

CABINET MEMBER FOR REGENERATION AND DEVELOPMENT

**Venue: Town Hall, Moorgate
Street, Rotherham. S60
2TH**

Date: Monday, 3rd March, 2014

Time: 10.30 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for absence
4. Minutes of the meetings held on 3rd February and 14th February, 2014 (Pages 1 - 7)
5. Proposed Response to the Highways Agency Consultation on Maximum Mandatory Speed Limit - M1 Junctions 28 to 35a (Pages 8 - 13)
6. Templeborough to Kimberworth Cycle Route (Pages 14 - 16)
7. Amending Fees and Charges for the Provision of Highway Services (Pages 17 - 19)
8. Adoption of Supplementary Planning Guidance (Pages 20 - 58)
 - i) Householder Design Guide
 - ii) Development in the Green Belt
9. Land Registry, Wider Powers and Local Land Charges (Pages 59 - 70)
10. Environment and Development Services Revenue Budget Monitoring Report to 31st January 2014 (Pages 71 - 76)
11. Exclusion of the Press and Public
The following items are likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006 – information relates to finance and business affairs).

12. Objective Online software support and maintenance (Local Plan Consultation Portal) (Pages 77 - 90)
13. FastSuite - Civica Products for Planning, Building Control and Land Charges (Pages 91 - 92)
14. Date and time of next meeting - Monday, 7th April, 2014 at 10.30 a.m.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT
3rd February, 2014**

Present:- Councillor Smith (in the Chair); Councillors Clark and Godfrey.

Councillor Dodson was also in attendance.

Apologies for absence were received from Councillor Pickering.

G86. MINUTES OF THE PREVIOUS MEETING HELD ON 13TH JANUARY, 2014

Resolved: - That the minutes of the previous meeting of the Cabinet Member and Advisers for Regeneration and Development, held on 13th January, 2014, be approved as a correct record for signature by the Chairman.

G87. OPENING OF OFFERS

Resolved:- That the action of the Cabinet Member in opening the following tender on Friday, 10th January, 2014, be noted:-

- Bikeability Scheme.

G88. PROPOSED RESPONSE TO THE GOVERNMENT CONSULTATION ON PARKING

Martin Beard, Parking Services Manager, submitted the Council's proposed response to the Government's consultation on various issues regarding parking. The report had been considered by the Improving Places Select Commission on 15th January, 2014 (Minute No. 41 refers).

The Department for Communities and Local Government intended to change the law and either prohibit or restrict the use of closed circuit television (CCTV) systems for parking enforcement and also to introduce other changes to parking enforcement law.

The primary function of the CCTV enforcement vehicle owned by this Council was enforcement in areas where there were concerns about road safety, vulnerable groups, and the prevention of traffic congestion. The effective management of vehicle parking in those locations also resulted in the generation of income.

Discussion ensued on the report and the suggested consultation response.

Resolved:- That the proposed response be approved for submission to the Department for Communities and Local Government.

G89. REVIEW OF CHARGES FOR PUBLIC PATH ORDERS

Colin Knight, Highway Network Group Manager, submitted proposed new charges for Public path Diversion and Extinguishment Orders.

The Council had a statutory duty to investigate requests for Public Path Diversion and Extinguishment Orders and levy charges associated with making the Orders which had not been increased for a number of years.

The current charges made by neighbouring authorities were attached at Appendix A of the report submitted.

A number of Public Path Orders were already in the process of being investigated and had been advised of the charges. It was, therefore, proposed that the price increase should come into effect from 1st April, 2014, to ensure fairness to new and existing applicants.

Resolved:- (1) That the introduction of a set fee of £3,000 per order for Public Path Orders made under the Highways Act 1980 and the Town and Country Planning Act 1990 be approved.

(2) That the new charges become effective on all new Orders made from 1st April, 2014.

G90. IMPROVED CYCLE AND PEDESTRIAN ROUTES BETWEEN ROTHERHAM TOWN CENTRE AND CLIFTON PARK

Tom Finnegan-Smith submitted proposals to implement improved pedestrian and cycle route between Morpeth Street and Clifton Lane crossroads including a contraflow cycle lane on Catherine Street.

The pedestrian route from Morpeth Street towards the Clifton Park via Percy Street would include the introduction of a flat top hump at the junction of Percy Street and Wharnccliffe Street. This would assist pedestrian movements across Percy Street and also serve as a gateway feature for drivers entering Percy Street which was part of the existing Town Centre 20 mph zone.

To improve the cycle route it was proposed to allow cyclists to access Doncaster Gate via a contraflow cycle lane on Catherine Street. Alterations to the 'No Entry' signing would be made to allow access for cyclists and at the junction with Doncaster Gate signing and lining improvements would highlight the end of the cycle lane.

Funding was available and had been identified from the Local Sustainable Transport Fund (LSTF) and the Local Transport Plan (LTP) Integrated Transport Capital Programme 2013/2014. It was likely that the scheme would not be completed within the 2013/2014 financial year, although funding would be available from both the LSTF and LTP programmes for 2014/2015 should this be required.

Over the next six-months further work would be undertaken to review the final section of the route between the Town Centre and Clifton Park and identify whether improvements to the pedestrian crossings at Clifton lane Crossroads were feasible. This would form part of a further report to the Cabinet Member.

Discussion ensued. It was noted that the by-law prohibiting cycling inside of Clifton Park remained.

Resolved:- (1) That the report be received and the contents noted.

(2) That consultation be undertaken on the proposed scheme as shown on Drawing No. 128/19/TT507.

(3) That the detailed design for the proposal be undertaken and, subject to no objections being received, the scheme be implemented.

G91. ENVIRONMENT AND DEVELOPMENT SERVICES - REVENUE BUDGET MONITORING 2013/14

Consideration was given to a report submitted by the Finance Manager concerning the budget monitoring of the Environment and Development Services Directorate Revenue Accounts for the period to 31st December, 2013, including the forecast out-turn of overspending of £383,000 to the end of the 2013/14 financial year. The submitted report included information on the variances reported by each Division of Service.

Resolved:- (1) That the report be received and its contents noted.

(2) That the latest financial projection against budget for the 2013/14 financial year, for the Environment and Development Services Directorate, based on actual income and expenditure to 31st December, 2013, be noted.

(3) That the report be referred to the Self-Regulation Select Commission for information.

**CABINET MEMBER FOR REGENERATION AND DEVELOPMENT
(URGENT BUSINESS POWERS)
14th February, 2014**

Present:- Councillor Smith (in the Chair) and Councillor Clark.

Councillors Dodson and Pickering were also in attendance.

An apology for absence was received from Councillor Godfrey.

G92. REVISION TO PROPOSAL TO PERMIT CYCLING IN ROTHERHAM TOWN CENTRE VEHICLE RESTRICTED AREA AND CHANGE TO HOURS OF ACCESS FOR LOADING/UNLOADING

Further to Minute No. G72 of 2nd December, 2013, a further report was submitted with regard to permitting cyclists to use the town centre Vehicle Restricted Area (VRA) and to extend the hours of access for loading/unloading.

When submitted to Cabinet on 13th January, 2014 (Minute No. C164 refers), the Cabinet of the risk to pedestrians and parents with children, blind or partially sighted and elderly people.

In order to address the above concerns, it was proposed that cyclists be allowed to access High Street on an experimental basis for a 12 months period with access restricted to the times that motor vehicles can access High Street for loading/unloading purposes. This would enable an assessment to be made as to whether permitting cyclists in the town centre VRA caused any problems. High Street was to be used for the experimental TRO as it was on the fringe of the town centre VRA and would be in accordance with the proposed Westgate to Clifton Park Cycle Route.

Permitting cyclists to cycle both ways on High Street would enable the implementation of the proposed Westgate to Clifton Park Cycle Route Phase 1 scheme (Minute No. G81 refers). Should the Cycle Route be not implemented, the environmental improvements which complemented those made as part of the proposed Town Centre Heritage Improvement Scheme on High Street would not be delivered and, therefore, the environmental enhancement of this part of the town centre would be incomplete.

Should the experimental TRO on High Street prove to be successful, it was further proposed that cyclists be allowed to access the town centre VRA on Frederick Street.

Discussion ensued on the following issues:-

- Proposed change to hours of access – once the access time had elapsed High Street would revert to being a fully pedestrianised area
- The “fear” factor was not demonstrated in statistical evidence for the number of incidences of pedestrians being struck by cyclists
- Signage to reflect the changes
- Opportunity for environmental improvements to upgrade the existing paving adjacent to the Imperial Buildings to provide a high quality streetscape complementing the proposed Townscape Heritage Improvement works on the pedestrianised section of High Street

Resolved:- (1) That the proposed changes to allow cycling in the town centre Vehicle Restricted Area be revised to now permit cycling in both directions on High Street only.

(2) That the change to hours of access for loading/unloading to the town centre Vehicle Restricted Area from 17.00 to 10.00 to 16.00 to 10.00 be implemented.

(3) That the proposed changes to permit cyclists to use High Street in both directions between 16.00 and 10.00 be made on an experimental basis for a period of 12 months and during the experimental Traffic Regulation Order period monitoring be undertaken and liaison take place with interested groups on its operation and that objectors be informed of the revised proposal.

(4) That the proposed Westgate to Clifton Park Cycle Route Phase 1, as reported to Cabinet Member on 13th January, 2014 (Minute No. 81 refers) be implemented in full.

(5) That a further report be submitted setting out the outcome of the monitoring of the experimental Traffic Regulation Order on High Street 3 months after implementation.

G93. RESULTS OF THE CONSULTATION ABOUT THE PROPOSED ROTHERHAM HOSPITAL RESIDENTS PARKING ZONE

Andy Butler, Senior Traffic Engineer, reported on the outcome of resident consultations on the proposed Rotherham Hospital Residents Parking Zone following complaints received regarding parking difficulties experienced by residents living on Queensway and adjacent roads surrounding the Hospital.

Residents on the Duke of Norfolk estate and in the Broom Valley area had been written to seeking their views on a potential scheme that would create Residents Only Parking Zones (see Drawing No. 126/18/TT234 attached to the report). In total, 1,059 letters and questionnaires were sent out to residents.

The proposed operation hours and terms and conditions would be the same as other Residents Parking Zone around the Town Centre i.e. Monday to Friday 9.00 a.m. to 4.00 p.m. and the ability to purchase up to 2 permits to be displayed in vehicles parked on street during the operational hours.

531 responses had been received from Broom Valley and Duke of Norfolk estate residents together with a 33 signature petition from Rencliffe Road objecting the proposal. A sample of the comments received were set out in the report submitted.

The responses indicated:-

Duke of Norfolk estate (including Sitwell Grove and Sitwell Drive)

- 331 responses received – 62% return rate
- Overall only 41% were supportive of the proposal so an area-wide Parking Zone could not be justified
- 5 roads where 50% or more supportive responses with 2 roads (Queensway (78%) and Sitwell Drive (64%)) significantly higher support
- Lymister Avenue, Norfolk Way and Sitwell Grove had 50% or more responses in support

It was, therefore, proposed to create a smaller residents' parking zone based on the boundaries of Queensway and Norfolk Way with Moorgate Road and include part of Hallam Road (Drawing No. 126/18/TT505). There would be further consultation during the Statutory Consultation process. A separate Residents Parking Zone would be created on Sitwell Drive.

Lymister Avenue had been excluded as the supportive responses only represented 35% of all residents.

The support for such a scheme on Sitwell Grove was not considered sufficient to justify Resident Only Parking. Whilst there were 50% supportive responses, this only represented 18% of all residents. However, a number of responses suggested that No Waiting at any Time parking restrictions should mitigate their concerns (Drawing No. 126/19/TT589).

Broom Valley Area

- 200 responses had been received – 19% return rate
- Of these only 3 roads where there were a large percentage of supportive responses – Mile Oak Road (70%), Oakwood Road West (67%) and Beaconsfield Road (60%)
- When considered against the number of properties on each street, the overall support was quite small
- On all other roads consulted, the majority were not in favour of parking controls

In view of the above, it was considered to be insufficient support to justify implementing a Residents Parking Zone in the Broom Valley area.

However, there were parts of Beaconsfield Road, in the vicinity of its junction with Carlingford Road, where non-residential parking was obstructing the safe and free flow of traffic. It was, therefore, proposed to implement No Waiting at any Time parking restrictions at the locations shown on Drawing No. 126/18/TT590.

Resolved:- (1) That, subject to further consultations, Residents On Parking Monday-Friday, 9.00 a.m. to 4.00 p.m., be introduced on Queensway, Norfolk Way, part of Hallam Road and Sitwell Drive as shown on Drawing No. 126/18/TT589.

(2) That No Waiting at any Time parking restrictions be introduced on Sitwell Grove as shown on Drawing No. 126/19/TT589.

(3) That No Waiting at any Time parking restrictions be introduced on Beaconsfield Road as shown on Drawing No. 126/19/TT590.

(4) That the petitioners and residents be informed accordingly.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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i.	Meeting:	Cabinet Member and Advisers for Regeneration and Development
ii.	Date:	Monday 3th March 2014
iii.	Title:	Proposed response to the Highways Agency consultation on Maximum Mandatory Speed Limit – M1 Junctions 28 to 35a
iv.	Directorate:	Environment and Development Services

5. Summary

The report sets out the Council's proposed response to the Highways Agency's consultation on a maximum mandatory speed limit for the M1 Motorway between junction 28 (Mansfield) junction 35a (Chapelton).

6. Recommendations

Cabinet Member is asked to resolve that:

- i. **The proposed consultation response be approved, subject to comments being received from the Improving Places Select Commission.**
- ii. **The sanction of the Mayor be sought to exempt the recommendation from the usual call in procedure in order to allow the response to be submitted to the Highways Agency by the appropriate deadline.**

7. Proposals and Details

The Highways Agency on behalf of the Department for Transport is currently progressing proposals for the implementation of the Smart Motorways Project (previously known as the Managed Motorways Project), which if implemented, will see the hard shoulder of the M1 Motorway between Junctions 28 and 31, and Junctions 32 and 35a converted to a live running lane for all traffic.

An environmental assessment has been carried out which indicates that the scheme, which has all lane running at all times could have a significant adverse effect on local air quality at sensitive receptors and at AQMAs, particularly in the Sheffield and Rotherham areas, when operating at the national speed limit and the predicted levels of traffic growth.

In order to mitigate the adverse impacts on air quality that arise from operation at the national speed limit, the Highways Agency is proposing to implement a maximum mandatory 60mph speed limit on the section of the M1 Motorway between Junctions 28 and 35a.

A consultation document <https://www.gov.uk/government/consultations/m1-junctions-28-to-35a-maximum-mandatory-speed-limit> has been sent to all Local Authorities affected by the proposals and this Council's proposed response is attached as an appendix to the report.

The Council continues to engage with the Highways Agency regarding the implementation of the Smart Motorways Project and Meetings are being held with them to consider the impact on economic growth and practical elements of the scheme including operation and enforcement.

8. Finance

The proposal is being promoted by the Highways Agency for a reduced speed limit on the M1 Motorway, which forms part of the Strategic Highway Network. Consequently, there are no financial implications for the Council, should this be implemented.

9. Risks and Uncertainties

There is a risk that should the proposals not be progressed then the implementation of the Smart Motorways Project may not proceed if air quality objectives are not met.

