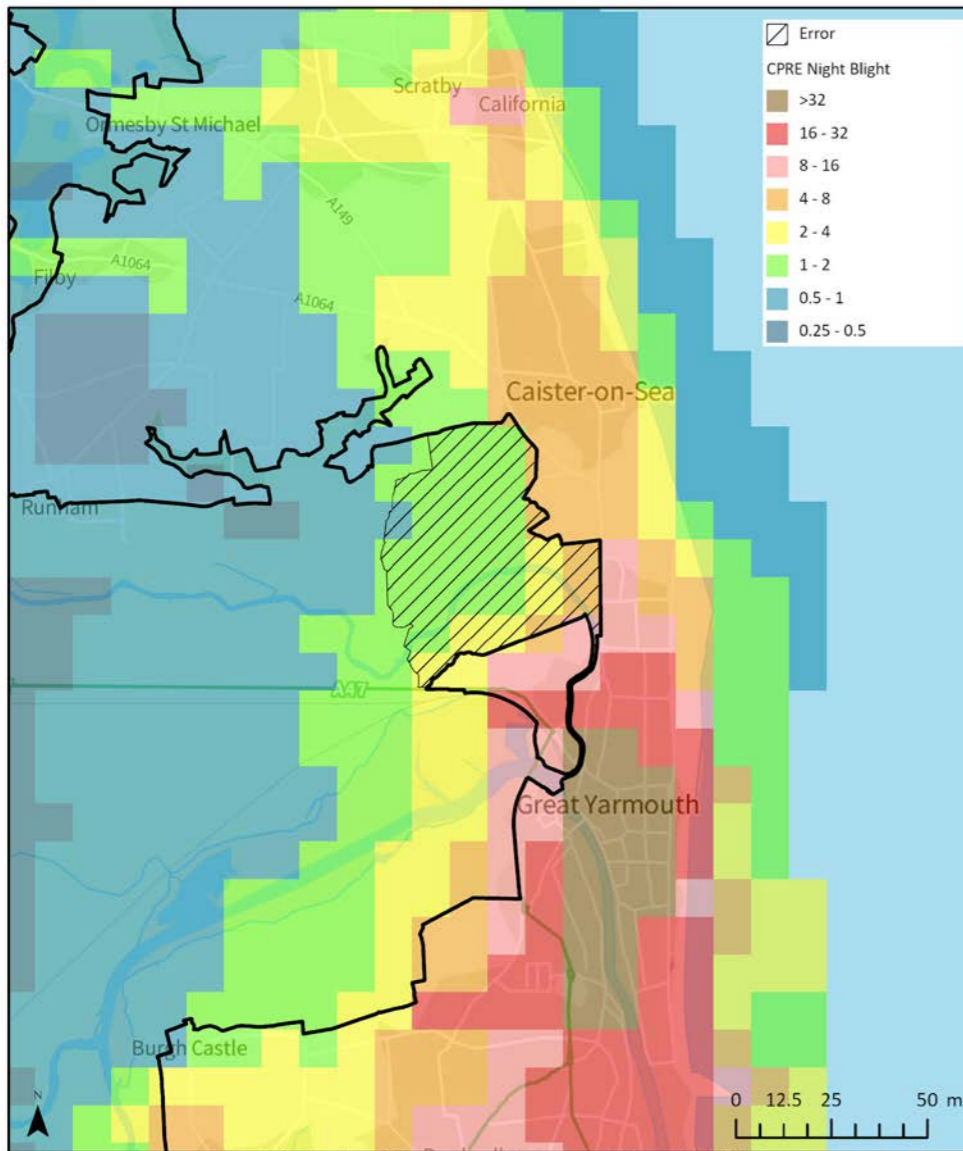
As part of the potential application for [Dark Sky Discovery Sites](#), some readings were taken in April 2021 at How Hill and St Benet's Abbey. These have been taken into consideration as part of the update/check of the dark skies of the Broads. The application was subsequently not progressed due to the scheme being paused because of resourcing issues.

5. Sampled assessment of the darkest areas of the Broads, 2023

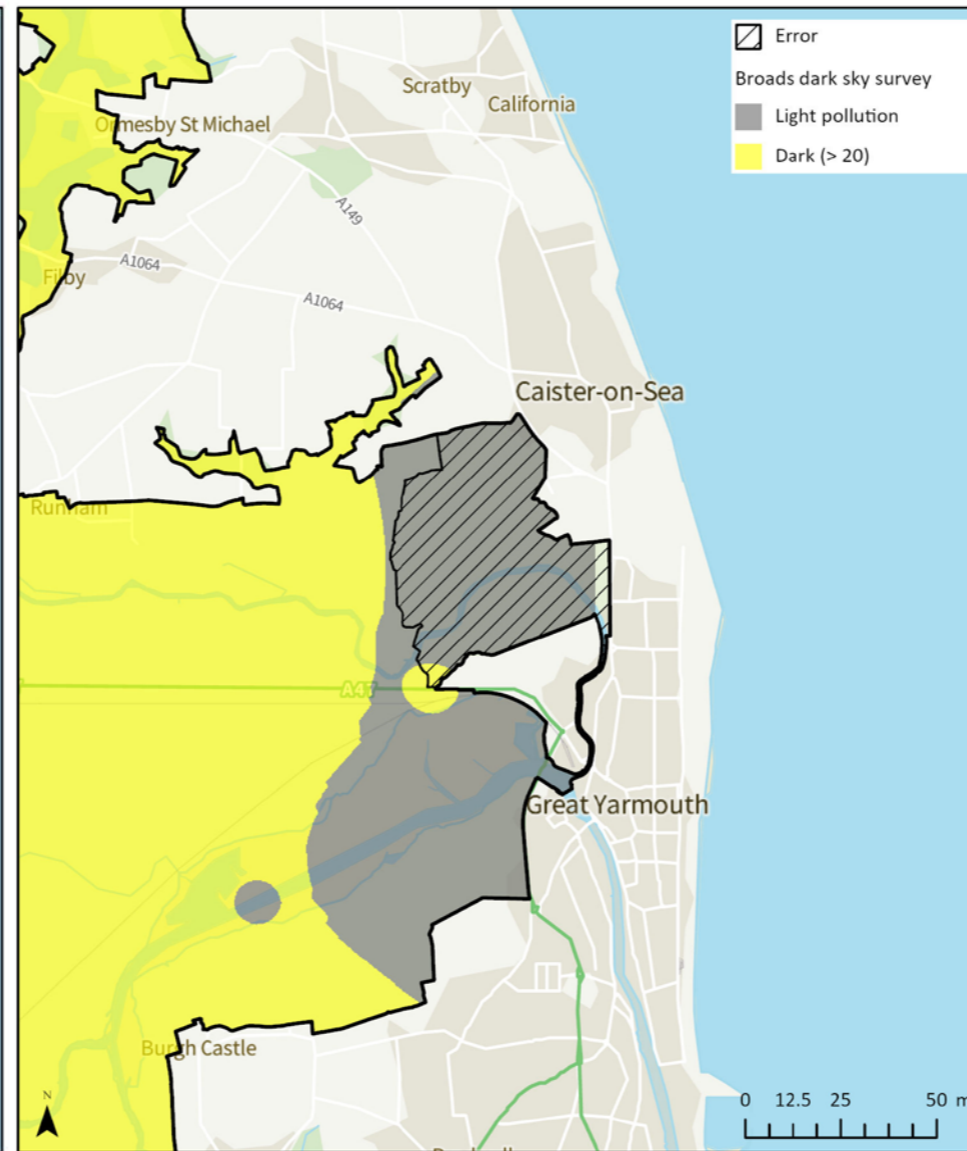
As part of the review of the Local Plan for the Broads, the Authority sample tested some survey points around the darkest areas of the Broads. The 2015/16, 2021 and 2023 data were mapped and compared with the CPRE work (as described previously). This work generally found that the readings were consistent with the 2015/16 survey.

