

# NON-CONFIDENTIAL



## **Borough of Tamworth**

10 May 2012

Dear Councillor

You are hereby summoned to attend a **meeting of the Council of this Borough** to be held on **THURSDAY, 17TH MAY, 2012** at 6.00 pm in the **COUNCIL CHAMBER - MARMION HOUSE**, for the transaction of the following business:-

### **AGENDA**

#### **NON CONFIDENTIAL**

- 1 Apologies for Absence**
- 2 To receive the Minutes of the meeting held on 27 March 2012 (Pages 1 - 8)**
- 3 Declarations of Interest**

*To receive any declarations of Members' interests (personal and/or personal and prejudicial) in any matters which are to be considered at this meeting.*

*When Members are declaring a personal interest or personal and prejudicial interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a personal and prejudicial interest in respect of which they do not have a dispensation.*

- 4 To receive any announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive**
- 5 Question Time:**

- (i) To answer questions from members of the public pursuant to Procedure Rule No. 10.
- (ii) To answer questions from members of the Council pursuant to Procedure Rule No. 11

**6 Appointment of Cabinet and Allocation of Responsibilities**

*To receive the membership of Cabinet for 2012/13 which will be circulated at the meeting*

**7 Appointment of Committee 2012/13**

*To receive the constitution and membership of committees for 2012/13 which will be circulated at the meeting*

**8 Tamworth Core Strategy / Local Plan (Pages 9 - 472)**

*Report of the Portfolio Holder for Economic Development and Enterprise*

**9 Review of the Constitution (Pages 473 - 658)**

*Report of the Solicitor to the Council and Monitoring Officer*

**10 Scheme of Delegation for Officers (Pages 659 - 758)**

*Report of the Leader of the Council and Monitoring Officer*

**11 Complaints to Standards Committee**

*Report of the Solicitor to the Council and Monitoring Officer*

**12 Calendar of Meetings 2012/13 (Pages 759 - 770)**

*To receive the Calendar of Meetings for 2012/13*

Yours faithfully



**CHIEF EXECUTIVE**

*People who have a disability and who would like to attend the meeting should contact Democratic Services on 01827 709264 or e-mail [committees@tamworth.gov.uk](mailto:committees@tamworth.gov.uk) preferably 24 hours prior to the meeting. We can then endeavour to ensure that any particular requirements you may have are catered for.*

Marmion House  
Lichfield Street  
Tamworth

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**MINUTES OF A MEETING OF THE  
COUNCIL  
HELD ON 27th MARCH 2012**

**PRESENT:** Councillor J Oates (Chair), Councillors T Clements, B Beale, S Claymore, D Cook, R Cook, C Cooke, S Doyle, J Faulkner, K Gant, M Gant, J Garner, M Greatorex, A James, A Lees, A Lunn, R McDermid, K Norchi, M Oates, N Oates, S People, G Pinner, R Pritchard, S Pritchard, E Rowe and M Thurgood

The following officers were present: Anthony E Goodwin (Chief Executive), John Wheatley (Deputy Chief Executive and Corporate Director (Resources)), Anica Goodwin (Assistant Chief Executive), Jane Hackett (Solicitor to the Council and Monitoring Officer) and Mary Gallagher (Legal and Democratic Services Manager)

**72 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors L Bates, D Foster and P Seekings.

**73 TO RECEIVE THE MINUTES OF THE PREVIOUS MEETINGS HELD ON 28 FEBRUARY 2012 AND 7 MARCH 2012**

The minutes of the meetings held on 28 February 2012 and 7 March 2012 were approved and signed as a correct record.

*(Moved by Councillor D Cook and seconded by Councillor R Pritchard)*

**74 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**75 TO RECEIVE ANY ANNOUNCEMENTS FROM THE MAYOR, LEADER, MEMBERS OF THE CABINET OR THE CHIEF EXECUTIVE**

**Announcement by Councillor R Cook**

Councillor R Cook announced that this was his last meeting as a member of Council. He considered standing again but said that he is not as young as he

used to be. He has contested every election since 1965 and lost a few but won many more. He has had a fantastic time and had support from lots of people.

He has seen lots of changes including two Committee structure changes and the present Cabinet structure. His first appointment was to the Sewage and Sewage Causes Committee. He recalled a time when he dangled fish in water to see how long it survived.

