

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **PLANNING AND DEVELOPMENT COMMITTEE** is at **6.30pm** on **THURSDAY, 11 JANUARY 2018** at the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you can be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee Members (copy for information to all other members of the Council)
Directors
Press
Parish Councils (copy for information)

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 30 November 2017 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).

DECISION ITEMS

- ✓ 5. Planning Applications – report of Director of Community Services – copy enclosed.
- ✓ 6. Revised Revenue Budget 2017/2018 – report of Director of Resources – copy enclosed.
- ✓ 7. Revised Capital Programme 2017/18 – report of Director of Resources – copy enclosed.

- ✓ 8. Original Revenue Budget 2018/2019 – report of Director of Resources – copy enclosed.
- ✓ 9. Planning Protocol – report of Chief Executive – copy enclosed.
- ✓ 10. St Mary's Community Centre Tree Preservation Order – report of Director of Community Services – copy enclosed.
- ✓ 11. Approval of Increase to Building Control Fees 2018/2019 – report of Chief Executive – copy enclosed.

INFORMATION ITEMS

- 12. Appeals (if any)
- 13. Reports from Representatives on Outside Bodies (if any).

Part II - items of business **not** to be discussed in public

None.

**INDEX OF APPLICATIONS BEING CONSIDERED
MEETING DATE: 11 JANUARY 2018**

<u>Application No:</u>	<u>Page:</u>	<u>Officer:</u>	<u>Recommendation:</u>	<u>Site:</u>
A APPLICATIONS REFERRED BACK TO COMMITTEE FOR APPROPRIATE CONDITIONS:				
			NONE	
B APPLICATIONS WHICH THE DIRECTOR OF COMMUNITY SERVICES RECOMMENDS FOR APPROVAL:				
3/2017/0171	1	RM	AC	Dog & Partridge Tosside
3/2017/0173	13	RM	AC	Dog & Partridge Tosside
C APPLICATIONS WHICH THE DIRECTOR OF COMMUNITY SERVICES RECOMMENDS FOR REFUSAL:				
3/2016/0927/P	21	SK	R	Land off Elker Lane Billington
D APPLICATIONS UPON WHICH COMMITTEE DEFER THEIR APPROVAL SUBJECT TO WORK DELEGATED TO DIRECTOR OF COMMUNITY SERVICES BEING SATISFACTORILY COMPLETED				
			NONE	
E APPLICATIONS IN 'OTHER' CATEGORIES:				
			NONE	

LEGEND

AC Approved Conditionally
R Refused
M/A Minded to Approve

AB Adam Birkett
AD Adrian Dowd
JM John Macholc

RM Robert Major
SK Stephen Kilmartin

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No

meeting date: THURSDAY, 11 JANUARY 2018
title: PLANNING APPLICATIONS
submitted by: DIRECTOR OF COMMUNITY SERVICES

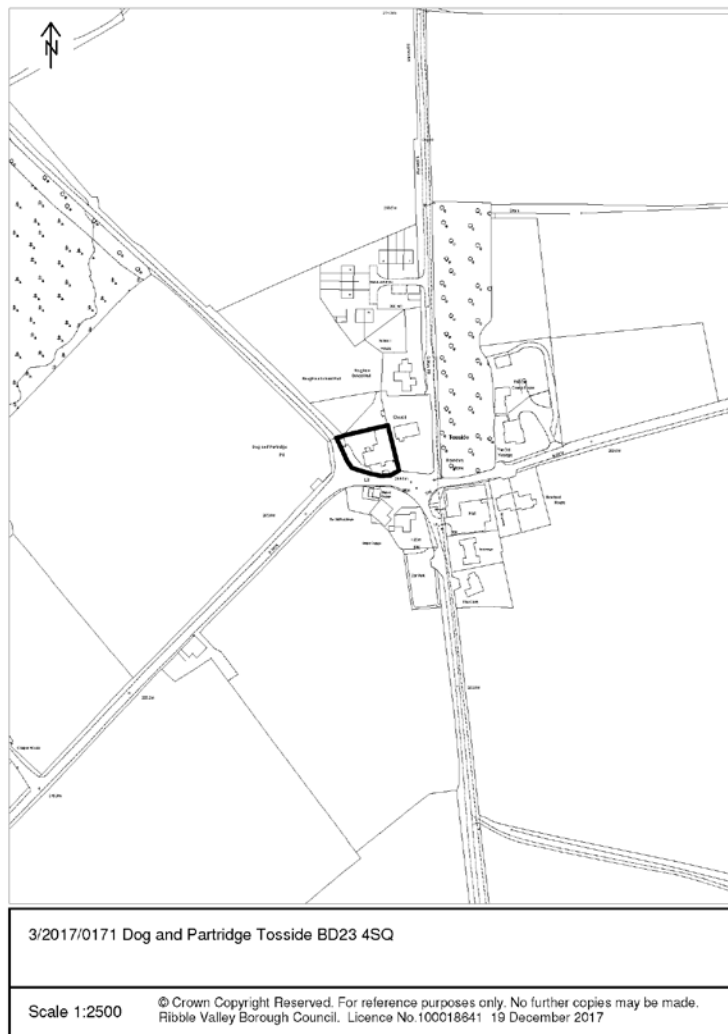
PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

APPLICATION REF: 3/2017/0171

GRID REF: SD 376895 456092

DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF EXISTING TWO STOREY REAR EXTENSION FROM BED AND BREAKFAST GUEST ROOMS AND CAFE TO FORM ONE NEW DWELLING AT THE DOG AND PARTRIDGE, TOSSIDE



CONSULTEE RESPONSES/ REPRESENTATIONS MADE:

PARISH COUNCIL:

Bolton by Bowland Parish Council:

The Dog & Partridge has been less than a viable business for some time and therefore the Parish Council wishes to support this application.

ENVIRONMENT DIRECTORATE (COUNTY SURVEYOR):

The LCC Highway Officer originally commented that the application did not include sufficient details of proposed parking and thus further information is required.

The applicant has provided an amended plan showing two car parking spaces for the proposed dwelling and ten spaces retained for the public house.

The Highway Officer has reviewed the updated plan and raises no objection to the proposal.

ADDITIONAL REPRESENTATIONS:

12 letters of representation have been received objecting to the submitted application. The points raised in the objections are summarised below:

- The application is an attempt to get round the previous refusals for change of use of the pub – if this application is approved a separate application to convert the pub to residential use will be submitted;
- The business has been deliberately run down in order to demonstrate it is no longer commercially viable;
- Whilst the application would retain the pub, the applicant has no intention of operating this business as such;
- The Dog & Partridge has been an essential amenity for the residents and is an important part of Tosside's history;
- The loss of the Dog & Partridge would impact on the visitor economy and impact on the character of the village;
- The property would be viable with the right management and attitude;
- The B & B offers much needed accommodation in the AONB;
- Impact upon viability of business;
- Loss of employment – the site has employed numerous part-time workers in the past;
- Unrealistic value for the buildings/site;
- No need for housing;
- The loss of the B & B would make the business even less viable for a future purchaser;
- Nearby businesses such as community hall, village café and Bowland Park are used to demonstrate that the business is not viable, however these local businesses show that food/drink establishments can successfully operate in this area;
- Both the Pub and the B & B are listed as Assets of Community Value;
- Effect on local businesses;
- Are there no other viable uses for the Public House other than residential?;

1. Site Description and Surrounding Area

- 1.1 The application relates to the Dog and Partridge, a Grade II Listed Public House within the hamlet of Tosside. This traditional country public house is an attractive late 18th Century building constructed in squared watershot sandstone with a stone slate roof.
- 1.2 To the rear, attached to the single storey sections of the public house is a two storey extension (built in 2005) with a glazed link connecting this extension to the first floor of the public house building. This two storey rear extension is currently utilised as a three bedroom bed and breakfast with lounge/dining areas provided at ground floor level. Existing openings at both ground and first floor level connect the bed and breakfast to the public house.
- 1.3 This application relates specifically to the more recently constructed bed and breakfast to the rear of the public house.
- 1.4 Externally an attractive stone boundary wall separates the site from Wigglesworth Road (B6478) and this continues around the western boundary of the site. Currently pedestrian access to the site is via an existing point directly off Wigglesworth Road, however the main vehicle access is via a track to the west of the buildings which leads to a hardsurfaced parking area to the side/rear of the building.
- 1.5 The site occupies a central and prominent location in Tosside, directly adjacent to the Grade II Listed Church, and close to the community centre and historic stone marker at the centre of the road junction.
- 1.6 The site is also located within the Forest of Bowland Area of Outstanding Natural Beauty and a Public Right of Way runs along the track directly to the west, offering views of the Public House and its surroundings. The Dog and Partridge Public House is also listed as an Asset of Community Value (as of November 2016).
- 1.7 The application site has been subject to a number of planning applications in the past (detailed within "Relevant Planning History" section of this report), with the most recent application for change of use of the Public House, Manager's accommodation and Bed & Breakfast into two dwellings (3/2016/0708) being refused and subsequently dismissed at appeal.

2. Proposed Development for which consent is sought

- 2.1 The application seeks to change the use of the existing two storey rear extension from a bed and breakfast (with dining facilities) to form one dwelling.
- 2.2 The proposed development would not require any external alterations to the building although in order to facilitate the conversion works three existing openings would be blocked up in the rear elevation of the existing public house (two at ground floor level and one at first floor level). The blocking up of these existing openings would ensure that the public house and proposed dwelling are separate units with no internal access between. The application also includes the installation of a partition wall to provide separate male and female toilets within the retained public house.
- 2.3 The proposed dwelling would contain three en-suite bedrooms at first floor level with kitchen, lounge, dining, study and utility rooms downstairs. The public house use within

the original section of the building at the front of the site would be retained, with Manager's accommodation above.

- 2.4 Externally the proposed dwelling would be provided with modest residential curtilage consisting of parking for two vehicles, whilst a separate parking area would be retained for the public house (providing 10 spaces). The submitted application states that if the conversion is granted permission the applicant would move into this new unit.
- 2.5 This application differs from the previous submissions for residential use at this site in that the proposal seeks to convert the bed and breakfast only, and retain the public house use within the original building at the front of the site.

3. **Relevant Planning History**

3/2004/0323 - Demolition and rebuilding of restaurant with first floor accommodation over. Alterations to lean-to toilets and construction of bottle store - Approved 16.06.2004

3/2004/0611 - Removal of part external stone skin on front and rebuilding, first floor extension with pitched roof, new lean-to extension to provide bottle store and other minor alterations listed building consent - Approved 12.04.2004

3/2005/282 - Planning permission and 3/2005/0283 Listed building consent - Single storey porch - Approved 06.05.2005

3/2008/0196 - Change of use of part of existing ground floor to mountain bike storage and service area - Approved 28.04.2008

3/2012/0729 - Proposed change of use from Public House, bike hire and dwelling to Hotel, bike hire and dwelling – Refused 18.01.2013. Appeal Dismissed 25.07.2013

3/2016/0708 – Planning Permission and 3/2017/0709 Listed building Consent – Change of use from public house, owner's living accommodation and bed and breakfast facility to two dwellings – Refused 11.11.16. Appeal Dismissed 04.10.17

4. **Relevant Policies**

Ribble Valley Core Strategy:

Key Statement DS1 – Development Strategy

Key Statement DS2 – Sustainable Development

Key Statement EN2 – Landscape

Key Statement EC1 – Business and Employment Development

Key Statement EC3 – Visitor Economy

Key Statement EN5 – Heritage Assets

Policy DMG1 – General Considerations

Policy DMG2 – Strategic Considerations

Policy DMG3 – Transport and Mobility

Policy DME2 – Landscape and Townscape Protection

Policy DME3 – Site and Species Protection and Conservation

Policy DME4 – Protecting Heritage Assets

Policy DMB1 – Supporting Business Growth and Local Economy

Policy DMB3 – Recreation and Tourism Development

Policy DMH3 – Dwellings in the Open Countryside & the AONB
Policy DMB5 – Footpaths and Bridleways

Planning (Listed Buildings and Conservation Areas) Act 1990

National Planning Policy Framework (NPPF)
National Planning Practice Guidance (NPPG)

5. **Assessment of Proposed Development**

5.1 **Principle of Development:**

5.1.1 The proposed development falls within the Draft Settlement Boundary of Tosside, which is designated as a 'Tier 2 Settlement' within the adopted Core Strategy. Policy DMG2 (Strategic Considerations) requires that development within the Tier 2 Settlements must meet at least one of the following considerations:

1. *The development should be essential to the local economy to social wellbeing of the area*
2. *The development is needed for the purposes of forestry or agriculture*
3. *The development is for local needs housing which meets an identified need and is secured as such*
4. *The development is for small scale tourism or recreational development appropriate to a rural area*
5. *The development is for small-scale uses appropriate to a rural area where a local need or benefit can be demonstrated*
6. *The development is compatible with the enterprise zone designation.*

5.1.2 This is reiterated within Key Statement DS1 and at table 4.12 of the Core Strategy, which stipulates that the total number of houses to be located within Tier 2 Settlements over the plan period is 0. Therefore, only housing which meets an identified local need or where a clear benefit can be demonstrated will be acceptable in this location.

5.1.3 It is not considered that the proposed development would meet any of the considerations listed within Policy DMG2, however the application is accompanied by evidence to demonstrate the site has been unsuccessfully marketed for a considerable period of time and that the continued operation as a bed and breakfast is not financially viable in this location. Similar information was submitted with the previous application determined at appeal, and whilst the Inspector dismissed the appeal they did accept this information and agreed that the site had been adequately marketed and that the bed and breakfast use was not viable.

5.1.4 In accordance with Policy DMB1 of the Core Strategy, proposals for the redevelopment of sites with employment generating potential for alternative uses will be assessed with regard to the following criteria:

1. *The provisions of policy DMG1, and*
2. *The compatibility of the proposals with other plan policies of the LDF, and*
3. *The environmental benefits to be gained by the community, and*
4. *The economic and social impact caused by loss of employment opportunities to the borough, and*

5. *Any attempts that have been made to secure an alternative employment generating use for the site (must be supported by evidence such as property agents details including periods of marketing and response) that the property/business has been marketed for business use for a minimum of six months or information that demonstrates to the Council's satisfaction that the current use is not viable for employment purposes.*
- 5.1.5 As mentioned above, the application is accompanied by information demonstrating that the existing use of the property is not viable and the site has been marketed for business use and this evidence was recently accepted by the Inspector. The submitted information has also been assessed by the Council's Regeneration Officer who agrees that the bed and breakfast use of the site is not viable. With regard to employment, the applicant has stated that due to the minimal takings/bookings employment opportunities within the bed and breakfast have been limited and the use does not even support one full time worker at present. As such, on the evidence submitted it is accepted that the loss of the bed and breakfast use would have a minimal impact upon employment provision. Furthermore the Council's Regeneration Officer is of the opinion that the proposal would result in regeneration benefits by replacing a failing and unviable business, with a residential dwelling. It is therefore considered that the proposal complies with the requirements of Policy DMB3.
- 5.1.6 In addition to the above, as the application site is located within the AONB, Policy DMH3 (Dwellings in the Open Countryside and AONB) is also relevant. This Policy allows for *"the appropriate conversion of buildings to dwellings provided they are suitably located and their form and general design are in keeping with their surroundings."* In respect of design, this is discussed later in the report, however in terms of *"suitably located"*, the site falls within the Draft Settlement Boundary for Tosside, would not be isolated from the village and thus is considered to be *"suitably located"* for the purposes of this policy.
- 5.1.7 Objections have been raised in respect of the loss of the public house, however this application relates solely to the bed and breakfast and does not seek to change the use of the public house. The applicant has commented that one of the purposes of the application is to separate the bed and breakfast from the public house in the hope that the public house would be a more lucrative proposition for a potential buyer on its own, rather than with the added expense of the bed and breakfast element. Residential accommodation for the manager would continue to be provided for any future owner/manager of the pub, and furthermore guest accommodation could still be potentially provided at first floor level should any future owner wish to do so.
- 5.1.8 Objectors have also commented that the applicant will use any potential approval to make a further application to convert the public house to residential use in the future. In response to this, the Council cannot refuse an application on the basis of what may potentially happen in the future, and should such an application come forward it would be considered on its own merits at such a time. In any case, the LPA has previously resisted applications to convert the public house to residential use, and successfully defended these at appeal.
- 5.1.9 In view of all of the above, the LPA consider that the principle of converting the bed and breakfast into a single dwelling, in the Tier 2 settlement of Tosside, is acceptable, subject to other considerations detailed below.

5.2 Design/appearance/Impact on listed building and AONB:

- 5.2.1 The Dog and Partridge PH is a Grade II Listed Building and thus the two storey rear extension (bed and breakfast) by way of being physically attached to the public house is also listed. However having been constructed in 2005 it is clear that the two storey extension (to which this application relates) is not worthy of listed status on its own merit and it has no historic or communal value. In view of the above it is not considered that the change of use of the bed and breakfast to a dwelling would have any significant impact upon this section of the listed building.
- 5.2.2 The Council must however consider the impact of the proposed development on the listed public house section of the building. A number of applications have in the past been submitted to convert the public house to a dwelling, and these have been refused by the Council, with the most recent being dismissed at appeal. These applications have been refused (and dismissed) on the grounds that the change of use would “*fail to preserve the special historic interest of the listed public house*”.
- 5.2.3 As previously mentioned in this report, the application does not seek to change the use of the public house, only the bed and breakfast, and thus the current proposal would not impact upon the “*special historic interest of the listed public house*”, which will remain as existing. The LPA accepts that the Public House is currently not in use and whilst the current proposal offers no guarantees that the public house will be reopened, it is considered that a potential buyer for the public house may be more likely to come forward without the associated bed and breakfast which is clearly unviable.
- 5.2.4 The proposal would not result in any alterations to the external appearance of the building, neither to the pub nor the bed and breakfast, although it is envisaged that the newly formed boundaries and residential curtilage would need to be defined by either a hedge or fence. Consequently a condition has been attached to the recommendation requiring details of how these new boundaries would be defined.
- 5.2.5 Internally the application involves the blocking up of three openings, two at ground floor and one at first floor, which currently provide access between the pub and the bed and breakfast. The proposal also includes the installation of a partition wall to provide separate male and female toilets within the public house. The blocking up of these openings, and addition of a partition wall, would not have any negative visual impact on the listed building, or its value as a heritage asset and thus comply with Policy DME4 (Protecting Heritage Assets) of the Ribble Valley Core Strategy.
- 5.2.6 In summary, it is considered that the change of use of the more recently built two storey rear extension, which is currently used as a bed and breakfast, to a single dwelling would not result in any harm to the significance of the designated heritage asset in accordance with both local and national policy.
- 5.2.7 With regard to the AONB, despite being within the settlement boundary, the building is situated at the edge of Tosside in a highly prominent position marking the transition between rural and settlement environments. The subdivision of the site into two separate uses would potentially lead to more clutter at the rear of the

site (proposed residential part of the site/building) however being at the rear such a visual impact is not as significant as it would be if the public house was to be converted at the front of the site. It is therefore considered that the conversion of the rear section of the building/site to residential use would not unduly impact upon the visual character of the AONB to an extent that would justify refusing this application on these grounds. Furthermore the proposed residential curtilage is very modest in size and conditions have been attached removing permitted development rights for external structures such as sheds etc... and as previously mentioned a condition has been attached requiring details of boundary treatments to be submitted for the written approval of the LPA.

- 5.2.8 In summary, the proposed change of use would not have a negative impact upon the character of the Listed Building, including its historic use as a public house and the proposal would not have any significant visual impact on the character and quality of the site and its surrounding area given that no external alterations are proposed to the building(s).

5.3 Impact upon Residential Amenity:

- 5.3.1 Directly to the east of the development site is Grade II Listed Church and to the west is the access track with open fields beyond. The nearest neighbouring residential properties are the dwellings to the north east at Houghton School Hall and School House, some 25m from the rear elevation of the building to be converted. Such a distance is sufficient to ensure there is no overlooking and loss of amenity and the proposed change of use would therefore share an acceptable relationship with the nearest residential dwellings.
- 5.3.2 As part of this application the Council must also consider the relationship between the existing public house and the proposed dwelling. In terms of residential amenity for future occupiers of the dwelling, the layout has been designed to ensure that there are no habitable rooms along the shared walls to safeguard potential residents from any disturbance from the activities within the Pub. The Council's Environmental Health Officer did originally request a noise assessment be undertaken in order to evaluate the relationship between the pub and the proposed dwelling, however the pub is not currently operational (and has not been for a considerable period of time) and hence a noise assessment would not provide any relevant data for analysis. Additionally, it is not uncommon for residential uses to adjoin public houses and in this case potential occupiers of the proposed dwelling will be fully aware that the property adjoins a public house when moving into the dwelling.
- 5.3.3 In terms of the future use of the public house, whilst the property is currently closed, for similar reasons to those mentioned directly above it is considered that the residential use as a dwelling would not prevent the pub from functioning should it be brought back into use. Furthermore, as detailed elsewhere in the report it is hoped that by separating the pub from the bed and breakfast, a potential buyer will see this as a more realistic business opportunity as the applicant has provided evidence with this application (and the previous application) that the business is not viable as both a public house and a bed and breakfast. Therefore, whilst this application in no way guarantees that the pub will be re-opened, it has been closed and marketed without success for a significant period of time and therefore a change of approach may improve the chances of the public house being re-opened in the future.