6. Correction of error

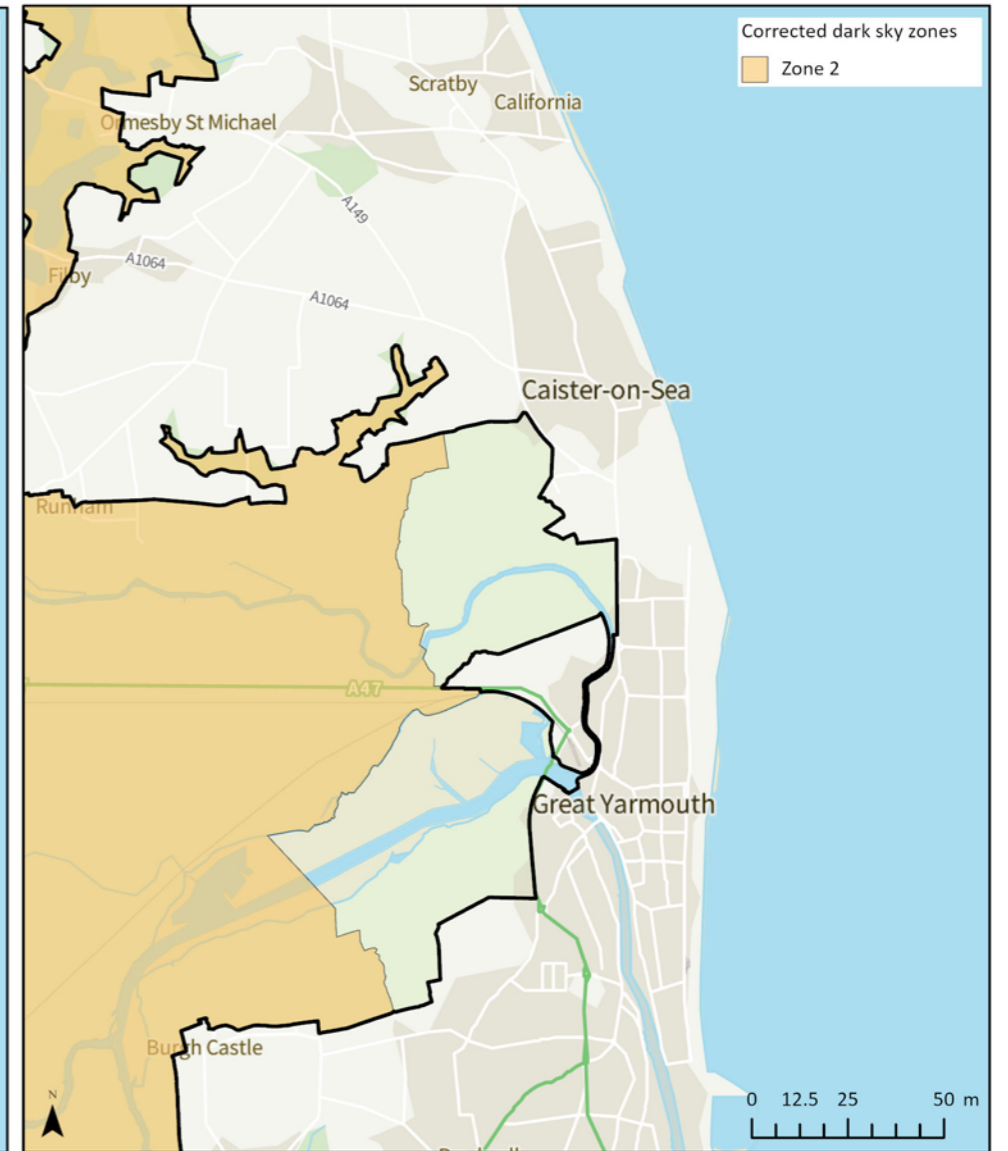
In the Local Plan for the Broads, an area near to Great Yarmouth is incorrectly classed as zone 2. The maps on the following pages show that according to our 2015/16 survey and the CPRE data, this area is not above 20 magnitudes per arc second and therefore should not be zone 2. The map at the end of this document corrects this error.



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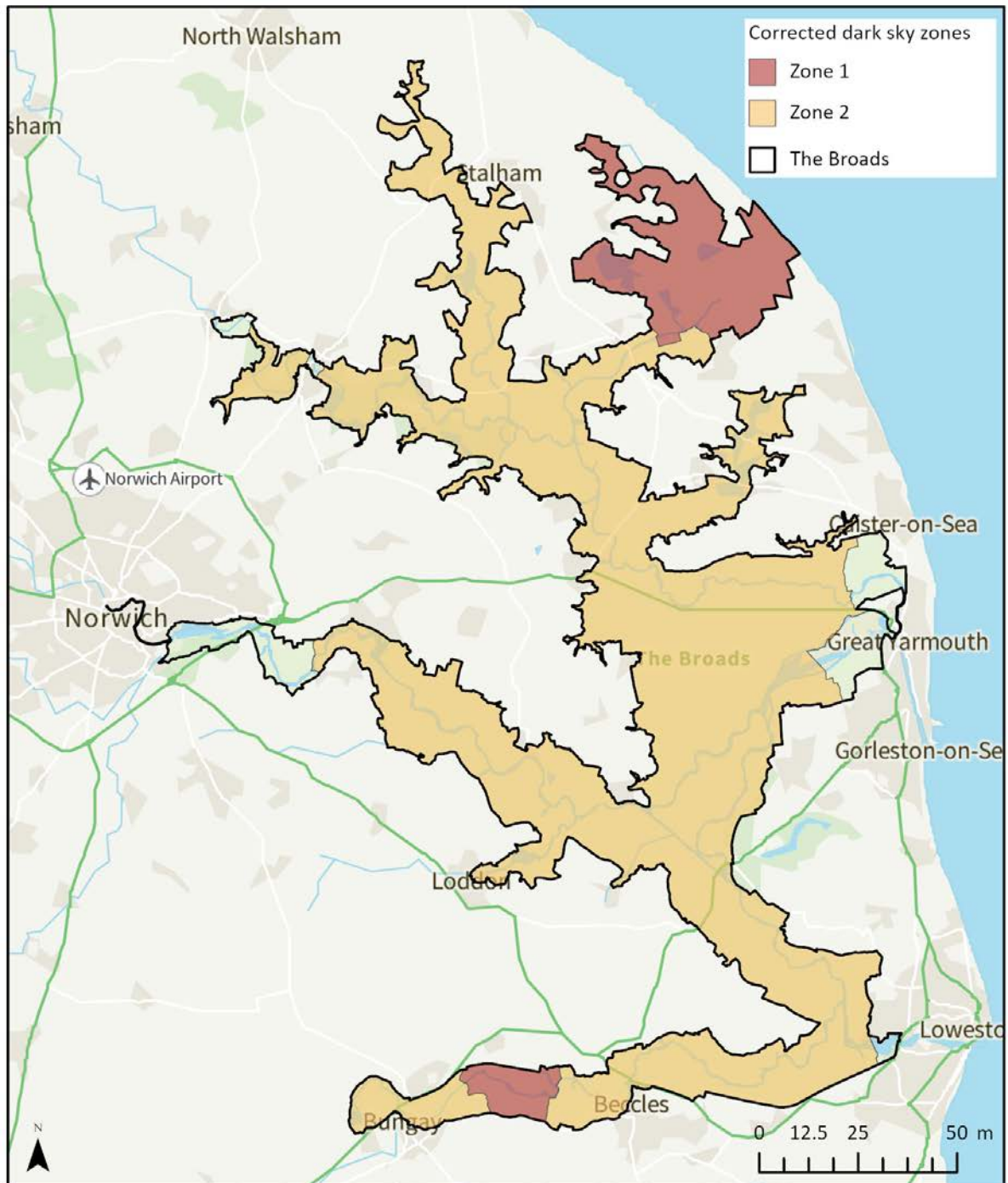
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7. Summary and conclusion

The Broads still has intrinsically dark skies which need to be protected. An amended policy is included in the Local Plan with the up-to-date data presented on a map. The Authority will continue to seek to protect the dark skies of the Broads.



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**Local Plan for the Broads - Review
Preferred Options bitesize pieces
January 2024**

Light Pollution and Dark Skies

1 **Information for Members**

2 The Authority has re-assessed the darkness of a sample of survey points from the 2015/16 dark
3 skies survey. The dark Skies Topic Paper that is also before Planning Committee provides more
4 information. The key message is that the Broads has areas of intrinsically dark skies.

This is a proposed draft section/policy for the Preferred Options Local Plan. Member's comments and thoughts are requested. This policy is already in the local plan, but some amendments are proposed.

Amendments to improve the policy are shown as follows: ~~text to be removed~~ and added text.

There is an assessment against the UN Sustainable Development Goals at the end of the policy.