He will sit as a member of public when he leaves and attend Freeman events too as he is very proud to be a Freeman of the Borough. He has received support from past and present members of staff and the public and he is very grateful for all the support he has been given. He has memories that he will carry to his grave.

He wished good fortune to everyone at this Council.

### **Announcement by the Mayor**

The Mayor thanked Councillor Ron Cook for his contribution to Council and as Mayor over the years.

### **Announcement by Councillor J Faulkner**

Hopes that Councillor Ron Cook enjoys his retirement and thanked him for his contribution over the years.

### **Announcement by Councillor D Cook**

Councillor D Cook thanked Councillor Ron Cook and said it had been an honour to work with him. He has known him since he had been President of the Conservative Party in Tamworth.

### **Announcement by Councillor R McDermid**

Councillor McDermid said that he came to public office to work for the Community which is the Heart of Tamworth and he does his best to inspire the people out there. He had a weird experience on holiday, while walking down the street he met Councillor Ron Cook. Councillor Cook's expertise and enthusiasm are second to none and he wished him and his wife well in his retirement.

### **Announcement by Councillor K Gant**

Councillor Gant announced that he had known Councillor Ron Cook since 1952 and they were in the forces together. He described Councillor Cook as a very affable, well meaning person on Spital Ward and everyone has a high regard for him. He has done his best for everyone. Both Councillor Ken Gant and Councillor Maureen Gant gave their best regards for a long and happy retirement.

### **Announcement by Councillor J Garner**

Councillor Garner paid tribute to Councillor Ron Cook. In 1979 they were on opposite sides of the Chamber. The pattern bears no resemblance to today and there is a far better management style. He wished him well for his retirement.

#### **Announcement by Councillor A James**

Councillor James said that Councillor Ron Cook had paid great service to the town and although he is retiring from the Council, he will still be out there pounding the streets. He wished him luck and thanked him very much.

#### **Announcement by Councillor G Pinner**

Councillor Pinner and Councillor Ron Cook go back a very long way. They met before an election meeting and went to the Bulls Head, it was all downhill from there. He then thanked Councillor Cook and wished him all the best.

#### **Announcement by Councillor S Peale**

Councillor Peale first met Councillor Ron Cook in 1990 and a year later they were on the Leisure Committee. One night they were sorting out the charges for the Castle and they couldn't decide how to vote so after the meeting they went to the pub to sort it out ready for the next meeting. As a young Councillor he debated and argued but always had a personal approach with good humour. Councillor Cook spoke to his sister and said thank goodness there is one other Tory here at the ball (this was some years ago). He was delighted to see Councillor Cook made a Freeman of the Borough and looked forward to seeing him at future events.

#### **Announcement by Councillor M Greatorex**

Councillor Greatorex has only known Councillor Ron Cook for two years but as a new member he had taken the opportunity to observe him in meetings and in group meetings. He has taken the lead from him by watching to see if he nods or shakes his head. He thanked Councillor Cook for the courtesy he has shown Councillor Greatorex and other new members and wished him well for the future.

#### **Announcement by Councillor R Pritchard**

Councillor R Pritchard added his own words of thanks to Councillor Ron Cook and said he had done them proud.

#### **BMX Track Announcement**

Councillor R Pritchard advised that construction of the grant funded Community Play BMX track should begin in about two weeks. A lot of work has gone into this and he would like to take this opportunity to extend his thanks to The Belgrave Residents Association, Tamworth BMX Club, Staffordshire County Council, the Highways Agency and many local residents for making this happen. Finally he gave special thanks to Andrew Barratt, who is a credit to this Council and has been a great help getting this project to its end.

**76 QUESTION TIME:***QUESTIONS FROM MEMBERS OF THE PUBLIC* **NO. 1**

*Under Procedure Rule No 10, Mr K Forest, 64a Foxglove, Amington, Tamworth will ask the Portfolio Holder for Economic Development and Enterprise, the following question:-*

“It is my understanding that linked to the Council’s exciting Town centre regeneration proposals there is also a Town Centre master plan.

Could some early arrangements be made to display and explain the ideas to the public.”