10. Policy and Performance Agenda Implications

The Ambient Air Quality and Cleaner Air for Europe (CAFÉ) Directive 2008/50/EC is designed to establish a long term integrated strategy to tackle air pollution and to protect against its effects on human health and the environment. It was transposed into law in England by The Air Quality Standards Regulations 2010 and consolidates air quality standards and objectives set out in The Air Quality (England) Regulations 2000, Air Quality (England) (Amendment) Regulations 2002 and the Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007).

11. Background Papers and Consultation

Highways Agency – M1 Junctions 28 to 35a Maximum Mandatory Speed Limit – Consultation Document.

Contact Name : Ian Ashmore, Transportation and Traffic Manager, Streetpride Service extension number 22825



CONSULTATION RESPONSE FORM

M1 J28 to J35a maximum mandatory 60mph speed limit

Please complete this pro-forma and send to the address below

Andy Kirk
Senior Project Manager
The Cube
199 Wharfside Street
Birmingham
B1 1RN

Or alternatively you can respond to the consultation by email:

m1j28-35aconsultation@highways.gsi.gov.uk

PART 1 - Information about you

Completion of this section is optional but helps with our analysis of results. A note at the end of this form explains that we may be obliged to release this information if asked to do so.

Name	Ian Ashmore
Address	Rotherham Borough Council Riverside House, Main Street, Rotherham, South Yorkshire
Postcode	S601AE
Email	ian.ashmore@rotherham.gov.uk
Company Name or Organisation (if applicable)	Rotherham Borough Council
Please tick one box from the list below that best describes you/ your company or organisation.	
<input type="checkbox"/>	Small to Medium Enterprise (up to 50 employees)
<input type="checkbox"/>	Large Company
<input type="checkbox"/>	Representative Organisation
<input type="checkbox"/>	Trade Union
<input type="checkbox"/>	Interest Group

<input checked="" type="checkbox"/>	Local Government
<input type="checkbox"/>	Central Government
<input type="checkbox"/>	Police
<input type="checkbox"/>	Member of the public
<input type="checkbox"/>	Other (please describe):
<p>If you are responding on behalf of an organisation or interest group, how many members do you have and how did you obtain the views of your members:</p> <p>The consultation response has been considered by the Council's Cabinet Member for Regeneration and Development in accordance with his delegated powers, and by the Council's Improving Places Select Commission, acting as the Council's scrutiny board.</p>	
<p>If you would like your response or personal details to be treated confidentially please explain why:</p>	

PART 2 - Your comments

1. Do you consider that the proposal to introduce a maximum mandatory 60mph speed limit is an acceptable measure to mitigate any adverse impacts that these schemes could have on local air quality?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>Please add any comments:</p> <p>Detail is not provided particularly on why and how the proposal will manage traffic growth. If modelling demonstrates there will be a negative impact on the local highway network (ie, the transfer of traffic away from the Strategic Network) then the Council wish to register it's concerns. The proposals for Managed Motorways seeks to provide additional capacity on the Strategic Road Network yet this proposal seeks to limit that growth, therefore there appears to be an inconsistency in approach. The "No" response above therefore relates to a lack of evidence provided.</p>		
2. Which of the following times of operation do you consider most acceptable?		
7 days a week 24 hours per day (all day, every day)	7 days a week Daytime only (e.g. 07:00-19:00)	7 days a week Night time only (e.g. 19:00-07:00)
Other days or hours of operation (Please specify)		



<input type="checkbox"/> Monday to Friday 24 hours per day (all day Mon-Fri)	<input type="checkbox"/> Monday to Friday Daytime only (e.g. 07:00-19:00)	<input type="checkbox"/> Monday to Friday Night time only (e.g. 19:00-07:00)	<input type="checkbox"/> Monday to Friday Peak hours only (a.m. and p.m.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

For the purposes of this consultation, it should be assumed that the speed limit will need to be in place for several years. However, we are not able to give an indication in this document of how many years the speed limit will need to be retained. Nevertheless, it is important to stress that the proposed speed limit will be removed as soon as the background air quality improves sufficiently to enable this.

We would be interested in your views about whether having the proposed speed limit in place for different durations would have differing impacts on you or your organisation.

3. Do you consider that different time durations (by way of example only, two or three years as opposed to seven or eight years) might affect you or your organisation differently?	Yes X	No <input type="checkbox"/>
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If yes, please give your comments:

It is likely that the proposals will restrict economic growth in Rotherham and the Sheffield City Region, therefore the lesser time period that the restriction is in place, the lesser the impact on inhibiting growth.

4. Are there any aspects of the proposal to introduce a maximum mandatory 60mph speed limit on the M1 between junctions 28 and 35a which give you concerns?	Yes X	No <input type="checkbox"/>
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If yes, please give your comments:

The proposals should only be introduced at peak periods of traffic flow, which will accord with the periods where air quality impacts are at their most critical. It is unclear why such a proposal would be required to be implemented in off peak periods, having a negative impact on economic growth in the region. Implementing the proposal in off peak periods would discourage peak spreading by making travel outside the peak less attractive, therefore potentially concentrating traffic during the peak periods.



<p>5. Are there any additional comments you would like to make about the proposal to introduce a maximum mandatory 60mph speed limit on the M1 between junctions 28 and 35a?</p>	<p>Yes X</p>	<p>No <input type="checkbox"/></p>
<p>If yes, please give your comments:</p> <p>The Managed Motorways proposal and the variable speed limits contained therein will have the same facility to set reduced speed limits, therefore it is unclear why a proposal to implement a permanent reduction in speed limit is required.</p>		

Note on disclosure of information

Information provided in response to this consultation, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you want any information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence.

In view of this, it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Highways Agency.

The Highways Agency will process your personal data in accordance with the DPA and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers for Regeneration and Development.
2.	Date:	Monday 3 rd March 2014
3.	Title:	Templeborough to Kimberworth Cycle Route
4.	Directorate:	Environment and Development Services

5. Summary

To seek approval to introduce a new off road cycle path between Centurion Street and the Rotherham to Sheffield Canal towpath, to allow a new, direct cycle route to be signed between Templeborough and Kimberworth.

6. Recommendations

It is recommended Cabinet Member resolve that:

- i) detailed design and construction is undertaken to provide a new cycle path from Centurion Street to the Rotherham to Sheffield Canal towpath with a 3 metre wide, waterproof surface constructed of tarmacadam or similar material.
- ii) cycle signage is provided for a new cycle route between Templeborough and Kimberworth.

7. Proposals and Details

It is proposed to introduce a new cycle route between Templeborough and Kimberworth which will also provide a link to the recently improved Rotherham to Sheffield canal towpath. This was briefly outlined in the Rotherham to Sheffield canal towpath Cabinet Member report approved on 7th January 2013.

The scheme involves the introduction of a 3m wide, bound, waterproof surface constructed of tarmacadam or similar material between Centurion Street in Templeborough and the canal towpath. This section of the route is currently in a poor condition with no hard surface and becomes very muddy during wetter months. Part

of this route falls within Sheffield and the above proposals have been agreed with landowners.

The improvements would allow a longer cycle route to be signed from Sheffield road in Templeborough along Bessemer Way and Centurion Street to the canal towpath, and along Steel Street and Psalters Lane towards Kimberworth. The route is outlined on the attached drawing number 126/17/TT274. The scheme will provide a new cross town cycle route to the south east of Rotherham town centre improving sustainable access between the residential areas of Kimberworth/ Holmes and employment in Templeborough. The route will also provide direct access to the canal towpath and employment in the Lower Don Valley.

8. Finance

The works are estimated to cost £50,000.
This will be funded from the Local Sustainable Transport Fund.

9. Risks and Uncertainties

If improvements to the route between Centurion Street and the towpath are not introduced this would remain inadequate for commuting and leisure cyclists to use, particularly during wetter months. There would also be no adequate direct cycle route between the residential areas of Kimberworth / Holmes and Templeborough.

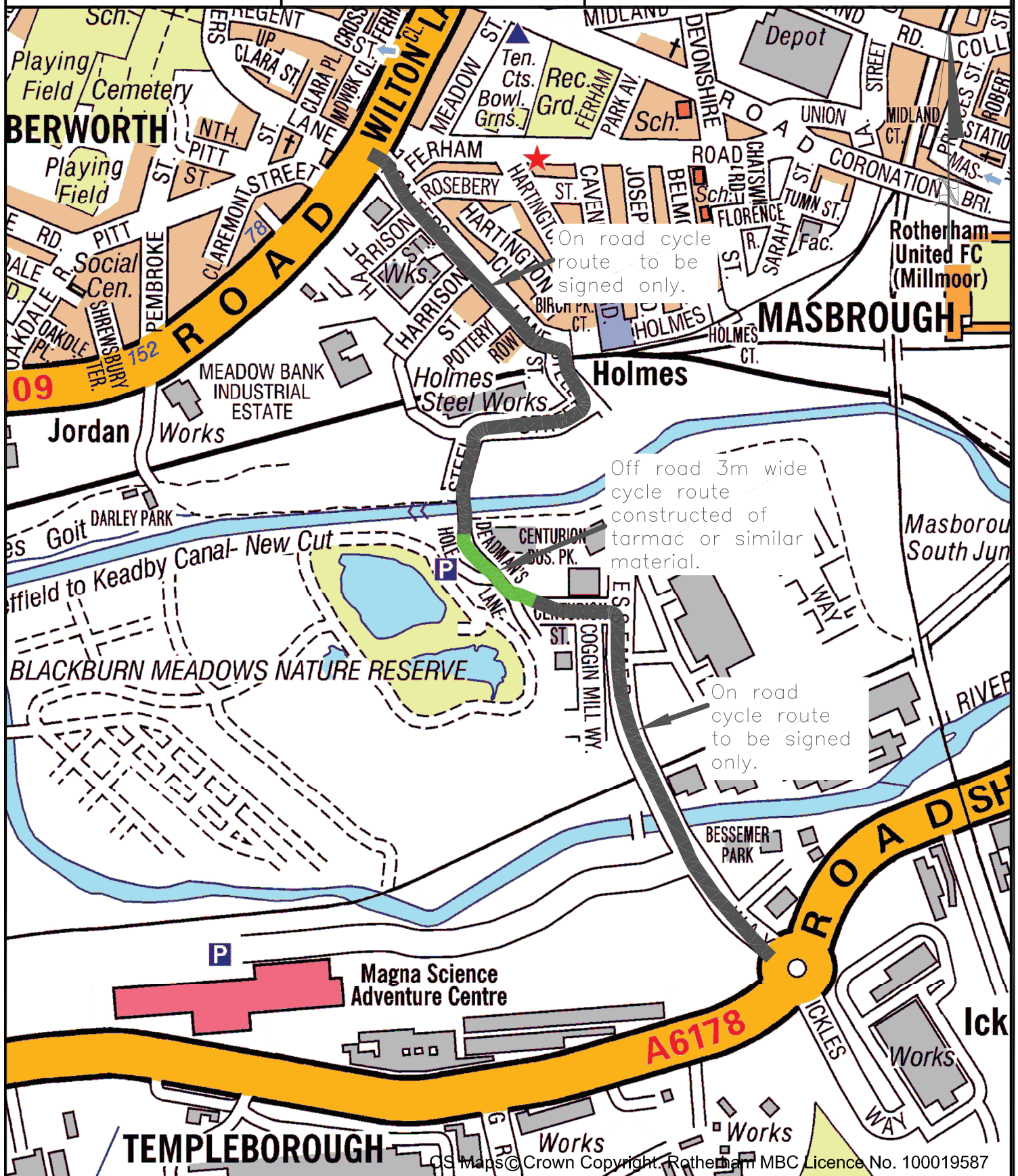
10. Policy and Performance Agenda Implications

Introducing this new cycle route will have a number of LSTF and LTP benefits. The route will provide improvements to Rotherham's cycle network and together with the promotion of this route will encourage more cycling to employment and for leisure in the Don Valley. This is inline with the major LSTF and LTP priority of supporting economic growth. Encouraging cycling will also help to reduce carbon emissions and improve air quality which is another important objective in the LSTF and LTP. Cycling also improves health and fitness which is an important aim in the LSTF and LTP, and a major objective for the NHS.

11. Background Papers and Consultation

Consultation has been undertaken with landowners regarding the introduction of a cycle route from Centurion Street to the canal towpath and no objections have been received.

Contact Name: *Andrew Shearer, Transportation Planner, ext 54487*
Andrew.shearer@rotherham.gov.uk



Title

Templeborough to Kimberworth Cycle Route

Dwg. No. 126/17/TT274

Scales
(if A4) NTS

Drawn AS

Date 17/01/14

Chd. by ND

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Cabinet Member and Advisers for Regeneration and Development
2.	Date:	Monday 3 March 2014
3.	Title:	Amending Fees and Charges for Provision of Highway Services
4.	Directorate:	Environment and Development Services

5. Summary

For the Cabinet Member to consider amending the current fees and charges made for a range of highway services.

6. Recommendations

It is recommended that the Cabinet Member approves the revised charge for the provision of a licence and temporary traffic regulation order (TTRO) to allow for the:

- i. Placement of a builder's skip and container on the highway.
 - ii. Installation and maintenance of apparatus, and the making of an excavation in the highway.
 - iii. Construction of permanent and temporary vehicle access crossings in the highway.
 - iv. Installation of scaffolding and hoarding in the highway.
 - v. Regulation of traffic during planned and unplanned (emergency) activities on or near the highway.
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7. Proposals and Details

Properly licensed highway services help fulfil the aims of the Local Transport Plan and the Traffic Management Act in terms of helping to keep the highway safe and reduce disruption.

A review has been carried out to benchmark the appropriate cost of providing highway and street works licences and the cost of arranging a TTRO against 11 other local authorities including Barnsley, Doncaster and Sheffield.

The charges at this time are summarised below along with the proposed increases which would be within the range of charges currently made by these authorities.

- i. The fee for a licence to enable skip companies to place a skip on the highway for 2 weeks was increased from £15.00 to £17.50 in April 2011. The proposed new fee is £20.00. The City of York currently charge the highest fee of £30.00 for a skip placement of 2 weeks.
- ii. The proposed increase in fee for a street works licence for a utility service provider is from £450 to £500 and an increase in fee for a highways licence for a trial hole is proposed from £300 to £400. The increases would still be £50 less than Sheffield City Council's current fee for each licence.
- iii. The proposed fee increase for a licence to construct a permanent vehicle access crossing at a residential premise, which involves dropping kerbs is from £50 to £60. For a temporary vehicle access crossing at a development site for construction vehicles, a fee increase from £100 to £120 is proposed. These increases would be within the range currently made by neighbouring authorities.
- iv. The proposed increase in fee for the permission to install scaffolding and hoarding in the highway is from £150 to £170 for 2 weeks, plus £50 per additional 4 weeks. Barnsley Council currently makes the highest charge of £205 for 2 weeks plus £50 per each additional week.
- v. The proposed fee increase for a TTRO for a planned activity is from £800 to £900 which includes a fee for the required advertisements in the press. This proposed increase would remain in the mid range of charges made by neighbouring authorities. The proposed increase for an emergency TTRO is from £625 to £700. Calderdale's fee is £730 for a planned TTRO.

8. Finance

The proposed increase in fees and charges for licences and TTRO's would increase income by approximately £24,000 per annum.

9. Risks and Uncertainties

There is a small risk that the proposed new fees and charges may be resisted, particularly by skip companies who are regular applicants. The charge for a licence to place a skip has not been increased for 3 years, and on an annual basis we write to regular applicants to keep them informed. Subsequently, it is felt that resistance will be minimal as these increases would be within the range currently made by neighbouring authorities.