5.3.4 In view of the above, it is considered that the proposed development would share an acceptable relationship with surrounding land uses, and vice versa, in accordance with Policy DMG1.

5.4 Highways

5.4.1 The Highway Officer originally requested that more information be provided in terms of the proposed parking area for the dwelling and the existing parking to be retained for the public house.

5.4.2 The applicant has provided a more detailed plan showing the proposed parking areas and the Highway Officer has commented that whilst the existing parking provision is less than what would normally be considered acceptable for a public house of this size, because the proposal would result in the loss of the bed and breakfast demand for space within the existing car park would be reduced as a result of the proposal. The Highway Officer is therefore satisfied that the revised plan showing ten parking spaces for the retained pub, and two designated spaces for the proposed residential use is now acceptable.

5.4.3 A condition has been attached which requires these spaces to be made available for use prior to the dwelling being first occupied.

5.5 Other issues and recent Inspectorate Decision:

5.5.1 Objectors have commented that the bed and breakfast is important to the visitor economy, the bed and breakfast offers much needed accommodation in the AONB and the applicant's asking price for the site/buildings is unrealistic. The applicant has provided evidence to the LPA, as part of this application and the recent application dismissed at appeal, to show that the business is not viable and that appropriate marketing has taken place to sell the site/buildings.

5.5.2 These issues and this evidence was discussed in great detail at the recent Planning Appeal Hearing and in their decision the Inspector accepted that the asking price for the site/building was acceptable and that other nearby businesses and uses (such as the Gisburn Forest Café, Tosside Community Centre and the Old Vicarage) have had a significant impact on the viability of the application site. Thus the Inspector accepted that the pub and bed and breakfast use of the site was not currently viable. In summing up these issues the Inspector concluded the following "*...I am satisfied that no viable use for the for the building has been found through appropriate marketing...*".

5.5.3 In respect of the rural economy the Inspector noted that there has been a marked decline in the economic potential of Tosside with permissions previously being granted for the re-development of the Smithy Garage and the conversion of the former Post Office. The Inspector also commented that the loss of a three bedroom bed and breakfast "*...would not have any significant effect on the wider tourist economy nor would there be any job losses given the absence of salaried staff involved in the business...I conclude that the change of use would not have a negative impact on the existing or future rural economy and vitality of the local area*".

5.5.4 In summary of the recent Inspector's decision, it was accepted that the existing uses on the site (bed and breakfast, and public house) were not financially viable and their loss would have no significant impact upon the rural economy. However the main reason why the Inspector dismissed the appeal was on the grounds that the change of use of the public house section of the building to a dwelling would be harmful to the historic and communal value of the building and consequently the proposal failed to preserve the special interest of the listed building. As previously mentioned this current application does not seek to change the use of the historic section of the building (public house) and therefore would not be harmful to the historic and communal value of the building as per the previous Inspector's decision.

5.5.5 The objectors have also referred to the building being designated as an Asset of Community Value, and as required the applicant has marketed the building in accordance with the Localism Act 2011. The LPA understands that the communities "right to bid" under this legislation has come to an end on 24th November 2017, nevertheless the designation of this property as an Asset of Community Value does not alter the determination or consideration of this planning application.

6. **Observations/Consideration of Matters Raised/Conclusion**

6.1 In summary, the applicant has demonstrated to the LPA's satisfaction that the bed and breakfast is not a viable use in this location and that the site has been marketed for an acceptable period of time without success. As such, in this particular case it is considered that the principle of converting the bed and breakfast to a residential dwelling within the settlement boundary of Tosside is acceptable and would bring some regeneration benefits.

6.2 The proposed change of use would share an acceptable relationship with surrounding land uses and would not have a negative impact upon the character of the Listed Building, including its historic use as a public house. The proposal would not have any significant visual impact on the character and quality of the site and its surrounding area, and as such the application is recommended for approval.

RECOMMENDATION: That the application be APPROVED subject to the imposition of the following conditions:

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: To comply with the requirements of section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Gri/754/2228/01 Rev A (amended plan received 07/12/17).

REASON: For the avoidance of doubt and to ensure that the development is carried out in accordance with the submitted plans.

3. Notwithstanding the requirements of condition 2 of this approval, prior to the dwelling hereby approved being brought into use, full details of the siting, height, design, materials, finish and mechanism for fixing to any parts of the listed building, of all boundary treatments shall be submitted to and approved in writing by the Local Planning Authority. The duly approved boundary treatments shall be constructed in full accordance with the approved details before either of the dwellings hereby approved are first occupied and shall be retained as such thereafter unless otherwise agreed in writing with the Local Planning Authority.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

4. Notwithstanding the details shown on the approved plans and the requirements of condition 2 of this permission, prior to the dwelling hereby approved being brought into use a landscaping scheme for the site (including elements of both 'hard' and 'soft' landscaping) shall be submitted to and approved in writing by the Local Planning Authority. Such a scheme shall include details of the proposed surface treatment of all hard surfaced areas and the type, species, siting, planting distances and programme of planting of any trees and shrubs. The duly approved landscaping scheme shall be carried out within 12 months of the converted dwelling first being occupied and the areas which are landscaped shall be retained as landscaped areas thereafter. Any trees or shrubs removed, dying, being severely damaged or becoming seriously diseased within three years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

5. Notwithstanding the submitted information, details of the provisions to be made for building dependent species of conservation concern, artificial bat/bird roosting boxes, shall be submitted to, and approved in writing by the Local Planning Authority.

For the avoidance of doubt the details shall identify the nature and type of the boxes/artificial roosting sites and the locations(s) or wall and roof elevations into which the above provisions shall be incorporated.

The artificial bat/bird boxes shall be made available for use before the dwelling hereby approved is first occupied and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and to reduce the impact of development in accordance with Key Statement EN4 and Policies DME2 and DME3 of the Ribble Valley Core Strategy.

6. Notwithstanding the provisions of Classes A to H of Part 1 of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any Order revoking and re-enacting that Order, the dwelling hereby permitted shall not be altered or extended, no new windows shall be inserted, and no buildings or structures shall be

erected within the curtilages unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the listed building and surrounding area in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

7. Notwithstanding the provisions of Classes A-I of Schedule 2 Part 14 of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any Order revoking and re-enacting that Order, no renewable energy sources shall be attached to the building or placed within the curtilage of any dwelling unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the listed building and surrounding area in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

8. The car parking and manoeuvring areas for the dwelling (and retained public house) shall be provided as shown on Drawing Number Gri/754/2228/01 Rev A (amended plan received 07/12/17) prior to the first occupation of the dwellinghouse hereby permitted, and shall be permanently maintained thereafter clear of any obstruction to their designated purpose.

REASON: In the interests of highway safety and to comply with Policy DMG1 of the Ribble Valley Core Strategy.

9. Prior to installation on site, full details of the design, material and finishes of any replacement windows or doors shall have been submitted to and approved in writing with the Local Planning Authority. The windows and doors shall be installed in accordance with the agreed details and retained as such thereafter.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

10. The residential curtilage for the dwelling hereby approved shall be restricted to that shown on approved Drawing Gri/754/2228/01 Rev A (amended plan received 07/12/17).

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the development and locality in accordance with the requirements of Key Statement EN2 and Policy DMG1 of the Ribble Valley Core Strategy.

BACKGROUND PAPERS

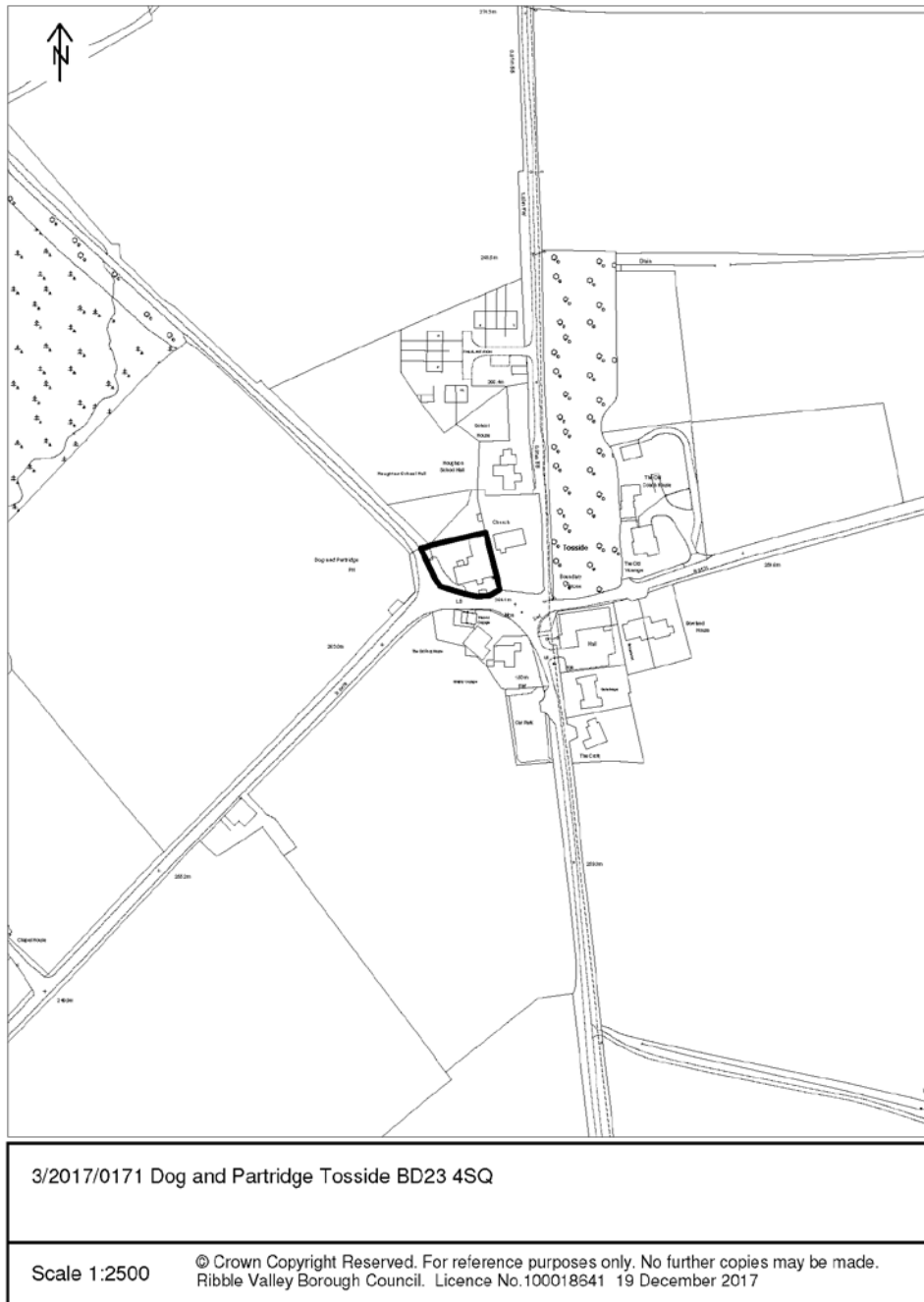
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APPLICATION REF: 3/2017/0173

GRID REF: SD 376895 456092

DEVELOPMENT DESCRIPTION:

LISTED BUILDING CONSENT FOR CHANGE OF USE OF EXISTING TWO STOREY REAR EXTENSION FROM BED AND BREAKFAST GUEST ROOMS AND CAFE TO FORM ONE NEW DWELLING AT THE DOG AND PARTRIDGE, TOSSIDE.



CONSULTEE RESPONSES/ REPRESENTATIONS MADE:

PARISH COUNCIL:

Bolton by Bowland Parish Council:

The Dog & Partridge has been less than a viable business for some time and therefore the Parish Council wishes to support this application.

ENVIRONMENT DIRECTORATE (COUNTY SURVEYOR):

The LCC Highway Officer originally commented that the application did not include sufficient details of proposed parking and thus further information is required.

The applicant has provided an amended plan showing two car parking spaces for the proposed dwelling and ten spaces retained for the public house.

The Highway Officer has reviewed the updated plan and raises no objection to the proposal.

ADDITIONAL REPRESENTATIONS:

Three letters of representation have been received objecting to the listed building consent application. The points raised in the objections are summarised below:

- The application is an attempt to get round the previous refusals for change of use of the pub – if this application is approved a separate application to convert the pub to residential use will be submitted;
- Whilst the application would retain the pub, the applicant has no intention of operating this business as such;
- Impact upon viability of business;
- No need for housing;
- The loss of the Dog & Partridge would impact on the visitor economy and impact on the character of the village;
- Loss of employment – the site has employed numerous part-time workers in the past;
- Unrealistic value for the buildings/site;
- Both the Pub and the B & B are listed as Assets of Community Value;
- Effect on local businesses;

1. Site Description and Surrounding Area

- 1.1 The application relates to the Dog and Partridge, a Grade II Listed Public House within the hamlet of Tosside. This traditional country public house is an attractive late 18th Century building constructed in squared watershot sandstone with a stone slate roof.
- 1.2 To the rear, attached to the single storey sections of the public house is a two storey extension (built in 2005) with a glazed link connecting this extension to the first floor of the public house building. This two storey rear extension is currently utilised as a three bedroom bed and breakfast with lounge/dining areas provided at ground floor level. Existing openings at both ground and first floor level connect the bed and breakfast to the public house.
- 1.3 This application relates specifically to the more recently constructed bed and breakfast to the rear of the public house.

- 1.4 Externally an attractive stone boundary wall separates the site from Wigglesworth Road (B6478) and this continues around the western boundary of the site. Currently pedestrian access to the site is via an existing point directly off Wigglesworth Road, however the main vehicle access is via a track to the west of the buildings which leads to a hardsurfaced parking area to the side/rear of the building.
- 1.5 The site occupies a central and prominent location in Tosside, directly adjacent to the Grade II Listed Church, and close to the community centre and historic stone marker at the centre of the road junction.
- 1.6 The site is also located within the Forest of Bowland Area of Outstanding Natural Beauty and a Public Right of Way runs along the track directly to the west, offering views of the Public House and its surroundings. The Dog and Partridge Public House is also listed as an Asset of Community Value (as of November 2016).
- 1.7 The application site has been subject to a number of planning applications in the past (detailed within "Relevant Planning History" section of this report), with the most recent application for change of use of the Public House, Manager's accommodation and Bed & Breakfast into two dwellings (3/2016/0708) being refused and subsequently dismissed at appeal.

2. **Proposed Development for which consent is sought**

- 2.1 The application seeks listed building consent to change the use of the existing two storey rear extension from a bed and breakfast (with dining facilities) to form one dwelling.
- 2.2 The proposed development would not require any external alterations to the building although in order to facilitate the conversion works three existing openings would be blocked up in the rear elevation of the existing public house (two at ground floor level and one at first floor level). The blocking up of these existing openings would ensure that the public house and proposed dwelling are separate units with no internal access between. The application also includes the installation of a partition wall to provide separate male and female toilets within the retained public house.
- 2.3 The proposed dwelling would contain three en-suite bedrooms at first floor level with kitchen, lounge, dining, study and utility rooms downstairs. The public house use within the original section of the building at the front of the site would be retained, with Manager's accommodation above.
- 2.4 This application differs from the previous submissions for residential use at this site in that the proposal seeks to convert the bed and breakfast only, and retain the public house use within the original building at the front of the site.

3. **Relevant Planning History**

3/2004/0323 - Demolition and rebuilding of restaurant with first floor accommodation over. Alterations to lean-to toilets and construction of bottle store - Approved 16.06.2004

3/2004/0611 - Removal of part external stone skin on front and rebuilding, first floor extension with pitched roof, new lean-to extension to provide bottle store and other minor alterations listed building consent - Approved 12.04.2004

3/2005/282 - Planning permission and 3/2005/0283 Listed building consent - *Single storey porch* - Approved 06.05.2005

3/2008/0196 - Change of use of part of existing ground floor to mountain bike storage and service area - Approved 28.04.2008

3/2012/0729 - *Proposed change of use from Public House, bike hire and dwelling to Hotel, bike hire and dwelling* – Refused 18.01.2013. Appeal Dismissed 25.07.2013

3/2016/0708 – Planning Permission and 3/2017/0709 Listed building Consent – *Change of use from public house, owner's living accommodation and bed and breakfast facility to two dwellings* – Refused 11.11.6. Appeal Dismissed 04.10.17

4. **Relevant Policies**

Ribble Valley Core Strategy:

Key Statement DS1 – Development Strategy

Key Statement EN5 – Heritage Assets

Policy DMG1 – General Considerations

Policy DME4 – Protecting Heritage Assets

Planning (Listed Buildings and Conservation Areas) Act 1990

National Planning Policy Framework (NPPF)

National Planning Practice Guidance (NPPG)

5. **Assessment of Proposed Development**

5.1 **Listed Building Consent:**

5.1.1 The principle of the development, its relationship with surrounding land uses and the surrounding area in general, along with other issues such as highway safety, are all considered as part of the full planning application for change of use (3/2017/0171). This application seeks to obtain Listed Building Consent and thus the only issues to consider in the determination of this application are the impacts of the proposal on the Listed Building itself.

5.1.2 Section 66(1) of the Planning (Listed Building and Conservation Areas) Act 1990 states that in considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses. Furthermore, the Court of Appeal has held that decision-makers should give considerable importance and weight to the desirability of preserving the setting of listed buildings when carrying out the balancing exercise.

5.1.3 Similarly, Policy DME4 of the Ribble Valley Core Strategy does not support development that would cause harm to the significance of a heritage asset, in this case the Listed Building of the Dog and Partridge.

- 5.1.4 Paragraph 129 of the NPPF states that “*Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this assessment into account when considering the impact of a proposal on a heritage asset, to avoid or minimise conflict between the heritage asset’s conservation and any aspect of the proposal.*”
- 5.1.5 Paragraph 133 of the NPPF states that “*when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset’s conservation. The more important the asset, the greater the weight should be.*”
- 5.1.6 The application is accompanied by a heritage statement which comments that the Evidential Value of the building is within the physical evidence of the building as a traditional public house, which illustrates local styles and methods of construction. However this application relates solely to the more recently built rear extension, which contributes nothing to the evidential value of the listed building.
- 5.1.7 The Historic and Communal Value of the listed building is within its historic and long established use as a public house and this was a very important factor in the Inspector’s recent decision to refuse planning permission, and listed building consent, to convert both the pub and bed and breakfast into two dwellings. This application however does not seek to change the use of the pub, only the bed and breakfast element of the business. The bed and breakfast is a much more recent part of the site/building and hence does not form part of the historic or communal value of the listed building and its loss would therefore not be harmful to the buildings historic or communal value as a pub. Objectors have commented that if this application is approved the applicant will then seek to change the use of the pub to a dwelling, however the LPA cannot determine the current application on the grounds that a separate application for the pub may come forward in the future. In any case, the applicant has previously applied to convert the pub to residential use and these application have been refused by the LPA with some dismissed at appeal by the Inspectorate.
- 5.1.8 The aesthetic value is evident in the attractive, traditional and simple design of the original pub section of the building fronting the roadside. This application relates to the modern rear extension and thus would not impact upon traditional section of the listed building.
- 5.1.9 In view of the above it is clear that the significance value of the listed building is within the public house section of the building and the rear extension subject to this application, having been constructed in 2005, is not worthy of listed status on its own merit and it has no significance value from a heritage perspective. As such the change of use of the bed and breakfast to a dwelling would not have any significant impact upon this section of the listed building.
- 5.1.10 It is accepted that a number of applications have in the past been submitted to convert the public house to a dwelling, and these have been refused by the Council, with the most recent being dismissed at appeal. These applications were refused (and dismissed) on the grounds that the change of use would “*fail to preserve the special historic interest of the listed public house*”. As previously

mentioned, the application does not seek to change the use of the public house, only the bed and breakfast, and thus the current proposal would not impact upon the “*special historic interest of the listed public house*”, which will remain as existing.

5.1.11 The proposal would not result in any alterations to the external appearance of the building, neither to the pub nor the bed and breakfast, although it is envisaged that the newly formed boundaries and residential curtilage would need to be defined by either a hedge or fence. Consequently a condition has been attached to the recommendation requiring details of how these new boundaries would be defined.