The proposed Sustainability Appraisal of the policy is included at the end of the document. This would not be included in the Preferred Options Local Plan itself; this table would be part of the Preferred Options Sustainability Appraisal, but is included here to show how the policy and options are rated.

The currently adopted policy remains in place – these are proposed amendments and this section will form part of the Preferred Options version of the Local Plan.

5 **Policy PODM22: Light pollution and dark skies**

6 **See Policy map at [DM22 Light pollution and dark skies \(broads-authority.gov.uk\)](https://broads-authority.gov.uk)**

7 1. The tranquillity and dark sky experience of the Broads will be conserved and enhanced.

8 **Dark sky zones of the Broads**

9 2. Development proposals are required to address light spillage and eliminate all unnecessary
10 forms of artificial outdoor lighting by ensuring that:

11 a) Dark Sky Zone category 1 as identified on the policies maps is protected from permanent
12 illumination;

13 b) External lighting within the Dark Sky Zone category 2 as identified on the policies maps is
14 strictly controlled; and

15 c) Good lighting management and design is applied throughout the Broads

16 **Development proposals involving lighting**

17 3. Development proposals will be required to identify sources of light and indicate how the
18 scheme will look in the dark as part of any application. Proposals shall be accompanied by a

19 lighting strategy, with detailed specification of any proposed lighting units and demonstrating
20 how consideration has been given to maintaining intrinsically dark skies.

21 4. The impact of introducing light to an area which previously had no lighting, regardless of how
22 well designed the lighting it, will be a key consideration.

23 5. Development proposals that involve external lighting, outside the Dark Sky Zones category 1,
24 will only be permitted where it can be demonstrated that they are required for a specific,
25 identified and justified lighting task – see later in policy for requirements relating to design
26 ~~safety, security or community reasons and where the design minimise light spillage.~~

27 Design of lighting

28 6. If lighting is proven to be required, in line with the rest of this policy, development proposals
29 must demonstrate that all opportunities to reduce light pollution (including sky glow, glare and
30 light spillage) have been taken, including minimising impacts on local amenity, intrinsically dark
31 landscapes and areas important for nature conservation and nature recovery.

32 7. Artificial lighting proposals (including outdoor lighting, floodlighting and new street lighting) will
33 be minimised in terms of intensity and number of fittings.

34 8. The applicant must demonstrate that:

- 35 a) the minimum amount of lighting necessary to achieve its purpose is specified; and
- 36 b) the design and specification of the lighting would minimise sky glow, glare and light spillage in
37 relation to the visibility of the night sky, local amenity and local character; and
- 38 c) the means of lighting would be unobtrusively sited and well-screened by landscaping; and
- 39 d) low energy lighting is used; and
- 40 e) there would not be an adverse impact on wildlife.

41 9. All lighting units provided must be downward facing and shielded to prevent upward emission
42 of light; be no brighter than the minimum required for the lighting task and be fitted with PIR
43 sensors.

44 10. All ground-based lighting units to mark pedestrian paths and similar areas, shall be located no
45 higher than 1 metre above ground level and all wall mounted lighting units shall be located as
46 low as practicable and shielded to prevent upward emission of light.

47 11. All lights need to be off when not needed and dimmed down when little human activity.

48 12. Applicants are required to demonstrate that ~~they proposals~~ meet or exceed the ~~Institute~~
49 Institution of Lighting Professionals guidance and other relevant standards or guidance for
50 lighting¹.

51 Light spill from internal lighting

¹ For the purposes of the ILP lighting guidance (CIE 150:2003 Guide on the Limitation of the Effects of Obtrusive Light from Outdoor Lighting Installations www.theilp.org.uk/documents/obtrusive-light/) the Broads Authority is included within Environment Zone 1 as a reflection of its protected status and its intrinsically dark skies.

- 52 13. Building design that results in increased light spill from internal lighting (through glazed facades,
53 roof lights or windows) needs to be avoided, unless suitable mitigation measures are
54 implemented.
- 55 14. Any proposals and designs that include roof lights, lantern lights, and/or floor to eaves and floor
56 to gable glazing, will not be supported unless, as appropriate to the design of the building,
57 integral blinds or louvres or external 'brise soleil'² fixed louvres, are provided as mitigation.
- 58 15. All such blinds and/or louvered units that are not easily accessible, must be provided with
59 automatically operated, light sensor systems, to ensure closure at dusk.

60 Reasoned Justification

61 The natural environment and people's health and quality of life will be protected from
62 unacceptable levels of light pollution.

63 No or low levels of light pollution are an important aspect of tranquillity.

64 Light pollution/obtrusive light comes in many forms:

- 65 • **Obtrusive light** can take several forms:
- 66 • **Sky Glow:** the brightening of the night sky. Sky glow is a product of light being scattered by
67 water droplets or particles in the air.
- 68 • **Glare:** the uncomfortable brightness of a light source when viewed against a darker
69 background. Glare is created by light that shines horizontally.
- 70 • **Light Spill:** the spilling of light beyond the boundary of the area being lit.
- 71 • **Light trespass** **Light Intrusion:** the presence of light from sources outside the affected person's
72 property. Intrusive light occurs when unwanted artificial light illuminates an area that would
73 otherwise be dark.
- 74 • **Over illumination** refers to the use of artificial light beyond what is required for a specific
75 activity.
- 76 • **Light Presence:** sources of light in otherwise dark views.

77 These are all forms of obtrusive light, which may cause nuisance to others, or adversely affect fauna
78 and flora as well as waste money and energy.

79 There is firm evidence of issues arising as a result of artificial lighting. Wildlife and human health
80 can be affected and inefficient use of lighting wastes money and energy, affecting homes and
81 businesses.

82 Artificial lighting is not detrimental in all cases, and the solution to light pollution is not necessarily
83 turning off all lighting. Light pollution refers to artificial light that is excessive or intrudes where it is
84 not wanted or expected. For example, some older street lights emit light pollution, as do security
85 lights mounted at an angle above the horizontal. Well-designed lighting, on the other hand, sends
86 light only where it is needed without scattering it elsewhere - "The right amount of light and only
87 when and where needed" (Campaign for Dark Skies motto).

² Brise soleil is a type of solar shading system that uses a series of horizontal or vertical blades to control the amount of
sunlight and solar heat that enters a building. The name 'brise soleil' comes from the French word 'sun breaker'.

88 The NPPF says that Local Plans ‘*should limit the impact of light pollution from artificial light on local*
89 *amenity, intrinsically dark landscapes and nature conservation*’.

90 The Authority has assessed the Broads Authority Executive Area and results show that most of the
91 area has good quality dark skies, with the majority of readings being over 20 magnitudes per arc
92 second³. While the Authority’s survey looked upwards, the CPRE⁴ undertook a study that looked
93 down to the earth. Both datasets were assessed and compared and have informed the final zones
94 as set out in the policies map. A report explaining the assessment between the two datasets has
95 been produced.

96 The Authority therefore considers that the Broads is an intrinsically dark landscape which must be
97 preserved.

98 Dark Sky Zone Category 1 is the darkest area within the Broads Authority Executive Area reaching
99 over 21 magnitudes per arc second. In this zone, permanent illumination is not allowed in order to
100 protect the darkness of the sky. On occasions, there may be a need to have external lighting for
101 short periods of time but the design of this lighting is expected to not add to light pollution when
102 used and not expected to be lit for long periods of time. The design of any lighting is expected to
103 meet tests that follow.

104 Dark Sky Zone Category 2 is the second darkest area within the Broads reaching over 20 magnitudes
105 per arc second, but less than 21. These skies are still intrinsically dark and as stated in the NPPF the
106 impact from artificial light needs to be limited. As such, the design of any lighting is expected to not
107 add to light pollution and meet the tests that follow.

108 The current International Dark-Sky Association criteria consist of Five Principles for Responsible
109 Outdoor Lighting and this implicitly includes indoor lighting that illuminates the outside. These are:
110 1. All light should have a clear purpose. This purpose should be identified before a light is installed
111 or replaced. Consider the impact of the light on wildlife and the environment and consider the use
112 of reflective or luminous markers for signs, curbs and steps.

113 2. All light should be targeted. Use shielding and careful orientation so that light does not spill
114 beyond where it is needed.

115 3. Light should be no brighter than necessary. Use the lowest light level required and consider
116 whether the lit surfaces will reflect light into the sky. Use dimmers if different light levels are
117 needed.