10. Policy and Performance Agenda Implications

The initiative is in full accord with the LTP3 objectives and the requirements of The Traffic Management Act 2004.

Licensing activities in the highway helps support the clean streets and safer and well maintained roads objectives in seeking an improved environment.

11. Background Papers and Consultation

1. The Highways Act 1980
2. The Road Traffic Regulation Act 1984 (RTRA)
3. The New Roads and Street Works Act 1991 (NRSWA)
4. The Traffic Management Act 2004 (TMA)
5. The Street Works (Inspection Fees) (England) (Amendment) Regulations 2009.
6. LTP3 (2011-2015)

Contact Name : Colin Knight, Highway Network Group Manager.
colin.knight@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers for Regeneration and Development Services
2.	Date:	Monday 3rd March 2014
3.	Title:	Adoption of supplementary planning guidance: 1. Householder Design Guide 2. Development in the Green Belt
4.	Directorate:	Environment and Development Services

5. Summary

Two separate guidance documents have been prepared to assist in dealing with planning applications for extensions to residential properties and for developments in the Green Belt and have been referred to in officer reports for approximately 12 months. The intention is to formally adopt these documents as the Council's supplementary planning guidance, to eventually form part of the Rotherham Development Plan.

6. Recommendations

That the two supplementary guidance documents be adopted by the Council as Interim Planning Documents, to ultimately be adopted as Supplementary Planning Documents as part of the Local Plan.

7. Proposals and Details

Background and context

Supplementary Housing Guidance 1 'Householder development' and Environment Guidance 1 'Extensions to dwellings in the Green Belt' form supplementary guidance to the Rotherham UDP, adopted in 1999, though are now in need of updating. Two draft guidance documents were prepared and subject to public consultation in January 2013.

Only one comment was received in respect of the 'Householder design guide', from a local Planning Agent who wanted certain matters clarifying and raised no objection to the principles of the Guidance. Only two people commented on the 'Development in the Green Belt' guidance. One was from a member of the public who questioned the definition of 'infill development' within villages as the Draft Guidance indicated that this would only be allowed in a gap which fronts the highway, whilst currently the UDP (Policy ENV1.5 'Infilling within Green Belt Villages') is not so prescriptive and in principal will allow development in a backland plot.

However, this is incorrect as Policy ENV1.5 currently states that: "Infilling means the filling of a small gap in an otherwise built up frontage." It is not considered that the existing Policy supports such backland development, and it is not intended to alter the Policy or supporting guidance in this respect. The other comments were received which were primarily points of clarification, rather than against the principles of the Guidance, and these comments were taken into account as the Guidance has been amended.

The two Guidance documents as revised are attached at the Appendices to this report and have been referred to in all relevant officer reports. During the course of the last 12 months we have received several appeals in respect of refusals of planning permission for both house extensions and development in the Green Belt. Some Inspectors have given the new guidance little weight as it has not been formally adopted by the Council. Others have given the Guidance more weight and have either accepted their principles or not had issue with them.

The proposed 'Householder Design Guide' would continue to support UDP Policies HG2 'Existing Housing Stock', HG5 'The Residential Environment' and ENV3.1 'Development and the Environment'. The 'Development in the Green Belt' guidance will continue to support Policy ENV1.3 'Extensions to dwellings in the Green Belt', though in addition would support Policy ENV1 'Green Belt', ENV1.5 'Infilling within Green Belt Villages' and ENV3.5 'Alternative Uses for Rural Buildings and Buildings in the Green Belt'. Both Guidance documents would ultimately form Supplementary Planning Documents to support the Local Plan once adopted.

8. Finance

The adoption of the Guidance will give them more weight and reduce the potential for costs being awarded against the Council where the Guidance is referred to in officer reports and relied on as part of the Council's case.

9. Risks and Uncertainties

N/A

10. Policy and Performance Agenda Implications

Success at appeals would be strengthened if Guidance is adopted and given more weight in decision making process.

11. Background Papers and Consultation

Appendix 1 – Householder Design Guide

Appendix 2 – Development in the Green Belt

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Householder Design Guide

A design guide for households wishing to alter or extend their property



Draft Supplementary Planning Document

February 2013

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Introduction

This document has been prepared in order to offer guidance on householder extensions to domestic properties and the erection of buildings within the curtilage (garden area). The guidance is not intended to provide information as to what requires planning permission or give information regarding land ownership issues or Building Regulations.

To enquire whether any development requires planning permission please complete the Council's Householder Development Enquiry form online at:

www.rotherham.gov.uk/planning

or visit

www.planningportal.gov.uk

The recent changes to The Town and Country Planning (General Permitted Development) (Amendment) (No. 2) (England) Order 2008 allow householders increased opportunity to extend their property without planning permission. Those extensions that do not fall within permitted development are therefore more likely to raise neighbouring and visual amenity concerns. This document aims to ensure that extensions make a positive contribution to the local environment and do not detract from the host property and the street scene or cause undue harm to neighbouring amenity.

This guidance is supplementary to Policies HG2, HG5 and ENV3.1 of the Council Adopted (1999) Unitary Development Plan and should be read in conjunction with them. It offers detailed advice and guidance in support of Unitary Development Plan policies on how extensions can best meet the Policy criteria, promoting good practice and consistency of decision making.

The guidance supersedes the Supplementary Planning Guidance 'Householder Development' of the Rotherham Unitary Development Plan, and will be adopted as a Supplementary Planning Document as part of the Rotherham Local Development Framework.

The maximum distances for space standards quoted in this document have been derived from a comparative analysis of a range of sources including detailed research and minimum space standards adopted by a number of local authorities. They are also the same as those that can be found within the South Yorkshire Residential Design Guide which applies to proposals of 10 or more dwellings but is also a point of reference for smaller schemes and extensions.

For further planning enquiries regarding domestic extensions and alterations please contact the Council's Development Management team.

Contact Development Management



Online

www.rotherham.gov.uk/planning



By email:

development.management@rotherham.gov.uk



By appointment:

Telephone 01709 823838

Householder Development Guidance

1. General Principles

Proportion

Design Guidance 1.1: The size and design of extensions should be subsidiary to the existing dwelling and allow the original building to remain dominant. Matching roof styles should be used in any new extension proposals.

It is important that an extension is in proportion with the existing house. It should not dominate the house by being bigger or higher or set much further forward (towards the street). Extending a house in that way will make it look unbalanced and incongruous, particularly if neighbouring houses are similar in design and regularly set out.

It is usually preferable for an extension to be subordinate in scale to the original house. A lower roofline, and setting back the extension behind the house's building line, will allow the existing house to remain dominant. Where an extension is to be the same height and depth as the original house the existing roofline should be carried over the extension, and the same roof style and materials should be used.

In almost all cases a flat-roofed extension will be unacceptable where clearly visible in the streetscene, unless the existing property has a flat roof. Pitched roofs are an important part of the character of houses and, wherever possible, an extension should have a pitched roof which matches the roof style of the original house.



Inappropriate extension higher than existing property and not in proportion



Inappropriate extension coming forward of the property and dominating the host property

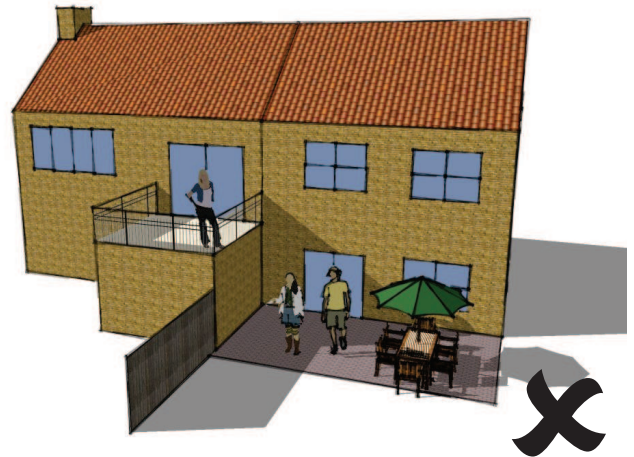


Appropriate subservient extension set back with a lowered roofline

Overshadowing

Design Guidance 1.2: Extensions should not overshadow neighbouring properties to an unreasonable degree.

The Council will take account of the orientation and position of neighbours' windows in relation to the extension. Where an extension would be likely to significantly reduce the amount of sunlight and/or daylight casting a shadow over private amenity space or entering the window of a habitable room (such as a kitchen, living room or bedroom) planning permission may not be granted. See page 10 for more details of how we apply a 45° rule.



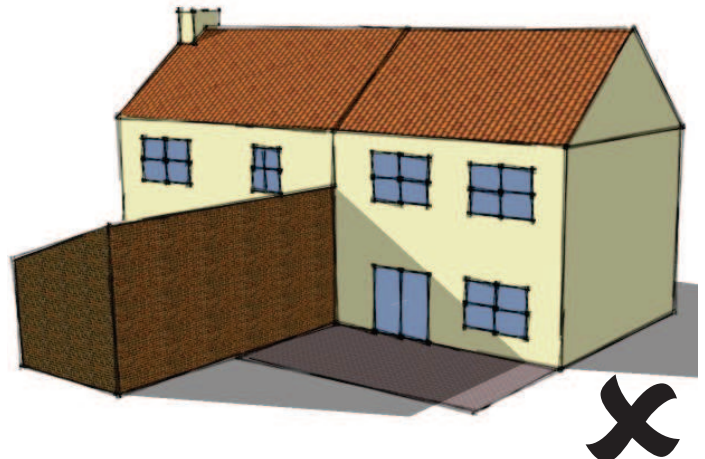
Balconies can often create overlooking, which can be avoided through careful design and screening.



Extensions close to the boundary with neighbouring properties can create excessive overshadowing especially during the winter months, casting a shadow over habitable room windows and private amenity space to an unreasonable degree.

Outlook

Design Guidance 1.4: An extension close to either a habitable room window of a neighbouring property, or to its private garden, should not have an overbearing effect on that property or an unreasonable effect on its outlook.



A mono pitched roof design can often create an overbearing effect in addition to potentially reduce daylight. Mono pitched roofs should be avoided close to boundaries with neighbouring properties.

Privacy

Design Guidance 1.3: Balconies, decking and windows serving habitable rooms such as kitchens, living rooms and bedrooms should be sited so that they do not directly look into the habitable windows of adjacent houses or their private gardens. To achieve this any new habitable room windows above ground floor should not be sited within 10m of a neighbours boundary and maintain more than 21m between facing habitable room windows.

Architectural Detail and Fenestration

Design Guidance 1.5: Architectural details such as lintels, cills, bonding and coursing present in the existing property should be replicated in proposed extensions. The arrangement of windows, their size, material and opening style should reflect the existing design and maintain a similar solid to void ratio.



Materials

Design Guidance 1.6: Extensions should be constructed in matching materials to match the host property. Bricks and stonework should be coursed and pointed to match the existing details. Tiles should match the existing tiles in terms of material, texture, size and colour.

This drawing represents an inappropriate side extension with a poor match of brickwork and roof tiles. Even small variations in materials can look out of place.

The design has no regard for the host property and the window arrangement has been designed to meet internal requirements rather than reflect the regular arrangement present on the host property.

Garden Space

Design Guidance 1.7: Adequate private amenity space should be maintained in any extension proposals. This means maintaining private gardens of two bedroom houses of at least 50 square metres and for three or more bedroom houses, 60 square metres. Where new parking areas are proposed, landscaping should be maintained and provided to soften the impact.



Boundary walls, planting and lawns form an important part of the character of suburban areas. Hardstanding front gardens will erode this character with little definition between the public and private realm.

2. Extensions

In addition to the guidance in section 1, the following examples give further information regarding specific householder proposals.

Conservatories

Design Guidance 2.1 : Conservatories are normally an acceptable feature on the rear elevation of domestic properties and in some instances on side elevations. Conservatories are generally not an acceptable feature on front or principle elevations, on barn conversions and at first floor level. Where conservatories are close to the boundaries of neighbouring properties obscure glazing or a brick wall should be used to prevent direct overlooking. On semi detached and terraced properties, and where they are on or close to a boundary, they should not project more than 4m beyond the neighbouring properties rear elevation.

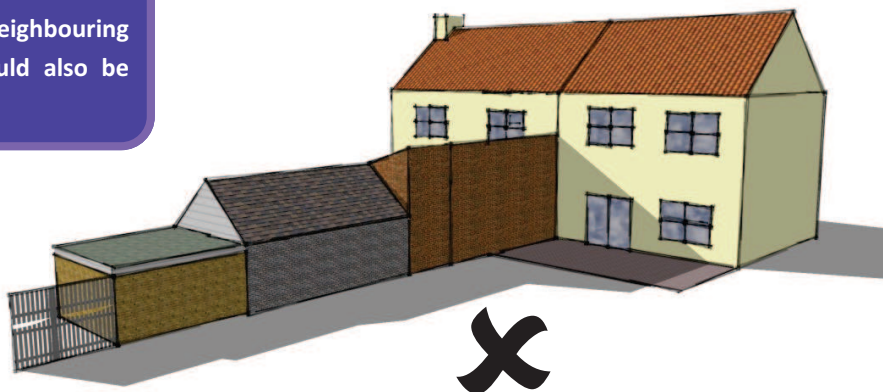


Conservatories are generally not a suitable feature on front or principle elevations and tend to look out of place in the street scene.

Single Storey Rear Extensions

Design Guidance 2.2: Single storey rear extensions are generally an acceptable feature on domestic properties and the current permitted development rights allow for some extensions to be constructed without planning permission. Single storey rear extensions, on or close to a boundary, should project no more than 4m from a neighbouring property's existing rear elevation.

The cumulative impact of single storey side extensions can have an overbearing impact upon neighbouring properties. Mono pitched extensions should also be avoided.

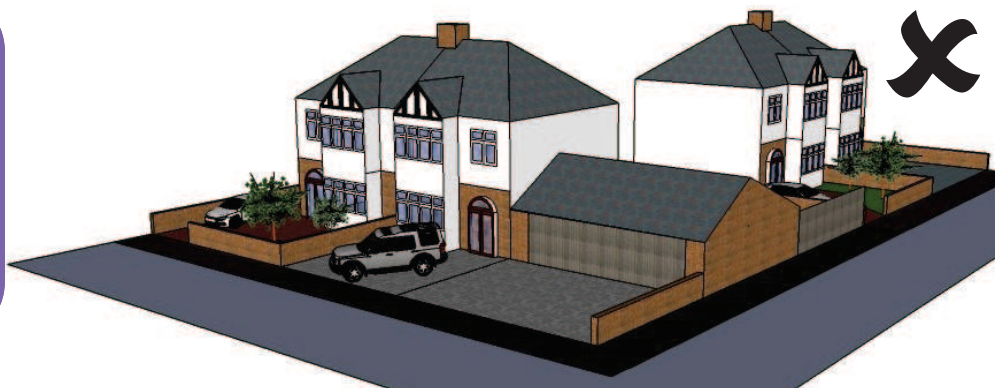


Single Storey Side Extensions

Design Guidance 2.3: Single storey side extensions are generally an acceptable feature on domestic properties and the current permitted development rights allow an extension to be constructed without planning permission up to half the width of the original house. The Council will be critical of side extensions of excessive width and for a single storey extension this should not exceed more than $\frac{2}{3}$ the width of the original house. In addition, for side extensions on corner plots or where the extension would project towards a highway, a single storey extension should retain as a minimum, a 1m landscaping strip between the existing dwelling and the highway.