5.1.12 Internally the application involves the blocking up of three openings, two at ground floor and one at first floor, which currently provide access between the pub and the bed and breakfast. The proposal also includes the installation of a partition wall to provide separate male and female toilets within the public house. The blocking up of these openings, and addition of a partition wall, would not have any negative visual impact on the listed building, or its value as a heritage asset and thus comply with Policy DME4 (Protecting Heritage Assets) of the Ribble Valley Core Strategy.

6. **Conclusion**

6.1 In summary, it is considered that the change of use of the more recently built two storey rear extension, which is currently used as a bed and breakfast, to a single dwelling would not result in any harm to the significance of the designated heritage asset in accordance with both local and national policies.

RECOMMENDATION: That the application be APPROVED subject to the imposition of the following conditions:

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: To comply with the requirements of section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Gri/754/2228/01 Rev A (amended plan received 07/12/17).

REASON: For the avoidance of doubt and to ensure that the development is carried out in accordance with the submitted plans.

3. Notwithstanding the requirements of condition 2 of this approval, prior to the dwelling hereby approved being brought into use, full details of the siting, height, design, materials, finish and mechanism for fixing to any parts of the listed building, of all boundary treatments shall be submitted to and approved in writing by the Local Planning Authority. The duly approved boundary treatments shall be constructed in full accordance with the approved details before either of the dwellings hereby approved are

first occupied and shall be retained as such thereafter unless otherwise agreed in writing with the Local Planning Authority.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

4. Notwithstanding the details shown on the approved plans and the requirements of condition 2 of this permission, prior to the dwelling hereby approved being brought into use a landscaping scheme for the site (including elements of both 'hard' and 'soft' landscaping) shall be submitted to and approved in writing by the Local Planning Authority. Such a scheme shall include details of the proposed surface treatment of all hard surfaced areas and the type, species, siting, planting distances and programme of planting of any trees and shrubs. The duly approved landscaping scheme shall be carried out within 12 months of the converted dwelling first being occupied and the areas which are landscaped shall be retained as landscaped areas thereafter. Any trees or shrubs removed, dying, being severely damaged or becoming seriously diseased within three years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

5. Notwithstanding the provisions of Classes A to H of Part 1 of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any Order revoking and re-enacting that Order, the dwelling hereby permitted shall not be altered or extended, no new windows shall be inserted, and no buildings or structures shall be erected within the curtilages unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the listed building and surrounding area in accordance with Key Statement EN2 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

6. Notwithstanding the provisions of Classes A-I of Schedule 2 Part 14 of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any Order revoking and re-enacting that Order, no renewable energy sources shall be attached to the building or placed within the curtilage of any dwelling unless planning permission has first been granted by the Local Planning Authority.

REASON: To enable the Local Planning Authority to exercise control over development which could materially harm the character and visual amenities of the listed building and surrounding area in accordance with Key Statement EN2 and Policies DME4 and DMG1 of the Ribble Valley Core Strategy.

7. Prior to installation on site, full details of the design, material and finishes of any replacement windows or doors shall have been submitted to and approved in writing with the Local Planning Authority. The windows and doors shall be installed in accordance with the agreed details and retained as such thereafter.

REASON: In order to safeguard the appearance of the surrounding area and the significance of Listed Building in accordance with Key Statement EN2 and Policies DME4, DMG1 and DMH3 of the Ribble Valley Core Strategy.

BACKGROUND PAPERS

https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2017%2F0173

C APPLICATIONS WHICH THE DIRECTOR OF COMMUNITY SERVICES RECOMMENDS FOR REFUSAL

APPLICATION REF: 3/2016/0927

GRID REF: SD 371930 435481

DEVELOPMENT DESCRIPTION:

OUTLINE APPLICATION FOR THE DEVELOPMENT OF A CLASS C2 CONTINUING CARE RETIREMENT COMMUNITY AT LAND OFF ELKER LANE, BILLINGTON



CONSULTEE RESPONSES/ REPRESENTATIONS MADE:

PARISH COUNCIL:

The Parish Council wish to object to application on the following grounds:

The Parish Council objects as they are worried about the additional volume of traffic that would be using Elker Lane. This road is already heavily congested during school hours and the number of vehicles that park on the road result in the road becoming single track. This development would result in a much higher volume of traffic which would only add to the problems already being caused for local residents. In addition the development would lead to a loss of green field sites.

The application is a much bigger development than the Parish Council were lead to believe would be developed at a meeting between the Parish Council and Avalon Town Planning Limited The Parish Council feels there should be provision within the plan for the development of infrastructure such as a bus turning area, and the provision on a bus route through the site.

LOCAL LEAD FLOOD AUTHORITY (LLFA)

Following the receipt of revised information the LLFA wish to withdraw their objection to the proposal subject to the imposition of conditions relating to surface water drainage.

UNITED UTILITIES:

United Utilities have no objection to the proposal subject to the imposition of conditions relating to foul and surface water drainage.

LCC HIGHWAYS:

The proposal is for a continuing care facility and since the initial submission I have had a meeting with the applicant to discuss the site in detail and the revised plan (EL-04 dwg3 rev B) encompasses and deals with all the issues raised at the meeting. Bearing this in mind I would raise no objection to the proposal on highway grounds.

Also, since this type of development and the services that it offers is relatively rare in the County, the meeting also provided details on how the residents would achieve eligibility to be part of the scheme and I am satisfied that the business model that will be employed will ensure that the prerequisite for residents will be that they will be receiving some form of care delivered by staff and that any sales or lettings will not be without this prerequisite or placed on the open market.

This will ensure that the development will exhibit a care home travel pattern and will not lead to an excess of additional traffic entering the road network at peak travel periods. I would however suggest that during the course of construction the developer should take account of the nature of Elker Lane and the proximity of the school and where possible avoid scheduling site deliveries at the start and finish of the school day

ADDITIONAL REPRESENTATIONS:

No letters of representation have been received in respect of the application

1. **Site Description and Surrounding Area**

- 1.1 The application relates to a greenfield area of land 2.54 Hectares in size that is currently used for agricultural purposes. The site is located to the west of and outwith the defined settlement boundary of Billington, being located in the designated open countryside.
- 1.2 The southern extents of the application site is approximately 165m outside and to the northwest of the settlement boundary for Billington when measured at its closest point.
- 1.3 The site is bounded to the north by an area of open land which directly bounds the A59, with the site being bounded to the east by St. Vincent over 55's accommodation, with the adjacent site to the south east being greenfield in nature but benefitting from an extant consent for the erection of a 120 place childrens day nursery with associated car-parking and landscaping.
- 1.4 To the south of the site is Higher Elker Lodge with the land to the east of the site being agricultural greenfield land of a typically open character.

2. **Proposed Development for which consent is sought**

- 2.1 Outline consent (Matters of access only) is sought for the construction of a Continuing Care Retirement Community. Whilst the application is made in outline only, the supporting information provides an insight into the quantum of development proposed as follows:
- 2.2 A core building (Village Centre) containing 50 care bedrooms and communal facilities comprising of:
 - foyer
 - meeting rooms
 - café
 - social gathering areas including library
 - fitness suite
 - pool/sauna area
 - small shop and hairdresser
 - associated administrative and service areas
- 2.3 The core building will be two-storey in height and be approximately 4000 Sqm in floor area and adopt an 'H' shaped footprint. The building will be complimented by an associated dementia garden, garden court, croquet lawn and rooftop garden. It is further proposed that the building will benefit from dedicated parking provision (approximately 38 spaces) and be located towards the northern extents of the site.
- 2.4 The proposal also seeks consent for the erection of 60 assisted living 2 bedroom apartment units. These will be of generally 2 storeys in height, with each of the apartments/units being approximately 74-90 Sqm in floor area. The submitted indicative masterplan proposes that the assisted living units will be located to the south and west of the 'Village Centre' and will consist of the following:
 - 5 x two storey 6 unit blocks
 - 5 x two storey 4 unit blocks
 - 5 x two storey 2 unit blocks

- 2.5 The submitted masterplan proposes that the blocks will benefit from dedicated car parking courts and be complimented by communal garden areas and amenity landscaping.
- 2.6 The primary vehicular and pedestrian access to the site will be formed through a direct interface with the existing access road serving the adjacent St. Vincent's housing development and consented day nursery (not yet constructed).
- 2.7 The applicant has submitted supporting information within which they consider that the accommodation on site will be of C2 (Residential Institutions) use and should not be considered as C3 (Dwellings). Members will note that this matter is discussed in detail later within this report.
- 2.8 The application has been accompanied by a privately commissioned Care Needs assessment which seeks to assess the current and future demand for care services for the elderly, both within the specified catchment area and the wider administrative area. The report takes account of the existing provision of both residential-care establishments and extra-care housing, and then goes on to further estimate the mix of accommodation which will be required to meet the future care needs of residents within the Borough.
- 2.9 The report concludes that by applying national estimates of care need the estimated number of older people likely to require some form of residential or extra-care facility will total 147 by 2026 and 174 by 2036. Within the catchment area of the report, there is currently residential/nursing home capacity for 26 residents. Based on this provision, there would appear to be a current shortfall in provision of 176 units of accommodation. If the care home capacity is viewed in terms of en-suite bedrooms for single occupancy, the capacity is reduced by 20 spaces, thereby increasing this shortfall to 196. On this same basis, the shortfall in total provision will rise to 233 places by 2026 and 278 by 2036.

3. **Relevant Planning History**

The site to which the application relates has no notable planning history that is relevant to the determination of the application.

However the adjacent land to the east and north east benefits from a number of planning consents as follows:

3/2016/0106:

Discharge of Condition(s) 10 (car parking layout), condition 11 (cycling facilities for over 55's), condition 12 (motorbike facilities), 13 (travel plan), and 14 (acoustic barriers) of planning permission 3/2014/0801. (Approved)

3/2015/0429:

Non material amendment to planning permission 3/2014/0801: Alteration to communal walkway facing courtyard. (Approved)

3/2015/0374:

Discharge of condition 20 (materials) on planning permission 3/2014/0801. (Approved)

3/2015/0286:

Discharge of condition 6 (tree protection) of planning permission 3/2014/0801. (Approved)

3/2014/0801:

Construction of 19 2-bed apartments for the over 55s and a 120 place childrens day nursery, associated car parking and landscaping. (Approved)

3/2014/0541:

Construction of 19 2-bed apartments for the over 55s and a 104 place childrens day nursery, associated car parking and landscaping. (Withdrawn)

4. **Relevant Policies**

Ribble Valley Core Strategy

Key Statement DS1 – Development Strategy
Key Statement DS2 – Presumption in Favour of Sustainable Development
Key Statement EN2 - Landscape
Key Statement EN3 – Sustainable Development and Climate Change
Key Statement EN4 – Biodiversity and Geodiversity
Key Statement DMI2 – Transport Considerations

Policy DMB4 – Open Space Provision
Policy DME1 – Protecting Trees and Woodland
Policy DME2 – landscape and Townscape Protection
Policy DME3 – Site and Species Protection and Conservation
Policy DME6 – Water Management
Policy DMG1 – General Considerations
Policy DMG2 – Strategic Considerations
Policy DMG3 – Transport and Mobility

National Planning Policy Framework (NPPF)
National Planning Practice Guidance (NPPG)
Technical Guidance to National Planning Policy Framework

5. **Assessment of Proposed Development**

5.1 **Use Class Definition**

5.1.1 The proposal seeks consent for the creation of a Continuing Care Retirement Community consisting of a mixed form of accommodation with varying levels or degrees of 'care'. It is also proposed that qualifying persons who will be eligible to reside within the 'community' will be required to be aged either 65 years or more.

5.1.2 In this respect it is clear that the Care Home or 'Village Centre' provides accommodation that would fall under a C2 use class which is defined as '*Hospitals, nursing homes, residential education and training centres. Use for the provision of residential accommodation and care to people in need of care.*'

5.1.3 However the remainder of the proposal (assisted living units) will be brought forward in a form of self-contained accommodation which would afford residents/occupiers a high level or degree of independent living, in a form that is akin to that of a normal dwelling (use Class C3). The applicant has provided supporting information in which they consider that the aforementioned units still

fall within use class C2 by virtue of residents having to purchase a 'minimum care package'. This supporting information is supplemented with a Unilateral Undertaking which defines the minimum standard of care to be provided to the qualifying persons which shall include:

- The availability of a 24 hour response;
- Security;
- Initial assessment and periodic review of the occupiers need for personal care;
- The provision of at least 4 hours personal care per week.

5.1.4 The Unilateral Undertaking goes on to further define 'Personal Care' as the four main types of personal care which are stated in the Department of Health publication 'Supporting Housing and Care Homes Guidance on Regulation' which are :-

- assistance with bodily functions such as feeding, bathing, and toileting;
- care which falls just short of assistance with bodily functions, but still involving physical and intimate touching, including activities such as helping a person get out of a bath and helping them to get dressed;
- non-physical care, such as advice, encouragement and supervision relating to the foregoing, such as prompting a person to take a bath and supervising them during this;
- emotional and psychological support, including the promotion of social functioning, behaviour management, and assistance with cognitive functions

5.1.5 The undertaking also states that the personal care will be delivered through a comprehensive and flexible network of services that responds to the need of the individual encompassing a flexible network of services that responds to the needs of individuals encompassing:

- domiciliary care;
- reception and administration;
- village transport services;
- laundry services;
- social activities and programmes.

5.1.6 In relation to the assisted living units (ALU) it is imperative to consider whether such units would truly fall under use Class C2 or be classed as those which would fall under class C3(b) to which there are most certainly direct parallels. The Use Classes Order 1987 (as amended) defines Class C3(b) as follows:

C3(b)-Up to six people living together as a single household and receiving care e.g. supported housing schemes such as those for people with learning disabilities or mental health problems.

5.1.7 The definition clearly therefore allows for accommodation whose residents are 'receiving care' and living 'as a single household' to be classed as C3(b). Members will note that should it be considered that the ALU element of the proposal does indeed fall under class C3(b) then there would be a requirement for the proposal to meet the requirements of Key Statement H3 (Affordable Housing) by providing 30% affordable housing provision on site. In such

circumstances a number of other development plan policies related to residential development may also become engaged.

- 5.1.8 Furthermore, should it be considered that the ALU be C3(b) Policy DMH3 would be invoked which precludes the creation of open market housing within the defined open countryside unless it can be demonstrated such housing is solely for that which meets an Identified Local Need, given no such provision is proposed this would result in further conflict with the requirements of the adopted development plan.
- 5.1.9 Case Law and precedent varies in respect of the above matter with a number of Inspectors decisions and High Court rulings finding that ALU accommodation can, in some cases fall within use class C2. Similarly there are appeal decisions which have found that due to the extent of independent living afforded to the residents whilst taking account of the presence of a required 'care package' (receiving care), that such accommodation would fall within the definition of C3(b). As such it is clear that extra care housing or the assisted living model is not a singular simple concept with a clear statutory definition, with each case largely being defined by its own unique characteristics including care package requirements, the nature and form of accommodation provided and proposed occupancy restrictions.
- 5.1.10 In respect of this matter the Local Planning Authority is currently seeking Counsels opinion as to whether the 'assisted living' element of the proposal would fall within use class C2 or C3(b). The outcome of such advice shall be reported to members who are therefore respectfully requested to note that should the advice find that the Assisted Living Units are indeed classed as C3(b), there may be the need to add to or revise the refusal reasons provided by officers within this report.
- 5.1.11 Notwithstanding the classification of the Assisted Living Units, should it be considered that the 'retirement care community' as a whole falls under use class C2, there would still remain direct and fundamental conflicts with the Development Plan for the Borough in respect of the locational aspects and likely visual impact of the development.

5.2 Principle of Development:

- 5.2.1 The application site benefits from a significant degree of separation from the defined Settlement Boundary for Billington. A fundamental component of Key Statement DS1 is to guide the majority of new development towards the principal settlements within the Borough and in addition to these locations development will be focused towards the Tier 1 settlements, one of which being Billington.
- 5.2.2 In respect of these locational matters the Local Authorities Strategic Planning Team have offered observations in relation to the principle of the development when considered against the overarching Development Strategy for the Borough. Key Statement DMG2 states that "development should be in accordance with the Core Strategy Development Strategy and should support the spatial vision". It goes on to state that outside the defined settlement areas, development must meet at least one of the specified criteria, one of which is:

“development is for local needs housing which meets an identified need and is secured as such”.

A scheme for C2 use would not meet this criterion or the provisions of DMH3 which refers to “dwellings in the open countryside” i.e. C3 uses.

- 5.2.3 The Core Strategy defines local needs housing as: “... the housing developed to meet the needs of existing and concealed households living within the parish and surrounding parishes which is evidenced by the Housing Needs Survey for the parish, the Housing Waiting List and the Strategic Housing Market Assessment.” Members will note that there is no specific reference in the Core Strategy to extra care housing or nursing home care provision. However the provision of accommodation for the elderly is a priority for the council. Thus a fundamental consideration is whether there is an identified need for the type of accommodation proposed in the parish or surrounding parishes.
- 5.2.4 In respect of local need, the views of the Strategic Housing Team have been sought. The Strategic Housing Officer has advised that In terms of addressing housing needs of the Parish and surrounding Parish of Billington, the scheme currently already constructed on Elker Lane (St. Vincent’s) will deliver 19 assisted living units built to higher than Lifetime Homes standards, the HAPPI standards (Housing our Ageing Population Panel for Innovation). The Housing Officer has further added that the development will accommodate levels of affordability as the scheme offers both affordable rent and affordable home ownership on site with an additional service charge. This scheme will meet any need for older persons assisted type living accommodation in the Parish and surrounding Parishes.
- 5.2.5 The Strategic Housing Officer concludes that that even if there was a demonstrated exceptional need for this type of accommodation, it cannot be considered in isolation from the development strategy which does not identify this as a suitable location. Such provision/need would be more appropriately located in close proximity to a range of services and public transport options i.e. within/adjacent to a principle settlement.
- 5.2.6 In addition to the above observations the Head of Regeneration and Housing has offered additional observations stating that that there is, and will continue to be a need for extra care provision in the borough and by definition some of that need will be generated from differing parts of the borough. However In terms of meeting local housing needs as described by the Core Strategy, the Head of regeneration and Housing is of the view that the recently completed Happi. homes scheme at Elker Lane has addressed the local affordable needs in that context and that there would be no further immediate affordable need to be addressed. However, the proposal does not seek to deliver any affordable units and therefore any local exception in relation to local needs housing does not exist.
- 5.2.7 The Head of Regeneration and Housing concludes that the scheme does offer a market based scheme. It is of a scale to justify the investment in the care package provision and it will address the growing need for extra care, and provide employment. However, it is not considered that this in itself is sufficient to enable a scheme of this scale and tenure to be treated as an exception at this location when measured against the Council’s Development Plan policies read

as a whole, and which represents the Council's statement of what constitutes sustainable development. There is a need for extra care provision in the borough. However, such a scale of provision, as proposed with this development, would be best met in other locations that more closely reflect the Council's development framework.

- 5.2.8 In taking account of the above matters and all material considerations it is accepted and identified that there is a need for such care provision within the Borough, however it is clear that the locational aspects of the proposal are in direct conflict with the spatial vision for the Borough as reflected within the adopted Development Strategy. It is also considered that the provision to be brought forward would not meet the definition of or be considered as an exception to the strategy in terms of 'local needs housing'.
- 5.2.9 Furthermore, by virtue of its location it is unlikely that residents of the 'community', in particular the residents of the assisted living units, who will be afforded a high level of independence, would benefit from a full and wide range of services within a walkable distances, likely resulting in further reliance upon the private motor-vehicle. This reliance upon private transport is clearly contrary to the presumption in favour of sustainable development. Such reliance would also be in direct conflict with Policy DMG3 which seeks to encourage development in areas which maintain and improve choice for people to walk, cycle or utilise public transport rather than utilise the private motor-vehicle for trips between their homes/residences and frequently visited facilities.
- 5.2.10 It is therefore considered, in principle, that the proposal is contrary to Key Statements DS1, DS2 and Policy DMG2 of the Ribble Valley Core Strategy in that it would lead to a pattern of development in a location which is found to be in direct conflict with the Development Strategy for the Borough which seeks to critically establish the pattern, location and intended scale of development within the Borough to ensure appropriate and sustainable patterns of development and growth.

5.3 Impact upon Visual Amenity:

- 5.3.1 The proposal is sited approximately 165m to the northwest and outside of the settlement boundary for Billington, being located within the defined open countryside. As such it will be significantly visually and physically unrelated to the main body of the settlement. The proposal is located to the west of the St. Vincent's over 55's housing provision however the illustrative site-plan indicates that the proposed 'village centre' will be located approximately 75m to the west of the main built form associated with the aforementioned existing housing giving it a further sense of visual separation or disconnect with adjacent built form.
- 5.3.2 The proposal would represent a significant north-westerly encroachment of built form into the open countryside that would be largely discordant when taking into account the existing fabric and pattern of development, not only adjacent the site, but also in relation to the pattern of development associated with the main body and periphery of the settlement to which it relates.
- 5.3.3 The proposal would result in the introduction of 15 two-storey blocks accommodating 60 assisted living units and a large scale complex-style building

accommodating 50 care bedrooms with associated parking and ancillary communal areas.