118 4. Light should be used only when it is useful. Use timers and motion detectors (e.g. PIRs) to ensure
119 that light is available when it is needed and is turned off at other times. Lights should turn off a
120 maximum of 5 minutes after motion ceases.

121 5. Use the warmest colour with the lowest *Correlated Colour Temperature [CCT]* possible. In
122 practice, this means that external lighting should have a maximum CCT of 2700K (2200K preferred)
123 unless there is an identified requirement for a higher CCT.

124 Essentially there are two ways of avoiding light pollution in new developments. Firstly, at the design
125 stage, features that have the capacity to contribute to light pollution are either not included or

³ To be considered a dark sky of sufficient quality by the International Dark Sky Association, values of 20 magnitudes per arc second must be achieved.

⁴ Night Blight: www.nightblight.cpre.org.uk/ Night Blight 2016: Mapping England's Light Pollution and Dark Skies - CPRE

126 'designed out' of the scheme at an early stage or are effectively mitigated. Secondly, any required
127 lighting follows the 'right light, right place, right time' philosophy. The key message therefore is that
128 'designing out' is avoiding the problem, which is the preferable solution, whilst the provision of
129 blinds or louvres is 'mitigation'.

130 When considering lighting as part of a scheme, applicants need to consider the following early on in
131 the design of a scheme, with an assessment and plan showing lighting proposed and how it will look
132 at night, submitted with the planning application:

- 133 ➤ Which zone are you located in?
- 134 ➤ Do you need light in the first place, and if so why?
- 135 ➤ What is the lighting task/area to be lit?
- 136 ➤ Are you over lighting? What is the minimum lighting you require?
- 137 ➤ If lighting is required, is it designed to not add to sky glow and minimise glare and
138 not result in intrusive light trespass, and ~~so that glare does~~ not over illuminate?
139 How?
- 140 ➤ How will you ensure the lighting only be on/activated when it is needed?
- 141 ➤ For windows, rooflights and glazed facades, what mitigation will be included in the
142 scheme?

143 Windows need effective curtains or blinds, and internal light units that are lower than the top of
144 windows need to be appropriately shaded. Those 'windows' that are angled upwards, such as roof
145 lights and lantern lights, either need to be designed out of the structures or to have integral blinds
146 or louvres that can be closed at night to prevent light pollution. In some situations, extensive floor
147 to ceiling or floor to gable glazing, which can be common in some modern dwelling designs, may be
148 proposed. Whilst passive energy gain can be beneficial, extensive areas of floor to ceiling glazing
149 also clearly have the capacity to emit a considerable amount of light at night above the horizontal,
150 which is not acceptable. Therefore, for buildings on the edge of villages or in relatively isolated
151 locations, large areas of extensive glazing can detract significantly, and arguably disproportionately,
152 from the objectives of mitigating the negative impacts of artificial light at night. In addition, when
153 lantern and roof lights are proposed in relatively inaccessible positions, this makes the manual
154 operation of blinds or louvres impracticable. In these situations, the blinds or louvres should be
155 automatically operated by light sensitive switches, to close at dusk.

156 In terms of the information required as part of planning applications, the Authority requires
157 illustrated and written description of the detailed Lighting Concept for all external lighting including
158 street and amenity lighting, illuminated signage and media, building and landscape lighting and the
159 illumination of art and internal lighting. For larger scale developments, it will be necessary for
160 planning authorities to require that a lighting strategy and a specification is included within
161 applications, to demonstrate that schemes, would be Dark-Sky compliant, once implemented.

162 Lighting schemes on their own do not always need planning permission. If the Authority seeks and
163 is awarded Dark Sky Status, work will be undertaken in key areas to reduce the impact of light
164 pollution, in partnership with the local community.

165 **Important guides**

166 Guidance Note 1 for the reduction of obtrusive light, ILP, 2021:

167 <https://theilp.org.uk/publication/guidance-note-1-for-the-reduction-of-obtrusive-light-2021/>

168 Guidance Note 8 Bats and Artificial Lighting, ILP, 2023
169 <https://theilp.org.uk/publication/guidance-note-8-bats-and-artificial-lighting/>

170 Guidance Note 9 Domestic exterior lighting: getting it right, ILP, 2019
171 <https://theilp.org.uk/publication/guidance-note-9-domestic-exterior-lighting-getting-it-right/>

172 PLG05 The Brightness of Illuminated Advertisements, ILP, 2023
173 <https://theilp.org.uk/publication/plg05-the-brightness-of-illuminated-advertisements/>

174 PLG04 Guidance on undertaking environmental lighting impact assessments, ILP, 2013
175 [https://theilp.org.uk/publication/plg04-guidance-on-undertaking-environmental-lighting-impact-](https://theilp.org.uk/publication/plg04-guidance-on-undertaking-environmental-lighting-impact-assessments/)
176 [assessments/](https://theilp.org.uk/publication/plg04-guidance-on-undertaking-environmental-lighting-impact-assessments/)

177 CIE Obtrusive Light 2nd edition
178 [http://cie.co.at/publications/guide-limitation-effects-obtrusive-light-outdoor-lighting-installations-](http://cie.co.at/publications/guide-limitation-effects-obtrusive-light-outdoor-lighting-installations-2nd-edition)
179 [2nd-edition](http://cie.co.at/publications/guide-limitation-effects-obtrusive-light-outdoor-lighting-installations-2nd-edition)

180 CIE Minimising Skyglow
181 <http://cie.co.at/publications/guidelines-minimizing-sky-glow>

182 ~~Dark Sky Status~~
183 ~~The International Dark Sky Places Program promotes preservation and protection of night skies~~
184 ~~across the globe. It is an award administered by the International Dark Skies Association (IDA). In~~
185 ~~dark sky places, local planning authorities, landowners, businesses, individuals and communities~~
186 ~~work together to reduce light pollution. There are three types of places: Reserve (large areas), Park~~
187 ~~(small with large population) and Community (smallest). The Broads Authority is exploring the~~
188 ~~potential for applying to be a dark sky place.~~

189 **Reasonable alternative options**

- 190 a) Original policy
191 b) No policy

192 **Sustainability appraisal summary**

193 The options of no policy, the original policy and having a policy have been assessed in the SA. The
194 following is a summary.

A: Original	7 positives. 0 negatives. 0 ? Overall, positive.
B: No policy	0 positives. 0 negatives. 7 ?
C: Preferred Policy	7 positives. 0 negatives. 0 ? Overall, positive.

195 **Why has the alternative option been discounted?**

196 The Broads has intrinsically dark skies. The dark skies are part of the character of the Broads. Given
197 the area of the Broads, with many urban areas nearby, it is important to have a policy that protects
198 the dark skies of the Broads. The amendments provide clarity and further considerations relating to
199 if lighting is required.

200 **UN Sustainable Development Goals check**

201 This policy meets these [UN SD Goals](#):

3 GOOD HEALTH
AND WELL-BEING



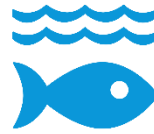
11 SUSTAINABLE CITIES
AND COMMUNITIES



12 RESPONSIBLE
CONSUMPTION
AND PRODUCTION



14 LIFE
BELOW WATER



15 LIFE
ON LAND



202

203 **Appendix 1 - Technical Lighting Information - Correlated Colour Temperature**

204 Modern LED lighting now comes with an indication of its “Correlated Colour Temperature” (CCT),
205 which is an indication of the temperature to which a glowing filament would need to be raised in
206 order to produce a similar quality of white light. It is measured in Kelvin (K) which is the
207 international standard unit for temperature.

208 Paradoxically, the cooler the colour temperature, the warmer the light appears. Light with a CCT of
209 5000K or more appears harsh, bright, and cold; light with a CCT of 3000K or less appears soft and
210 warm. The glowing filament analogy is that red hot is cooler than white hot.

211 The higher the CCT, the bluer light will be in the spectrum. This is important for several reasons:

- 212 • Blue light is scattered more by the atmosphere. This not only means that it contributes more to
213 skyglow, but it also exacerbates the other harmful effects.
- 214 • Insects are more attracted to blue-rich light than to “cooler” colours. When this happens, they
215 are not foraging, reproducing, or pollinating, and are more likely to be predated upon. Fruit flies
216 (*drosophila*) left exposed to blue light for 24 hours will simply die.
- 217 • The effect on insects has a knock-on effect on insectivores; it modifies their behaviour.
- 218 • The presence of blue-rich light causes levels melatonin (the “sleep hormone”) to plummet,
219 disturbing sleep and causing a variety of health problems in many vertebrates, including
220 humans.