**The Portfolio Holder for Economic Development and Enterprise gave the following reply:**

Yes a town centre masterplan was produced in 2009 following consultation in late 2008 and early 2009 with key stakeholders in the town centre. The masterplan has been promoted at several public events and has been available for the public since its publication in 2009 in both hard copy and on CD.

The Council is working with public and private sector partners to implement some of the ideas in the masterplan, such as improving the pedestrian and public transport links to the town centre. The Town Centre remains a key corporate priority and the new Core Strategy places the regeneration of the town centre as a key objective. We also intend to produce a town centre Supplementary planning document that will provide more detail and guide the future regeneration of the town centre. We will ask the general public for their thoughts in late spring which will guide the development of that document.

**Supplementary Question**

I didn’t know that this was in the public domain and I will seek a copy. It was originally produced in 2009, is there any updated information and how up to date is the information? Is it accessible to the public?

**The Portfolio Holder for Economic Development and Enterprise gave the following reply:**

It has not been updated. The updates are as per the Core Strategy. If you want a copy of the Town Centre Masterplan I will get you one.

*QUESTIONS FROM MEMBERS OF THE PUBLIC* **NO. 2**

*Under Procedure Rule No 10, Mr K Forest, 64a Foxglove, Amington, Tamworth will ask the Portfolio Holder for Economic Development and Enterprise, the following question:-*

“Concerns were registered at a recent planning meeting attended by a highways officer that the detail and accuracy of Traffic Impact data and car parking assessment and provision is based on data that does not come from the Tamworth area. For various reasons Tamworth has a high car user rate. It therefore would need higher car parking needs. The highways officer stated “there is no data for Tamworth”. This may be a reason why Highways do not raise planning objections on highways matters within Tamworth when perhaps they ought to. Several years ago applications required developers to use Traffic Impact studies for existing Town areas to compile local standards.

Could Tamworth Council liaise with Staffordshire Highways to ensure a return to such local standards and that all traffic related data supplied by applicants as part of their planning submissions be obtained from Tamworth based comparisons in order to help avoid such traffic appraisal problems occurring?.”

**The Portfolio Holder for Economic Development and Enterprise gave the following reply:**

Yes we will liaise with the county council.

*QUESTIONS FROM MEMBERS OF THE COUNCIL* **NO. 1**  
*Under Procedure Rule No 11, Councillor C Cooke will ask the Portfolio Holder for Quality of Life, the following question:-*

"At the June Council last year I asked two questions, one on Tamworth's Housing Allocations policy and one on the Incentive To Move scheme. The answer given at the time said that there was to be a review of these things in December last year. I am not aware of any review taking place nor of any changes in the policies. I also hear rumours that the Council is looking in the future to move tenants from under-occupied homes even though they may have lived in these homes for many years. Will the portfolio holder assure such council tenants that they have nothing to fear and she personally has no plans and will oppose any change in policy that forces long-term tenants from their homes into smaller homes?"

**The Portfolio Holder for Quality of Life gave the following reply:**

The Allocation Policy was indeed due for Review in December 2011, however it was decided to re-profile the timing to enable full account to be taken of the Localism Act 2011 and a subsequent consultation regarding allocations regulation which has now followed the Act. There are a number of changes which will impact on the councils allocations policy and until we have completed the assessment of the impact of these legislative and regulatory changes it will not be possible for our own policies to be reviewed. The decision to delay our review is driven by a number of considerations not least of which is value for money as any material change, in the allocations policy, requires every applicant to be consulted in writing for a three month period. Every time we do consultation we need to find £5000.

The Welfare Reform Act 2012, will introduce changes to the benefit system which will lead to a reduction in housing benefit for working age households who are under occupying. The principles, behind this is to encourage best use of council accommodation. The council will work with affected tenants to review their options and are notifying tenants of upcoming changes so they can make informed choices. Given the reduction in benefits some tenants' may wish to consider alternative and smaller accommodation. A number of options are being explored to increase the supply of suitable, affordable accommodation including increasing access to private rented accommodation for example, through the proposed social lettings agency.

A number of member seminars are planned to discuss the impact of these changes in more detail, one in May on the impact of welfare reform and one in June on the used of fixed term tenancies and opportunities for managing tenure going forward. I would encourage colleagues to attend. This will help inform housing views going forward to enable policies to be made going forward.

### **Supplementary Question**

What is the timetable going forward?