Side extensions coming between the house and a highway should be set back from the public highway by at least 1m.

Side Extensions should not exceed $\frac{2}{3}$ the width of the original house.



Front extensions and porches

Design Guidance 2.4: Front extensions are eye catching and can significantly alter the appearance of a building. In general, bay windows should be retained and on terraced and semi detached properties single storey extensions that extend across the entire frontage and two storey front extensions will normally be refused. The impact on the amenities of the neighbouring property should also be considered and any front extension should project no more than 2m, or 1m where it is within 2m of a neighbouring window. Porches should be individually designed to follow the character of the existing building and the introduction of features such as classical columns, pediments and rustic timbers etc will not be accepted unless they are a feature of the original house. Front extensions should not harm the character and appearance of the host property or be of a design out of keeping with others in the street.



Large single storey front extensions often fail to respect the character of host properties and damage the appearance of the overall street scene.



Two storey front extensions look out of keeping on semi detached properties and can often create conflicting focal points and a disorderly street scene.

A small modest front porch is acceptable on the majority of dwellings. A pitched roof should improve both the appearance and longevity of a porch extension. The introduction of features such as classical columns, pediments and rustic timbers will not be accepted unless they are a feature of the original house.



Adding a two storey side extension

Design Guidance 2.5 Two storey side extensions should generally be set back by a minimum of 0.5m at first floor level on the front elevation, with the roof set down and back from the main body of the house. This is in order to create a subservient extension and to prevent it unbalancing a pair of semi detached properties. In addition the roof style of the extension should match that of the host property. Where the semi is hipped, the extension should have a hipped roof and likewise with a gable roof. On a gabled property it may be acceptable to create a flush extension, not set back from the main body of the dwelling, providing it would not cause a serious terracing effect, but details of the bricks and tiles to be used should be submitted with the application, so as to assess their ability to blend in with the host property.

As with single storey side extensions, the Council will be critical of two storey side extensions of excessive width. Any such extension should not exceed more than **half** the width of the original house. In addition, on corner plots or where the extension would project towards a highway, the Council will not normally grant planning permission for an extension which takes up more than half of the available width between the side of the house and the highway.

A two storey extension should not come within 12m of a ground floor principle habitable room window of a neighbouring property.

Where an extension is built on a driveway, at least 5m between the front of the extension and the front boundary with the footpath should be left. This will allow space for a car to park in front of the extension, which is important in keeping on-street car parking to a minimum. The Council is likely to be critical of a proposal if on-site car parking space is restricted whilst increasing the living accommodation in the house. Any additional front parking should be hardsurfaced in either porous material or be drained to a separate soakaway, and at least one third of the front garden area should be left for planting.



Unacceptable terracing effect created by inappropriate extensions, eroding the suburban character of the street.



A small first floor set back and hipped roof can minimise the terracing effect maintaining the suburban character and semi detached style of property.

A subservient extension set back from the main body of the house will usually achieve the best results allowing the host property to remain dominant and minimising any clash in materials.



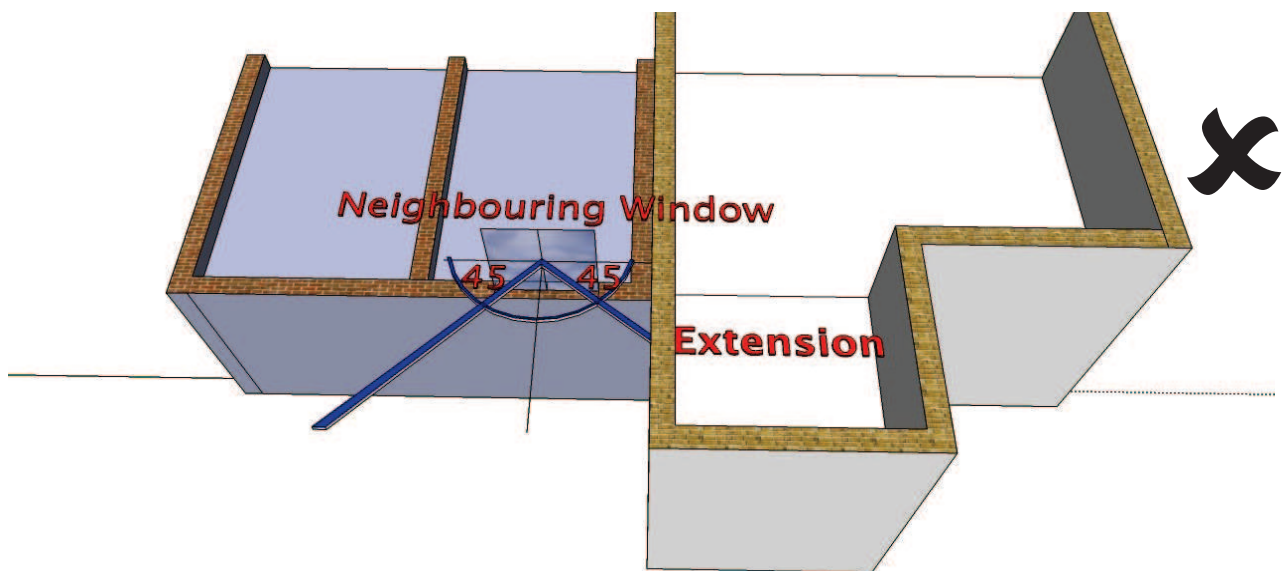
A gabled roofed side extension of a hipped roof property will look out of place and unbalance a property. A flush extension will also increase the likelihood of an awkward match in materials.

A modern flat roof style extension will not usually be appropriate and will look out of keeping with the host property. It is usually best that any extension is designed in the same architectural style and materials as the host property.

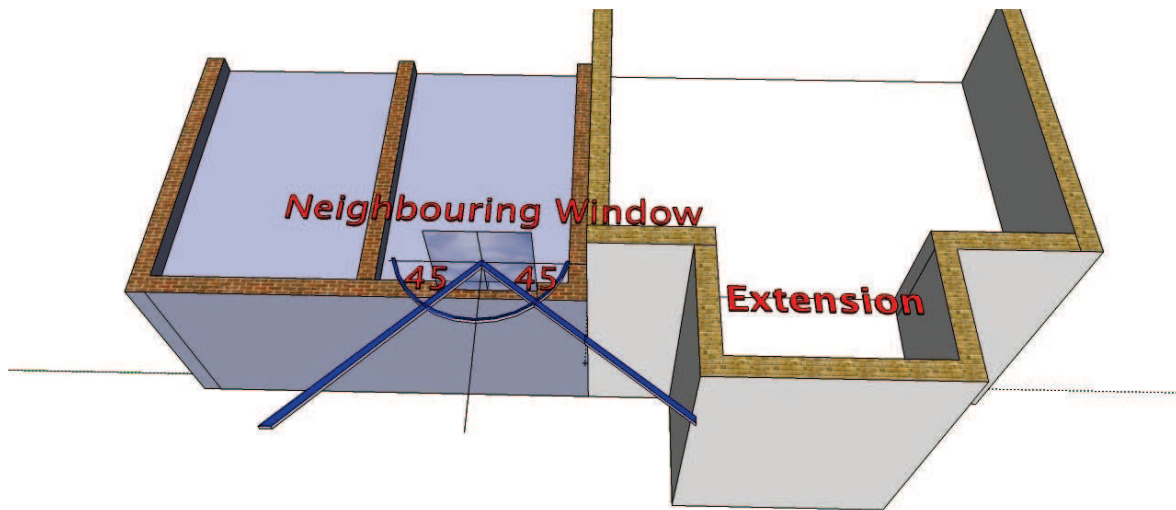


Adding a two storey rear extension

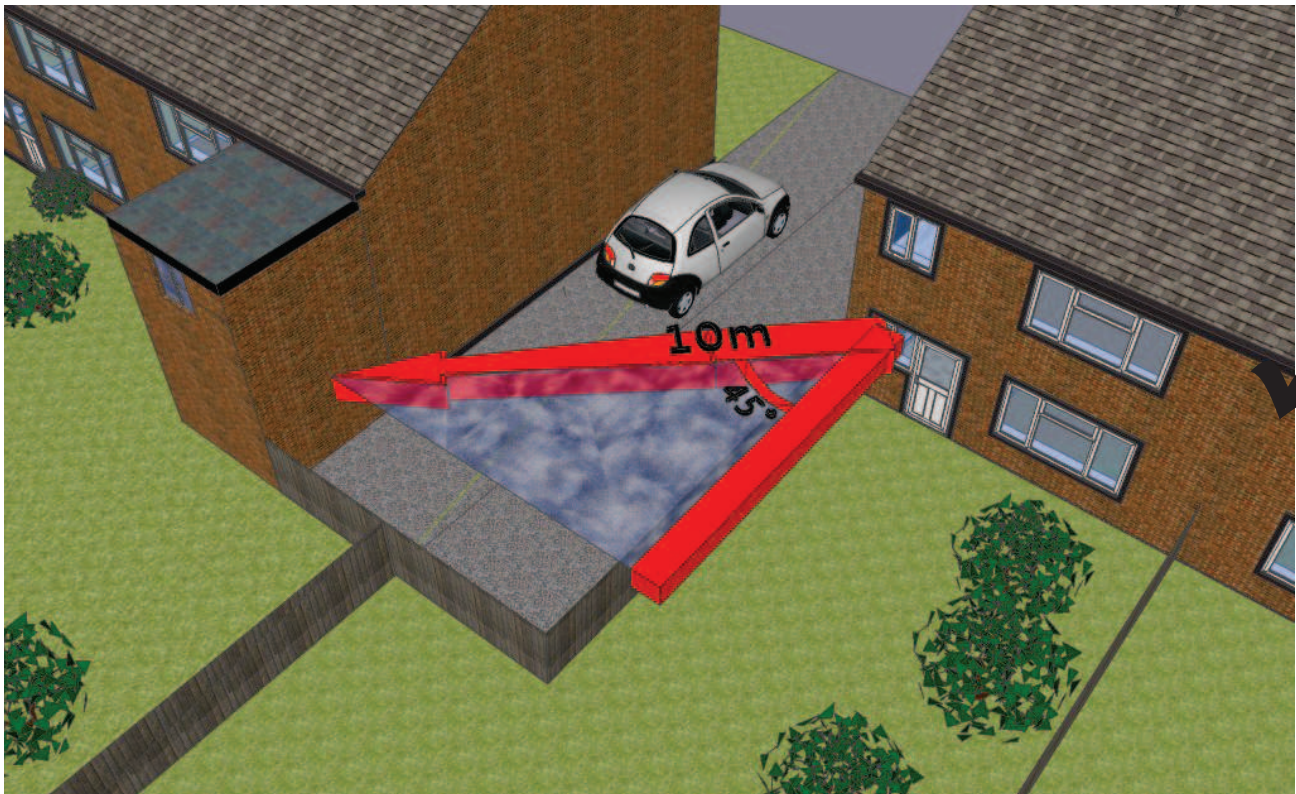
Design Guidance 2.6: Two storey rear extensions should be designed so as not to come within a 45° angle of the nearest neighbouring rear elevation habitable room window (measured from the centre of the window). The Council will protect the outlook from a habitable room window for up to 10m, beyond this distance the impact is likely to be acceptable. The extension should not be a disproportionate addition to the host property and in general should not exceed 3m if close to a shared boundary or 4m elsewhere. It should also include a similar roof design. For the purposes of privacy and avoiding an ‘overbearing’ relationship, a minimum distance of 21m between facing habitable room windows and 10m from a habitable room window to a neighbours boundary should be maintained. A two storey extension should also not come within 12m of a ground floor habitable room window of a neighbouring property.



A rear extension close to a neighbour's habitable room can create an unacceptable loss of daylight and create an oppressive overbearing impact.



Setting an extension away from a habitable room window will reduce any potential loss of daylight and appear less overbearing to the neighbour.



The Council will protect the outlook from a habitable room window for up to 10m, beyond this distance the impact is likely to be acceptable

Building a garage/outbuilding

Design Guidance 2.7: Garages should generally be restricted to rear and side gardens where they may benefit from permitted development. Garages that require permission should not be of an excessive size and height and the use of concrete sectional garages should be avoided in prominent locations visible from the public highway. The Council will not be supportive of garages in front gardens unless it can be demonstrated that no harm to the street scene will occur.



Garages are rarely appropriate in front gardens and can spoil street scenes and reduce surveillance of the public realm to the detriment of crime prevention.

Making an access for a vehicle

Design Guidance 2.8: In most cases, making an access to a property for a vehicle means lowering the kerb outside the property. It also usually involves various works within the property, such as removing a front wall, fence or hedge and laying a drive or hardstanding.

Most such vehicular accesses are exempt from planning control. However, Conservation Area Consent, Listed Building Consent and authorisation under the Highways Act may be required. This should be checked before any work is carried out on site.

Where planning permission is needed, the Council will want to make sure that the access is as safe as possible. The location of the access, and the visibility it provides for drivers using it, will be considered. On particularly busy roads, the Council may decide that an access would not be safe unless a turning space is provided on the property, so that cars do not have to reverse into the road. If this is not possible, or if there are other traffic hazards that cannot be overcome, permission may be refused. New hardstandings should be porous or drained in a sustainable manner avoiding water flowing in to the public highway or main drains.

Dependant Relative Annexe

Design Guidance 2.9: The Council is sympathetic towards the wishes of people who wish to provide ancillary accommodation for a dependant relative. Frequently, this will mean adding an extension to the family house, to provide semi-independent living accommodation for the elderly person, disabled relative, son or daughter. Most such extensions are subject to planning control, and to the same rules as any other house extension.

When dealing with any planning application for a “dependant relative annexe” the Council will consider whether the additional accommodation to be provided exceeds what is reasonably necessary for the occupant. Typically this will be limited to a single storey one bedroom unit not exceeding 50m², where the host property has a garden of sufficient size to accommodate such an addition without harming neighbouring amenity or the host property’s amenity.

An annex should be linked to the host property to allow its conversion to other ancillary uses should the dependant relative move on. In certain circumstances a slightly larger annexe may be acceptable to provide adequate wheelchair access.

Planning permission is not likely to be granted for large detached annexes with little relation to the host property, as the Council does not wish to allow annexe’s which could easily be adapted to independent dwelling units.

This is because most “dependant relative annexe’s” are on conventional houses or bungalows, and share access, car parking and gardens with the “host property”, and for this reason are not suitable for use as independent dwelling units.

All of the above guidelines apply also to any proposal to build a free-standing building in a residential curtilage for use as a “dependant relative annexe”. The conversion of an existing out-building in a residential curtilage to a “dependant relative annexe”



Boundary walls and fences

Design Guidance 2.10: Planning permission will be required for any boundary wall or fence which is higher than 1m and adjacent to a highway used by vehicular traffic. In this instance, 'adjacent to a highway' means within 1m of the highway. Elsewhere, walls and fences will require permission if they exceed 2m in height.

Where permission is required, careful consideration of the location and choice of materials should be used as the wall or fence can have a significant effect on neighbours' properties and can be a prominent feature in the street scene. The following points should be considered:

Visibility at the entrance to a drive is important in road safety terms, especially for pedestrians passing your house. A fence or wall on a side boundary can easily obstruct visibility to a drive.