221 For these reasons, the CCT of external lighting should be limited to 2700K, with 2200K preferred.
222 3000K should be reserved for purposes for which 2700K or lower lights are not available. Anything
223 in excess of 3000K should be used only in exceptional, very limited, circumstances with full
224 mitigation (shielding, duration-control) being implemented.

Sustainability Appraisal

SA objectives:

- ENV1: To reduce the adverse effects of traffic (on roads and water).
- ENV2: To safeguard a sustainable supply of water, to protect and improve water quality and to use water efficiently.
- ENV3: To protect and enhance biodiversity and geodiversity.
- ENV4: To conserve and enhance the quality and local distinctiveness of landscapes and towns/villages.
- ENV5: To adapt, become resilient and mitigate against the impacts of climate change
- ENV6: To avoid, reduce and manage flood risk and to become more resilient to flood risk and coastal change.
- ENV7: To manage resources sustainably through the effective use of land, energy and materials.
- ENV8: To minimise the production and impacts of waste through reducing what is wasted, and re-using and recycling what is left.
- ENV9: To conserve and enhance the cultural heritage, historic environment, heritage assets and their settings
- ENV10: To achieve the highest quality of design that is innovative, imaginable, and sustainable and reflects local distinctiveness.
- ENV11: To improve air quality and minimise noise, vibration and light pollution.
- ENV12: To increase the proportion of energy generated through renewable/low carbon processes without unacceptable adverse impacts to/on the Broads landscape
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- SOC3: To improve education and skills including those related to local traditional industries.
- SOC4: To enable suitable stock of housing meeting local needs including affordability.
- SOC5: To maximise opportunities for new/ additional employment
- SOC6: To improve the quality, range and accessibility of community services and facilities and to ensure new development is sustainability located with good access by means other than a private car to a range of community services and facilities.
- SOC7: To build community identity, improve social welfare and reduce crime and anti-social activity.
- ECO1: To support a flourishing and sustainable economy and improve economic performance in rural areas.
- ECO2: To ensure the economy actively contributes to social and environmental well-being.
- ECO3: To offer opportunities for Tourism and recreation in a way that helps the economy, society and the environment.

		A: Original policy	B: No policy	C: Preferred Policy		
ENV1			Not having a policy does not mean that these issues will not be considered or addressed; a policy provides certainty.			
ENV2						
ENV3	+	Light pollution can affect wildlife and biodiversity.		?	+	Light pollution can affect wildlife and biodiversity.
ENV4	+	The area has intrinsically dark skies.		?	+	The area has intrinsically dark skies.
ENV5	+	Less lighting or more efficient lighting or lighting that is not on all the time, saves energy,		?	+	Less lighting or more efficient lighting or lighting that is not on all the time, saves energy,
ENV6						
ENV7	+	Less lighting or more efficient lighting or lighting that is not on all the time, saves energy,		?	+	Less lighting or more efficient lighting or lighting that is not on all the time, saves energy,
ENV8						
ENV9						
ENV10	+	The policy requires well designed lighting if it can be justified.		?	+	The policy requires well designed lighting if it can be justified.
ENV11	+	The policy fundamentally addresses light pollution.		?	+	The policy fundamentally addresses light pollution.
ENV12						
SOC1	+	Light pollution can affect health		?	+	Light pollution can affect health
SOC2						
SOC3						
SOC4						
SOC5						
SOC6						
SOC7						
ECO1						
ECO2						
ECO3						



**Local Plan for the Broads - Review
Preferred Options bitesize pieces
January 2024**

Agriculture development – way forward

Introduction

One of the sections of the Issues and Options consultation talked about the need for a specific policy on agriculture development.

Section of Issues and Options

24.1 Introduction

Agriculture is a key land use in the Broads and is important to the local economy. Indeed, we tend to receive a number of applications each year for development relating to agriculture that does not fall within the scope of Agricultural Permitted Development rights. The adopted Local Plan has policies relating to rural enterprise dwellings (DM38) and business and farm diversification (DM27). Currently, other types of agriculture development would be assessed against various policies in the Local Plan; we wonder if there is a need for a policy that helps guide agriculture development.

24.2 Issues

Policy DM1 of the current Local Plan relates to development that can impact on the Broads – Major Development. It says ‘for the purposes of this policy, ‘major development’ is defined in this Local Plan as development which has the potential to have a significant adverse impact on the Broads and its special qualities due to the development’s nature, scale and setting’.

With agriculture-related development often being at a large scale, it may have an impact on the special qualities of the Broads. On the other hand, agricultural development in some ways typifies the character and appearance of parts of the Broads. Subject to sympathetic siting and design considerations, this type of development can be less visually intrusive than a similar footprint of commercial or residential development. Agricultural development tends not to be exceptional; they tend to be standard buildings. Arguably, agricultural development may pass the tests in DM1 and the NPPF, such as being in the public interest and this being the exceptional circumstance. However, perhaps the Local Plan needs a policy specific to agricultural buildings to ensure the assessment is as clear and comprehensive as possible while still allowing for sustainable development.

Other potential issues include:

- a) After a few years in place, there may be pressure to convert the agricultural buildings into another use. While the conversion options through PD regulations are limited in the Broads Authority Executive area, is there a need to prove a longer-term financial case for the building?
- b) There are areas of intensive farming in the Broads, and the point at which an application is made for new development at a farm might be an opportunity to address issues with an existing site. The development itself may seek to address these issues, but would this be an opportunity to seek wider biodiversity/social etc benefits?
- c) Is there scope for agricultural development to aid in the production of low carbon/renewable energy?
- d) Some agriculture related applications result in new tracks/bridges. Is there scope for these to be open for the public to use?
- e) Another issue to consider is run off from farms into water courses.

It therefore seems there is potential for a new policy to cover particular aspects relating to agricultural development in the Broads that also links to the two existing farming related policies of rural enterprise dwellings and business and farm diversification.

24.3 Options

- a) No specific policy. Use existing policies to guide and determine applications for agricultural development.
- b) A new development management policy, specifically on agricultural buildings which would cover design, longevity of use, landscaping and environmental considerations as well as the justification for development and potential benefits through contributions/access/biodiversity/flood improvements.

Question 31. What are your thoughts on the need to address agriculture development in the new Local Plan? Are there any other issues to address if a policy were to be produced?

Responses to Issues and Options

Bradwell Parish Council	Option b.
Broads Society	The Society's preference is for 'Option a' to allow for a less constrained approach to any developing trends in the future. A specific policy might hamper an agricultural business from implementing speedier changes to the operation)
Designing Out Crime Officer, Norfolk Police	AS Q5 response - Consideration of condition of planning that the development and physical security meet Secured by Design standards.
East Suffolk Council	As the consultation document rightly sets out, agriculture is a key land use in the Broads and is important to the local economy. Within that context, there may be value in the Broads Authority giving further consideration to the

	feasibility of developing a new development management policy, specifically relating to agricultural buildings (option b).
Norfolk Wildlife Trust	Agricultural development – whilst we have no comments in principle on this question, we would recommend that any new development or renovation includes integral features of benefit for wildlife such as swift, bat and bee bricks, in order to help turn around the decline in these important species.
RSPB	Option b) should be chosen. A specific consideration relates to the creation of winter storage reservoirs to enable irrigation of arable crops and other forms of horticulture. Given the pressure on water resources and the Restoring Sustainable Abstraction decision made by Environment Agency facilitating the creation of new water storage reservoirs to capture winter rain and excess (perhaps reverse pumped storm flows) is paramount. This is especially attractive if farm clusters operate to create a shared structure as a single reservoir, which if sited appropriately is likely to have a lower impact on the landscape than several such structures if located on many individual farms. Obtaining planning permission for such structures is often a long-winded process and given these reservoirs protect both cropping and maintenance of groundwater sources, they should be applauded and supported.

Proposed way forward

Taking into account the responses as well as what a policy could include, it is felt that the generic policies that cover various aspects like landscape impact and design are adequate to cover proposals for agricultural development. It is therefore not proposed to have a specific policy.



**Local Plan for the Broads - Review
Preferred Options bitesize pieces
January 2024**

1 **Energy efficiency of the existing housing stock – way forward**

2 **Introduction**

3 This paper looks into the issue of the energy efficiency of the existing stock.

4 **Issues and Options section**

5 **Introduction**

6 When new buildings are built, they will need to meet the Building Regulations in place at the time
7 of the build. In terms of replacement dwellings, this will likely result in an improvement in the
8 energy performance of the building compared to what was there before. Sections [29.3](#) and [29.4](#)
9 explore energy performance of new build.