5.3.4 Whilst it is accepted that a number of areas of the site will be dedicated to green infrastructure, it is undeniable that the quantum of development proposed is significant, particularly when taking account of the patterns and densities of adjacent development and the semi-rural characteristics of the site. Whilst areas of open communal and usable space will afford a degree of separation between the proposed built-form it is unlikely to afford significant visual mitigation.

5.4.5 Furthermore, the usable open areas are likely to accommodate domestic paraphernalia, which when read in concert with large areas accommodating the parked motor-vehicle, is likely to result in a significant suburbanising effect upon the landscape.

5.3.6 Taking into account the above matters, it is considered that the proposal would represent a significant encroachment into the defined open countryside that by virtue of its location, density, scale and quantum, is likely to be read as an incongruous and discordant incursion into the landscape that fails to respond positively to the pattern and density of nearby development or positively reflect the semi-rural character of the area, being of significant detriment to the character and visual amenities of the defined open countryside contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy.

5.4 Impact upon Residential Amenity:

5.4.1 As the application is made in outline with matters of layout and appearance being reserved for consideration at a later date no definitive assessment can be made in respect of the potential impacts upon residential amenity resultant from the proposal. However taking into account the illustrative layout and offset distances from nearby existing dwellings it is not considered that the proposal would have any significant undue impact upon residential amenity.

5.5 Highway Safety and Accessibility:

5.5.1 The Highways development Control section have raised no objection to the proposal subject to the imposition of conditions relating to construction methodology, site access details and a requirement that all agreed highways works be undertaken and complete prior to first occupation of the development.

5.6 Landscape/Ecology:

5.6.1 The applicant has submitted a Phase 1 Habitat Survey in support of the application. The report finds that the site is largely composed of improved grassland currently used for sheep grazing with the site also accommodating two streamlets.

5.6.2 The report concludes that the development is unlikely to result in the disruption or disturbance of any protected habitats not will there be any significant detrimental impacts upon protected species. The report finds that no further habitat surveys or investigative works are required and should works proceed that measures to minimise the impacts upon nesting birds be required through the imposition of condition.

5.7 Flood Risk and Drainage:

5.7.1 At the time of writing this report no objections have been received from United Utilities of the LLFA subject to the imposition of conditions relating to surface and foul water drainage.

6 Observations/Consideration of Matters Raised/Conclusion

6.1 For the reasons outlined above the proposed development is considered to be in direct conflict with the adopted Development Plan insofar that approval would lead to the introduction of a significant quantum of development within the defined open countryside, of a scale and form that would be of significant detriment to the character, context and visual amenities of the area.

6.2 It is further considered that the proposal would be in direct conflict with the adopted Development Plan which seeks to establish patterns and locations for sustainable growth and development within the Borough by virtue of its location within the defined open countryside and its significant degree of detachment and separation from the defined settlement boundary for Billington.

RECOMMENDATION: That the application be REFUSED for the following reasons:

1. The proposal is considered contrary to Key Statements DS1, DS2 and Policy DMG2 of the Ribble Valley Core Strategy in that the approval would lead to a significant level of development in the defined open countryside, located outside of a defined settlement boundary, without sufficient or adequate justification, undermining the spatial vision for sustainable patterns of development and growth within the borough as embodied within the adopted Development Strategy.
2. The proposal is considered contrary to Policies DMG1 and DMG2 of the Ribble Valley Core Strategy in that it would result in a significant level of built-form encroaching into the defined open countryside, resulting in a development, that by virtue of its quantum location, density and scale, will be read as an anomalous, incongruous and discordant incursion into the landscape that fails to respond positively to the pattern and densities of nearby development or the landscape character of the area, being of significant detriment to the character and visual amenities of the defined open countryside.
3. By virtue of the high degree and level of independence of those occupying the assisted living units, it is considered that the approval of this application would lead to an unsustainable pattern of development in a location that does not benefit from adequate walkable access to a full complement or range of local services or facilities - placing further reliance on the private motor-vehicle, contrary to the aims and objectives of Policy DMG3 of the adopted Core Strategy and the NPPF presumption in favour of sustainable development.

BACKGROUND PAPERS

https://www.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2016%2F0927

SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2017/0573	Land off Union Street Clitheroe	26/10/17	36	With LCC
3/2017/0616	Former Clitheroe Hospital Chatburn Road, Clitheroe	26/10/17	60	With Solicitor Applicants
3/2017/0433	Land at Henthorn Road Clitheroe	30/11/17	24	With LCC

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2017/0133	Land off Dale View Billington	31/8/17	13 weeks	41	Decision 30/11/17

APPEALS UPDATE

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/Hearing if applicable</u>	<u>Progress</u>
3/2017/0029 R	24/07/17	Field at Hellifield Road, Gisburn	Hearing	30/01/2018	Awaiting Hearing
3/2017/0192 R	19/07/17	Countess Hey Elmridge Lane Chipping	WR		Awaiting Decision
3/2017/0220 R	07/08/17	2a Whittingham Road, Longridge	WR		Appeal Allowed 14/12/2017
Enforcement	17/11/17	Demesne Farm Newsholm Gisburn	Hearing	10/04/18	Statement and suggested conditions due 29/12/2017
3/2017/0441 R	Awaiting start date from PINS	19 Woodfield View Whalley	WR (to be confirmed)		
3/2016/0999 R	24/10/17	Land at Dale View Billington	WR		Appeal Withdrawn 01/12/2017
3/2016/0980 R	24/10/17	Land off Dale View Billington	WR		Appeal Withdrawn 01/12/2017

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedure</u>	<u>Date of Inquiry/Hearing if applicable</u>	<u>Progress</u>
3/2016/1192 R	16/11/17	Hammond Ground Whalley Road Read	Inquiry	1, 2, 3, 9,10 May 2018	Bespoke timetable Statement due 2 January 2018 Statement due 04/01/18
3/3016/1082 R	30/11/2017	74 Higher Road Longridge and land to the rear.	WR		Statement due 04/01/18
3/2017/0751 R	13/12/2017	The Ridge Highcliffe Greaves Grindleton	WR		Statement due 17/01/18

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 6

meeting date: 11 JANUARY 2018
title: REVISED REVENUE BUDGET 2017/18
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

1.1 To agree a revised revenue budget for 2017/18 for this committee.

2 BACKGROUND

2.1 The original estimate for this current financial year was set in March 2017.

2.2 As members will be aware, there can be numerous variations to the budget that come to our attention as the year progresses, particularly through the budget monitoring process.

2.3 At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.

2.4 This committee now also includes the budget for the new Planning and Economic Development Department. At this stage the departmental costs cover only the new director post (based on a 1 February 2018 start date).

2.5 Consequently the budget does not include the wider implications of the new departmental structure as this is currently being considered. Once finalised this restructuring will be cost neutral based, being based on existing staff currently budgeted for within our existing departmental structure, currently under other committees.

3 REVISING THE ORIGINAL ESTIMATE

3.1 Since the budget was originally set we now have the benefit of information from the outturn position for 2016/17 and the variances that were experienced in that financial year. Furthermore, as we have been monitoring our budgets during the year we can also use this information to inform the revised budget process.

3.2 The 2017/18 budget included provision for pay at 1.1% and price increases of 1.5%.

3.3 Whilst our committee income and expenditure may increase or decrease at the revised estimate items such as our budgeted core government funding and our council tax precept remain fixed. As a result, any compensating movement is within our earmarked reserves and general fund balances.

3.4 In addition to the use of data on past performance there have been detailed discussions with budget holders and heads of service on past service provision and future plans, playing an integral part in the budget setting process.

- 3.5 Furthermore, decisions and actions required as a result of committee meetings are incorporated in to the budget setting process, whilst financial implications would likely have already been identified as part of any committee decision.
- 3.6 As part of the setting of the revised estimate, this report is now presented to committee to seek comment and approval. Once approved by this committee, the revised estimate will be reported to Special Policy and Finance Committee.
- 3.7 The proposed revised estimate for this committee is now presented in the following section, with details of the movements that effect this revision being detailed at Annex 1. There are also details of the current actual position as at the end of November against the profiled Original Estimate and alongside the proposed Revised Estimate at Annex 2.
- 4 PROPOSED REVISED REVENUE BUDGET 2017/18
- 4.1 A comparison between the original and revised budgets for each cost centre is shown below, together with the associated movements in earmarked reserves.

Cost Centre and Description	Original Estimate 2017/18	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2017/18
AONBS: Area of Outstanding Natural Beauty	16,520	0	0	-610	0	15,910
BCFEE: Building Control Fee Earning	-5,490	4,930	-4,990	-5,960	0	-11,510
BCNON: Building Control Non Fee Earning	61,080	-3,840	-540	-610	0	56,090
BCSAP: Building Control SAP Fees	-2,550	-280	2,610	430	0	210
CINTR: Clitheroe Integrated Transport Scheme	7,290	-160	0	30	0	7,160
COMMG: Community Groups	53,540	-6,660	0	-46,880	0	0
CONSV: Conservation Areas	12,970	0	0	-780	0	12,190
COUNT: Countryside Management	37,650	6,260	880	7,570	0	52,360
ECDEV: Planning & Economic Development Department	0	35,820		-35,820		0
FPATH: Footpaths & Bridleways	6,970	0	0	-1,150	0	5,820
LDEVE: Local Development Scheme	47,000	-2,760	0	73,990	0	118,230
PENDU: Pendle Hill User Group	0		-440			-440

Cost Centre and Description	Original Estimate 2017/18	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2017/18
PLANG: Planning Control & Enforcement	167,820	3,210	36,020	33,860	-7,130	233,780
PLANP: Planning Policy	158,610	4,930		-72,760		90,780
PLSUB: Grants & Subscriptions - Planning	5,250					5,250
Grand Total	566,660	41,450	33,540	-48,690	-7,130	585,830
Associated Movements in Earmarked Reserves						
PLBAL/H336: Planning Earmarked Reserve	-42,900		2,760			-40,140
PLBAL/H284: Neighbourhood Planning Reserve	0		-4,930			-4,930
PLBAL/H234 Building Regulation Reserve	5,490		6,020			11,510
PLBAL/H273: Pendle Hill User Reserve	0		440			440
FNBAL/H334: Restructuring Reserve	0		-35,820			-35,820
Net After Movement in Earmarked Reserve	529,250	41,450	2,010	-48,690	-7,130	516,890

4.2 The difference between the revised and original estimate is an increase in net expenditure of £19,170 or a decrease in net expenditure of £12,360 after allowing for movement in earmarked reserves.

5 KEY MOVEMENTS FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE

5.1 Within the proposed Revised Estimate there are a number of substantial movements, and these are summarised in the table below. A more detailed analysis of the movements is provided at Annex 1.

Description	Variance Original Estimate 2017/18 to DRAFT Revised Estimate 2017/18
<p><u>BCFEE: Building Control Fee earning account</u> Due to staff vacancies, consultants were employed to carry out some of the functions of a building surveyor.</p>	5,590
<p>Increase in income mainly from review of outstanding completions</p>	-4,990
<p><u>PLANG: Planning Control & Enforcement</u> Additional cost of upgrading dataset required for a fully integrated planning system.</p>	3,000
<p>Reduction in Income from decision notices, planning fees and pre application advice.</p>	36,020
<p><u>LDEVE: Local Development scheme</u> Increase in postage costs as a result of planning consultations under regulations 19 and 22</p>	4,060
<p>Decrease in provision for printing and stationery as commitment for interactive website is removed and partly replaced by a provision for printing.</p>	-3,370
<p>Provision for updating information on infrastructure delivery plan and hearing and notification costs less than anticipated.</p>	-3,830
<p><u>PLANP: Planning Policy</u> Budget provision established to cover the cost of the independent examination stage of the Bolton By Bowland & Gisburn Parish Council neighbourhood plan. The plan has since been withdrawn so no further costs will be incurred.</p>	4,930

6 CONCLUSION

6.1 The difference between the revised and original estimate is a decrease in net expenditure of £12,360 after allowing for transfers to and from earmarked reserves.

7 RISK ASSESSMENT

7.1 The approval of this report may have the following implications

- Resources: approval of the revised estimate would see an decrease in net expenditure of £12,360 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

8 RECOMMENDED THAT COMMITTEE

8.1 Agree the revenue revised estimate for 2017/18.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD1-18/TH/AC
15 December 2017

For further background information please ask for Trudy Holderness

BACKGROUND PAPERS - None

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
AONBS: Area of Outstanding Natural Beauty					
Increase in support service costs due to changes in cost allocations mainly from Financial Services.			-610		
Total Area of Outstanding Natural Beauty					-610
BCSAP: Building Control SAP Fees					
Increase in support service costs due to changes in cost allocations from financial services and Chief Executives Department			430		
Reduced income from SAP fees due to accredited surveyor spending less time carrying out inspections		2,610			
Total Building Control SAP Fees					3,040
BCFEE: Building Control Fee Earning Account					
Increase in tuition fees due to employee undertaking professional training	2,820				
Reduction in share of car allowance costs resulting from reduced mileage and the full year effect of a change from essential to casual users allowances. Also, reduced professional subscriptions.	-1,090				

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Decrease in software maintenance cost caused by MVM system from Northgate Public Services no longer being required.	-2,450				
Staff vacancies has resulted in a need to increase the consultancy provision in the earlier part of the year, to fund a consultant to carry out some of the functions of a building surveyor	5,590				
Reduction in support service costs due to changes in cost allocations mainly from Community Services and Chief Executives Department offset by an increase from Financial services			-5,960		
Increase in income following review of outstanding completions		-4,990			
Total Building Control Fee Earning A/c					-6,080
BCNON: Building Control Non Fee Earning Account					
Reduction in share of car allowance costs resulting from reduced mileage and the full year effect of a change from essential to casual users allowances.	-1,390				
Decrease in software maintenance cost caused by MVM system from Northgate Public Services no longer being required.	-2,450				

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Reduction in support service costs due to changes in cost allocations mainly from Chief Executives Department and Organisation and member development.			-610		
Total Building Control Non Fee Earning A/c					-4,450
COMMG: Community Groups					
Provision for payment of grants moved to Countryside management cost centre (see below).	-6,660				
Reduction in support service costs due to changes in cost allocations from Chief Executives Department. These costs now sit under the Community Groups budget on Health and Housing Committee.			-46,880		
Total Community Groups					-53,540
COUNT: Countryside Management					
Provision for payment of grants moved from Community Groups	6,660				
Increase in support service costs due to changes in cost allocations from Community services			7,570		
Total Countryside Management					14,230

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
CONSV: Conservation Areas					
Decrease in support service costs due to changes in cost allocations from Community Services Department			-780		
Total Conservation Areas					-780
ECDEV: Planning & Economic Development Department					
Salary, national insurance and superannuation costs for the Director of Planning & Economic Development. Assumed start date of February 2018. Expenditure to be fully funded from the Restructuring Earmarked Reserve	15,820				
Estimated recruitment costs for the position of Director of Planning & Economic Development. Expenditure to be fully funded from the Restructuring Earmarked Reserve	20,000				
Expenditure incurred within this service is to be recharged out to the Planning and Economic Development services. This is the recharge income.			-35,820		
Total Planning & Economic Development Department					0
PLANG: Planning Control & Enforcement					
Additional cost of upgrading dataset required for a fully integrated planning system	3,000				

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Increase in support service costs mainly from changes in cost allocations from Community Services Department, Legal Services and Chief Executives Department, but also the estimated additional cost from the introduction of a new Director of Planning and Economic Development			33,860		
Reduction in capital charges from planning portal capital scheme slipping into a new financial year.				-7,130	
Reduction in income from decision notices, planning fees and pre-application advice		36,020			
Total Planning Control & Enforcement					65,750
LDEVE: Local Development Scheme					
Decrease in provision for printing & stationery as commitment for interactive website is removed partly replaced by a provision for printing	-3,370				
Increase in postage costs as a result of planning consultations under Regulations 19 and 22.	4,060				
Budget for producing updated information on infrastructure delivery plan and hearing and notification costs less than anticipated	-3,830				

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Increase in support service costs due to changes in cost allocations mainly from Chief Executives Department and Organisation & member development Section			73,990		
Total Planning Policy					70,850
PLANP: Planning Policy					
Budget provision established to cover the cost of the independent examination stage of the Bolton By Bowland & Gisburn Parish Council neighbourhood plan. The plan has since been withdrawn so no further costs will be incurred.	4,930				
Decrease in support service costs due to changes in cost allocations mainly from Chief Executives Department and Community Services Department offset by the additional recharge for the new Director of Planning and Economic Development.			-72,760		
Total Planning Policy					-67,830
Other	-190	-100	-1,120		-1,410
Sub-total	41,450	33,540	-48,690	-7,130	19,170

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
MOVEMENT IN EARMARKED RESERVES					
PLBAL/H336 Planning Reserve					
To cover the cost of the Local Development Scheme, resources were identified from the Planning earmarked reserve. The resources are needed to focus on the analysis and review of responses. Lower than anticipated costs have resulted in a small decrease in the contribution needed from the reserve.		2,760			2,760
PLBAL/H234 Building Regulation Reserve					
Initially a small surplus was estimated on the Building Control Fee Earning account but after reassessing the estimates for the service additional income from building regulation fees, reduced support costs offset by additional consultancy fee have resulted in an increase in the surplus. This is then added to the earmarked reserve.		6,020			6,020
PLBAL/H273 Pendle Hill User Reserve					
Contribution received during the year are to be added to the reserve		440			440

**PLANNING AND DEVELOPMENT COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
FNBAL/H334 Restructuring Reserve					
To fund the recruitment associated with the Director of Planning & Development Services and also salary costs to March 2018		-35,820			-35820
PLBAL/H284 Neighbourhood Planning Reserve					
To fund the costs of the independent examination stage of the Bolton By Bowland & Gisburn Parish Council neighbourhood plan. The plan has since been withdrawn so no further costs will be incurred/need to be funded.		-4,930			-4,930
Total Movement in Earmarked Reserves	0	-31,530	0	0	-31,530
Total Movement	41,450	2,010	-48,690	-7,130	-12,360

ACTUAL TO DATE WITH ORIGINAL ESTIMATE AND PROPOSED REVISED ESTIMATE

Cost Centre	Description	Original Estimate to End November	Actual and Commitments to end November	Full Year Original Estimate	Proposed Revised Estimate
AONBS	Area of Outstanding Natural Beauty	6,900	0	16,520	15,910
BCFEE	Building Control Fee Earning A/c	-105,807	-108,612	-5,490	-11,510
BCNON	Building Control Non Fee Earning A/c	8,778	9,657	61,080	56,090
BCSAP	Building Control SAP Fees	-2,258	-930	-2,550	210
CINTR	Clitheroe Integrated Transport Scheme	5,310	5,150	7,290	7,160
COMMG	Community Grants	6,660	0	53,540	0
CONSV	Conservation Areas	0	0	12,970	12,190
COUNT	Countryside Management	11,910	7,092	37,650	52,360
ECDEV	Planning & Economic Development Department	0	0	0	0
FPATH	Footpaths & Bridleways	208	0	6,970	5,820
LDEVE	Local Development Scheme	30,396	21,645	47,000	118,230
PENDU	Pendle Hill User Group	0	-441	0	-440
PLANG	Planning Control & Enforcement	-347,707	-291,691	167,820	233,780
PLANP	Planning Policy	0	4,906	158,610	90,780
PLSUB	Grants & Subscriptions-Planning	3,502	2,625	5,250	5,250
Committee Subtotal		-382,108	-350,599	566,660	585,830
Earmarked Reserves					
PLBAL/ H234	Building Regulation Reserve	-30,396	-21,645	5,490	11,510
PLBAL/ H336	Planning Reserve	-3,550	-6,345	-42,900	-40,140
PLBAL/ H273	Pendle Hill User Reserve	0	440	0	440
FNBAL/ H334	Restructuring Reserve	0	0	0	-35,820
PLBAL/ H284	Neighbourhood Planning Reserve	0	-4,930	0	-4,930
Subtotal Earmarked Reserves		-33,946	-32,480	-37,410	-68,940
Total		-416,054	-383,079	529,250	516,890

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 7

meeting date: 11 JANUARY 2018
title: REVISED CAPITAL PROGRAMME 2017/18
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To approve the 2017/18 revised estimate for this Committee's capital programme.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities – to continue to be a well-managed council, providing efficient services based on identified customer needs.
- Other Considerations – none identified.