The use of good-quality materials will greatly improve the appearance of the fence or wall. A structure of utilitarian appearance, especially at the front, will spoil the look of the house. Hedges are very attractive garden features if properly cared for. If they are allowed to get out of control they can become unsightly and a nuisance to neighbours and passers-by on the street. Neighbours can cut back overhanging growth, and the Council can take action against a householder under the Highways Act, 1980, if a highway (including a footpath) is obstructed by an overgrown hedge.

Roof Alterations

Design Guidance 2.11: Loft conversions, or rooms in the roof-space, are often advertised as a simple way of providing extra living space. However, there can be problems. The following points should be considered:

Increased overlooking of neighbours' properties can be a problem, especially with a bungalow where dormer windows in the loft can overlook previously private areas. The Council will be critical of all proposals which have a significant effect on neighbours' privacy.

Roof lights are cheaper to install and maintain, and will have less visual impact on the appearance of a house. They will also reduce possible overlooking problems.

Where a dormer is to be built on a front elevation, it should be modest in size relative to the size of the roof and should be designed to reflect the architectural character of the house. The Council will be critical of front dormers if they are an uncommon feature in the locality or would appear out of character on the host dwelling. Dormer cheeks should be clad in tiles or slates to match those on the roof. Pitched roofed dormers will normally be preferable on a front elevation, and are likely to be more durable than flat-roofed dormers.

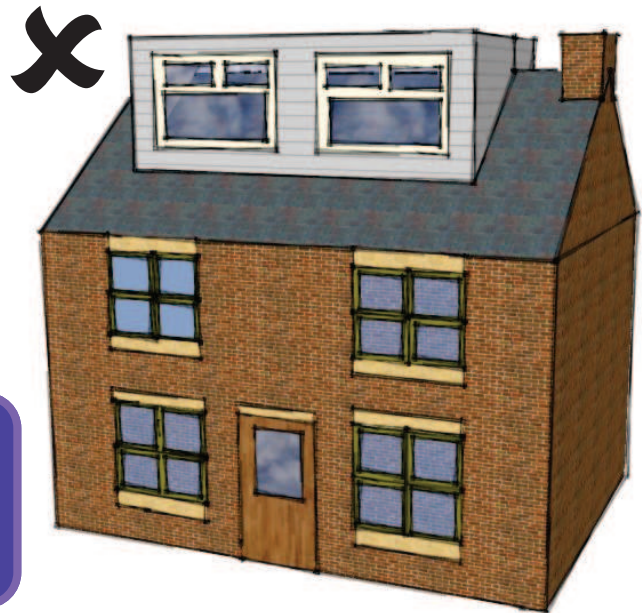
The conversion of an existing hipped-end roof into a gable, in order to allow extra space for a loft conversion, can make a house look odd and unbalanced, particularly if it is semi-detached or the houses in the area are generally of uniform or similar in design.



High front boundary walls create a poor street scene and can be visually oppressive.



Large flat roof dormers look out of place and rarely respect or improve the appearance of the host property. The use of white U-PVC cladding will accentuate the appearance of a dormer and overtime may discolour or stain. A large flat roof will also create an awkward and long term expensive maintenance problem.



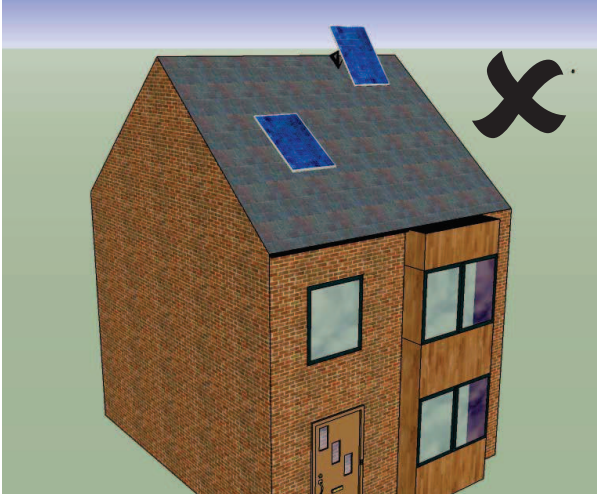
Dormers should be modest in size and evenly positioned on a roof slope. The use of tile or lead cladding and pitched roofs will minimise the visual appearance of dormers and reduce long term maintain costs.



A hip to gable extension rarely looks acceptable and on a semi detached property can create an awkward imbalance. Front dormers may not be acceptable on semi detached properties and in areas with no existing front dormers.

Renewable energy/technology

Design Guidance 2.12: The Council will support proposals for renewable technologies on residential properties, unless there is clear evidence that the equipment will have a severe effect upon neighbouring amenity or where the impact upon the host property and street scene is so severe as to outweigh the benefits of carbon reduction.



Solar panels should be evenly positioned and fitted flush with the roof slope and should not protrude above the ridge height.

Making a bungalow into a two-storey house

Design Guidance 2.13: It is not the Council's usual practice to support bungalows being altered to two-storey houses, as in most cases this would have a serious effect on neighbours' amenity and on the appearance of residential areas. The Council will consider such proposals for "upward extensions" very carefully, having regard to the following guidelines:

Where a bungalow is semi-detached or terraced, the Council will not grant planning permission for an upward extension.

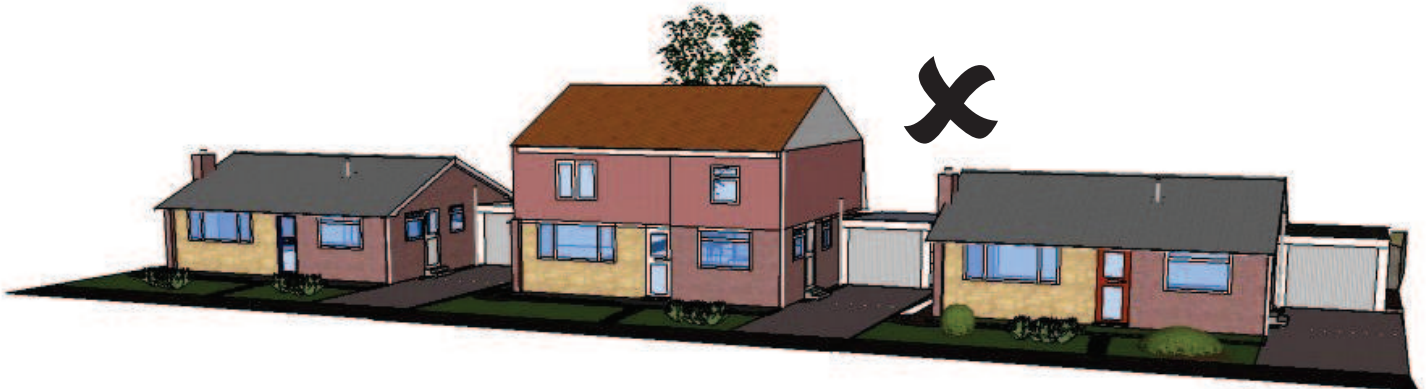
Planning permission may be granted for an upward extension on a detached bungalow in certain circumstances:

(i) where the dwellings in an area are of varied types, with little uniformity of design and layout, and there is already a mix of single storey and two-storey dwellings, and

(ii) where new habitable room windows at first-floor level would be more than 21 metres from habitable room windows of existing dwellings to the front, side or rear and more than 10m away from a neighbours boundary.

Where an upward extension is considered acceptable in principle, it is essential that it be designed to minimise the effect on neighbours' properties by overshadowing and overlooking.

Furthermore, the most appropriate design solution will depend on the design of the property and neighbouring properties. It may be appropriate to create a "dormer bungalow", by building a more steeply-pitched roof with dormer windows in it. Dormers should be modest in size, relative to the size of the roof, and should be designed to reflect the architectural character of the house. Dormer cheeks should be clad in tiles or slates to match those on the roof. The dormers should not project above ridge level, and should be small proportionate pitched roofed dormers rather than flat roofed.



3. Other Issues

Site Boundaries

Applicants should make sure that no part of an extension including rainwater goods, foundations, canopies and overhangs extend beyond the site boundary. Such boundary disputes, although not a planning consideration, can often lead to lengthy and expensive civil disputes between neighbours.

Party Wall Act

Applicants should be aware that the planning process does not address issues raised by the Party Wall Act, where a neighbour's consent may be required prior to carrying out building works close to the boundary of your property, albeit on your land.

Crime Prevention

It is important to consider at an early stage the impact the proposal may have on the security of a dwelling and neighbouring properties. Security measures should be unobtrusive and designed as an integral part of the overall scheme. Opportunities to break in, such as flat roofed areas providing easy access to first floor windows, should be avoided. Extensions and high walls that block the surveillance of the public realm should also be avoided.

Trees & Hedges

Important trees and hedges may need protecting during the construction period and the Council may include relevant planning conditions in any approval requiring applicants to do so. Trees within Conservation Areas, and trees protected by Tree Preservation Orders cannot be felled or pruned without the consent of the Planning Local Authority.

Sustainability

Current Building Regulations require new extensions to be built to a high standard and to be well insulated. New extensions can also offer the opportunity for residents to introduce new renewable technologies such as solar panels in order to reduce the carbon footprint of a property and reduce running costs.

Flood Risk

Extensions within a zone of medium-high risk flooding will require a Flood Risk Assessment. Applicants should consider designing extensions to cope with possible flooding as well as considering how their own proposals, such as hardstandings, may increase the likelihood of flood occurring.

Wildlife

Birds and bats are protected under the Wildlife and Countryside Act 1981 and it is a criminal offence to deliberately capture, injure or kill a bat, intentionally or recklessly disturb a bat in its roost or deliberately disturb a group of bats, damage or destroy a bat roosting place (even if bats are not occupying the roost at the time) or intentionally/recklessly obstruct access to a bat roost. Where bats or birds have been found present in a building adequate care should be taken to protect nesting sites and where necessary construction work should be delayed to avoid nesting or hibernation periods. Where necessary bat and/or bird boxes should be provided within extensions or alterations to mitigate the loss of wildlife habitat.

Supplementary Planning Guidance

Development in the Green Belt

Contents

1. Introduction
2. General Guidance
3. Extensions to existing buildings
4. Replacement buildings
5. Converting existing buildings
6. Infill dwellings in Green Belt villages
7. Agriculture and forestry
8. Equestrian development
9. Change of use of land
10. Contact details

Appendix 1

Calculating volumes

Appendix 2

Light spillage, light glare and sky glow

Appendix 3

List of Green Belt villages where infilling is acceptable

1. Introduction

There are specific reasons for including land within the Green Belt, such as to prevent towns and settlements from spreading into the countryside (urban sprawl). This is achieved by restricting the type of development that can be built in Green Belts. The national policy on Green Belts is contained within the National Planning Policy Framework (NPPF) which sets out what developments are appropriate. Any other form of development is inappropriate and will only be allowed in very special circumstances. These circumstances will not exist unless the potential harm to the Green Belt by reason of inappropriateness, and any other harm, is clearly outweighed by other considerations. Developments should also have minimal impact on the openness of the Green Belt. The NPPF notes that the most important attribute of Green Belts is their openness.

The NPPF states that the construction of new buildings in the Green Belt is inappropriate unless they are for:

- agriculture and forestry;
- provision of appropriate facilities for outdoor sport, outdoor recreation and for cemeteries,
- the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;
- the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;
- limited infilling in villages, and limited affordable housing for local community needs; or
- limited infilling or the partial or complete redevelopment of previously developed sites which would not have a greater impact on the openness of the Green belt and the purpose of including land within it than the existing development.

It should be noted that this does not include new detached outbuildings (such as detached garages at residential properties).

This version has been formally adopted by the Council on the 3rd March 2014 after a 16 week consultation period and with amendments made to it after having regard to consultation responses.

This planning guidance (which will become a Supplementary Planning Document) explains our policy on developments in Green Belts and how we will assess proposals for particular types of development. It replaces the following Unitary Development Plan Supplementary Guidance:

Environment Guidance 1 'Extensions to dwellings in the Green Belt'.
Environment Guidance 4 'Conversion of vernacular rural buildings'.

All developments in the Green Belt need to comply with the NPPF and any emerging policies within the Local Plan. The following saved Unitary Development Plan Policies are still relevant until they are removed/replaced as

part of the preparation of the Local Plan which will replace the current Unitary Development Plan.

- ENV1 Green Belt
- ENV1.3 Extensions to dwellings in the Green Belt
- ENV1.5 Infilling within Green Belt villages
- ENV1.6 Villages in the Green Belt
- ENV3.1 Development and the Environment
- ENV3.5 Alternative uses for rural buildings and buildings in the Green Belt

You should contact us to find out what other Policy and supplementary planning documents may be relevant to your development.

2. General Guidance

Any development in the Green Belt should have a minimal effect on the openness and appearance of the Green Belt. The physical effect buildings and structures have on the Green Belt depends on factors (a) to (e) listed below. By considering each of these factors, the physical effect a development has on the Green Belt can be reduced.

a) Size

The size of a building or structure, which should be thought of in terms of its total volume, should be kept to the minimum size necessary for meeting appropriate needs.

b) Design

New buildings and structures must not stand out too much. Materials, colours, construction methods and building styles should fit in with the traditional building styles of the area, and should not form a prominent feature in the landscape.

c) Position and screening of the development

New developments should be placed where they have least effect on the landscape, avoiding prominent locations, and should use structures, individual buildings or groups of buildings as screening where appropriate. If your proposal is unacceptable because of its size, design or position, you cannot make it acceptable by planting trees as screening.

d) Enclosures

Any enclosure (wall, fence, hedge, and so on) should be the minimum size necessary and should be appropriate to its location in terms of materials and style. It is preferable to plant a hedge of native species (for example, hawthorn) rather than to use fences or walls which give a built-up appearance to an area. Fences and walls may be acceptable within settlements that have a tradition of using them instead of hedges.

e) Lighting

We will not allow proposals for floodlighting in the Green Belt unless you can show that the lighting will not detract from the character of the Green Belt.

(Lighting can detract from the character and openness of the Green Belt through 'light spillage', 'light glare' and 'sky glow' - see appendix 2.) You can reduce or remove these effects by using a lower strength light source and a cover which surrounds light to focus light onto a specific area.

3. Extensions to existing buildings.

An extension should not exceed more than 33% of the volume of the original building.

This section gives guidance to extensions to all types of buildings, including outbuildings such as residential garages. If you want to extend a building in the Green Belt, you should follow the principles laid out in this guidance note.

The NPPF states that limited extensions of existing buildings can be acceptable if they do not result in 'disproportionate additions over and above the size of the original building'. The NPPF defines 'Original building' as: "A building as it existed on 1 July 1948 or, if constructed after 1 July 1948, as it was originally built."

We will take account of the degree to which your building has already been extended, and the effect of any further extension. You will need to consider several factors, such as the design, form and size of your extension.

It is very likely that once your building has been extended by more than 33% of its original volume, any further increase in volume would have an adverse effect on the Green Belt. Such an increase would constitute a 'disproportionate' extension and therefore represent inappropriate development. You would need to demonstrate the 'very special circumstances' to extend by more than this. Even if the volume of your proposed extension stays within 33%, the size, form and materials of the extension must also be appropriate to your original building and its setting. Details of how to work out the volume of a building are given in Appendix 1.