10 **Issues**

11 Local Plans and policies can influence buildings that are yet to be built, but many more have already
12 been built. We would like to explore how we can influence existing buildings to use less energy and
13 use energy wiser.

14 In the past, there have been grants from the Government or local authorities that aid with aspects
15 of building energy performance like insulation and boilers. Recently, there was the Green Homes
16 Grant scheme¹.

17 **Question 15: Do we need to do more about the existing housing stock to encourage energy**
18 **efficiency?**

19 On occasion, applicants propose extending their existing buildings. The extensions will be built to
20 the Building Regulations in place at the time of construction² and so the extension may well use
21 much less energy than the existing main dwelling.

¹ [Green Homes Grant: make energy improvements to your home - GOV.UK \(www.gov.uk\)](#)

² Broadly, the Part L requirements apply to buildings, or extensions of such buildings (except those of Class 7 type (see below)), or the carrying out of any work to or in connection of any such building or extension where the building:

- is a roofed construction having walls; and
- uses energy to condition the indoor climate

Source: [Exemptions from building regulations | Building Regulations | Planning Portal](#)

Class 7: The extension of a building by the addition at ground level of—

(a) a conservatory, porch, covered yard or covered way; or

(b) a carport open on at least two sides;

where the floor area of that extension does not exceed 30m², provided that in the case of a conservatory or porch which is wholly or partly glazed, the glazing satisfies the requirements of Part N of Schedule 1

Source: [The Building Regulations 2010 \(legislation.gov.uk\)](#)

22 **Question 16: Is there scope to require an existing building that is to be extended to use less**
23 **energy?**

24 **Permitted development**

25 There are some types of extension that do not need planning permission and so any policy
26 approach would not apply to those schemes.

27 **Energy Performance Certificates**

28 Energy Performance Certificates (EPCs) tell you how energy efficient a building is and give it a rating
29 from A (very efficient) to G (inefficient). They tell you how costly it will be to heat and light your
30 property, and what its carbon dioxide emissions are likely to be. An EPC also includes information
31 on what the energy efficiency rating could be if you made the recommended improvements and
32 highlights cost effective ways to achieve a better rating³. Of course, if the EPC already rates the
33 building as efficient, there may not be a requirement to move up the EPC ratings⁴.

34 **Question 17: Is there potential to require a building that is to be extended to improve its EPC**
35 **level – perhaps it is required to move up one level on the EPC ratings?**

36 **Buildings that may be difficult to make more energy efficient/use less energy**

37 The age and style of buildings in the Broads is varied. As such, it may be that some buildings are
38 harder to make more energy efficient than others; perhaps they are designed to have the very
39 ventilation that some energy efficiency measures may seek to address, for example. This would be
40 an area to explore if a policy approach is taken forward.

41 **Benefits to occupier**

42 Improving energy efficiency and reducing operational carbon emissions has the benefit of lowering
43 utility bills for occupants.

44 **Options**

- 45 a) Do not seek to address the energy efficiency of the existing housing stock through the Local
46 Plan – instead, rely on any Local or National Government approaches.
- 47 b) Require the building to move up the EPC rating.
- 48 c) Require that a certain percentage of the budget spent on the extension is spent on improving
49 the energy performance of the existing building.

50 **Question 18: Do you have any thoughts on the issue of energy efficiency? Do you have any**
51 **preference on the options listed above, and are there any other options to consider?**

³ [Guide to Energy Performance Certificates - Energy Saving Trust](#)

⁴ Access to Energy Performance Certificates and Display Energy Certificates data for buildings in England and Wales: [Energy Performance of Buildings Data England and Wales \(opendatacommunities.org\)](#)

52 Response to questions

Part of document	Organisation	Comment
15	Bradwell Parish Council	We should look carefully at higher energy efficiency for existing house stock.
15	Broads Society	the Society feels that the Authority should not seek to address the energy efficiency of the existing housing stock through the Local Plan – instead, rely on any Local or National Government approaches.
15	Brooms Boats	Local or National Government approaches together with Building Regulations should prevail.
15	Designing Out Crime Officer, Norfolk Police	(regarding extensions) where required Norfolk Constabulary will continue work with applicants and planning officers to ensure that any significant re-builds or extension to existing premises for the purposes of reduction in energy use (both commercial and domestic) are also meeting security standards detailed in Secured by Design guidance.
15	East Suffolk Council	Given the current cost-of-living/ energy crisis, it is likely that more people will be looking for advice on how to improve their home’s thermal efficacy and reduce energy consumption. Where appropriate, there may be opportunities to include such advice (or links to advice) within the Local Plan or in supporting documents (SPDs). The Net Zero Carbon Toolkit and information provided on Energy Saving Trust website may be of use regarding the retrofitting of existing homes. www.greensuffolk.org/net-zero-carbon-toolkit-housing/ https://energysavingtrust.org.uk/energy-at-home/
15	East Suffolk Council	Some thermal upgrades may not require planning permission but will require Building Regulation Approval. East Suffolk Building Control provide an advice sheet on thermal upgrades: www.eastsuffolk.gov.uk/assets/Planning/Building-Control/Common-projects-guidance/Thermal-upgrades-to-your-house.pdf
15	Norfolk Wildlife Trust	we support this in principle due to the benefits it will bring for the conservation of Norfolk’s wildlife in the future, but are unable to offer any technical comments on how this would be achieved.
15	RSPB	Yes. Comments as for Q11 above. Householders need to be encouraged morally and supported financially to plan for and bring about change in how they use and provide energy for their homes. Currently ground and air source heat pumps are probably too expensive for most homeowners to consider installing (even with grant support). As time passes and technological advances are made leading to reduced cost, householders need to be persuaded to convert. Creating model households as exemplars and case studies for householders to follow will be essential.
15	Sequence UK LTD/Brundall Riverside Estate Association	2.41This would appear to be a matter that would fall outside the scope of planning, and is more of a campaign or financial support that could be brought forward by the Broads Authority. However the current planning system cannot, and in our view should not, look to impose standards upon existing houses.

Part of document	Organisation	Comment
15	South Norfolk Council	Improving the energy efficient of housing stock is clearly important, both in terms of the cost to the individual and in terms of achieving climate change objectives. However, it is unclear how this could or would be achieved through the authority's development plan policies. It may be that this is something that needs to be achieved through other interventions of the authority. There are limitations to how much can be achieved directly through a local plan and management of development that requires planning permission.
15	Wroxham Parish Council	yes, needs to be more focus on insulating existing properties and grants need to be open to more people. We understand that this is the case at Norwich City Council.
15	Broadland Council	Improving the energy efficient of housing stock is clearly important, both in terms of the cost to the individual and in terms of achieving climate change objectives. However, it is unclear how this could or would be achieved through the authority's development plan policies. It may be that this is something that needs to be achieved through other interventions of the authority. There are limitations to how much can be achieved directly through a local plan and management of development that requires planning permission.
16	Bradwell Parish Council	Plans to extend should have a requirement for higher energy retention.
16	Broads Society	the Society feels that the Authority should not seek to address the energy efficiency of the existing housing stock through the Local Plan – instead, rely on any Local or National Government approaches.
16	Brooms Boats	Local or National Government approaches together with Building Regulations should prevail.
16	East Suffolk Council	East Suffolk council would support the inclusion of support, encouragement and guidance on improving the existing buildings energy use in either the Local Plan or a supporting Supplementary Planning Documents.
16	RSPB	Yes. For older build these situations might provide an opportunity for a complete rethink of energy provision for such houses where an extension is proposed.
16	Sequence UK LTD/Brundall Riverside Estate Association	2.43It is noted that any extension is likely to be built to higher energy performance standards than the host, where there have been advances in the building regulations. However again there is no mechanism within the planning process to allow for upgrades to the host building and we would suggest it would not be reasonable in any event. Such a policy is likely to have to be administered by a condition on any extension planning approval but such a condition would not meet the tests under paragraph 56 of the Framework as they would not be necessary (to make the development acceptable), relevant to the development to be permitted, enforceable and reasonable in all other respects.