2 BACKGROUND

2.1 No new capital schemes were planned for this Committee in the 2017/18 capital programme.

2.2 The Introduction of Planning Portal Link to the Planning Application System and Planning System Update 2016/17 scheme was not completed by 31 March 2017 and had unspent budget of £30,200 available at that date. This unspent budget, known as slippage, was transferred into the 2017/18 capital programme budget, after approval by this Committee in May 2017.

2.3 Consequently, the 2017/18 capital programme for this Committee is made up of one scheme with a total budget of £30,200.

2.4 Regular reports have been presented to this Committee on progress with the capital programme.

3 REVISING THE 2017/18 CAPITAL PROGRAMME

3.1 We have discussed the scheme progress with ICT and the Head of Planning. As reported to this Committee in October 2017, the scheme will not be fully implemented in this financial year, as it will be twelve months before the whole M3 Planning system will be migrated over to Assure.

3.2 However, some progress on Planning Portal integration and partial migration to the Assure system is being made and there may be some spend before year-end (see overleaf). Given this, the revised estimate for the scheme will remain unchanged at £30,200, to facilitate any spend in-year, and any unspent budget will be rolled forward at year-end as slippage to support spend in 2018/19.

3.3 The table below shows the capital programme scheme, including the budget and expenditure to date.

Cost Centre	Scheme	Original Estimate 2017/18 £	Slippage from 2016/17 £	Total Approved Budget 2017/18 £	Revised Estimate 2017/18 £	Actual Expenditure including Commitments as at end of November 2017 £
PLANN	Introduction of Planning Portal Link to the Planning Application System and Planning System Update	0	30,200	30,200	30,200	0
	Total Planning and Development Committee	0	30,200	30,200	30,200	0

3.4 At the end of November 2017 there had been no spend on the scheme. The latest position on scheme progress is as follows:

- Full Planning Portal integration is waiting for the integration of the current Planning system and National Land and Property Gazetteer. This integration is in progress and is now at testing stage. Once testing is completed, Planning Portal integration will begin.
- Given that the software supplier has confirmed it will be twelve months before the whole M3 planning system will be migrated over to Assure, ICT and the Head of Planning have agreed to proceed with partial migration and upgrade to Assure once the Planning Portal integration work has been completed. This will allow the Planning department to take advantage of some of the new functionality offered from partial migration.
- We are awaiting the software supplier to confirm the server hardware and software requirements for the updated system. After that, ICT will then provide the additional server space on the new infrastructure, which will provide more resilience to the system and tie in with the Council's current backup and recovery strategy.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Approval of the revised capital programme will see no change to the level of financing resources needed within the 2017/18 financial year.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

5 CONCLUSION

5.1 The revised estimate for this Committee's 2017/18 capital programme is £30,200.

6 RECOMMENDED THAT COMMITTEE

- 6.1 Approve the 2017/18 revised estimate of £30,200 for this Committee's capital programme, as set out at paragraph 3.2.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD3-18/AC/AC
15 December 2017

For further background information please ask for Andrew Cook.
BACKGROUND PAPERS – None

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 8

meeting date: 11 JANUARY 2018
title: ORIGINAL REVENUE BUDGET 2018/19
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

- 1.1 To agree the draft revenue budget for 2018/19, for consideration at Special Policy and Finance Committee.

2 BACKGROUND - COUNCIL'S OVERALL FINANCIAL POSITION

- 2.1 In September we updated the Council's four year Budget Forecast which predicted budget gaps as follows: £774k in 2018/19, £956k in 2019/20, £1,139k in 2020/21.
- 2.2 In October 2016 this Council submitted an Efficiency Plan to the Government in order to secure a multi year finance settlement. We were notified on 16 November 2016 that we are now formally on the multi-year settlement and can expect to receive the allocations published as part of the 2016/17 local government finance settlement in 2017/18, 2018/19 and 2019/20.
- 2.3 We are currently awaiting the announcement of the provisional Local Government Finance Settlement for 2018/19, but we anticipate that the figures provided previously in the multi-year settlement will be honoured. An update on this position will be provided at your meeting.
- 2.4 The budget for this committee now also includes the budget for the new Planning and Economic Development Department. At this stage the departmental costs cover only the new director post (based on a 1 February 2018 start date).
- 2.5 Consequently the budget does not include the wider implications of the new departmental structure as this is currently being considered. Once finalised this restructuring will be cost neutral based, being based on existing staff currently budgeted for within our existing departmental structure, currently under other committees.

3 BUDGET WORKING GROUP

- 3.1 The Budget Working Group have been undertaking detailed reviews over the past few months of the various funding streams of the council. These have particularly focused on Business Rates, New Homes Bonus and Council Tax. This will be further reviewed now that the full details of the individual committee budgets have been calculated, and once the Local Government Finance Settlement has been announced.

4 BUDGET PROCESS

- 4.1 Presented to committee for decision in October were the proposed fees and charges for 2018/19. The consequential impact of these approved fees and charges have been incorporated in to the service budgets shown within this report.
- 4.2 Following a great deal of in-depth service analysis and meetings with regard to this committees budgets by the council's accountants, budget holders, heads of service and management team, a proposed draft budget is now presented to members. This budget is agreed as that which best reflects the services of this committee for the next financial year.
- 4.3 When all committees have approved their detailed estimates the overall position will be considered by Budget Working Group.
- 4.4 The Budget Working Group will then make recommendations in order to produce a balanced budget for consideration at the Special meeting of Policy and Finance Committee. The final budget report will then be presented to Full Council, at which point the Council Tax for 2018/19 will also be approved.

5 2018/19 DRAFT REVENUE BUDGET

- 5.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay and price increases at 2%.
- 5.2 Within this report the budget is shown in the same manner in which they are reviewed. Each costs centre within the report is shown individually. Behind each costs centre is a great deal more subjective level detailed budgets, but for the purposes of this report they are summarised in to the standard local government CIPFA Service Reporting Code of Practice basis.

- **Employee Related:** this group includes the cost of employees, both direct and indirect to the council.
- **Premises Related:** this group includes expenses directly related to the running of premises and land.
- **Transport Related:** this group includes all costs associated with the provision, hire or use of transport, including travelling allowances.
- **Supplies and Services:** this group includes all direct supplies and service expenses to the council.
- **Third Party Payments:** a third party payment is a payment to an external provider which is operating independently, in return for the provision of a service.
- **Transfer Payments:** this includes the cost of payments to individuals for which no goods or services are received in return by the local authority. A key item here would be the payment of housing benefits.

- **Support Services:** charges for services that support the provision of services to the public. At this council the main support service cost is the support from staff based at the council offices building and the building's associated cost.
- **Depreciation and Impairment:** this is the revenue impact of capital items shown in the service revenue accounts of the council.
- **Income:** this includes income from fees and charges, grants, donations and contributions. Also shown here is the associated 'income' to a support service from the redistribution of its costs to those providing services to the public

5.3 As you will see, the draft proposed budget for 2018/19 for each service area is also built up looking at a number of stages. The starting point is the base budget, being the Original Estimate for the current financial year. A summary of the various elements is given below.

- **Original Estimate 2017/18:** This represents the base budget for the council and assumes no change in service level from that set for the previous year's original estimate.
- **Savings:** Here any savings or additional income that is identified from past service experience or trends would be brought in to the budget to adjust the base budget.
- **Inflation at 2%:** The budget forecast allows for inflation on pay and prices at 2% (with some exceptions such as grants). This is where that general allowance for inflation is brought in to the individual budget areas.
- **Variation to Standard Budgeted Inflation %:** Inevitably, as we undertake detailed work on the budget it becomes evident that there are some items of income or spend that experience a greater or lower level of inflation. This is where we adjusted for those differing levels of inflation. An example is energy costs.
- **Unavoidable Changes to Service Costs:** This relates to changes to a service, for example where costs are demand driven. In past years items included under the new 'Savings' heading were also included here.
- **Support Services:** Any changes that relate to the recharging of support service costs are included in this column.
- **Capital:** Any changes relating to depreciation and impairment are included in this column
- **DRAFT Original Estimate 2018/19:** The final column is the total of all preceding columns and is constructed from the base budget and any necessary changes to the base that are needed. If approved this will then form the base budget in next year's budget process.

5.4 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2017/18 Original Estimate, to the DRAFT Original Estimate for 2018/19. Comments are also provided on the main variances.

6 COMMITTEE SERVICE ESTIMATES

6.1 **Cost Centre and Description** AONBS: Area of Outstanding Natural Beauty

This relates to the cost of membership of National AONB Organisation and the annual contribution to the Joint Advisory Committee Partnership. This funding contributes to management work and specific projects.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Third Party Payments	6,900	0	140	0	0	0		7,040
Support Services	9,620	0	190	-190	0	-650		8,970
Total Expenditure	16,520	0	330	-190	0	-650	0	16,010
Net Expenditure	16,520	0	330	-190	0	-650	0	16,010

AONBS: Area of Outstanding Natural Beauty

Commentary on Substantial Budget Changes

Support Services:

The decrease is mainly due to changes in cost allocations from Financial Services

6.2 **Cost Centre and Description** BCFEE: Building Control Fee Earning

The expenditure shown under this cost centre results from administering those functions for which charges are to be made in accordance with the Charges Regulations. The charges relate only to the building regulations plan examination and site inspection function, including consideration of any enforcement action but not the service of notices under the provisions of the Building Act 1984.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	3,080		50	40	2,300	0	0	5,470
Transport Related Expenditure	8,190		160	-10	-570	0	0	7,770
Supplies & Services	13,980		290	-100	-2,440	0	0	11,730
Support Services	145,150		2,910	-2,910	0	1,790	0	146,940
Total Expenditure	170,400	0	3,410	-2,980	-710	1,790	0	171,910
Customer & Client Receipts	-175,890		-3,520	-140	-7,380	0	0	-186,930
Total Income	-175,890	0	-3,520	-140	-7,380	0	0	-186,930
Net Expenditure	-5,490	0	-110	-3,120	-8,090	1,790	0	-15,020
Associated Movement in Earmarked Reserves	5,490		110	-110	9,530	0	0	15,020
Net After Earmarked Reserves	0	0	0	-3,230	1,440	1,790	0	0

BCFEE: Building Control Fee Earning

Commentary on Substantial Budget Changes

Employee Related Expenses:

The provision for tuition fees has been increased to allow for professional training of the Building Control Technician

Supplies & Services:

The software maintenance of the MVM system is no longer required as the system has been upgraded to M3 Engage.

Support Services :

The increase in support services is mainly due to changes in cost allocations from Chief Executives Department and Financial Services partly offset by a reduction in costs from Community Services.

Customer & Client Receipts :

The estimated Income from building regulation fees is based on a three year average plus a provision for inflation. This is higher than the original estimate for 2017/18 plus inflation. The variance in estimated income is shown as an unavoidable change to the service costs.

Net Expenditure

Due to the estimated increase in income and reductions in some costs, the surplus on the building control function has increased..

Movement in Earmarked Reserve

The estimated net expenditure for 2018/19 is in surplus, this will be transferred to the Building Regulation Reserve.

6.3 **Cost Centre and Description** BCNON: Building Control Non Fee Earning

Shown here is the balance of building control work for which a charge is not mad(Non Fee Earning). These other activities can be roughly split into Statutory and critical Building Control functions, and include such items as Dealing with Dangerous Structures, administration of the Approved Inspectors Regulations and Building Control Enforcement work.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	5,860		120	-30	-1,390	0	0	4,560
Supplies & Services	5,750		120	-60	-2,490	0	0	3,320
Support Services	50,790		1,020	-1,020	0	1,270	0	52,060
Total Expenditure	62,400	0	1,260	-1,110	-3,880	1,270	0	59,940
Customer & Client Receipts	-1,320		-30	0	0	0	0	-1,350
Net Expenditure	61,080	0	1,230	-1,110	-3,880	1,270	0	58,590

BCNON: Building Control Non Fee Earning

Commentary on Substantial Budget Changes

Transport Related Expenditure:

The estimated decrease in the cost of car allowances is due to reduced mileage.

Supplies & Services:

Software maintenance costs have been reduced due to the MVM system being no longer being required.

Support Services:

The increase in support costs is due to changes in cost allocations from Chief Executives Department and Financial Services offset by a reduction from Organisation & Member Development.

6.4 **Cost Centre and Description** BCSAP: Building Control SAP Fees

SAP (Standard Assessment Procedure) Calculations - estimating energy performance of buildings - are a requirement of the Building Regulations, and are required for all newly built dwellings in the UK. A SAP Rating has been required for all new homes under Part L of the building regulations since 1995. This cost centre shows officer time involved in doing this, and income received from fees and charges levied.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	1,570	0	30	-10	-280	0	0	1,310
Supplies & Services	280	0	10	0	0	0	0	290
Support Services	840	0	20	-20	0	450	0	1,290
Total Expenditure	2,690	0	60	-30	-280	450	0	2,890
Customer & Client Receipts	-5,240	0	-100	40	2,290	0	0	-3,010
Total Income	-5,240	0	-100	40	2,290	0	0	-3,010
Net Expenditure	-2,550	0	-40	10	2,010	450	0	-120

BCSAP: Building Control SAP Fees

Commentary on Substantial Budget Changes

Customer & Client Receipts:

Decrease in 3 year average of SAP fees

6.5 **Cost Centre and Description** CINTR: Clitheroe Integrated Transport Scheme

The council makes a small contribution to the running costs of the County Council's bus and rail interchange in Clitheroe.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transfer Payments	5,310		110	-170	0	0	0	5,250
Support Services	800		20	-20	0	20	0	820
Depreciation and Impairment	1,180		20	-20	0	0	0	1,180
Total Expenditure	7,290	0	150	-210	0	20	0	7,250
Net Expenditure	7,290	0	150	-210	0	20	0	7,250

6.6 **Cost Centre and Description** COMMG: Community Groups

Support funding for biodiversity, conservation and environmental community projects

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transfer Payments	6,660		130	0	-6,790	0	0	0
Support Services	46,880		940	-940	0	-46,880	0	0
Total Expenditure	53,540	0	1,070	-940	-6,790	-46,880	0	0
Net Expenditure	53,540	0	1,070	-940	-6,790	-46,880	0	0

COMMG: Community Groups

Commentary on Substantial Budget Changes

Transfer Payments:

The budget for the payment of grants has been transferred to the Countryside Management cost centre (COUNT)

Support Services:

The decrease is due to support costs from Chief Executives Department being transferred to Health & Housing Committee. This budget has been transferred from the Planning committee budget as this work on behalf of the community is better aligned with the Health and Housing Committee's supporting people agenda.

6.7 **Cost Centre and Description** CONSV: Conservation Areas

The council has the power to designate areas as Conservation Areas, these are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Support Services	12,970	0	260	-260	0	-3,830	0	9,140
Total Expenditure	12,970	0	260	-260	0	-3,830	0	9,140
Net Expenditure	12,970	0	260	-260	0	-3,830	0	9,140

CONSV: Conservation Areas

Commentary on Substantial Budget Changes

Support Services

The decrease is due to changes in cost allocations from Community Services Department

6.8 **Cost Centre and Description** COUNT: Countryside Management

The Council supports the work of conservation, access and recreation in the natural greenspace and countryside sector. Funding is also given from this cost centre to support third party organisations in the furtherance of our own aims and objectives.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	11,060	0	220	0	0	0	0	11,280
Supplies & Services	9,440	0	190	0	0	0	0	9,630
Transfer Payments	6,130	0	120	130	6,660	0	0	13,040
Support Services	20,640	0	420	-420	0	7,450	0	28,090
Total Expenditure	47,270	0	950	-290	6,660	7,450	0	62,040
Miscellaneous Recharges	-9,620	0	-190	0	900	0	0	-8,910
Total Income	-9,620	0	-190	0	900	0	0	-8,910
Net Expenditure	37,650	0	760	-290	7,560	7,450	0	53,130

COUNT: Countryside Management

Commentary on Substantial Budget Changes

Transfer Payments:

The increase in transfer payments is due to transferring the budget provision for grant funding from Community grants cost centre (COMMG) to this cost centre.

Support Services:

The increase in support costs is mainly due to changes in cost allocations from Community Services Department.

6.13 **Cost Centre and Description** ECDEV: Planning & Economic Development Department

Expenditure within this cost centre relates to the staffing costs of the new director of Planning and Economic Development only at this stage. The details of the new departmental structure is currently being considered but will be cost neutral based on existing staff currently budgeted for within our existing departmental structure.

All costs of the new Director of Planning and Economic Development re recharged to Planning General (25%), Planning policy (25%) and Economic Development (50%). The following is an analysis of the department's budget.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	0		0		98,880			98,880
Transport Related Expenditure	0		0		5,750			5,750
Total Expenditure	0	0	0	0	104,630	0	0	104,630
Departmental Recharges	0					-104,630		-104,630
Total Income	0	0	0	0	0	-104,630	0	-104,630
Net Expenditure	0	0	0	0	104,630	-104,630	0	0

6.9 **Cost Centre and Description** FPATH: Footpaths & Bridleways

The council provides assistance in footpaths and diversion orders. The costs shown here are for officer time involved in undertaking this work and also the costs of advertising footpath diversion orders. These advertising costs (under supplies and services) are recovered from those requesting the order in full and are shown under 'Other Grants and Contributions'.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	310		10	-10	0	0	0	310
Supplies & Services	1,590		30	0	0	0	0	1,620
Support Services	6,660		130	-130	0	-1,120	0	5,540
Total Expenditure	8,560	0	170	-140	0	-1,120	0	7,470
Other Grants and Contributions	-1,590		-30	0	0	0	0	-1,620
Total Income	-1,590	0	-30	0	0	0	0	-1,620
Net Expenditure	6,970	0	140	-140	0	-1,120	0	5,850

FPATH: Footpaths & Bridleways

Commentary on Substantial Budget Changes

Support Services:

The decrease in support costs is mainly due to cost allocations from Community Services Department.

6.10 **Cost Centre and Description** LDEVE: Local Development Scheme

Local Planning Authorities are required to produce a Local Development Scheme that explains the approach and timetable for policy preparation. The scheme will be used to monitor the Councils progress, and is intended to help manage workloads, resource requirements and to give the public and other interested parties greater opportunity for involvement in the policy process. The costs here are in relation to the production of the Local Plan (Allocations DPD) and it is anticipated that the Council will be at the adoption stage by 2018/19. These costs are funded from monies set aside in earmarked reserve in past years for this purpose. Further information on requirements for the programmed local plan review will be brought to committee in due course.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	42,900		860	-860	-23,740			19,160
Support Services	4,100		80	-80		70,590		74,690
Total Expenditure	47,000	0	940	-940	-23,740	70,590	0	93,850
Net Expenditure	47,000	0	940	-940	-23,740	70,590	0	93,850
Associated Movement in Earmarked Reserves	-42,900		-860	860	23,740			-19,160
Net After Earmarked Reserves	4,100	0	80	-80	0	70,590	0	74,690

LDEVE: Local Development Scheme

Commentary on Substantial Budget Changes

Supplies & Services:

It is anticipated that the Council would be at the delivery stage by 2018/19. This would result in a reduction in printing and stationery costs and consultant fees.

Support Services:

Increase in support costs mainly from changes in cost allocations from Chief Executives Department and Organisation & Member Development service as staff work on the delivery stage.

Movement in Earmarked Reserve:

The net costs of the scheme excluding support costs is funded from reserves . It is anticipated that costs in 2018/19 will be less than 2017/18 which means that in 2018/19 less funding is needed from the planning reserve.

6.11 **Cost Centre and Description** PLANG: Planning Control & Enforcement

The budget shown here relates to the costs associated with the determination of planning applications, pre-application advice and investigation of authorised development. Also shown here is the associated income from charges made under this service. Due to the nature of the service it is difficult to predict accurate income levels from year to year, and therefore past experience in income levels largely forms the basis in establishing the income budgets.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	62,980		1,240	0	210	0	0	64,430
Third Party Payments	3,260		60	0	0	0	0	3,320
Support Services	680,340		13,600	-13,600	0	17,890	0	698,230
Depreciation and Impairment	9,530		190	-190	0	0	0	9,530
Total Expenditure	756,110	0	15,090	-13,790	210	17,890	0	775,510
Customer & Client Receipts	-588,290		-11,760	-93,050	37,050	0	0	-656,050
Total Income	-588,290	0	-11,760	-93,050	37,050	0	0	-656,050
Net Expenditure	167,820	0	3,330	-106,840	37,260	17,890	0	119,460

PLANG: Planning Control & Enforcement

Commentary on Substantial Budget Changes

Support Services

The increase is due to changes in cost allocations from Chief Executive Department and Economic Development offset by a reduction in support costs from Community Services Department.

Customer & Client Receipts

Initially the original estimated income has been increased by 2% for inflation, as shown in the column 'Inflation at 2%'. However both pre-application advice and planning fees are to be increase in excess of this 2%, with Planning Fees being increase by 20%. The additional increase over the 2% provision is shown in column 'Variation to Standard Budgeted Inflation'. As in previous years estimated income has been based on a three year average plus inflation. Unfortunately this shows a drop in income which is shown in the 'Unavoidable Changes to Service Costs' column.