### **The Portfolio Holder for Quality of Life gave the following reply:**

There are seminars in May and June and we should then have enough information to decide the way forward and carry out the review.

## **77 AUDIT & GOVERNANCE ANNUAL REPORT**

The Report of the Chair of Audit and Governance Committee advising Members on the action taken by the Audit and Governance Committee for the municipal year 2011/2012 was considered.

**RESOLVED:** That the findings of the content of the report be endorsed.

*(Moved by Councillor M Gant and seconded by Councillor R Cook)*

## **78 SCRUTINY CHAIRS' REPORTS**

The Council received the Annual Reports of the Chair of Community and Wellbeing Scrutiny Committee and the Chair of Corporate Scrutiny Committee.

## **79 PETITION - OUTCOME OF FLUORIDATION PETITION**

The Report of the Chair of Community and Wellbeing Scrutiny Committee on the outcome of the Fluoridation Petition Inquiry Day was considered.

**RESOLVED:** That:  
1 The Council, should the Strategic Health Authority or their successor be required by legislation in the future to

- consult on the fluoridation of drinking water, that Tamworth Borough Council respond accordingly and actively encourage the community to do likewise;
- 2 The Council request the Strategic Health Authority to publicise information for circulation on the benefits from fluoride being added to the water supply particularly in so far as it effects the local area;
  - 3 The Council request the Strategic Health Authority to commission further research into the effects of fluoridation and keeps the Council informed in relation thereof, and;
  - 4 The Council support the fluoridation of the water supply in Tamworth given the benefits to dental health.

*(Moved by Councillor K Gant and seconded by Councillor A James)*

## **80 LOCALISM ACT PAY POLICY**

The Report of the Leader of the Council detailing Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act 2011 is adhered to was considered.

**RESOLVED:** That the Pay Policy Statement be approved.

*(Moved by Councillor R Pritchard and seconded by Councillor M Gant)*

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The Mayor

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17<sup>th</sup> May 2012**REPORT OF THE PORTFOLIO HOLDER FOR ECONOMIC DEVELOPMENT &  
ENTERPRISE****Tamworth Local Plan****EXEMPT INFORMATION**

N/A

**PURPOSE**

The report seeks Council approval to publish the amended Pre-Submission Publication Draft Tamworth Local Plan (previously referred to as The Core Strategy and amended following approval of Council obtained on 9<sup>th</sup> February), in accordance with Regulations 27 & 28 of the Town and Country Planning (Local Development) (Amendment) Regulations 2008. The report also seeks authorisation for officers to make minor changes to the Publication Draft Local Plan and carry out any necessary further consultations with key stakeholders, prior to submitting it to the Government for Public Examination in order to ensure a sound document, in accordance with Regulation 30 of the aforementioned Regulations.

**RECOMMENDATIONS**

**1) That the Tamworth Local Plan is recommended to Council for approval for Pre-Submission Publication and following consultation on soundness the Local Plan is submitted to the Secretary of State, in accordance with Regulations 27, 28 & 30 of the Town and Country Planning (Local Development) (Amendment) Regulations 2008 (subject to recommendation (1a);**

**(a) Subject to no fundamental objections to the soundness of the Local Plan being made during the Pre-Submission Publication Stage; and**

**2) Authority is delegated to the Head of Planning & Regeneration, in consultation with the Portfolio Holder for Economic Development & Enterprise, to make any typographical and formatting (including the insertion of photographs) amendments to the Local Plan prior to the Submission.**

**3) that the Council approve the attached Memorandum of Understanding (MoU) between Tamworth, Lichfield and North Warwickshire with authorisation given to the Leader of the Council to sign the agreement and for the Head of Planning & Regeneration to make minor amendments to the MoU; as required.**

**EXECUTIVE SUMMARY**

At its 9<sup>th</sup> February meeting, Council resolved to publish the Tamworth Core Strategy/Local Plan for a six week consultation period. Whilst the date for commencing the consultation period was not specified, officers envisaged it commencing between mid March and the end of April.

One of the risks to publishing the Core Strategy/Local Plan, identified within the accompanying officer report to Council, related to the reliance on neighbouring local

authorities to deliver a proportion of Tamworth's future development needs without a formal agreement currently being in place.