Extensions must be compact and fit in with, rather than take over, the original building. It may be preferable to fill in space between existing parts of it rather than to extend beyond its footprint. Avoid extensions that increase the length of the building's longest side. When we consider your proposals we will also take account of the extension's effect on the character and appearance of the surrounding area. An extension which may be acceptable in an existing housing development may not be so in the open countryside.

For large-scale proposals, particularly those in the open countryside, we will take account of the intended purpose of the extension. If your proposal is to bring an unimproved small home up to modern standards, this may represent a 'very special circumstance' to justify an extension over and above the 33% limit. A further example of a very special circumstance to justify an increase of more than 33% could be where you are planning on removing lawful outbuildings (providing they are of permanent and substantial construction) which harm the openness of

the Green Belt, unless they would have to be removed as a consequence of the proposed development when no allowance would be made¹.

If we do grant planning permission for an extension greater than 33% of the volume of the original building because of the removal of outbuildings, it is likely that we will also remove permitted development allowances for both further extensions and outbuildings.

In addition, we are also likely to remove permitted development rights where the extension(s) results in a volume increase in excess of 20% of the original volume in order that subsequent extensions can be adequately controlled.

Generally, all extensions should satisfy the following criteria:

- (i) together with all previous extensions be subsidiary to the original building, not dominate, and be sympathetic in terms of size, scale and design;
- (ii) have a minimal visual impact on the local setting and amenity;
- (iii) involve minimal intensification and urbanisation of the site;
- (iv) be sympathetic in architectural design in relation to the original building.

Creating extra units of accommodation

You should not see an extension as a way of getting planning permission for a separate home (which would not be allowed under Green Belt policy). A proposed extension should not, by itself, or together with any existing dwelling, create a building which would be readily capable of conversion into more than one dwelling, or which would facilitate the future formation of a separate residential curtilage. Under such circumstances we will treat it in the same way as we treat applications for a new home.

4. Replacing buildings

A replacement building should not exceed more than 10% of the volume of the existing building.

The NPPF states that the replacement of buildings (including dwellings) in the Green Belt is not inappropriate provided that the replacement building is not materially larger than the existing building (including any extensions) and is in the same use.

For the purposes of this guidance and for development within Rotherham's Green Belt, it is considered that an increase in excess of 10% of the volume of the existing building would make the replacement building materially larger and, therefore, inappropriate development in the Green Belt and you would need to demonstrate the very special circumstances to justify it. An example of a very

¹ It may be possible to allow an extension greater than 33% of the volume of the original dwelling if the outbuilding to be removed as a consequence of the development is greater than 33% of the volume of the original dwelling itself and the resultant extension is no larger than the outbuilding or extension that it is replacing.

special circumstance to justify an increase of more than 10% could be where you are planning on removing lawful outbuildings within the curtilage of the building which spoil the openness of the Green Belt. Any outbuilding to be considered should have a volume in excess of 30 cubic metres.

If we do grant planning permission for a replacement building greater than 10% of the volume of the existing building because of the removal of outbuildings, it is likely that we will also remove permitted development allowances. If the outbuildings were within 5m of the original building, permitted development is likely to be removed for further extensions, and also possibly for outbuildings. If the outbuildings were more than 5m away from the building, it is likely that we would remove permitted development allowances for further extensions AND outbuildings.

No allowances will be given for what may be done under permitted development or any extant permission for extensions when working out the volume of the replacement building.

Where larger replacement buildings are accepted, permitted development rights are likely to be removed in order that future extensions can be controlled so as to minimise the impact on the openness of the Green Belt. Any subsequent application for an extension to a replacement building will be judged on the volume of the building that it replaced, as originally built, for the purposes of judging whether it is disproportionate or not.

We will grant planning permission for replacement buildings only if your proposal meets factors (a) to (e) listed in Section 2 of this guidance note, relevant local and national planning policies and the following criteria:

- Both the building to be replaced and its curtilage must be lawful.
- The building must not be materially larger than what it is replacing.
- Replacement buildings must not be significantly more visible and stand out more than the existing buildings.
- You must submit plans of the existing building and calculations of the increase in volume of the replacement building with your application.
- We will not allow you to replace a temporary building (such as a caravan) with a permanent structure.
- Replacing a building converted from a traditional local building (such as a barn) with a more modern structure would affect the character of the Green Belt and we will not allow it unless keeping the building as it is has proved not to be possible.

If the building you are replacing has already been demolished or has not been used for a long period (and is considered to be 'abandoned'), its use will have ceased and a planning application for a new building will be necessary. It is unlikely under such circumstances that planning permission would be granted.

It should be noted that the replacement of a building does not allow for a change of use and the new building should be used for the same purpose as the original

building. Where such a change is proposed, this would result in inappropriate development and 'very special circumstances' would need to be demonstrated.

Any replacement building must be for the same use as the original and the Local Planning Authority are unlikely to support any applications for a change of use to residential purposes within a period of 10 years from its substantial completion.

5. Converting existing buildings

The conversion of an existing building is acceptable in principle providing the proposal preserves the openness of the Green Belt and does not conflict with the purposes of including land within it, the re-use of buildings is not inappropriate development, provided that the buildings are of permanent and substantial construction.

For a building to be of permanent and substantial construction it must have walls and a roof, be structurally sound and not require significant re-building, cladding or significant external alterations. This would also include a building that would require significant internal alterations to bring it up to habitable standards unless it is desirable to retain the building because of the historic value or visual amenity that it provides.

Whilst the conversion of a rural building is acceptable in principle, it is important that certain design principles and other issues are considered. This supplementary design guidance reviews the conservation and technical issues that arise when traditional vernacular buildings are re-used. Most buildings in this category are agricultural but this guidance applies overall.

The Council supports the appropriate re-use of vernacular buildings for a range of end uses but will specifically welcome conversion schemes to a commercial end use to support prosperous rural economies, and which involve minimal alterations to the building's character and/or appearance. Residential conversions entail the most demanding changes to a building and will require careful assessment as to the impact and appropriateness of such changes. The proposed 'curtilage' to the converted building should be clearly defined and kept to a minimum. The following advice outlines the criteria and requirements that will need to be met to enable successful building conversions within Rotherham's Green Belt.

Survey

An application for building conversion will require an assessment of the historical development of the site, a full measured survey and a structural survey including a condition survey.

Many vernacular buildings suffer structural defects through neglect. In older buildings the construction techniques themselves can cause problems, for example, inadequate foundations, the absence of damp-proofing and cavity walls.

The condition and structural survey should be carried out by an appropriately qualified person and include:

- (i) a general description of the building(s) and the age of any original building(s),
- (ii) a description of the condition, structural integrity, foundations, walls, damp-proofing, joinery, timbers, roof structure and roof covering,
- (iii) an assessment of the repairs needed to ensure conversion,
- (iv) an assessment of any structural work and other alterations necessary to implement the proposed conversion,
- (v) areas of demolition and rebuild, underpinning etc. illustrated on appropriate plans and elevations (or photographs), and
- (vi) an opinion on the physical suitability of the building(s) for the proposed conversion.

When structural works are necessary to allow for conversion, proposals should be submitted to rectify the faults. Proposals should minimise the amount of demolition and rebuilding. For example, underpinnings will be preferable to demolition and rebuild, to ensure foundation support.

Older farm buildings may contain animals and birds protected under the 1981 Wildlife and Countryside Act (barn owls, bats, etc.) and it may be necessary to provide suitable areas for the continued inhabitation of the species. The Council's Countryside Officer will be able to advise more specifically.

Design considerations

The successful conversion will take account of and respect the style and detail of the building(s), bring out the character, retain and re-use features and retain and use the existing spatial qualities of the interior. The applicant will need to liaise with the Planning Department to ensure the full statutory approvals are applied for and granted. The introduction of new window openings into an existing vernacular building will usually harm the character and appearance of the building and should be avoided where possible. Proposals that also require significant external alterations (such as the provision of new windows) are also unlikely to be supported.

Setting

The setting of a vernacular rural building is a very important asset. The farmyard area can become cluttered with elements of general commercial or domestic living. For example yards can be divided by fences or walls and inappropriate external lighting used, all of which will have a detrimental effect on the building's setting.

A large uncluttered yard with existing stone setts should be retained if possible. It should not be subdivided by fences or hedges or cluttered or marked out parking bays. Boundary markings can be subtly achieved by using bricks or setts flush into the yard. Cart sheds, where they exist, are more suitable for the accommodation of vehicles than forming part of the ancillary accommodation of the conversion. Preferably they should not be closed with garage doors.

To protect the setting and to control further changes to the building, when granting planning permission for change of use to residential, the Council often removes all or some Permitted Development Rights. In all types of conversions the Council will also apply planning conditions to ensure that the conversion works are appropriate and use suitable materials. Those conditions that cannot be applied under planning legislation may, in some cases, be made in a legal agreement between the Council and applicant to ensure the appropriate conversion details.

Farm buildings are usually large and functional. Their robust design should enable all the functions of the new use to be contained within the existing buildings. The Council is likely to be critical of a conversion that requires any extension to facilitate the end-use. This will be especially enforced in any proposals affecting a Listed Building. The curtilage, or surrounding area, may contain features such as stone setts or stone walls. These features add to and define the character of the building and should be preserved “in situ”.

Roofs

Roofs are large unbroken slopes. This important characteristic should be respected in conversion proposals.

In the east and south of the Borough, roofs are usually covered with hand-made clay tiles, laid on pine slats resting on main trusses of oak. However, roof trusses can be constructed in other timbers and many have been repaired with softwood timber.

Older barns may have a stone flag roof, laid in diminishing courses which should be preserved. Larger stone flags are usually laid to two or three courses at eaves level. This ensures that the roof over-sails the wall-plate and wall-head and remains watertight. Where it remains, this feature should be preserved. The total renewal of roof coverings will be resisted unless the covering is an original or vernacular material.

Domestic features such as dormer windows and chimneys should be avoided and are unlikely to be supported. Roof lights, set into the roof slope, may be appropriate on the private side of the building to light upper rooms.

Ridge lines usually show slight undulations. This is not necessarily a sign of structural weakness and it is not necessary to rebuild the roof to strengthen the ridge.

Openings

Existing openings should be retained in their current form; widening or blocking is not usually appropriate. Any remaining timber windows should be retained, with new timber “scarfed in” to repair rot or damage. New openings should be avoided if possible, but any that are proposed should be the minimum and match the proportions and random distribution of existing openings. The windows should preferably be constructed of wood, have glazing bars to match the existing and may be painted or stained. Threshing doors provide an opportunity to light the whole height of the building if used appropriately.

Doors should be simple timber plank, ledged and braced if no existing doors remain. It may be acceptable to glaze the upper portions of the doors. Any remaining doors in openings to be used as windows may be used as external shutters.

Rainwater goods

All rainwater goods should be of a simple profile and preferably made of cast iron or painted aluminium.

Listed Buildings may not have guttering and downcomers and it may be appropriate to leave them without if the building is not suffering as a result. The design should be simple, gutters crossing gables avoided and the downcomers be as few as possible in areas they least affect the buildings character.

Heating

Chimneys should be avoided as they are not usually a vernacular barn feature, are domestic in appearance and break the roof line. Metal flues of a neutral colour may be acceptable within the roof slope on the private side of the building. A specialist heating engineer should be consulted at an early stage in the design process to advise on the most appropriate heating solutions. Older buildings will suffer if high levels of dry heat, such as modern central heating are used, as the timbers and walls are designed to absorb water and release it in an open air environment.

Interiors

Threshing barns had few partitions and space is an important component to retain. Rooms may be larger than 'standard' to accommodate this and the limited number of openings. This will influence the number of units a building can accommodate. In farm buildings totally or partially open to the roof, at least one bay should remain so.

Fabric repairs

Repairs to walls can be inappropriate and totally change the character of the building. Many red sandstone or yellow limestone repairs need careful consideration. Any mortar should be sacrificial and weather faster than the surrounding stone to ensure the face of the stone remains intact. The mortar should be lime rich to allow movement and the moisture accumulation and evaporation usual in old stone buildings. Ribbon pointing should be avoided as it is not a vernacular form in the Borough and is damaging to the surrounding stone.

Vernacular farm buildings are well used, with the patina of age forming a significant part of their character. Stone replacement and redressing should be minimised. A matching second hand stone should be used to replace a damaged stone. 'Plastic repair' should be avoided. Stone cleaning is not desirable for farm buildings and would detrimentally affect the character of the building and its setting within the landscape.

6. Infill development within the Green Belt

Limited infilling which can demonstrate that it will not erode the character of the area may be acceptable in the villages listed in Appendix 3. This relates to the development of a single dwelling and the filling in of a small gap² between an otherwise built up frontage. Any proposals for such development should be discussed with the Local Planning Authority before the submission of a planning application.

In accordance with paragraph 89 of the NPPF the limited infilling or the partial or complete redevelopment of previously developed sites (brownfield land) is also not considered to be inappropriate development providing it would not have a greater impact on the openness of the Green Belt and the purpose of including land within it than the existing development.

7. Agriculture and forestry

a) Applications for new agricultural or forestry buildings or structures

Any new agricultural or forestry building or structure must be needed, designed and constructed only for agricultural or forestry purposes. This prevents the building of property which is intended to be converted (for example, into a home). In accordance with Part 6 the General Permitted Development Order, any new building not used for agriculture within 10 years shall be removed. In addition, it should be commensurate in size to the agricultural use of the land.

b) Applications for a new rural worker's home

Green Belt land in Rotherham is never far from a built-up area where there is a considerable supply of housing. For this reason, we will grant planning permission for a rural worker's home in the Green Belt only in very special circumstances.

The NPPF makes clear that isolated new houses in the countryside require special justification for planning permission to be granted. One of the few circumstances in which isolated residential development may be justified is when accommodation is required to enable agricultural, forestry and certain other full-time rural workers to live at, or in the immediate vicinity of, their place of work. It will often be as convenient and more sustainable for such workers to live in nearby towns or villages, or suitable existing dwellings, so avoiding new and potentially intrusive development in the countryside. However, there will be some cases where the nature and demands of the work concerned make it essential for one or more people engaged in the enterprise to live at, or very close to, the site of their work. Whether this is essential in any particular case will depend on the needs of the enterprise concerned and not on the personal preferences or circumstances of any of the individuals involved.

² this means a gap which fronts onto a highway and has a width less than 20m between the existing buildings

It is essential that all applications for planning permission for new occupational dwellings in the countryside are scrutinised thoroughly with the aim of detecting attempts to abuse (e.g. through speculative proposals) the concession that the planning system makes for such dwellings. In particular, it will be important to establish whether the stated intentions to engage in farming, forestry or any other rural-based enterprise, are genuine, are reasonably likely to materialise and are capable of being sustained for a reasonable period of time. It will also be important to establish that the needs of the intended enterprise require one or more of the people engaged in it to live nearby.