6.12 **Cost Centre and Description** PLANP: Planning Policy

The costs shown here are in relation to staff time spent on developing the overall policy framework for improving's housing delivery, employment and the protection and enhancement of the environment of the area.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Support Services	158,610		3,170	-3,170		-53,090		105,520
Total Expenditure	158,610	0	3,170	-3,170	0	-53,090	0	105,520
Net Expenditure	158,610	0	3,170	-3,170	0	-53,090	0	105,520

PLANP: Planning Policy

Commentary on Substantial Budget Changes

Support Services:

Decrease in support costs mainly due to changes in cost allocations in Chief Executives Department offset by an increase in support cost from the new Economic Development Department (which only includes the cost of the new director at this stage)

6.13 **Cost Centre and Description** PLSUB: Grants & Subscriptions - Planning

This budget represents the charges that are paid by this committee in relation to the Lancashire Archaeological Advisory Service.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	5,250		110	2,520				7,880
Total Expenditure	5,250	0	110	2,520	0	0	0	7,880
Net Expenditure	5,250	0	110	2,520	0	0	0	7,880

PLSUB: Grants & Subscriptions - Planning

Commentary on Substantial Budget Changes

Supplies & Services

Since April 2016 the archaeological advice has been provided by the Lancashire Archaeological Advisory Service under a service level agreement. The Lancashire Archaeological Advisory Service is to increase its charges in 2018/19 as shown above. Looking forwards to future years it has been indicated that the fees for 2019/20 are to be £10,500 and for 2020/21, £13,125.

There are currently no realistic alternatives as there are no other providers. If we fail to use the service we could be liable to legal challenges on the basis that we have not carried out our legal responsibilities in accordance with the regulations.

7 SUMMARIES

- 7.1 The draft budget is summarised in two ways. One over the cost of the service provided by the committee (objective). The other is over the type of expenditure and income (subjective)

a) Cost of the service provided by the committee (Objective)

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
AONBS: Area of Outstanding Natural Beauty	16,520	0	330	-190	0	-650		16,010
BCFEE: Building Control Fee Earning	-5,490		-110	-3,120	-8,090	1,790	0	-15,020
BCNON: Building Control Non Fee Earning	61,080		1,230	-1,110	-3,880	1,270	0	58,590
BCSAP: Building Control SAP Fees	-2,550	0	-40	10	2,010	450	0	-120
CINTR: Clitheroe Integrated Transport Scheme	7,290		150	-210	0	20	0	7,250
COMMG: Community Groups	53,540		1,070	-940	-6,790	-46,880	0	0
CONSV: Conservation Areas	12,970	0	260	-260	0	-3,830	0	9,140
COUNT: Countryside Management	37,650	0	760	-290	7,560	7,450	0	53,130
ECDEV: Planning & Economic Development Department	0		0		104,630	-104,630		0
FPATH: Footpaths & Bridleways	6,970		140	-140	0	-1,120	0	5,850

a) Cost of the service provided by the committee (Objective)

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
LDEVE: Local Development Scheme	47,000		940	-940	-23,740	70,590		93,850
PLANG: Planning Control & Enforcement	167,820		3,330	-106,840	37,260	17,890	0	119,460
PLANP: Planning Policy	158,610		3,170	-3,170		-53,090		105,520
PLSUB: Grants & Subscriptions - Planning	5,250		110	2,520				7,880
Grand Total	566,660	0	11,340	-114,680	108,960	-110,740	0	461,540
Associated Movement in earmarked reserves	-37,410		-750	750	33,270	0	0	-4,140
Net After Earmarked Reserves	529,250	0	10,590	-113,930	37,600	-6,110	0	457,400

b) Type of Expenditure/Income (Subjective)

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	4,650	0	80	30	100,900	0	0	105,660
Premises Related Expenditure	11,370	0	230	-10	0	0	0	11,590
Transport Related Expenditure	14,050		280	-40	3,790	0	0	18,080
Supplies & Services	142,170	0	2,850	1,500	-28,460	0	0	118,060
Third Party Payments	10,160	0	200	0	0	0	0	10,360
Transfer Payments	18,100	0	360	-40	-130	0	0	18,290
Support Services	1,137,400	0	22,760	-22,760	0	-6,110	0	1,131,290
Depreciation and Impairment	10,710		210	-210	0	0	0	10,710
Total Expenditure	1,348,610	0	26,970	-21,530	76,100	-6,110	0	1,424,040
Other Grants and Contributions	-1,590		-30	0	0	0	0	-1,620
Customer & Client Receipts	-770,740	0	-15,410	-93,150	31,960	0	0	-847,340
Departmental Recharges	0					-104,630		-104,630
Miscellaneous Recharges	-9,620	0	-190	0	900	0	0	-8,910
Total Income	-781,950	0	-15,630	-93,150	32,860	-104,630	0	-962,500
Net Expenditure	566,660	0	11,340	-114,680	108,960	-110,740	0	461,540
Associated Movement in Earmarked Reserves	-37,410		-750	750	33,270	0	0	-4,140
Net After Earmarked Reserves	529,250	0	10,590	-113,930	142,230	-110,740	0	457,400

8 EARMARKED RESERVES

8.1 In the Original Estimate for 2017/18 this committee planned to use a net amount of £37,410 from earmarked reserves to support its net expenditure. Looking forward to 2018/19, the proposal included in the estimates is that this committee will use £4,140 from earmarked reserves. This is based on using £19,160 from earmarked reserves to support its spending in-year and adding £15,020 in respect of the building regulations service to earmarked reserves at year-end.

8.2 The table below provides a summary of the DRAFT Original Estimate for 2018/19 together with the budgeted impact on the relevant earmarked reserves. Also detailed is a summary of the reasons for the movements on the earmarked reserves

	DRAFT Original Estimate 2018/19	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	461,540	
PLBAL/H234: Building Regulation Reserve	15,020	Any surplus or deficit on the ringfenced fee-earning element of the Building Control service must be set aside in an earmarked reserve. Any surplus can then be used in future years/off-set against past deficits – or likewise any deficit must then be recovered in future years/off-set against past surpluses. As a result of reduced costs and increased income it is estimated that there will be a net surplus in 2018/19, which will therefore be added to the reserve as shown.
PLBAL/H336: Planning Reserve Earmarked Reserve	-19,160	The total cost of the Local Development Scheme is to be met from earmarked reserves. This contribution represents the estimated final contribution from earmarked reserves of £19,160, out of a total of £82,000 which was set aside to fund the Local Development Scheme over a number of years.
Committee Net Cost of Services after Movements on Earmarked Reserves	457,400	

9 KEY VARIATIONS

- 9.1 The net expenditure for this committee has decreased by £71,850 after allowing for associated movements on earmarked reserves. The main reasons for this net increase are summarised in the table below.

Description	Variance Original Estimate 2017/18 to DRAFT Original Estimate 2018/19
<p><u>PLANG: Planning Control and Enforcement</u> The government have indicated that we can increase our planning fees by 20%.</p>	-102,780
<p>Income from pre application advice, decision notices and planning application fees have all been based on a three year average plus a provision for inflation This is less than the original estimate for 2017/18 plus inflation, resulting in a fall in income.</p>	30,600
<p><u>LDEVE: Local Development Scheme</u> Expenditure on the scheme, other than support service costs are met from earmarked reserves. With the exclusion of support services, the costs associated with this service are anticipated to fall in the estimates provided.</p>	-23,740
<p><u>BCFEE: Building Control Fee Earning</u> The estimated Income from building regulation fees is based on a three year average plus a provision for inflation. This is higher than the original estimate for 2017/18 plus inflation</p>	-7,380
<p><u>Support Service Costs</u> The total decrease in support costs from other services due to changes in cost allocations from those services.</p>	-6,110

10 RISK ASSESSMENT

- 10.1 The approval of this report may have the following implications

- Resources: approval of the original budget for 2018/19 would see an decrease in net expenditure of £105,120 compared with the original budget for 2017/18 or £71,850 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified
- Political: none identified
- Reputation: sound financial planning safeguards the reputation of the Council
- Equality and Diversity – Equality and diversity issues are considered in the provision of all Council services.

11 RECOMMENDED THAT COMMITTEE

- 11.1 Approve the revenue original estimate for 2018/19 and submit this to the Special Policy and Finance Committee.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD2-18/TH/AC
15 December 2017

For further background information please ask for Trudy Holderness

BACKGROUND PAPERS - None

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No. 9

meeting date: THURSDAY, 11 JANUARY 2018
 title: PROTOCOL FOR MEMBERS AND OFFICERS DEALING WITH
 DEVELOPMENT MANAGEMENT
 submitted by: MARSHAL SCOTT, CHIEF EXECUTIVE
 principal author: DIANE RICE, HEAD OF LEGAL AND DEMOCRATIC SERVICES

1 PURPOSE

1.1 To seek Member approval for revisions to the attached Planning Protocol.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives } The Council aims to be a well-managed Council,
- Corporate Priorities } providing efficient services. Clear guidance supports
- Other Considerations } this objective.

2 BACKGROUND

2.1 In February 2017 Members approved the Protocol.

3 ISSUES

3.1 The current Protocol was considered by a Working Group which met in December 2016 and suggested various amendments to the Protocol. Since the Protocol was approved by Members' further areas have been identified where Members would benefit from clearer guidance namely:

1. receiving and giving professional advice, including from officers of other authorities eg Lancashire County Council;
2. circulation of documents, emails and additional information by Members at Committee and prior to Committee;
3. lobbying;
4. advice for Members speaking at Planning and Development Committee (ie not Members of the Committee).

3.2 Certain other administrative changes are proposed to improve the Protocol. The first proposal is to alter the Protocol's title to distinguish it more clearly from the Development Management Protocol – the latter having been in existence since 2005 and dealing mainly with the administration of applications eg validation requirements. The suggested new title of this document is Planning Protocol for Members.

3.3 Paragraph 5 has been updated to more accurately reflect the site visit rules.

- 3.4 7.5 has been removed as it duplicates an existing obligation, similarly 7.7, 7.8 and 7.9 have been amended to more closely reflect existing practice.
- 3.5 Members may be in agreement with the revisions, or wish to deal with the revisions via a Working Group as previously.
- 3.6 Additions or amendments to the protocol are underlined or cross hatched in the attached document at Appendix 1.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – N/A.
- Technical, Environmental and Legal – N/A.
- Political – N/A.
- Reputation – N/A.
- Equality & Diversity – N/A.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Consider the amended Planning Protocol attached as Appendix 1 and approve the same; or
- 5.2 Request that the working group reconvene to review the proposed amendments.

DIANE RICE
HEAD OF LEGAL AND DEMOCRATIC SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS

None.

For further information please ask for Diane Rice, extension 4418

REF: DER/EL/P&D/110118



PLANNING PROTOCOL FOR MEMBERS

JANUARY 2018

CONTENTS

Section	Title
1	Introduction
2	Basic Principles
3	Pre-application Discussions
4	Lobbying
5	Site Visits
6	Delegated Decisions
7	Committee Decisions
8	Issue of Decisions
9	Member Training

1 Introduction

- 1.1 This Protocol sets out the practices and procedures that Members and Officers of Ribble Valley Borough Council should follow when determining planning applications.

2 Basic Principles

- 2.1 The basis of the planning system is to manage development in the public interest.
- 2.2 Planning is often contentious because planning decisions affect the private interests of individuals, landowners and developers. It is not a precise science and requires informed judgement within a firm policy context. The planning system relies on ensuring that officers and members act in a way which is not only fair, but also is clearly seen to be so. The planning process must therefore involve open and transparent decision making. The process should leave no grounds for suggesting with any justification that a decision has been partial, biased, or not in any way well founded.
- 2.3 Members have a duty to represent their constituents, but also an overriding duty to the wider community. Whilst Planning Committee Members may be influenced by the opinions of others, their decisions must not discriminate in favour of any individual, group, company or locality, nor appear to do so. Decisions should be clearly based upon material planning considerations and professional advice.
- 2.4 The role of the planning officer is to advise and assist members in their determination of planning applications by providing impartial and professional advice. They will ensure that all the necessary information for a decision to be made is provided with a clear and accurate analysis of the issues including identifying relevant development plan policies and all other material considerations. All reports to Members will contain a clear recommendation.
- 2.5 Members may raise with the relevant officers any points that they consider to be of relevance to the merits of a planning matter that the Council is to determine. However, Members should not otherwise seek to influence officers regarding particular officer recommendations. Members should also ensure that, in the event that contact is made with offices of another statutory body the contact is managed in accordance with that body's Officer Member Protocol and that Members do not seek to influence officers of other statutory bodies.
- 2.6 Planning applications submitted by the Council for its own development will be treated in the same way as those submitted by private developers, in terms of the assessment of material planning considerations, however all such applications will be referred to Committee.

3 Pre-application Discussions

- 3.1 Pre-application discussions between potential applicants and a Planning Officer can be of considerable benefit to both parties and should be encouraged. Such discussions will help to clarify what information should accompany the application and will usually reduce the time taken to make a decision.
- 3.2 It should always be made clear at the outset that the discussions will not bind the officer to make a particular recommendation, or the Council to make a particular decision and that any views expressed are personal and provisional. Advice should be consistent and based on the Local Development Plan and material considerations.
- 3.3 A written notice should be kept of potentially contentious meetings.
- 3.4 Members of the Committee need to preserve their role as impartial decision makers and generally should not give pre-application advice to applicants and/or agents regarding development proposals.
- (a) Members should only meet applicants if an officer (wherever possible the Head of Planning Services or a member of staff nominated by him) is present. A note should be taken of the meeting. The taking place of the meeting should be reported to the Committee.
 - (b) Wherever possible the note should be compiled by either a Committee Clerk or member of the Planning team.
 - (c) If an applicant or interested party makes an approach, members should agree to listen but are advised not to comment. If a comment is given it should be made clear that it is a personal view rather than that of the authority. Members should avoid giving any commitment, or the impression of a commitment that they hold any particular view on the proposed development. Exceptionally, where a member considers that he or she cannot avoid giving an opinion, this should be declared at Committee. If the approach is from a constituent, members may give information on policies and procedures. Requests for information from professional advisors or agents should be referred to officers.
 - (d) In order to preserve their role as impartial, Members should avoid circulating documents to Members of the Committee on behalf of the applicants or objectors.
 - (e) Members of the Committee or who attend to address Planning Committee but are not Members of the Committee should ensure that no new or additional information is given to Committee which has not first been supplied to the other party to the application.
- 3.5 Members should be aware of the opportunity for a potential applicant to take formal pre-application advice as set out at Appendix 1 & of the Council's

adopted Statement of Community Involvement: Section 4 (Involving the Community in Planning Applications) & Appendix 3 (Guidance for Developers on Consultation for Proposals)(available at https://www.ribblevalley.gov.uk/downloads/file/9588/sci_adopted_october_2013)

4 Lobbying

- 4.1 Lobbying is a normal and perfectly proper part of the political process. Those who may be affected by a proposal will often seek to influence the decision by an approach to their local Member or to Members of the Planning Committee. However, such lobbying can lead to the impartiality and integrity of a member being called into question. The information provided by lobbyists may represent a selective and incomplete picture of the relevant considerations in respect of a planning matter.
- 4.2 Planning Committee Members are free to listen to any point of view about a planning proposal. Even though they may agree with a particular view, Members of the Committee should avoid expressing an opinion which may indicate they or the authority have reached a final conclusion on a planning application until all the relevant information, evidence and arguments have been put before them at Committee.
- 4.3 Ward Members who are also members of the Planning Committee may participate in the Committee debate on an application in their Ward and will normally be able to vote on the application. Whilst Ward Members may wish to ensure that a particular body of local opinion is heard by the Committee, and may reflect those views to the Committee, they should take care to avoid bias. Members of the Planning Committee need to take account of the general public's (and the Ombudsman's) expectation that a planning application will be processed and determined in a transparently open and fair manner, in which members taking the decision will take account of all the evidence presented before arriving at a decision, and that to commit themselves one way or the other before hearing all the arguments and evidence makes them vulnerable to an accusation of partiality. A member may voice his or her concerns publicly before a meeting but he or she should make it clear that they will not form a final opinion until they have considered all the information.
- 4.4 If a member responds to lobbying by deciding to go public or on the record such as in the press or via social media, in support of a particular outcome; or even campaign actively for it; it will be very difficult for that member to argue convincingly that he/she has carefully weighted all the evidence and arguments presented at the committee meeting: In these circumstances the decision of the Planning Committee may be vulnerable to challenge by way of Judicial Review if there is bias or the appearance of bias in the process. An appearance of bias is created if Members make it plain that they have already made up their minds about an application and will not be influenced by

anything said at the meeting. In these circumstances the proper course of action would be for the member to make an open declaration and not to vote.

- 4.5 Being a Member of a Parish or Town Council that has expressed a view on an application does not prevent a Planning Committee Member reaching the same or a different view when the application is considered on its merits by the Council. However the Member should approach the decision making process afresh and not express a final view in advance of the Committee meeting or act as a mouthpiece for another Authority. To do so could give an appearance of bias.
- 4.6 Members should be aware of, and have regard to, guidance issued from time to time by the Planning Advisory Service in relation to this issue.

5 Site Visits

- 5.1 Collective/accompanied Members site visits shall only be held where the proposals are of such a nature that the Committee or Chairman of Planning Committee is confident that the value added by such a visit justifies the delay in the processing of the planning application.
- 5.2 Attendance at site visits is generally by invitation only – the prime purpose being for Council members themselves to fully understand the material planning considerations to be taken into account in determining the planning application.
- 5.3 All site visits should be carried out in accordance with the Council's rules relating to site visits set out at Appendix 2.
- 5.4 Individual site visits should be carried out in accordance with current PAS "Probity in Planning" guidance.
- 5.5 These requirements apply equally to site visits arranged with other statutory bodies.

6 Delegated Decisions

- 6.1 Delegation of appropriate powers and functions by Planning Committee to designated officers has long been regarded as an essential element for the delivery of an efficient planning service.
- 6.2 The Council's Scheme of Delegation and Development Management Protocol are set out at Appendix 3.

7 Committee Decisions

Committee Reports

- 7.1 Reports to Planning Committee will normally be available at least five working days prior to the meeting.

- 7.2 All applications submitted to the committee will have a full written report from officers including a reasoned assessment of the proposal, reference to relevant policies and a justified recommendation and analysis of available options. Reports will cover the substance of any objections and the views of people and bodies that have been consulted.
- 7.3 Any oral presentations raising new matters and updates by officers to the committee will be minuted.
- 7.4 Members should ensure that they are present for the whole presentation by officers and subsequent debate on a particular matter and do not attend or leave part way through. This is to ensure that they are able to hear all the relevant evidence and debate in relation to a proposal. In the event that members are not present for the whole of that process and miss a substantial proportion of it they should consider whether they are in a position to vote. The Chairman will be able to offer advice on this point.
- ~~7.5 If the report's recommendation is contrary to the provisions of the Local Development Plan, the material considerations that justify this must be clearly stated.~~
- 7.6 Where an application is recommended for refusal the reasons will be set out in full in the officer's report.

Decisions contrary to officer recommendation

- 7.7 Members must indicate reasons at Committee for approval or refusal of applications determined contrary to officer advice, including identifying relevant policies. Pressure should never be put on Officers to "go away & sort out planning reasons".
- 7.8 Where Members are minded to approve an application contrary to officer advice, the application will be deferred to a future meeting of committee when it will be reconsidered with properly drafted conditions forming part of the full report, which will also include details of the original recommendation if appropriate.
- 7.9 Where an application is being considered at Committee for refusal contrary to officer advice, the proposed reasons for refusal will be agreed at that committee meeting. The reasons will be recorded in the minutes & be based on material planning considerations and the relevant policies supporting the refusal. An opportunity will be given to the officer to explain the implications of the contrary decision. The matter will then be deferred to a future meeting of Committee when it will be reconsidered with properly drafted reasons for refusal showing part of the full report, which will also include details of the original recommendation if appropriate. If a successful planning appeal follows a refusal contrary to officer advice, clear identification of good reasons for refusal will reduce the chance of a costs award.

Free from political instruction

- 7.10 Members of the committee must make planning decisions on planning grounds. "Whipping" is inappropriate and decisions should not be taken in party groups on how to vote on particular applications prior to the committee meeting.

Declaration of interests

- 7.11 The Council's Code of Conduct sets out requirements for members on declaring pecuniary and non-pecuniary interests and the consequences of having such an interest. These must be followed scrupulously and Members should review their situation regularly. Not only should impropriety be avoided but also any appearance or grounds for suspicion of improper conduct.
- 7.12 A Member with a pecuniary interest in respect of a particular planning matter must declare it and take no part in the discussion or the determination of the proposal. He or she should leave the room before the item is considered. The responsibility for this rests with each Member. Advice can be obtained from the Head of Legal and Democratic Services if required, in advance of a Committee meeting. Guidance is also contained in Standing Order No. 30 in relation to non-pecuniary interests. It is unsatisfactory if a member asks for guidance in the course of a debate.