Following the 9<sup>th</sup> February meeting, officers and members continued their dialogue with counterparts from adjoining authorities to secure a formal agreement to both ensure compliance with the government's 'duty to co-operate' and a 'sound' Core Strategy/Local Plan. These ongoing discussions have resulted in a significant breakthrough with neighbouring Councils who have communicated an agreement to deliver a proportion of Tamworth's future housing needs within their boundary.

This has resulted in a Memorandum of Understanding (MoU) being agreed which formally establishes an agreement between Tamworth, Lichfield and North Warwickshire to deliver future housing growth. A draft is attached as Appendix 3.

As a result of these discussions, it was agreed to delay publishing the Core Strategy/Local Plan to allow all 3 authorities to obtain formal agreement to the MoU and for policy wording to be amended for consistency. In addition, the government published its revised National Planning Policy Framework (NPPF) at the end of March which the Core Strategy/Local Plan will need to show compliance with, and therefore the draft needed to be reviewed against the NPPF.

This delay has enabled amendments to the plan to be undertaken to both reflect the cross authority agreement and ensure compliance with the NPPF. Simultaneously, the Sustainability Report has also been revised following comments submitted through an independent review undertaken by the Planning Advisory Service. The amendments for both documents are set out within the attached Background Paper.

The revised Local Plan is considered 'sound' to progress to the next stage in the regulatory process. The next stage is the Pre-Submission Publication (Regulation 27). This involves publishing all the Local Plan documentation that the Council intends to formally submit to the Government for a six week period on the Council's website, sending the documents to specified statutory bodies, depositing the documents at the council offices and libraries and writing to consultees and everyone else who has written in about the Local Plan to inform them of the availability of the documents. The Publication Draft Local Plan agreed by the Council should be the document that, if there were no representations to it, the Council would be happy to adopt as its finalised Tamworth Local Plan.

The six week Pre-Submission Publication period is an opportunity to comment only on the soundness of the Local Plan. Soundness is the basis of the Local Development Framework (LDF) system and is defined as meaning that a plan must be justified, effective and consistent with national policy. It must also satisfy the legal procedural requirements and, looking to the future, conform to the government's 'Duty to Co-operate' requirements. Meeting these requirements will be the Planning Inspector's main consideration when examining the Local Plan.

Once the six week Pre-Submission Publication period is completed then the comments need to be summarised as part of the submission arrangements. If any fundamental issue of soundness is identified then further consideration to the progress of the Local Plan will be made with the advice of the Planning Inspectorate (PINS). If, as anticipated, no fundamental soundness concerns are raised then the Local Plan documentation will be formally submitted to Government during the autumn in accordance with Regulation 30.

Following formal submission an Inspector from PINS will be allocated to hold a public examination into the soundness of the Local Plan. It is programmed that the examination will take place during early 2013. Subject to the Inspector finding the Local Plan sound then it is programmed to be adopted in May 2013 and will then be used to determine all planning applications in the borough

## **RESOURCE IMPLICATIONS**

There are no financial implications arising from this report. A budget already exists for the production of the Local Plan.

In addition to funding the Inspector this existing budget will also be required to cover the costs associated with appointing a programme officer. The programme officer will act as the contact point for any person who has made representations at the publication stage, and as a liaison between the inspector, the council and examination participants.

The programme officer will act independently on behalf of the inspector to organise and manage the administrative and procedural matters of the examination process and is the first point of contact for any questions relating to timetabling or procedural matters. All statements will also be submitted through the programme officer.

## **LEGAL/RISK IMPLICATIONS BACKGROUND**

The statutory procedure governing the preparation and adoption of Development Plan Documents is contained in the Planning and Compensation Act 2004 and Part 6 of the Town and Country Planning (Local Development) (England) Regulations 2008. Failing to adhere to these requirements could result in the Local Plan being found 'unsound' at examination. This could result in previous stages of the Core Strategy's production having to be repeated.

It is critical that the procedural progress of the Local Plan is maintained both in order to comply with the requirements of the statutory Local Development Scheme (the LDF programme plan) and the development and regeneration aspirations of the borough.