It will therefore be necessary to demonstrate a functional need for the dwelling and that the business which it supports is financially stable to justify a permanent dwelling. Where the dwelling is to support a new business venture, it may be more appropriate to provide temporary accommodation in the short term until the business is established and the need for a permanent dwelling proven.

c) Conditions

If we grant planning permission for a permanent home, we will remove rights for further extensions to, and new buildings within the curtilage (the small area forming part or parcel of the home or building within which it is contained or to which it is attached) of the agricultural or forestry worker's home. This is to make sure that further development cannot reduce the openness of the Green Belt. If we grant planning permission, we will also apply an 'occupancy condition' to state that the home can be lived in only by a rural worker in the area, or such a person's widow, widower or dependants.

d) Removing the occupancy condition

We may remove the occupancy condition explained above only if you can show that:

- the worker no longer needs to live close to the relevant activity (in which case you will have to say why); and
- there is no demand for a rural worker's home in the area. (In this case, the rural worker's home must have been put up for sale with a land agent, at a price agreed with us that takes account of the occupancy condition, for at least 12 months and have received no reasonable offer. Adverts should have been placed regularly in local newspapers and agricultural publications. We will need written proof in the form of invoices for adverts and correspondence with land agents, valuers, interested parties, and so on).

e) Diversifying a farming business

In accordance with chapter 3 of the NPPF, 'Supporting a Prosperous Rural Economy, we recognise that farm businesses may need to diversify (move into other business activities) in rural areas to bring about benefits such as protecting or creating jobs, re-using buildings that might otherwise become derelict, and supporting other rural businesses. Diversification can take a variety of forms from setting up a farm shop to using farmland for leisure.

We will allow existing buildings to be re-used for other purposes as long as the use does not have a significantly greater effect than the present use on the

openness of the Green Belt, and does not conflict with the purposes of including land within it. The same two conditions apply for making any significant change in the use of land. Diversification will not justify activities that harm the openness or purposes of the Green Belt or the attractiveness of the area.

f) Farm shops

You do not need planning permission to sell unprocessed goods produced on your farm, and a minimal amount of other related goods, from your farm. Farm shops play an important role in providing fresh produce to local people, and are a good example of diversification. You need to apply for planning permission to sell produce which you have not produced on your farm.

g) Economic diversification in rural areas

Economic diversification in rural areas is different from farm diversification. It relates to the creation of new businesses not directly related to farming. As no part of the Green Belt in Rotherham is far away from a built-up area, and there is a significant amount of vacant industrial land and industrial properties available for use, there are ample opportunities for new businesses to be set up within built-up areas. Economic diversification in rural areas is not sufficient reason for needing new buildings for a new non-agricultural business in the Green Belt. Even before considering Green Belt issues, non-agricultural businesses are often better suited to a built-up area because they have better public-transport links, they promote development on land that has been built on before and they are closer to a greater number of potential customer, workers and supporting services.

8. Equestrian development

The grazing of horses on agricultural land does not constitute a material change from a former agricultural use. Land can be used for grazing, if horses are turned onto it with the primary purpose of feeding them from it, but not if they are kept on it for some other purpose (such as exercise or recreation) when grazing is seen as completely incidental and inevitable. To be classed as 'grazing land' you must provide at least 0.5 hectares per horse, unobstructed by buildings, (as recommended in Defra's Code of Practice for the Welfare of Horses, Ponies, Donkeys and their Hybrids – December 2009). Additionally, if any feeding takes place other than from the grazing land, for example an alternative food source is brought onto the site/land from elsewhere, then a material change of use of the land will have taken place and planning permission would be required.

All permanent stables/shelters will need planning permission. Mobile field shelters may not need planning permission, depending on size, construction, physical attachment to the ground and their intended degree of permanence, though as noted above, the associated use of the land for the keeping of horses will require permission for a change of use.

You should contact us (see the contact details in Section 10) with full details of your proposal to find out if you will need planning permission.

Criteria

Paragraph 89 of the NPPF notes that new buildings (such as stables) are only acceptable if they provide appropriate facilities for outdoor sport and outdoor recreation, and as long as they preserve the openness of the Green Belt. If you do need planning permission for your equestrian development in the Green Belt, we will grant it only if your proposal meets factors a to e listed in Section 2 of this guidance note, relevant draft planning policies and the following criteria:

- Stables should be a suitable distance away from homes to avoid problems of smell, noise, pests and so on (taking account of wind directions and other relevant factors). We will get guidance on an appropriate distance from our Environmental Health Department.
- You should use existing buildings wherever possible and any new buildings should generally be made from wood with felt roofs so they are relatively easy to dismantle when they are no longer needed and are in keeping with the character of the Green Belt.
- Stables and associated tack room/storage should be appropriate for the outdoor recreational use of the associated land, and genuinely required for that use.
- Livery proposals will be considered on their impact on the character and amenity of the area.

9. Change of use of land

Planning applications to change the way land is used will need to show that the openness of the Green Belt will not be affected and there is no conflict with the reason the land was made part of the Green Belt.

Extending gardens beyond property boundaries

The NPPF states that the fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open and that one of the five purposes of the Green Belt is to safeguard the countryside from encroachment. Whilst a planning condition could be attached to any application for garden extensions (either into the Green Belt, or to a property within the Green Belt) that would remove permitted development rights (such that no outbuildings could be built on the land) this would not control other structures that do not constitute development. As such, it is considered that the change of use to residential garden constitutes inappropriate development and very special circumstances would have to be demonstrated to justify such development.

10. Contact details

Email: development.management@rotherham.gov.uk

Post: Rotherham Metropolitan Borough Council,
Development Management,
PO Box 652,
Rotherham
S60 9DE

Telephone: 01709 823835

Appendix 1

Calculating volumes

Volume of extensions to buildings in the Green Belt

As we have already explained, we will not usually agree to extensions to buildings in the Green Belt if the volume of the original building would be increased by more than 33%. You must send us plans and your calculations of the increase in volume with your application.

Volume of original building:

When working out the volume of an original building, use external measurements. For the purpose of this calculation, the original building is the building as it existed when it was built or on 1 July 1948, whichever is the later.

Measurements should include:

- The roof space;
- The volume below any original raised decking/balconies.
- Any attached buildings (i.e. garages) if they were constructed at the same time as the house or added before 1 July 1948.

Measurements should not include:

- Any extensions added after the original house was built unless they were added before 1 July 1948
- Detached outbuildings even if they were constructed at the same time as the original dwelling.
- The volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof,
- Basements and any other parts of the original building which are below ground level;

Any lawful outbuildings that are to be removed should be included as a separate volume calculation if you are relying on them to increase the volume of the original building by more than 33% or a replacement building by more than 10%.

Volume of Extensions:

Measurements should include:

- the roof space;
- basements and any other parts of the building which are below ground level;
- The volume below any raised decking/balconies.

Measurements should not include:

- the volume of any proposed area enclosed by railings etc around a balcony or by proposed walls, but which do not have a roof. High walls/boundaries proposed will be considered on their merits in

terms of the combined impact they have, with the extension, on the openness of the Green Belt.

Volume of existing and replacement buildings in the Green Belt.

As we have already explained, we will not usually agree to replacement buildings in the Green Belt if the volume of the existing building would be increased by more than 10%. You must send us plans and your calculations of the increase in volume with your application. When working out the volume of an existing building, use measurements taken from outside the walls (external measurements). Submitted plans should also include ALL existing outbuildings within the curtilage of the property on the existing layout, and ALL of those buildings to be retained once the replacement building is constructed. This will allow the Council to prevent additional outbuildings being subsequently erected (before any permission for the replacement building is implemented).

Existing building:

Volume measurements (external) of the existing building should include:

- The roofspace;
- The volume below any raised decking/balconies, and
- Any attached extensions

Your measurements should not include:

- Any detached outbuildings.
- Basements and any other parts of the dwelling which are below ground level; and
- The volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof, no matter how near to the building the area is.

Any outbuildings to be removed should be included as a separate volume calculation if you are relying on them to increase the volume of the replacement building by more than 10%.

Proposed building:

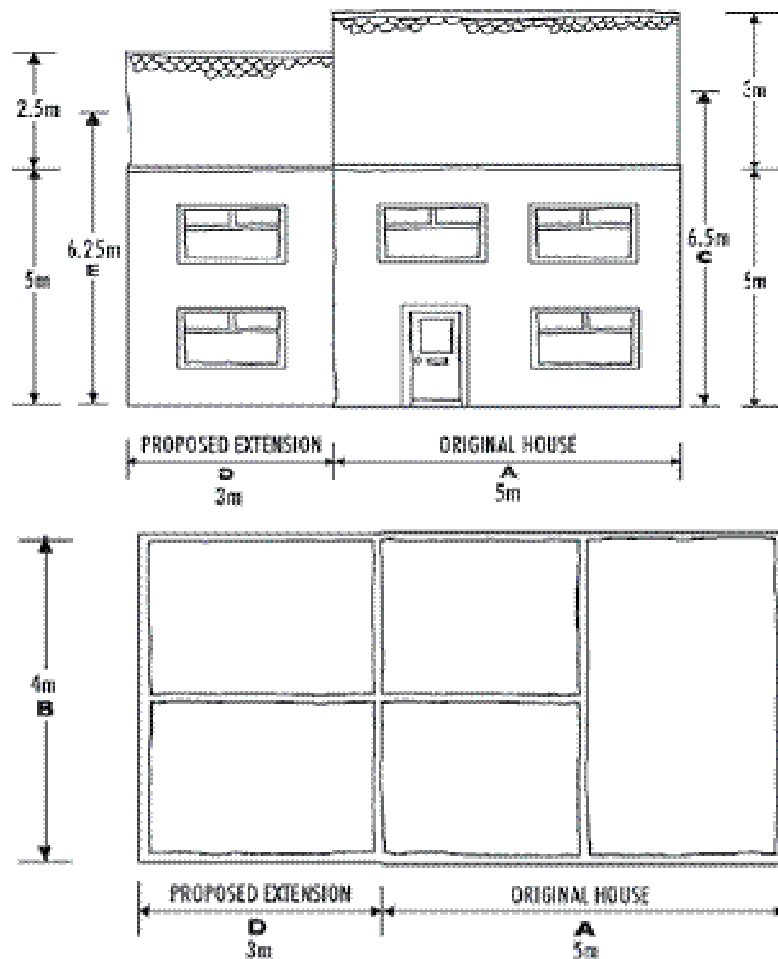
Volume measurements of the proposed dwelling should include:

- The roofspace;
- The volume below any raised decking/balconies,
- Proposed basements and any other parts of the building which are below ground level; and
- Proposed outbuildings (for example, garages) or structures which have a roof and so enclose space.

Your measurements should not include:

- The volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof.

Working out the percentage increase in the volume of your home



Original home

A	x	B	x	C = volume (m³) of home
width		length		height in metres
in metres		in metres		midway between
				eaves and ridge
5m	x	4m	x	6.5m = 130m³

Extension

D	x	B	x	E = volume (m³) of home
width		length		height in metres
in metres		in metres		midway between
				eaves and ridge
3m	x	4m	x	6.25m = 75m³

Percentage increase in volume of your home

Volume of extension divided by	$\frac{75\text{m}^3}{130\text{m}^3} \times 100 = 57.7\%$
Volume of original home	

Appendix 2

Light spillage, light glare and sky glow

Floodlights can have the following three effects which can lead to an adverse effect on the Green Belt.

- Light spillage (also known as light trespass) – this is light spilling beyond the boundary of the property the light is on. It can lead to large areas in the Green Belt being made highly visible and standing out.
- Light glare – this is dazzling people, causing blind spots in their vision, which can cause a serious danger to drivers.
- Sky glow – this is when artificial light, from the ground is scattered through the atmosphere by dust particles and water droplets. This results in a glow in the sky (making it difficult to see the night sky) and increased light levels on the ground, even in areas some distance away from the light sources.

Appendix 3

List of villages

Brampton-en-le-Morthen
Firbeck
Gildingwells
Hooton Levitt
Hooton Roberts
Letwell
Ravenfield
Thorpe Salvin
Ulley
Wentworth

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Cabinet Member and Advisers for Regeneration and Development Services
2.	Date:	Monday 3 March 2014
3.	Title:	Land Registry, Wider Powers and Local Land Charges
4.	Directorate:	Environment and Development Services

5. Summary

This report concerns the current Land Registry consultation which may affect this Authority's Local Land Charges service.

6. Recommendations

That the Cabinet Member approves the proposed response to the consultation.

7. Proposals and Details

Background and context

The consultation, ***Land Registry, Wider Powers and Local Land Charges*** directly affects our Local Land Charges (LLC) service, the staff and the service provided to those purchasing property within our borough.

The Land Registry (LR) is proposing to take over the statutory LLC Register and register services, whilst leaving the local authority with responsibility for completing enquiries of the local authority (form CON29), effectively splitting the interdependent service currently provided by LLC.

These proposals will, if given the go ahead, leave local authorities with reduced income without a reduction in levels of responsibility and resourcing; indeed, it is possible that the registration notification process that is introduced as a result of these proposals could result in additional burdens being placed upon local authorities.

Proposed Response

The consultation process ends on Sunday, 9 March 2014. A copy can be found in Appendix 1. The proposed response to the various questions, based on comments provided by the Local Land Charges Institute are set out below:-

WIDER POWERS

Consultation Questions 1-6

As the questions have been worded in a way that suggests acceptance of the proposed changes to the LLC service and the wider powers that the LR are seeking in their second consultation 'Introduction of a Land Registry Service Delivery Company' it is considered that general comments in relation to the proposed taking over of LLC register service are provided in the response.

LOCAL LAND CHARGES

Consultation Question 7

The original stated aims for the prototype are resolving issues of standardisation, variations in speed of service, cost and format. More recently, LR has always asserted that its proposal fully supports the Government's Digital by Default Agenda as well as the contents of the World Bank report.

However, it is considered that the LR's own research has not supported these issues as a reason for change. Land Registry's own documents shows that the LR places as much emphasis on improving its own financial position as it does on providing a better service.

Consultation Question 8

In relation to the aim of the proposed changes, to bring about reform or improvement, it is considered that this should be focused on local authorities who are failing to provide an adequate service. There is no requirement or demonstrable improvement from implementing a national service across the board as proposed.

In relation to Rotherham we provide a good standard of service and LR can have no issue as we have consistently responded to Local Land Charges (LLC1) and Con29R/O searches within 5/6 working days.

Consultation Question 9

Whilst LR appear to have considered a number of options, the rationale for dismissing other options seems to be flawed. They have also failed adequately to consider the CON29 and how this work will be completed.

Consultation Question 10

No. We do not believe there is any reason for a need for a revision. This has never been previously raised as an issue.

Consultation Question 11

No. LAs are best placed to continue undertaking these functions.

Consultation Question 12

No. This proposal portrays a fundamental lack of understanding of Local Land Charges and of the importance of the information shown on Local Authority Searches. No explanation has been given for this proposal in the consultation document, nor have its possible effects been included in the impact assessment. *N.B.* Authorities should feel free to give one or two examples of the type of charge that would be affected by this proposal.

Consultation Question 13

No. We believe the LLC function should remain within the local authority. Consequently, requests for searches of the Register should stay with the local authority.

Consultation Question 14

No. There is nothing to be gained from separating the function of originating authority and registration authority which is currently the case with the vast majority of registrations.

Consultation Question 15

No consideration has been given to sanctions on the LR should they fail to deliver the LLC service in any way.

Consultation Question 16

Yes. This just follows existing good practice.

Consultation Question 17

Yes. The existing good practice should continue.

Consultation Question 18

Electronic submission of searches is already available to businesses through the NLIS Hub and this works very well. This proposal would add nothing to the services that are already available.

Consultation Question 19

Not applicable

Consultation Question 20

No. Impact not properly assessed.

Yes. Impact missed and underestimated. Issues of concern include:

- proposal still relying on LAs for CON29 data;
- no impact assessment for the 15 year limit proposal;
- failure to assess impact of proposals on housing market and wider economy, in particular if LR fail in any way.