Part of document	Organisation	Comment
16	South Norfolk Council	As with question 10, careful consideration will need to the risks of duplication or repetition when imposing, and future proofing, local standards where other legislation requires certain industry standards, for example in relation to energy efficiency, including in terms of the viability and deliverability of development. This is particularly relevant given the high house prices referred to in the threats section of the SWAT analysis that may limit resident's ability to move within their local area in order to meet changing housing needs and demands, that might otherwise be address through the extension of their existing home.
16	Wroxham Parish Council	yes, see WNP ENV5, although this needs updating to reflect the rapidly changing climate situation. WPC will look to review the WNP in 2023 after the May elections.
16	Broadland Council	As with question 10, careful consideration will need to the risks of duplication or repetition when imposing, and future proofing, local standards where other legislation requires certain industry standards, for example in relation to energy efficiency, including in terms of the viability and deliverability of development. This is particularly relevant given the high house prices referred to in the threats section of the SWAT analysis that may limit resident's ability to move within their local area in order to meet changing housing needs and demands, that might otherwise be address through the extension of their existing home.
17	Bradwell Parish Council	Ideally all homes should have an A EPC so the minimum requirement should be for a improvement of one level e.g. a D to a C rate EPC.
17	Broads Society	the Society feels that the Authority should not seek to address the energy efficiency of the existing housing stock through the Local Plan – instead, rely on any Local or National Government approaches.
17	Brooms Boats	Local or National Government approaches together with Building Regulations should prevail.
17	East Suffolk Council	Again, East Suffolk council would support the inclusion of support, encouragement and guidance on improving existing buildings EPC levels either the Local Plan or a supporting Supplementary Planning Documents.
17	RSPB	Yes. This provides another opportunity to educate and influence homeowners to adopt the best ways to power and insulate their homes.
17	Sequence UK LTD/Brundall Riverside Estate Association	2.45For the same reasons as question 16 above, this policy could not be enforced as it would fall outside the scope of planning and it would not meet the tests for conditions. As a general principle, conditions and planning obligations can only be used to make the development that is being applied for acceptable. It is therefore not appropriate to use that planning permission to resolve existing issues, for example the energy performance of the host property.

Part of document	Organisation	Comment
17	South Norfolk Council	<p>As with other questions in this section, it is slightly unclear how the authority is proposing to achieve the change it is seeking through the local plan.</p> <p>Even if this could be achieved, without knowing the differences between the different levels of EPC ratings, including cost implications, then it is considered that it would be difficult to understanding what would be reasonable in terms of setting a standard, again taking account of housing affordability challenges and effects on viability.</p> <p>The Council also considers that careful consideration would need to be given to ensuring that any requirement would comply with the relevant test for conditions and obligations.</p>
17	Broadland Council	<p>As with other questions in this section, it is slightly unclear how the authority is proposing to achieve the change it is seeking through the local plan.</p> <p>Even if this could be achieved, without knowing the differences between the different levels of EPC ratings, including cost implications, then it is considered that it would be difficult to understanding what would be reasonable in terms of setting a standard, again taking account of housing affordability challenges and effects on viability.</p> <p>The Council also considers that careful consideration would need to be given to ensuring that any requirement would comply with the relevant test for conditions and obligations.</p>
18	Bradwell Parish Council	Adopt option B and C.
18	Broads Society	the Society feels that the Authority should not seek to address the energy efficiency of the existing housing stock through the Local Plan – instead, rely on any Local or National Government approaches.
18	Brooms Boats	Local or National Government approaches together with Building Regulations should prevail.
18	East Suffolk Council	<p>The Committee on Climate Change ‘UK housing: Fit for the future?’(2019) report outlines that decarbonising and adapting the UK's housing stock is critical for meeting legally binding emissions targets by 2050. As already outlined in other answers, East Suffolk Council recently adopted a Sustainable Construction Supplementary Planning Document (April 2022), which is available to view here:</p> <p>https://www.eastsuffolk.gov.uk/assets/Planning/Planning-Policy-and-Local-Plans/Supplementary- documents/Sustainable-Construction-2022/FINAL-Sustainable-Construction-SPD.pdf. This SPD includes specific guidance on energy efficiency but does note the difficulties of applying new standards to the existing housing stock when retrofitting works generally sits outside of the planning system and is therefore not affected by planning policy. The East Suffolk SPD encourages developers to be aware of the requirements of the Building Regulations in this regard.</p>

Part of document	Organisation	Comment
18	Mrs S Lowes	Many properties in the area have old heating systems and the residents rarely have the funds to change these. How many people have the funds to make their existing homes efficient? Some may need extra room but not have sufficient funds to do both.
18	RSPB	Option b) is our preferred choice
18	Sequence UK LTD/Brundall Riverside Estate Association	2.47We would suggest that option a is appropriate here to await other initiatives as options b and c cannot be delivered through the current planning system and indeed we would consider it unreasonable to do so.
18	South Norfolk Council	Overall, the Council is minded that in many instances the best option is to rely on Local or National Government changes. Any proposal to extend an existing regulatory regime would need to be carefully considered to ensure that it is reasonable and proportionate and does not result in undesirable consequences, such as making it less desirable or affordable for local people to remain in their existing house and community.
18	Suffolk County Council	As set out above under section 13 – Climate Change, Suffolk County Council would support policies aimed at improving the energy efficiency of existing homes in line with the aims and actions set out in the Suffolk Climate Emergency Plan. Improving the energy efficiency of houses would also improve the quality of these homes, particularly in terms of heat retention and reduction of damp. This in turn is known to have significant benefits for the physical and mental wellbeing of residents. Policies could also support renewable energy generation, with caveats for historic buildings to account for impacts to historic fabric, setting and significance of heritage assets.
18	Broadland Council	Overall, the Council is minded that in many instances the best option is to rely on Local or National Government changes. Any proposal to extend an existing regulatory regime would need to be carefully considered to ensure that it is reasonable and proportionate and does not result in undesirable consequences, such as making it less desirable or affordable for local people to remain in their existing house and community.

53 Summary and conclusion

54 It seems that there is general support for the principle of addressing the energy efficiency of the
55 existing stock. But it is not really clear if the Local Plan is the mechanism to address the issue. At
56 this stage, it is proposed to not take forward anything in the Local Plan that seeks to require energy
57 efficiency improvements to existing dwellings, but rather rely on national and local approaches and
58 schemes.

59 As the sustainable development policies in the Local Plan are worked up, ways to weave in wording
60 that seeks to encourage or highlight the potential to upgrade the existing dwelling when there are
61 extensions will be explored. Although this would be on a voluntary basis.

Planning Committee

05 January 2024

Agenda item number 13

Appeals to the Secretary of State update

Report by Senior Planning Officer

This report sets out the position regarding appeals against the Authority.

Recommendation

To note the report.

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2022/0023/UNAUP2 APP/E9505/C/22/3301919	Mr R Hollocks	Appeal received by the BA on 27 June 2022 Appeal start date 14 July 2022	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against Enforcement Notice - lighting and kerbing	Committee Decision 27 May 2022 LPA statement submitted 25 August 2022

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2022/0021/UNAUP2 APP/E9505/C/22/3301976	Mr R Hollocks	Appeal received by the BA on 27 June 2022 Appeal start date 14 July 2022	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against Enforcement Notice - workshop	Committee Decision 27 May 2022 LPA statement submitted 25 August 2022
BA/2021/0490/FUL APP/E9505/W/22/3303030	Mr N Mackmin	Appeal received by the BA on 13 July 2022 Appeal start date 2 December 2022	The Old Bridge Hotel Site, The Causeway, Repps with Bastwick	Appeal against refusal of planning permission: 8 one-bedroom & 4 two-bedroom flats for holiday use with restaurant & covered car-park at ground level.	Committee Decision 7 March 2022 LPA statement submitted 6 January 2023
BA/2021/0295/FUL APP/E9505/W/22/3308360	Trilogy Ltd	Appeal received by the BA on 5 October 2022 Appeal start date 13 February 2023	Morrisons Foodstore, Beccles, NR34 9EJ	Appeal against refusal of planning permission: Coffee Shop with Drive Thru Facility	Delegated Decision 8 April 2022 Appeal DISMISSED 19 December 2023