The most substantial risk identified relates to the fact that the strategy for delivering Tamworth's future growth relies on neighbouring local authorities to deliver a proportion of future development needs outside of the borough without a formal agreement being in place. Indeed, the increased likelihood of an agreement being progressed with Lichfield and North Warwickshire Councils was a key determinant in deciding to delay publication of the Local Plan. The attached agreement, which is reflected within policies contained within the Local Plan considerably reduces the risk of it being found unsound on this basis.

There is a considerable risk that not having an up to date Local Plan in place, planning decisions in Tamworth will be assessed against the government's National Planning Policy Framework leading to 'loss of control' over development and impinging on the Council's ability to deliver key spatial objectives

## **SUSTAINABILITY IMPLICATIONS**

The Local Plan has been subject to a Sustainability Appraisal/Strategic Environmental Assessment. This has ensured that sustainability issues are given full consideration in the preparation and adoption of refining policies. The Sustainability Report to be published alongside the Local Plan is attached as Appendix 2.

A Draft Sustainability Appraisal Report was also published alongside the previous Preferred Options document. In addition, the Housing Policies Consultation Document was also subjected to an appraisal. Further appraisal work has been undertaken during and to inform the process of finalising policies for the Publication Draft Local Plan, so that the policies that appear in Appendix 1 have taken account of the findings of the Sustainability Appraisal.

A separate Equalities Impact Assessment has been undertaken and will accompany the Local Plan Pre-Submission Publication accompanied by a Health Impact Assessment. The latter will appraise the impact of the delivery of Local Plan policies on delivering borough specific health objectives.

## BACKGROUND INFORMATION

This is included on the following page.

## REPORT AUTHOR

Jon Lord

## LIST OF BACKGROUND PAPERS

<i>Background Papers</i>	<i>The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008</i>
	<i>National Planning Policy Framework</i>
	<i>Statement of Community Involvement</i>
	<i>Local Development Scheme</i>
	<i>Tamworth Core Strategy Issues and Options Report March 2008</i>
	<i>Tamworth Core Strategy Option Report 2009</i>
	<i>Tamworth Preferred Options Report 2009</i>
	<i>Tamworth Core Strategy Housing Policies Report 2011</i>
	<i>Tamworth Core Strategy/Local Plan Report to Council 9<sup>th</sup> February 2012</i>

## APPENDICES

Appendix 1: Chapters 1-2 of The Tamworth Local Plan for Pre-Submission Publication

Appendix 2: Chapters 3-5 of The Tamworth Local Plan for Pre-Submission Publication

Appendix 3: Chapters 6-8 of The Tamworth Local Plan for Pre-Submission Publication

Appendix 4: Appendices of The Tamworth Local Plan for Pre-Submission Publication

Appendix 5: Local Plan Allocations Map

Appendix 6: Local Plan Tamworth Town Centre inset Map

Appendix 7: Sustainability Appraisal, incorporating Strategic Environmental Assessment Report

Appendix 8: The Memorandum of Understanding between Tamworth, Lichfield and North Warwickshire Councils

## EXEMPT INFORMATION

N/A

## **Local Plan Background Paper**

### **1. Scope of Local Plan**

- 1.1 The Borough Council has been working on the Core Strategy (now renamed as the Tamworth Local Plan) since 2006 and has produced a number of consultation documents, including the Issues and Options Report in 2008, a Proposed Spatial Strategy in late 2009 and most recently, a Housing Policy Paper in 2011.
- 1.2 The Local Plan sets out the basic principles and policy direction for planning and development in Tamworth up to 2028 and which will be locally distinctive. It is part of a portfolio of documents that together will form the Local Development Framework for Tamworth. It covers a range of topic areas, including housing, employment, green spaces, biodiversity, leisure and retail. It is considered that it represents the most appropriate way of achieving the spatial vision and objectives for the borough whilst delivering identified future development needs in the most appropriate and sustainable way.
- 1.3 The current Publication Pre-submission document represents the latest iteration of the Local Plan and has evolved in response to consultation responses and an updated evidence base.
- 1.4 In addition, a change to the scope and content of the Local Plan has arisen in response to government amendments to the proposed scope of Local Development Frameworks. Consequently, the Local Plan's remit has been broadened to include site allocations, and policies have been revised to increase their usability by development management officers.