Consultation Question 21

It would be preferable to resource development of the LA service. It would be more cost effective to assist those LAs not yet computerised to do so. This would have the added benefit of preserving local experience and knowledge which is highly valued by the conveyancing solicitors. These LR proposals for the past 3 years have already had a detrimental effect on the development and enhancement of the electronic service by the reluctance of software suppliers to invest in an uncertain future.

Consultation Question 22

We would suggest that taking forward the Land Registry's proposal would :-

- have a negative impact on local authority i.e. resources;
- have implications for TUPE;
- financial impact;

- reliance and ability of other internal services to be able to access the LLC register; inter-dependence CON29 and LLC1;
- possible creation and reliance on an insurance market to cover off 15 year + registrations.

8. Finance

If the above proposed takeover of Land Charges goes ahead, this Authority will lose income of £20 per search (approximately £100,000 pa) but the LLC staff will be required to be retained to maintain the register and deal with CON29 searches.

9. Risks and Uncertainties

NA

10. Policy and Performance Agenda Implications

None

11. Background Papers and Consultation

Appendix 1 – Wider Powers Response Form

Contact Name : Phil Reynders

Tel extension: 23813

Email: phil.reynders@rotherham.gov.uk



Land Registry: Wider Powers and Local Land Charges consultation response form

Land Registry may, in accordance with the Code of Practice on Access to Government Information, make available, on public request, individual responses.

Full name:

Organisation (if
applicable):

Address:

Telephone:

Email:

Please consider the following questions and respond where appropriate. You do not need to answer all the questions.

1. Please tick the boxes below that apply;

I'm replying on behalf of:

- ☐ A regulatory or representative organisation/trade body
- ☐ A Central Government Department
- ☐ A local authority
- ☐ A charity or social enterprise
- ☐ An academic institution
- ☐ A trade union or staff association
- ☐ A solicitor or other conveyancer
- ☐ A mortgage lender
- ☐ Another property professional
- ☐ Myself as an individual (but expressing a view as a conveyancing professional)
- ☐ Myself as a private individual
- ☐ Other (please describe)

- ☐ A large business (over 250 staff)
- ☐ A medium business (50 to 250 staff)
- ☐ A small business (10 to 49 staff)
- ☐ A micro business (up to 9 staff)

This information will help us analyse responses from different stakeholder sectors.

If you are replying on behalf of an organisation please briefly indicate how you arrived at your collective response (for example, after discussion with a policy committee).

Consultation questions

Wider Powers

Question 1: Do you agree that there is the potential to (a) streamline and bring greater efficiencies to services in the property sector and (b) introduce new services?

A) ☐ Yes ☐ No ☐ Not sure

B) ☐ Yes ☐ No ☐ Not sure

Comments:

Question 2: Do you agree that Land Registry should play a greater role in the property market by providing (a) information and register services additional to land registration services and (b) consultancy and advisory services relating to land and other property?

A) ☐ Yes ☐ No ☐ Not sure

B) ☐ Yes ☐ No ☐ Not sure

Comments:

Question 3: Do you have any suggestions as to new services Land Registry could consider?

☐ Yes ☐ No

Comments:

Question 4: Do you agree that Land Registry should have the power to set the charges for new services?

☐ Yes ☐ No ☐ Not sure

Comments:

Question 5: Do you agree that Land Registry's power to form, purchase or invest in companies should apply to activities carried out under Wider Powers?

☐ Yes ☐ No ☐ Not sure

Comments:

Question 6: Do you have any other comments relating to this part of the consultation?

Comments:

Local Land Charges

Question 7: Do you have any comments about the reasons to change Local Land Charge services and do you see any benefits?

Comments:

Question 8: Do you agree with the stated perception that the current Local Land Charge services would benefit from reform?

- ☐ strongly agree
- ☐ agree
- ☐ no opinion
- ☐ disagree
- ☐ strongly disagree

Please provide comments to support your views:

Question 9: Do you think Land Registry has considered all feasible options?

☐ Yes ☐ No

Please provide comments to support your views:

Question 10: Do you agree that the definition of a Local Land Charge requires simplification?

☐ Yes ☐ No

Please provide comments to support your views:

Question 11: Do you agree that sections 3, 4 and 5 of the Local Land Charges Act 1975 should be amended as proposed?

☐ strongly agree
☐ agree
☐ no opinion
☐ disagree
☐ strongly disagree

Please provide comments to support your views:

Question 12: Do you agree that Land Registry will provide Local Land Charge searches for a limited period going back 15 years?

☐ Yes ☐ No

Please provide comments to support your views:

Question 13: Do you agree that sections 8 and 9 of the Local Land Charges Act 1975 should be amended as proposed?

- ☐ strongly agree
☐ agree
☐ no opinion
☐ disagree
☐ strongly disagree

Please provide comments to support your views:

Question 14: Should Land Registry take over the Local Land Charge registration functions of local authorities?

- ☐ Yes ☐ No

Please provide comments to support your views:

Question 15: Can you suggest other areas that could be considered under the proposed protocols?

Comments:

Question 16: Do you agree that a record of appropriate dates relating to the creation of a Local Land Charge will be required in order that Land Registry can accurately maintain a Local Land Charges Register?

- ☐ Yes ☐ No

Please provide comments to support your views:

Question 17: Do you agree that Land Registry should retain the option to insure against claims and provide compensation when a claim is valid?

☐ Yes ☐ No

Please provide comments to support your views:

Question 18: Do you think an electronic process and providing digital information through a single registering authority will provide business with tangible benefits by being able to make LLC1 search applications by a method other than paper?

Comments:

Question 19: Do you think you will need to make changes to your internal processes to make LLC1 search applications through LR channels?

Comments:

Question 20: Has Land Registry correctly assessed the impact of its proposals on members of the public and businesses? Do you consider that Land Registry has missed or under-estimated any substantive impacts? If so, what are the nature and scale of these impacts?

Comments:

Question 21: Do you think that any other approaches to improving the provision of Local Land Charge searches should be explored? If so, what are these? What would be the comparative advantages and disadvantages of any such approaches?

Comments:

Question 22: Do you have any further comments relating to this part of the consultation?

☐ Yes ☐ No

Please use this space for any general comments that you may have, comments on the layout of this consultation would also be welcomed.

Comments:

Thank you for taking the time to let us have your views. We do not intend to acknowledge receipt of individual responses unless you tick the box below.

Please acknowledge my reply ☐

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1	Meeting:	Cabinet Member for Regeneration and Development Services
2	Date:	3 rd March 2014
3	Title:	Environment and Development Services Revenue Budget Monitoring Report to 31st January 2014
4	Directorate :	Environment and Development Services

5 Summary

To report on the performance against budget for the Environment and Development Services Directorate Revenue Accounts at **the end of January 2014** and to provide a forecast outturn for the whole of the 2013/14 financial year.

Members are asked to note the forecast outturn position of **an overspend of £449k** for the Environment & Development Services Directorate based on expenditure and income as at November 2013.

6 Recommendations

That the Cabinet Member notes the latest financial projection against budget for the year based on actual income and expenditure to the end of January 2014, as outlined in the Briefing Note already circulated (*as agreed there will be no Officer to present this report*). This report is referred to the Self Regulation Overview and Scrutiny Select Commission for information.

Please note the figures in the report now include Asset Management, Audit and Insurance.

7 Proposals and Details

7.1.1 Cabinet Members receive and comment upon budget monitoring reports on a monthly basis. This report reflects the position against budget for the period 1 April 2013 to 31 January 2014

7.1.2 The table below summarises the forecast outturn against approved budgets for each service division:

Division of Service	Net Budget	Forecast Outturn	Variation	Variation
	£000	£000	£000	%
Business Unit	735	675	-60	
Regeneration, Planning and Cultural Services	7,830	8,229	+399	
Streetpride	29,049	29,101	+51	
Communications	777	778	+1	
Asset Management, Audit and Insurance	8,715	8,773	+58	
Total Environmental and Development Services	47,106	47,555	+449	0.9%

Following the January cycle of budget monitoring the Directorate has identified that it is likely to be overspent by **£449k (0.9%)** against its total net revenue budget of **£47,106**. All possible actions to mitigate this are being taken.

7.1.3 The details below are as offered in the Briefing Note already circulated to relevant Cabinet Members :

CABINET MEMBER BRIEFING NOTE

For Cabinet Members: Cllrs McNeeley, Rushforth, R.Russell, Smith, Wyatt.

SUBJECT: EDS REVENUE BUDGET MONITORING**1. Update on the current projections for EDS Revenue Budget Monitoring at the end of January 2014.**

The table below shows the monitoring figures for April – January with narratives explaining the current projections.

	April - January
Service	£000
Business Unit	-60
Regeneration, Planning, Customer & Cultural Services	+399
Streetpride	+51
Communications	+1
Asset Management, Audit and Insurance	+58
TOTAL	+449

Business Unit -£60k

The service are now reporting an underspend due to a decision being made to implement a reduced training programme -£43k. Further surplus is being released from staff savings -£7k, and reduced spend as a result of the moratorium across the service, -£10k.

Regeneration, Planning, Customer and Cultural Services +£399k

At April – December +£457k overspend was reported. Budgets from Policy and Partnerships are now showing within this Service Area. The details below are the key pressures as at the end of January.

Regeneration and Planning (+£280k) :

The key pressures within Regeneration and Planning are : (+£367k) from Planning due to reduced income from planning applications, additional required spend on the Local Development Plan and a VAT payment due from previous years, resulting from an audit. Smaller pressures are reported from Markets (+£59k), and a pressure on projects has been caused by reduced grant funding (+£12k). These are being

partially offset by identified savings (-£103k) from higher than expected occupancy levels at the Business Centres and further savings of (-£55k) from other areas.

Customer and Cultural Services (+£119k) :

Within Customer Services there remains an unachievable saving from 2012/13 of (+£80k) and a further (+£110k) from the 2013/14 savings proposals and further pressures within the Customer Contact Centre (+£36k), Customer Services (+£21k) and Cashiers are reporting (+£36k) due to increased charges from use of pay point and post offices for receipt of income. There are some savings across Customer Services due to release of staffing and the moratorium (-£31k).

The change in venue for celebratory services did create a financial pressure which has now been fully mitigated by some staff savings and the impact of the moratorium across Heritage Services. A further saving of (-£5k) is being shown on museum stores having vacated a site earlier than anticipated. Across Theatres and Arts, there is a combined saving of (-£90k), due to some salaries savings, additional income at the Theatre and due to the moratorium. Within Library Services due to the moratorium and staff leaving under the voluntary severance scheme further savings have been declared totalling (-£38k).

All the pressures continue to be reviewed, and wherever possible, the budget holders will look to reduce any costs to mitigate the forecast overspend.

Streetpride +£51k

The position at April – November was £161k- under spend. Streetpride are now reporting an improved position of +£51k overspend.

Network Management is projecting a pressure of+£326k.

Network Management is now showing a projected pressure for winter maintenance (+£291k) month. Parking continues to report a pressure of (+£176k) which is mainly due to a shortfall on income recovery where income targets were inflated on Parking Services budgets by 2.5%. Other service pressures (+£4k) within Drainage. These are being offset by increased income from Streetworks and Enforcements(-£56k) and reduced Street Lighting energy costs (-£45k), and reduced costs on Highways Maintenance (-£41k) and in Public Rights of Way (-£3k).

Waste Services -£6k

Waste Management services have pressures primarily on income from sale of recyclables as a result of a general reduction in waste volumes, and from commercial waste contracts which are still less than budgeted following the downturn in economic activity. Current projections show a pressure of (+£284k), but Waste Disposal is projecting to be underspent by (-£252k) based on known changes to tipping locations, fluctuations in waste streams and an underspend of (-£39k) on the Waste PFI project.

Corporate Transport Unit is showing a forecast saving of -£278k mainly due to expected reduced costs on Home to School Transport (-£177k) and (-£49K) due to savings on operator licences and receipt of operator grant payments. A surplus on

Stores is still anticipated -£52k as a result of the materials issued, in the main for Street Lighting schemes.

Leisure and Green Spaces +£83K.

Green Spaces position now shows a pressure +£83K; £34K allotments saving proposal, £113K Country Parks due to VAT issue (this position has potential to worsen as further VAT adjustments required for RVCP income train/playdales/watersports, £9K Sports Development late implementation of Stadium saving and £2K on Landscape Design. These pressures are being partially mitigated by savings in recreational grounds (-£60K), (-£8K) on Trees & Woodlands due to increase in works and (-£6K) on LGS Management and Admin. due to a vacant post, moratorium and savings on Project Development as fewer projects than anticipated.

Across the rest of Streetpride services an improved position is being reported, -£158k partially due to increased income from current transportation and highways work which is offsetting some pressures within Community Services, mainly due to increased pressures regarding fly-tipping and a shortfall in income within grounds maintenance totalling +£84k.

Communications +£1K

The pressures within this Service are around staffing (+£20k) within the Communications Team and some non- pay costs(+£5k) re Bridgegate. These costs are being mitigated due to additional external income for ICT Design Studio (-£10k) and Rotherham Show (-£2k), and further savings of (-£12k) due to the imposed moratorium on spend.

Asset Management, Audit and Insurance +£58K

There are pressures across the Asset Management service: unbudgeted property disposal fees (+£37k), Land & Property income under-recovery (+£73k), operational costs of Community Buildings (+£29k), increased accommodation costs, including energy, (+£30k), and Internal Audit (+£15k). Further savings have been declared within Facilities Services (-£88k), Design and Corporate Projects (-£27k) and Emergency Planning (-£11k). Identified pressures on the Land Bank are being reported centrally.

Summary

The EDS reported pressures at April – January Monitoring shows an over spend forecast overspend of +£449k. **The forecast overspend now includes £291k for Winter Pressures, this could increase if a spell of bad weather occurs before the financial year end. It should be noted that in 2013/14 this budget overspent by £466k**

Agency Costs

Total expenditure on Agency staff for Environment and Development Services for the period ending 31st December 2013 was £516,961. This is higher than the same period last year, mainly due to changes in pay for seasonal workers and due to agency staff being used whilst a waste management restructure is implemented, and EDS now includes Customer Services, Asset Management, Audit and Insurance.

Consultancy

For the period ending January 2014 the total expenditure on Consultancy was £146,237 this follows a review of spend by staff in EDS.

Non contractual Overtime

Actual expenditure to the end of January 2014 on non-contractual overtime for Environment and Development Services is £441,974 whilst the same period to January 2013 spent was £379,969, some of the increased costs are due to the new services now being included and reported within EDS (Customer Services and Asset Management).

The actual costs of Agency, Consultancy and Overtime are included within the financial forecasts.

8. Finance

There are no other details to report this month.

9. Risks and Uncertainties

The overall Directorate budget shows an overspend of £449k which has been identified and explained above and in the appendices. Winter Maintenance pressure is now included at £291k in the figures above, however, if a period of winter weather occurs before the financial year end this figure could increase. Last financial year the pressure was reported as £466k.

10. Policy and Performance Agenda Implications

Directorate budgets are aligned only to corporate priorities and spending within the agreed Directorate cash allocation is key to demonstrate the efficient Use of Resources.

11. Background Papers and Consultation

This is the fourth budget monitoring report in this format for the Directorate for 2013/14 and reflects the position from April 2013 to January 2014. This report has been discussed with the Strategic Directors for Environment and Development Services and the Chief Finance Officer.

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