Requests by Members for information

- 7.13 Wherever possible, Members should give advance notice of additional information they intend to request, or information they intend to contest, at the committee meeting so that officers can be in a position to assist and avoid the unnecessary deferral of a decision.

Public Participation

- 7.14 In order to give greater opportunity to applicants and objectors to express their respective points of view, the Planning Committee operates a scheme of public participation, details of which are set out at Appendix 4.

8. Issue of Decisions

- 8.1 Where an application is approved or refused by Committee the planning permission or notice of refusal will normally be posted to the applicant within 48 hours of the date of the Committee Meeting.
- 8.2 Where application is approved subject to a legal agreement, the decision notice will not be issued until the agreement has been completed.

9 Member Training

- 9.1 Members of the Planning Committee will receive regular training about the planning system.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 11 JANUARY 2018
title: TREE PRESERVATION ORDER 7/19/3/206 ST MARY'S CENTRE
submitted by: JOHN HEAP – DIRECTOR OF COMMUNITY SERVICES
principal author: ALEX SHUTT – COUNTRYSIDE OFFICER

1. UPDATE

- 1.1 Members will be aware that in the November meeting Committee resolved to defer a decision in relation to the above TPO. This was to allow further investigation and obtain more information which included the removal of the Ivy from the wall.
- 1.2 This was carried by the church and RVBC. The Council also carried out a Dangerous Structure Inspection Report (DSIR) on the retaining wall at St Mary's Centre which can be found in the background papers. The DSIR agrees with the original Structural Appraisal Report in that although there is no immediate danger to the public, over time the pressure against the wall will cause collapse. If the tree is to be retained then root pruning the Ash, bracing and stitch pointing the wall would be a long term solution. Trees can lose up to one fifth of their root plate and not suffer any lasting damage. The majority of the root plate will be situated towards the St Mary's Centre where there is less compaction.
- 1.3 A tree condition report was also carried out which states the tree is in a good condition (BS5839 Category B1) and providing the wall is structurally safe is of overall low risk. (Full report attached to application file available on the application web page)
- 1.4 Taking the above information into consideration I consider that Committee have 3 viable options.
 1. Confirmation of the TPO subject to remedial works on the tree roots system and the retaining wall to enable retention of the Ash tree that is considered to be of visual amenity value to the locality and to the wider tree-scape.
 2. Confirmation of the TPO but advise the applicant without prejudice that the Council would be unlikely to object to its removal subject to a proposal including a satisfactory mitigation scheme with replacement planting within the Ribble Valley and carry out the stitch pointing on the retaining wall.
 3. Not to Confirm the TPO. The Council would then have to issue the Decision not to Confirm Order. This would then allow the tree to be removed and the stitch pointing on the retaining wall can be completed by the applicant.

2. PURPOSE

- 2.1 For Committee to consider objections to the St Mary's Centre Tree Preservation Order and to decide whether the order should be confirmed.
- 2.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To protect and enhance the existing environmental quality of our area.
- Corporate Priorities – To comply with the adopted core strategy – Environment [Policy DME1: Protecting Trees and Woodlands,
- Other Considerations – None.

3 BACKGROUND

- 3.1 On 20 April 2017 a pre-planning enquiry proposal was submitted for demolition of existing building and construction of a new building rear of the St Mary's Centre, York Street.
- 3.2 From initial assessments it was clear that a prominent Ash (*Fraxinus excelsior*) was a material consideration and that the proposal would result in the loss of the tree in question. As the tree is included in the Clitheroe Conservation Area and is considered to be of visual amenity value the applicant was advised that an arboricultural assessment would be required to be submitted with any planning application. On the basis of the results of a Tree Evaluation Method for a Tree Preservation Order [TEMPO] the applicant was also advised that the local authority would consider it expedient to make a preservation order.
- 3.3 Following the submission of an application to fell the tree under the Planning [Listed Building and Conservation Areas] Act 1990 on the 15 June 2017, which was refused on the 19 July 2017, a tree preservation order was served on the 20 July. Objections to the preservation order have been made
- 3.4 Objection to the refusal for felling was submitted to the planning inspectorate however under Planning [Listed Building and Conservation Areas] there is no appeal process and the applicant was advised that only appeals against refusal to fell under the Town and Country Planning Act [Tree Preservation] [England] Regulations can be determined by the Inspectorate.

4 ISSUES

- 4.1 The tree is considered to be of visual amenity value to the locality and to the wider tree- scape and therefore in the interests of amenity it was considered expedient to protect the tree growing on land included in a Conservation Area.
- 4.2 Due to Chalara dieback of Ash disease (*Hymenoscyphus fraxineus*) infecting and eradicating the juvenile stock of native Ash throughout Britain, the retention and protection of mature, healthy specimens (which for the time being are immune to the disease) is of greater importance to the survival of the ecologically and culturally important species.
- 4.3 A tree preservation order protects trees from lopping, topping and felling but does not preclude tree work being carried, including felling, except for emergencies, for which there are exemptions. A tree work application is required for tree management work.
- 4.4 Tree work to protected trees that are considered to be dead and/or dangerous can, under exemptions, be carried out to reduce or remove immediate risk. In these circumstances a five day notice is normally required. If a tree has to be felled or

pruned in an emergency the onus is on the landowner to prove that on the balance of probabilities that the tree was dangerous. In cases of dead wood pruning no formal consent is required.

4.5 Any tree management decisions about any of the trees included in the preservation order should be based on a detailed arboricultural/quantified tree risk assessment carried out by a qualified and public indemnity insured arborist. This ensures that any tree management decisions are based on objective and accurate arboricultural information.

4.6 The applicant has claimed that the boundary wall fronting York Street is being undermined by the tree and is in a dangerous condition. I am of the opinion that this has not been substantiated by any definitive evidence. An assessment of the wall submitted by a chartered engineer states that the wall does not comply with current standards and that there is a theoretical risk of the wall being unstable, made worse by the presence of tree. However it does not state that there is an imminent risk of the wall collapsing or that it is in a dangerous condition.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Dealing with tree related issues form part of the Countryside Officers duties.
- Technical, Environmental and Legal – Decisions made about trees have to balance protection of the environment against quantifiable risks posed by trees.
- Political – None.
- Reputation – The Council's environmental protection measures are being maintained.
- Equality & Diversity – None.

5 CONCLUSION

5.1 Trees are a material consideration at any stage of the pre-planning, outline or detailed planning process and that at pre-planning stage in certain circumstances, for example where as in this instance there is a lack of any detailed arboricultural assessment and it is considered to be a minimum category B specimen [BS5837] of sufficient visual amenity value, the LPA may consider it expedient in the interests of amenity to serve a TPO. This does not preclude a planning application being submitted or determined and in instances where a planning permission is granted and where the details indicate which trees are to be removed as part of the detailed consent the planning permission supersedes a TPO and the loss can be mitigated.

5.2 If the wall is proven to be unsafe and requires rebuilding, this can be carried out utilising specialist techniques so the tree can be safely retained and co-exist with the wall as there is still a 30cm gap between the stem and said wall.

6 RECOMMENDED THAT COMMITTEE

6.1 Confirm the St Mary's Tree Preservation Order.

ALEX SHUTT
COUNTRYSIDE OFFICER

JOHN HEAP
DIRECTOR OF COMMUNITY SERVICES

BACKGROUND PAPERS

Copy of pre planning response Link to Decision Notice

https://www.ribblevalley.gov.uk/planx_downloads/17_0595_Notice_of_Refusal.pdf

Copies of letters of objection

Copy of letters of objection response

Copy of TEMPO

Link to Chalara dieback of Ash - Questions and
Answers <https://www.forestry.gov.uk/forestry/infd-8w9euv>

Link to Structural Appraisal Report
https://www.ribblevalley.gov.uk/planx_downloads/170595_structural_report.pdf

Copy of Dangerous Structure Inspection Report

Link to Tree Condition Report
https://www.ribblevalley.gov.uk/planx_downloads/17_0595_tree_condition_report.pdf

For further information please ask for Alex Shutt, extension 4505.



RIBBLE VALLEY BOROUGH COUNCIL

Officer:	Rachel Horton	Tel:	01200 414501	Council Offices	
Email:	Rachel.horton@ribblevalley.gov.uk			Church Walk	
Our Ref:	RV/2017/ENQ/00032			Clitheroe	
Proposal:	Demolition of existing building and construction of dental surgery at The Institute (rear of St Marys Centre) Paradise Lane/York Street Clitheroe			Lancashire BB7 2RA	
Date:	19 th June 2017			Tel: 01200 425111	Fax: 01200 414487
				DX: 4501	

Pre-Application Enquiry Response

Dear Mrs Douglas

Following an unaccompanied site visit and meeting on the 24th of May I write in response to your pre-application enquiry regarding the proposed demolition of the existing building on the site and the erection of a replacement two-storey flat roof building to accommodate a dental surgery.

At our meeting you advised that the intention is to demolish the existing building and construct a new building that is sited away from the rear elevation of the St Marys Centre which is considered to be more beneficial insofar as future maintenance and repair. Furthermore, due to the existing land levels on the site a level access to the building is not currently achievable therefore the creation of a new access is required off York Street. At this stage of enquiry a location plan, supporting statement, together with sketch elevations and proposed site plans have been submitted for consideration.

Relevant Policies:

- EN5 – Heritage Assets
- DMG1 – General Considerations
- DME1 – Protecting Trees and Woodlands
- DME2 – Landscape and Townscape Protection
- DME4 – Protecting Heritage Assets
- EC1 – Business and Employment Development
- EC2 – Development of Retail, Shops and Community Facilities and Services
- National Planning Policy Framework (NPPF)

Principle of Development:

The site is located within Clitheroe Town Centre and would result in the re-location of an existing community facility within one of the principle settlements. On this basis I consider that the principle of the scheme is acceptable (refer to EC1 and EC2 of the Core Strategy). Notwithstanding this, I am mindful that development of the site is constrained by the fact that it is within Clitheroe Conservation Area close to Listed Buildings, proposed works necessitate the partial removal of an existing stone boundary wall a mature tree and will be visual prominent within the public realm.

Visual Impact and Design Matters within the Conservation Area:

The general design and appearance of development should be sympathetic to existing and proposed land uses in terms of its size, intensity and nature as well as scale, massing, style, features and building materials (refer to

Submission Requirements:

Should you proceed to a formal submission, based on the nature of the proposal/site constraints it is my opinion that the Local Planning Authority would require the following information to accompany such an application:

- Design and Access Statement
- Heritage Statement
- Full Arboricultural Report and Arboricultural Impact Assessment
- Proposed landscaping.
- Scaled levels through the site

Please be advised that Lancashire County Council Highways department will no longer be supplying Pre-Application advice at this time and they are currently considering charging for such advice. If you require any additional information with regards to Highway issues, you will be expected to request this information through your own initiative and contact LCC direct for further advice.

Please note this aforementioned required information may not be exhaustive and is provided on the basis of the level of information submitted. Failure to provide required information is likely to result in an application being made invalid until such information is received or potentially refused on the basis of insufficient information.

The above observations have been provided on the basis of the level of information submitted and the comments contained within this response represent officer opinion only, at the time of writing, without prejudice to the final determination of any application submitted.

Should you wish to discuss any of these matters further please do not hesitate to contact me.

Yours Sincerely

Mrs Rachel Horton
Pre-Application Advice Officer

Mrs Judith Douglas
Judith Douglas Town Planning Ltd
90 Pimlico Road
Clitheroe
BB7 2AH

The Parish Church of St. Mary Magdalene

St Mary's Church Office
Church Street
Clitheroe
BB7 2DG

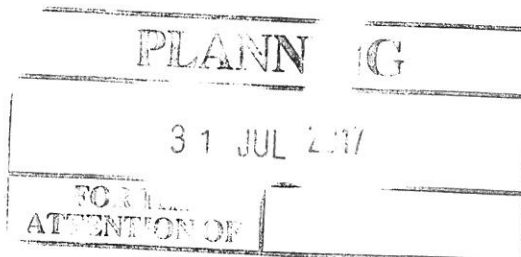
Tel 01200 422828
admin@stmaryclitheroe.com



Revd Andrew Froud
The Vicarage
Church Street Lancs
Lancs BB7 2DD

Tel 01200 423317
andyfroud@gmail.com

Countryside Officer
Planning section
Council Offices
Church Walk
Clitheroe
Lancashire
BB7 2RA



28th July 2017

Dear Sir,

You have defined T1 ash as of having high amenity value. The protection and enhancement of amenity, particularly residential amenity, is a core objective of planning. The Development Act 1993 (S 4(1)) defines amenity like this: "‘amenity’ of a locality or building means any quality, condition or factor that makes, or contributes to making, the locality or building harmonious, pleasant or enjoyable.”.

Undoubtedly T1 ash taken in isolation from its context fits your description and. However, as Chair of the St Mary's Centre Trustees, I would argue that the site as a whole does not have any amenity value as defined by the 1993 Act. The Institute and the land on which it stands are currently under offer, with planned development as residential properties. The Institute was added on to the Sunday School (or church hall or St Mary's Centre as it is now know) sometime in the twentieth century.

From the first The Institute was clearly without architectural merit: having been built with concrete which is now rotting, exposed ironwork which is now rusting and a flat roof which has finally succumbed to the Lancashire weather. The building is in need of demolition. To fund that and renovations to the rest of the St Mary's Centre we need to sell the site. The temporary Tree Preservation Order has effectively delayed that sale and may indeed stop it happening. A permanent TPO will create an ongoing eyesore in an area currently being successfully regenerated.

Finally I am disappointed to learn from correspondence with the proposed purchaser's agents that they feel that their attempts at dialogue and negotiation with RVBC have been rebuffed with a formal and adversarial approach.

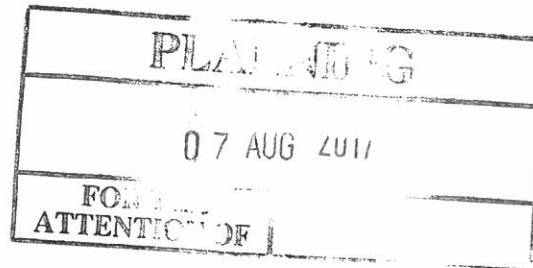
For the purposes of this legal approach I register my objection to the Tree Preservation Order on T1 ash on the grounds that it is not of High Amenity Value: I would welcome anyone contacting me regarding future development on the site.

Yours

Revd Andy Froud MA, MPhil

The Vicarage
Church Street
Clitheroe BB7 2DD
www.stmaryclitheroe.com
01200 423317 / 0796 957 6691

Countryside Officer
Planning section
Council Offices
Church Walk
Clitheroe
Lancashire
BB7 2RA



2nd August 2017

Dear Sir

Tree Preservation Order No. 7/19/3/206: St. Mary's Centre, Clitheroe. T1 Ash.

I refer to your the temporary Tree Preservation Order attached to the T1 Ash tree and the recent planning refusal for the felling of said Ash tree on the St Mary's Community Centre site adjacent to York Street.

This tree has been described by yourselves as of High Amenity Value.

I wish to challenge your description and the TPO, as neither it nor the site, including the extension to St Mary's Centre, known as the Institute, in its current state of repair add anything visually, or aesthetically to their surroundings.

An Ash tree of this size and age, with its extensive root system, threatens the stability of the high boundary retaining wall. With its branches, which, in the case of Ash trees can become brittle, it is a potential risk to pedestrians and vehicles on York Street both now and in the future. The tree is very close to the pavement and has large overhanging branches which are a huge safety concern and if left in this location it remains very hazardous.

The Institute itself was never a thing of architectural beauty and is deteriorating rapidly due to the current state of the flat roof. Ultimately it will become an unsightly presence on York Street. The preservation order on this tree will prevent any useful contribution to Clitheroe that development of this site might make as a source of possible regeneration.

I therefore recommend and request that this temporary TPO be removed and for the purposes of this legal approach I register my objection to the Tree Preservation Order on T1 Ash on the grounds that it is not of High Amenity Value.

Yours sincerely

Brian Haworth
St. Mary's Centre Hall Management Team – Committee Member
Clitheroe Parish Church Amateur Operatic & Dramatic Society – Committee Member

Email: lowerfold@aol.com

Tel: 01254 248679

Carford
Parsonage Road
Wilpshire
Blackburn
BB1 4AG



Church Street, Clitheroe, Lancashire. BB7 2DG

Tel: 01200 425522

email: info@stmaryscentre.co.uk

web: www.stmaryscentre.co.uk

Countryside Officer
Planning section
Council Offices
Church Walk
Clitheroe
Lancashire
BB7 2RA

Colin Wright
16 Riddings Lane
Whalley
Clitheroe
Lancashire
BB7 9RW
Tel 01254 485020 Mob :07840778828

I am responding, in my capacity as Site Supervisor and Committee Member of the St Mary's Centre, to your letter of 20th July regarding T1 ash.

The council's policy is to encourage residential development in the town centre of Clitheroe: not only does this avoid the need to build housing in former greenbelt land, higher residency rates in town centres have been shown to improve the general well-being of town centres.

The proposed development will use what, if not classified officially as a brown-field site, is certainly a town-centre site currently blighted by a disused building of no architectural value. The Institute stands in stark contrast to the other buildings in a conservation area. Simply put, if the tree remains in place then a structurally unsound and unsightly building (the Institute) will have to stay in place.

The Institute has reached the end of its life and ,at some stage in the future, will need to be demolished. Preserving the self-seeded ash tree will severely limit the potential for redevelopment of the site for any purpose.

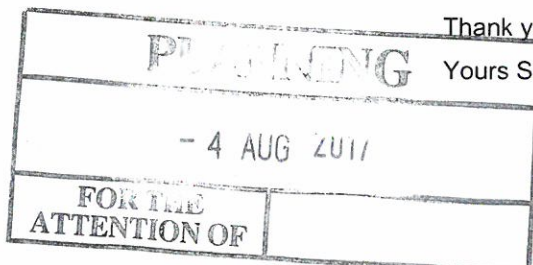
This in turn will have the knock on effect of restricting the St Mary's Centre Committee to continue the process of maintaining and improving the main body of the building.

The St Mary's Centre is a valuable asset to the town of Clitheroe . Many thousands of people, local and visitors alike, use the facility, or attend functions or Theatre productions, at the venue. (Including Local Schools and, indeed, The Ribble Valley Council itself!)

The chances of continuity for the Community Centre will be greatly improved by reversing the decision to place the T1 Ash on a preservation order. This would allow the opportunity for Development and improvement of the whole site.

Thank you,
Yours Sincerely,

Colin Wright.(St Mary's Centre Committee)



59 Mearley Syke

Clitheroe

Lancs.

BB7 1JG



9th. August 2017

Countryside Officer
Planning Section
Council Offices, Church Walk
Clitheroe,
BB7 2RA

Ref. **TREE PRESERVATION ORDER - T1 ash - 20th. July 2017**

I write as a member of the St. Mary's Centre Management Team to object to the above TPO .

How has this ash tree acquired "High Amenity Value", is it the variety of tree (surely not) or its position ?

The trees root system is impacting on the adjacent wall and will soon affect said wall. Removal of the tree will remove the fall hazard possible onto York Street.

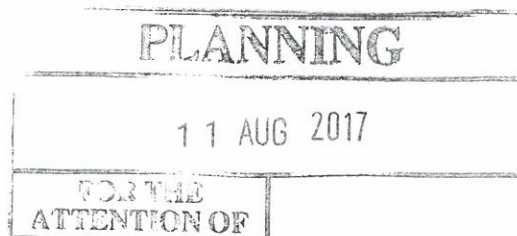
The proposed development will use what is a town centre site currently blighted by a disused building with no architectural value.

This building has reached the end of its life and will need to be demolished at some future date.

I trust that my objection along with my fellow management members will encourage you to rethink this TPO.

Yours sincerely,

Brenda Jones



RIBBLE VALLEY BOROUGH COUNCIL

please ask for: DAVID HEWITT
direct line: 01200 414505
e-mail: david.hewitt@ribblevalley.gov.uk
my ref: DH/CMS
your ref:
date: 14 August 2017

Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

Switchboard: 01200 425111
Fax: 01200 414487
www.ribblevalley.gov.uk

Dear Ms Jones

With reference to your letter of objection to the Tree Preservation Order 7/19/3/206.

The objections to the Order will be considered by the Planning Committee at the earliest opportunity, however in the meantime I am taking the opportunity to advise you accordingly.