### **2. Format of Local Plan**

- 2.1 The Local Plan is divided into a number of chapters. The first of which includes a spatial portrait and vision for the borough. It sets out the key characteristics of Tamworth and identifies the key issues and challenges facing the borough that the Local Plan seeks to address. The vision sets out the type of place Tamworth should become by 2028. It takes into account existing plans and strategies produced by both the council and its partners. The vision results in a set of 12 strategic priorities which are set out in relation to the key themes to which they relate.
- 2.2 The policy chapters include policies to guide how the spatial vision and strategic objectives; summarised in 4 over-arching chapters: a prosperous borough, stronger neighbourhoods, a better connected borough and improved environmental quality, will be achieved in practical terms. The spatial strategy policies set out how much development there will be, broadly where it will go, when it will take place and who will deliver it. The Core Policies contained within each theme chapter seek to deliver the vision and strategic priorities and should be interpreted within the context of the spatial strategy policies.
- 2.3 The Monitoring and Delivery chapter sets out how the policies will be monitored and delivered. It contains a Monitoring Framework which includes setting out a series of monitoring indicators and targets against each policy to measure their

delivery. The indicators will be monitored regularly and if it is shown that targets are not being achieved then contingency measures, also set out in the framework, will be implemented.

2.4 The Local Plan's success will depend on effective implementation of the policies. Whilst the council will play a main role in implementing the policies, through its statutory planning functions, implementation will also rely on a range of partner organisations including the Tamworth Strategic Partnership, County Council, statutory service providers, developers, Registered Social Landlords and infrastructure providers amongst others. As such, an Infrastructure Delivery Plan is included setting out what infrastructure is required, when, how it is going to be delivered and by whom.

### **3. Summary of Key Headlines (unchanged since the previous version taken to Council)**

3.1 The evidence base proposes that Tamworth, through the Local Plan, should seek to accommodate at least 5500 new dwellings, 36 hectares of employment land, 20,000sqm of office floorspace and 31,000 sqm of comparison retail floorspace up to 2028.

3.2 The proposed spatial strategy remains broadly similar to the approach set out in previous consultation versions of The Core Strategy. The one strategic housing site-the Anker Valley Sustainable Urban Neighbourhood remains albeit with an extended site boundary. The Strategic employment sites previously identified are also carried forward along with the existing network of local and neighbourhood centres. The existing green belt boundaries, together with designated biodiversity sites are retained.

3.3 Tamworth Town Centre is reinforced as the focus for new retail, leisure, tourism and cultural, office and high density residential development resulting in a number of strategic development sites being allocated to accommodate future growth. These include the Gungate proposal, Arriva Bus Station, Jewsons amongst others. This is supported by a proposed restriction on further floorspace expansion at the out of centre retail areas. In addition to new development proposed, the town centre linkage proposals are supported along with a number of environmental enhancements to the town centre.

3.4 Whilst the spatial strategy seeks to accommodate as much development within Tamworth's boundaries, not all of it is capable of being accommodated without impacting negatively on the quality of life of Tamworth's communities. The scarcity of developable land within the borough (as a result of constraints such as flood risk areas, biodiversity designated sites, greenbelt designation and a general lack of brownfield land) restricts the amount of new dwellings that Tamworth is capable of delivering within its boundary to 4500. This results in land outside the borough's boundary, to the north of the borough in Lichfield district and within North Warwickshire being identified for up to 1000 dwellings.

3.5 The reliance on one Greenfield strategic housing site-Anker Valley Sustainable Urban Extension has resulted in a number of sustainability related disadvantages. To overcome these; and to ensure that the borough makes the most efficient use of land, a series of regeneration priority areas are now proposed. These include The Wilnecote Regeneration Corridor; focusing on a comprehensive approach to housing and employment led regeneration and in the Post War Social Housing Estates. The latter builds on the current Locality Working initiative to support housing led regeneration within some of the borough's most deprived neighbourhoods.

- 3.6 With the overall goal of reducing the need to travel by locating transport generating development in sustainable locations and/or supporting a measures to encourage sustainable modes of transport, the transport policy aims to deliver priorities to tackle congestion hot spots contained within the Local Transport Plan (namely the respective Upper Gungate-Anker Valley and Ventura Park-Town Centre Transportation Packages) and junction improvements along the A5. Other key objectives relate to supporting the cycle and pedestrian cycleways across the borough and expansions to the capacity and appearance of the two railway stations.
- 3.7 Existing high quality open space is retained; to deliver the character of the borough as 'Urban Green'. Green and blue (rivers and canal) linkages are emphasised to both project a positive image of the town and deliver health related benefits.
- 3.8 Existing historic assets remain protected and a policy requiring high quality design of new development is included.
- 3.9 The previously proposed strategic allocation of a new leisure centre either within the east of the borough or within the town centre's leisure zone is removed as a result of uncertainties surrounding its delivery.