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2017/0006/UNAUP1 APP/E9505/C/22/3310960	Mr W Hollocks, Mr R Hollocks & Mr Mark Willingham	Appeal received by the BA on 11 November 2022 Appeal start date 16 November 2022	Loddon Marina, 12 Bridge Street Loddon	Appeal against enforcement notice- occupation of caravans	Committee decision 14 October 2022 LPA statement submitted 21 December 2022
BA/2022/0309/COND APP/E9505/D/22/3311834	Mr B Parks	Appeal received by the BA on 23 November 2022 Appeal start date 16 March 2023	Shoals Cottage, The Shoal, Irstead	Appeal refusal of planning permission to change approved roof materials.	Delegated decision 15 November 2022 Appeal ALLOWED 28 November 2023
BA/2023/0001/ENF APP/E9505/C/23/3316184	Mr R Hollocks & Mr J Render	Appeal received by the BA on 6 February 2023 Appeal start date 8 February 2023	Beauchamp Arms, Ferry Road, Carleton St Peter	Appeal against enforcement notice - occupation of caravans	Committee decision 9 December 2022 LPA Statement submitted 22 March 2023

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2022/0416/FUL APP/E9505/W/23/3321331	Mr Steve Hooper & Ms Mary Alexander	Appeal received by the BA on 2 May 2023 Appeal start date 24 October 2023	Blackwater Carr Land Off Ferry Lane, Postwick	Appeal against refusal of planning permission – Retrospective consent for the use of a yurt on a small, raised platform, securing a table and bench to the ground, the installation of a small staked and woven willow windbreak.	Committee Decision 3 February 2023 LPA Statement to be submitted by 28 November 2023
BA/2023/0004/UNAUP2 APP/E9505/C/23/3322890 and APP/E9505/C/23/3322949	Jeanette Southgate and Mr R Hollocks	Appeals received by the BA 24 and 26 May 2023 Appeal start dates 27 and 29 June 2023	Berney Arms Inn	Appeal against enforcement notice - occupation of caravan	Committee decision 31 March 2023 LPA Statements submitted 9 August and 11 August 2023
BA/2023/0012/HOUSEH APP/E9505/W/23/3326671	Mr M Anwar	Appeal received by the BA 26 July 2023 Appeal start date 23 October 2023	Broadswater House, Main Road, Ormesby St Michael	Appeal against refusal of planning permission – Single storey flat roof, side/rear extension. Timber fence to boundary. Erection of cart lodge.	Delegated decision 5 May 2023 Fast track householder appeal so no LPA Statement submitted.

Application reference number	Applicant	Start date of appeal	Location	Nature of appeal/ description of development	Decision and dates
BA/2023/0286/COND APP/E9505/W/23/3330719	Mr B Parks	Appeal received by the BA on 4 October 2023. Awaiting start date.	Shoals Cottage, The Shoal, Irstead	Appeal against non-determination of Planning application: Use pin tiles rather than thatch, variation of condition 2 of permission BA/2022/0030/HOUSEH	Appeal against non-determination (see linked appeal APP/E9505/D/22/3311 834 above)
BA/2023/0343/COND APP/E9505/W/23/3332687	Barnham Leisure Ltd	Appeal received by the BA on 7 November 2023 Awaiting start date.	Pampas Lodge Caravan Park, Haddiscoe.	Appeal against refusal of planning permission – Allow residential occupation of caravans, removal of condition 4 of permission BA/2022/0251/COND	Delegated decision 19 October 2023

Author: Cheryl Peel

Date of report: 14 December 2023

Background papers: BA appeal and application files

Planning Committee

05 January 2024

Agenda item number 14

Decisions made by officers under delegated powers

Report by Head of Planning

Summary

This report sets out the delegated decisions made by officers on planning applications from 27 November 2023 to 15 December 2023 and Tree Preservation Orders confirmed within this period.

Recommendation

To note the report.

Parish	Application	Site	Applicant	Proposal	Decision
Barsham And Shipmeadow Parish Council	BA/2023/0323/HOUSEH	4 Ink Factory Cottages Barsham Hill Barsham Suffolk NR34 8HF	Mr David Bircham	Summer house, decking, 2 x sheds, 2 x greenhouses and 1 x pergola (Retrospective)	Approve Subject to Conditions
Barton Turf And Irstead Parish Council	BA/2023/0421/HOUSEH	Marsh House Hall Road Barton Turf Norfolk NR12 8AR	Mr Simon Wright & Mrs Claire Skinner	Air source heat pumps	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Bungay Town Council	BA/2023/0400/LBC	43 Bridge Street Bungay Suffolk NR35 1HD	Maya Severyn	Ground & 1st floor rear extensions. Internal alterations to modern rear extension.	Approve Subject to Conditions
Bungay Town Council	BA/2023/0399/HOUSEH	43 Bridge Street Bungay Suffolk NR35 1HD	Maya Severyn	Ground & 1st floor rear extensions. Internal alterations to modern rear extension.	Approve Subject to Conditions
Cantley, Limpenhoe And Southwood PC	BA/2023/0404/APPCON	Cantley Sugar Factory Station Road Cantley Norwich Norfolk NR13 3ST	Mr Paul Hines	Details of Condition 4: lighting of permission BA/2021/0247/FUL	Approve
Chedgrave Parish Council	BA/2023/0402/FUL	Pacific Cruisers Boatyard Pits Lane Chedgrave Norfolk NR14 6NQ	Mrs Fiona Husband	Replace timber quay-heading with galvanized steel quay heading, and timber walkway with composite walkway.	Approve Subject to Conditions
Coltishall Parish Council	BA/2023/0362/FUL	Woodland Adjacent Church Loke Coltishall Norwich Norfolk	Mr A Paterson	Provision of new access	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Dilham Parish Council	BA/2023/0182/FUL	The Rookery Mill Road Dilham Norfolk NR28 9PU	Rebecca Warren	Erection of a building to allow for storage of gardening equipment and undercover parking.	Approve Subject to Conditions
Fleggburgh Parish Council	BA/2023/0389/FUL	Electrical Testing Main Road A1064 Acle Bridge Fleggburgh Norfolk NR13 3AT	Mr Simon Hobbs	Proposed emergency escape stair from first floor front elevation - means of escape for gallery level	Approve Subject to Conditions
Hoveton Parish Council	BA/2023/0420/APPCON	Kings Head Hotel Station Road Hoveton Norfolk NR12 8UR	Mr William Groarke	Details of Conditions 3: detailed drawings of the proposed windows, doors and balustrades, 4: external materials, 5: soft landscaping, 6: external lighting scheme, 8: details of on-site parking for construction workers of permission BA/2023/0254/FUL	Approve
Hoveton Parish Council	BA/2023/0412/LBC	1 Drive Cottages The Drive Hoveton Norfolk NR12 8JE	Mr Stephen Watts	Alterations and replacement rear extension.	Approve Subject to Conditions

Parish	Application	Site	Applicant	Proposal	Decision
Hoveton Parish Council	BA/2023/0411/HOUSEH	1 Drive Cottages The Drive Hoveton Norfolk NR12 8JE	Mr Stephen Watts	Alterations and replacement rear extension.	Approve Subject to Conditions
Mettingham Parish Council	BA/2022/0156/APPCON	Green Valley Farm Low Road Mettingham Suffolk NR35 1TP	Mr Matthew Raven	Details of conditions 3: materials, 4: details of the areas for the loading, unloading, manoeuvring and parking of vehicles including secure cycle storage and electric vehicle infrastructure, 5: means to prevent the discharge of surface water from the development onto the highway, 6: areas for storage of refuse/recycling bins, 8: landscaping scheme, and 9: details of type, siting, and function of the foul sewage treatment plant of permission BA/2021/0117/FUL	Approve

Parish	Application	Site	Applicant	Proposal	Decision
Thurne Parish Council	BA/2023/0417/COND	Sunset View Church Road Thurne Norfolk NR29 3BT	Mr & Mrs Duffield	Changes to approved plans, variation of condition 2 of permission BA/2023/0124/HOUSEH.	Approve Subject to Conditions
Wroxham Parish Council	BA/2023/0359/HOUSEH	Greenbanks Beech Road Wroxham Norwich Norfolk NR12 8TP	Mr Alan Howard	Erection of white wooden gates & gate post lamps on driveway	Approve Subject to Conditions
Wroxham Parish Council	BA/2023/0375/HOUSEH	Greenbanks Beech Road Wroxham Norwich Norfolk NR12 8TP	Mr Alan Howard	Erection of a wooden gazebo on water front adjacent to patio.	Approve Subject to Conditions

Tree Preservation Orders confirmed by officers under delegated powers

None

Author: Cally Smith

Date of report: 18 December 2023