Trees are a material consideration at any stage of the pre-planning, outline or detailed planning process and that at pre-planning stage in certain circumstances, for example where as in this instance there is a lack of any detailed arboricultural assessment and it is considered to be a minimum category B specimen [BS5837] of sufficient visual amenity value, the LPA may consider it expedient in the interests of amenity to serve a TPO. This does not preclude a planning application being submitted or determined and in instances where a planning permission is granted and where the details indicate which trees are to be removed as part of the detailed consent the planning permission supersedes a TPO.

The above information is without prejudice to any future planning application that may be submitted.

Finally the officer dealing with matter will be Alex Shutt who is now in receipt of your letter of objection.

Yours sincerely

DAVID HEWITT
COUNTRYSIDE OFFICER

Ms B Jones
59 Mearley Syke
CLITHEROE
Lancashire
BB7 1JG

Amenity Evaluation Rating for CA/TPO

Conservation Area Yes- Clitheroe TREE SPECIES: Ash ADDRESS: ST Marys Parish Hall, Off Paradise Lane/York Street, Clitheroe, BB7 2DG.	SITE VISIT DATE: 26/01/2017 EFFECTIVE DATE: TPO DESIGNATION: Amenity Value AMENITY VALUE RATING: 21 SURVEYED BY: Alex Shutt
REASON FOR TPO:	

1	Size	SCORE	6	Suitability to area	SCORE
1	Very small up to 5m		1	Just suitable	
2	Small 5-10m		2	Fairly suitable	
3	Small 10-15m		3	Very suitable	Y
4	Medium 15-20m		4	Particularly suitable	
5	Medium 20-25m	Y			
6	Large 25-30m				
7	Very large 30m +				
2	Life expectancy		7	Future amenity value	
1	5-15 years		0	Potential already recognised	
2	15-40 years		1	Some potential	
3	40-100 years	Y	2	Medium potential	Y
4	100 years +		3	High potential	
3	Form		8	Tree influence (current or future)	
-1	Tress which are of poor form		-2	Highly significant	
0	Trees of not very good form		-1	Significant	Y
1	Tress of average form		0	Slight	
2	Trees of good form	Y	1	Insignificant	
3	Trees of especially good form				
4	Visibility		9	Added factors	
1	Trees only seen with difficulty or by a very small number of people		If more than one factor relevant maximum score can still only be 2		
2	Back garden trees, or trees slightly blocked by other features		1	Screening unpleasant view	Y
3	Prominent tress in well frequented places	Y	1	Relevant to the Local Plan	Y
			1	Historical Association	
			1	Considerably good for wildlife	
			1	Veteran tree status	
5	Other trees in the area		10	Rating	21
0	Wooded surroundings				
1	Many				
2	Some				
3	Few	Y			
4	None				

ADD EACH FACTOR TOGETHER 1+2+3+4+5+6+7+8+9 = Rating
 (The suitable benchmark rating for inclusion within a TPO is 15)

RIBBLE VALLEY LABC
DANGEROUS STRUCTURE INSPECTION REPORT

DATE: 11/12/2017

LOCATION OF INCIDENT:

St Mary's Centre
Church Street,
Clitheroe.
Lancashire BB7 2DG

NATURE OF DANGER:

Potential that over time the stone wall will belly out to the point to which it could collapse onto the pedestrian walkway

NAME OF OWNER:

Unknown

ADDRESS OF OWNER:

Same as location

NAME OF OCCUPANT:

Unknown

ADDRESS OF OCCUPANT:

Same as location

REPORT:

A site visit has been conducted at the above location, there is no immediate danger to the public. The loads and pressure being imposed by the tree within the grounds of the community centre has caused cracking to the stone wall and joints. The roots from the tree will cause expansion and contraction within the ground which will also put pressure against the wall.

Over time the pressure against the wall will cause collapse. A time frame as to when this will cannot be given.

ACTION:

The wall requires stitch pointing and if the tree is to remain in situ then a long term solution will be to brace the wall or to remove some of the ground pressure from the rear side.

If the tree is to be felled then once the stich pointing has been done then no further action will be required.

See attached photos

Jimmy Mulkerrin – Building Control Surveyor

11/12/2017

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING & DEVELOPMENT COMMITTEE

Agenda Item No. 11

meeting date: THURSDAY, 11 JANUARY 2018
title: APPROVAL OF INCREASE TO BUILDING CONTROL FEES 2018/19
submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE
principal author: HEATHER BARTON – HEAD OF ENVIRONMENTAL HEALTH SERVICES

1 PURPOSE

- 1.1 To approve increased fees and charges in relation to Building Control Services.
- 1.2 Relevance to the Council's ambitions and priorities:
- Council Ambitions – To help make people's lives safer and healthier.
 - Community Objectives – To support health, environmental, economic and social wellbeing of people who live, work and visit Ribble Valley.
 - Corporate Priorities – To enable the delivery of effective and efficient services.
 - Other Considerations – None.

2 BACKGROUND

- 2.1 In accordance with Government policy, Local Authorities have been empowered to charge for carrying out main Building Control functions relating to building regulations, based on the principle of full cost recovery since the late 1970's. Initially charges were prescribed fees set by Government but have been devolved to Local Authorities since the introduction of The Building (Local Authority) Charges Regulations 2010.
- 2.2 The Council's Building Control fees are reviewed in line with fees and charges applied by other Building Control Services in Lancashire. The previous increase was September 2016. Charges are kept competitive due to direct competition from the private sector (Approved Inspectors) who are often preferred and used by larger house builders and persons wishing to avoid the Local Authority. Currently Local Authorities have 65 – 75% of the Building Control market.

3 ISSUES

- 3.1 The new Ribble Valley Scheme of Charges has been based on the LABC model scheme in setting out standard charges for the majority of projects applicable in Ribble Valley. The scheme is similar to schemes in Pendle, Rossendale, Hyndburn Council and Pennine Lancashire.
- 3.2 The principles of the scheme are that the user pays for the service provided. The new scheme of charges has been formulated using many years of national and local experience. Local Authorities are reminded in the CIPFA accountancy guide that they should not use building regulation charges to offset other Building Control functions or any other function of the Council.
- 3.3 As in previous years, applications to provide access or facilities for disabled persons to existing dwellings and disabled adaptations to buildings to which the public have access are exempt from Building Regulation charges. The cost of the Building Control Service for such projects being met from Council funds.

- 3.4 Nationally continuing competition from private ‘Approved Inspectors’ has resulted in approximately 25 – 35% of work being undertaken by the private sector. In order for Local Authorities to remain competitive, building regulation charges must be set at a reasonable level, be fair and equitable relative to the degree of involvement by Building Control.
- 3.5 The appendix sets out the new Ribble Valley Scheme of Building Regulation Charges. Overall the proposed changes would result in an overall 2 – 2.5% increase in charges. The full scheme will be made available on the internet, a simplified version being available for day to day use.
- 3.6 Examples of the changes are:

	Present scheme £ (ex vat)	New Scheme £ (ex vat)
New Single dwelling	720.00	750.00
Extension >6m ² <40m ²	491.60	500.00
Loft conversion with dormer	478.30	487.50
Work estimated cost £15,000	375.00	391.67
Work estimated cost £70,000	851.67	875.00
Work estimated cost £95,000	1016.67	1037.50

- 3.7 Minor alterations have been made to the wording in Table C to provide clarity.
- 3.8 Building Regulation charges are subject to competition. They must be competitive and fair whilst still maintaining cost recovery for the service. Several charges have been reduced to reflect the relatively low input from our service. Other charges have been rounded to keep the charges easier to understand.
- 3.9 In August 2017, the Budget Working Group considered the overall three-year Budget Forecast. In summary the forecast shows a potential budget deficit for 2018/19 of £774k after taking £250k from general fund balances.
- 3.10 The key messages from Budget Working Group to officers and also for Committees to bear in mind when reviewing the fees and charges are:
- Any charges should look to meet the costs of providing the services being used.
 - As an **absolute minimum** all fees and charges should be increased by 2%.
 - Where possible comparisons should be made to the charges being made by our neighbours in Lancashire – or wider if appropriate.
 - We should thoroughly review our services for areas where we are not charging – but where a charge may be made/be appropriate.
 - As part of the review, we should be looking at innovative ways of charging.
- 3.11 The forecast includes an overall increase in income from fees and charges of 2%. Service committees are requested to review their fees and charges in order to achieve this targeted income.
- 3.12 The proposed increase in charges should result in an additional income of £5,000 a year. The current deficit in Building Control for 2016/2017 was £43,832.

4 RISK ASSESSMENT

- 4.1 The approval of this report may have the following implications:

- Resources – The report has the financial implications as set out above.
- Technical, Environmental and Legal – Ensure appropriate levels of fees and charges are applied in relation to services delivered.
- Political – To enable the delivery of effective and efficient services.
- Reputation – Substantial increase to charges can generate adverse publicity.
- Equality & Diversity – No implications identified.

5 **RECOMMENDED THAT COMMITTEE**

- 5.1 Approve the recommended increased fees and charges in relation to Building Control Services as set out in the Appendix to this report.

HEATHER BARTON
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Geoff Lawson, extension 4508.



RIBBLE VALLEY BOROUGH COUNCIL
BUILDING REGULATION CHARGES
The Building (Local Authority Charges) Regulations 2010
Charges with effect from 1st February 2018
(VAT rate of 20.00%)



Explanatory Notes

1. Before you build, extend or convert, you or your agent must advise your local authority either by submitting Full Plans or a Building Notice. The charges payable depends on the type of work, the number of dwellings in a building and the total floor area. The following tables may be used in conjunction with the current scheme to calculate the charges. If you have difficulties calculating the charges ring Building Control on 01200 414508.

2. Charges are payable as follows:

2.1 Should you submit Full Plans you will pay a plan charge at the time of submission to cover their passing or rejection.

2.2 With Full Plans submissions, for most types of work, an inspection charge covering all necessary site visits will normally be payable following the first inspection. You will be invoiced for this charge.

2.3 Should you submit a Building Notice, the appropriate Building Notice charge is payable at the time of submission and covers all necessary checks and site visits.

2.4 Should you apply for a regularisation certificate, regarding unauthorised building work, commenced on or after 11 November 1985, you will pay a regularisation charge to cover the cost of assessing your application and all inspections. The Local Authority will individually assess the charge.

3. **Table A:** Charges for small domestic buildings e.g., certain new dwelling houses and flats. Applicable where the total internal floor area of each dwelling, excluding any garage or carport does not exceed 700m² and the building has no more than three storeys, each basement level being counted as one storey. In any other case, Table E applies.

4. **Table B:** Where work comprises more than one domestic extension the total internal floor areas of all the extensions shown on the application may be added together to determine the relevant charge. If the extension(s) exceed 80m² or three storeys in height then Table E applies (subject to a minimum plan charge).

5. **Table C:** Charges for certain alterations to dwellings.

6. **Table D:** Charges for extension and new buildings other than dwellings.

7. **Table E:** Applicable to all other building work not covered by Table A, B, C, or D. Total estimated cost means an estimate accepted by the local authority of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application excluding VAT and any professional fees paid to an architect, engineer or surveyor, etc., and also excluding land acquisition costs.

8. Floor area is measured as gross internal area on a horizontal plane measured 2 metres above floor level.

9. **Exemptions/reduction in charges:**

9.1 Where plans have been either approved or rejected no further charge is payable on resubmission for substantially the same work.

9.2 Works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access are exempt from charges. In these regulations 'disabled person' means a person who is within any of the descriptions of persons to whom section 29(1) of the National Assistance Act 1948 applied, as that section was extended by virtue of section 8(2) of the Mental Health Act 1959, but not taking into account amendments made to section 29(1) by paragraph 11 of schedule 13 to the Children Act 1989.

10. With the exception of the regularisation charge, all local authority Building Regulation charges are subject to VAT at the rate applicable at the time the application is deposited and for the inspection charge when the invoice is sent.

11. **For work exceeding an estimated cost £200,000 or for complex work the Building Regulation charge will be individually assessed. Please tel. 01200 414508 or email building.control@ribblevalley.gov.uk**

12. **A full copy of the Ribble Valley Borough Council Scheme of Charges is available on request or may be viewed on www.ribblevalley.gov.uk**

TABLE A
STANDARD CHARGES FOR NEW HOUSING
(up to 300m² floor area including flats and maisonettes but not conversions)

No of Dwellings	Plan Charge	Vat	Total	Inspect Charge	Vat	Total	Building Notice Charge	Vat	Total
1	250.00	50.00	300.00	500.00	100.00	600.00	816.67	163.33	980.00
2	360.00	72.00	432.00	800.00	160.00	960.00	1316.67	263.33	1580.00
3	440.00	88.00	528.00	900.00	180.00	1080.00	1579.17	315.83	1895.00
4	508.33	101.67	610.00	1000.00	200.00	1200.00	1775.00	355.00	2130.00
5	558.33	111.67	670.00	1133.33	266.67	1360.00	2025.00	405.00	2430.00

Notes

- For more than 5 dwellings or flats over three storeys, the charge will be individually determined. (See table below for dwellings over 300m²)
- The amount of the plan charge is based on the number of dwellings contained in the application.
- The inspection charge is based on the total units in the project.
- Unless otherwise agreed, schemes exceeding twelve months in duration may be subject to an additional charge.
- For larger building projects the Council may agree to fees being paid by instalments.

STANDARD CHARGES FOR NEW HOUSING (floor area between 301m² and 700m²)

	Plan Charge	Vat	Total	Inspect Charge	Vat	Total	Building Notice Charge	Vat	Total
Single Dwelling with floor area between 301m ² and 500m ²	250.00	50.00	300.00	716.67	143.33	860.00	1083.33	216.67	1300.00
Single Dwelling with floor area between 501m ² and 700m ²	250.00	50.00	300.00	950.00	190.00	1140.00	1370.83	274.17	1645.00

If the floor area of the dwelling exceeds 700m² the charge is individually determined.

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

TABLE B

STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS TO DWELLINGS

CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND DOMESTIC ALTERATIONS									
Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Charge	VAT	Total
CATEGORY 1. <u>Extensions to dwellings</u>									
Extension(s):- Internal floor area not exceeding 6m ²	337.50	67.50	405.00	Inc	Inc	Inc	404.17	80.83	485.00
Internal floor area over 6m ² but not exceeding 40m ²	208.33	41.67	250.00	291.67	58.33	350.00	575.00	115.00	690.00
Internal floor area over 40m ² but not exceeding 60m ²	208.33	41.67	250.00	420.83	84.17	505.00	729.17	145.83	875.00
Internal floor are over 60m ² but not exceeding 80m ²	208.33	41.67	250.00	516.67	103.33	620.00	854.17	170.83	1025.00
CATEGORY 2. <u>Garages and Carports</u>									
<u>Erection or extension of a detached or attached building or an extension to a dwelling:</u>									
which consists of a garage, external store, carport having a floor area not exceeding 40m ² in total and is intended to be used in common with an existing building or the conversion of an attached garage into a habitable room.	266.67	53.33	320.00	Inc.	Inc.	Inc.	316.67	63.33	380.00
Where the garage/store exceeds a floor area of 40m ² but does not exceed 60m ²	383.33	76.67	460.00	Inc.	Inc.	Inc.	458.33	91.67	550.00
CATEGORY 3. <u>Loft Conversions and Dormers</u>									
<i>Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m² are to be based on the cost of work.</i>									
Without a dormer but not exceeding 40m ² in floor area*	354.16	70.83	425.00	Inc.	Inc.	Inc.	425.00	85.00	510.00
With a dormer but not exceeding 40m ² in floor area*	208.33	41.67	250.00	279.17	55.83	335.00	585.00	117.00	702.00

WHERE THE EXTENSION TO THE DWELLING EXCEEDS 80M² IN FLOOR AREA, THE CHARGE IS BASED ON THE ESTIMATED COST IN TABLE E, SUBJECT TO THE SUM OF THE PLAN CHARGE AND INSPECTION CHARGE BEING NOT LESS THAN £875.00 (nett of Vat). THE TOTAL ESTIMATED COST OF THE WORK MUST THEREFORE BE AT LEAST £50,001.

Note: All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

TABLE C**STANDARD CHARGES FOR ALTERATIONS TO DWELLINGS**

Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Fee	VAT	Total
1. Installation of replacement windows and doors * in a dwelling where the number of windows / doors does not exceed 20.	83.33	16.67	100.00	Inc.	Inc.	Inc.	83.33	16.67	100.00
2. Underpinning with a cost not exceeding £30,000.	275.00	55.00	330.00	Inc.	Inc.	Inc.	275.00	55.00	330.00
3. Controlled Electrical work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	183.33	36.67	220.00	Inc.	Inc.	Inc.	183.33	36.67	220.00
4. Renovation of a thermal element (excluding cavity wall insulation) i.e. work involving recovering of a roof or renovation of an external wall to which Regulation L1b applies	108.33	21.67	130.00	Inc.	Inc.	Inc.	108.33	21.67	130.00
5. Formation of a single en suite bathroom/shower room or cloakroom within an existing dwelling (excluding electrical work)	225.00	45.00	270.00	Inc.	Inc.	Inc.	225.00	45.00	270.00
6. Removal or partial removal of chimney breast	225.00	45.00	270.00	Inc.	Inc.	Inc.	225.00	45.00	270.00
7. Removal of wall and insertion of beam(s) maximum span 4 metres (If more than one opening formed use schedule E)	166.67	33.33	200.00	Inc.	Inc.	Inc.	166.67	33.33	200.00
8. Converting two existing dwellings into a single dwelling (where no alterations are necessary)	304.17	60.83	365.00	Inc.	Inc.	Inc.	304.17	60.83	365.00
9. Heating Appliance Installation Installation of a multi fuel heating appliance including associated flue to a single dwelling by a person not registered under a Competent Persons Scheme. (Where new chimney use schedule E)	166.67	33.33	200.00	Inc.	Inc.	Inc.	166.67	33.33	200.00

* Not carried out under a Competent Person Scheme

Where it is intended to carry out additional work internally within a dwelling at the same time as undertaking alterations as defined in Table B then the charge for all of the internal work (including work as defined in table C) may be assessed using the total estimated cost of work as set out in table E). All other work within dwellings will be charged as set out in table E.

**TABLE D
EXTENSIONS AND NEW BUILD – OTHER THAN TO DWELLINGS**

(i.e. shops, offices, industrial, hotels, storage, assembly etc.)

Note – must be submitted as a full plans application (other than application for replacement windows)

Category of Work	Proposal	Plan Fee	VAT	Total	Insp. Fee	VAT	Total
1	Internal floor area not exceeding 6m ²	395.83	79.17	475.00	Inc	Inc	Inc
2	Internal floor area over 6m ² but not exceeding 40m ²	208.33	41.67	250.00	291.67	58.33	350.00
3	Internal floor are over 40m ² but not exceeding 80m ²	208.33	41.67	250.00	466.67	93.33	560.00
4	Shop fit out not exceeding a value of £50,000	391.67	78.33	470.00	Inc	Inc	Inc
5	Replacement windows						
	a – not exceeding 10 windows	129.17	25.83	155.00	Inc	Inc	Inc
	b – between 11 – 20 windows	220.83	44.17	265.00	Inc	Inc	Inc

**TABLE E
STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D
(excludes individually determined charges)**

Estimated Cost										
From	To	Plan Fee	VAT	Total	Insp. Fee	VAT	Total	Building Notice Fee	VAT	Total
0	1,000	133.33	26.67	160.00	Inc	Inc	Inc	166.67	33.33	200.00
1,001	2,000	225.00	45.00	270.00	Inc	Inc	Inc	270.83	54.17	325.00
2,001	5,000	258.33	51.67	310.00	Inc	Inc	Inc	304.17	60.83	365.00
5,001	7,000	283.33	56.67	340.00	Inc	Inc	Inc	333.33	66.67	400.00
7,001	10,000	325.00	65.00	390.00	Inc	Inc	Inc	387.50	77.50	465.00
10,001	20,000	391.67	78.33	470.00	Inc	Inc	Inc	462.50	92.50	555.00
20,001	30,000	504.17	100.83	605.00	Inc	Inc	Inc	608.33	121.67	730.00
30,001	40,000	300.00	60.00	360.00	350.00	70.00	420.00	708.33	141.67	850.00
40,001	50,000	325.00	65.00	390.00	412.50	82.50	495.00	816.67	163.33	980.00
50,001	75,000	375.00	75.00	450.00	500.00	100.00	600.00	937.50	187.50	1125.00
75,001	100,000	408.33	81.67	490.00	629.17	125.83	755.00	1145.83	229.17	1375.00
100.001	150,000	466.67	93.33	560.00	716.67	143.33	860.00	1275.00	255.00	1530.00
150.001	200,000	512.50	102.50	615.00	833.33	166.67	1000.00	1533.33	306.67	1840.00

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within table B then the charge for this additional work (as indicated in Table E) shall be discounted by 50% subject to a maximum estimated cost of less than £30,000

Note: In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

Where the estimated cost of work exceeds £200,000 Ribble Valley Borough Council will individually assess the charge.

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