#### 4. Proposed Amendments

- 4.1 The following amendments have been made to the Local Plan to both reflect the joint authority agreement and to ensure compliance with the revised National Planning Policy Framework:

Proposed Amendment	Location in Document	Justification
Insertion of paragraphs to emphasise the importance of ensuring that Local Plan policies contribute to achieving sustainable development, in terms of promoting sustainable economic growth.	Introduction Chapter	To comply with the National Planning Policy Framework.
<p>Insertion of the following paragraph:  <i>Any proposals for development that demonstrate that they are in accordance with policies in this plan and are sustainable will be granted planning permission without any delay. When determining applications the Council will take the following approach to reflect the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area. Planning applications that accord with the policies in this Local Plan (and, where relevant, with policies in neighbourhood plans) will be approved without delay, unless material considerations indicate otherwise. Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Council will grant permission unless material considerations indicate otherwise – taking into account whether:</i></p> <p>a) <i>any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy</i></p>	Introduction Chapter	To comply with the National Planning Policy Framework and recent Planning Inspectorate communications

<i>Framework taken as a whole; or</i>		
b) <i>Specific policies in that Framework indicate that development should be restricted.</i>		
Re-wording of Spatial Vision to emphasis economic objectives and insertion of paragraph linking to wider council and partner visions.	Chapter 2	To comply with the National Planning Policy Framework
Re-naming of Strategic Spatial Objectives as Strategic Spatial Priorities (and thereafter throughout the document)	Chapter 2	To comply with the National Planning Policy Framework
Removing broad Locations for future housing growth in North Warwickshire and amending boundary for broad location for housing in Lichfield within Spatial Diagram. Amending boundary of Central Rivers Initiative within Spatial Diagram.	Chapter 3	To reflect the joint authority agreement.  To reflect accurate boundary.
Insertion of Upper Gungate-Aldergate Transport Corridor on Town Centre Inset Diagram.	Chapter 3	To reflect accurate boundary.
Insertion of wording within contextual text and Policy SP2 to emphasise importance of protecting and enhancing town centre market.	Chapter 4	To reflect Portas Review recommendations and National Planning Policy Framework
Re-naming of policy CP2 as Employment Areas	Chapter 4	To more accurately reflect content of policy
Update housing numbers to reflect latest monitoring and SHLAA update. Also update trajectory to include 5% buffer for the first 5 years of the plan in line with recent guidance.	Chapter 5	To comply with the National Planning Policy Framework
Insertion of new paragraph on the importance of tackling empty homes within the borough.	Chapter 5	To emphasise the Council's pro-active stance on addressing this issue.
Insertion of new paragraph setting out implementation measures to bring forward housing sites identified within the SHLAA.	Chapter 5	To reflect the joint authority agreement.
Insertion of new paragraphs to update cross boundary housing provision.	Chapter 5	To reflect the joint authority agreement.
Revised wording of Policy SP5-housing distribution as follows: <i>Through working with adjoining authorities, a minimum of 1000 dwellings will be provided to meet Tamworth's needs. The distribution and mechanisms for delivery are set out within the joint Memorandum of Understanding agreed between Tamworth, Lichfield and North Warwickshire Councils.</i>  <i>Development to meet Tamworth's needs within Lichfield's boundary will be met in the broad location (Land to the north of Anker Valley Sustainable Urban Neighbourhood identified on Figure 3) and allocated within Lichfield's Local Plan and any others subsequent DPDs. Development to meet Tamworth's needs within North Warwickshire's boundary will be set out within North Warwickshire's Local Plan, and</i>	Chapter 5	To reflect the joint authority agreement.



<p><i>any others subsequent DPDs.</i></p> <p><i>Development outside of Tamworth's boundary will not be supported if it is shown to prejudice the delivery of Anker Valley Sustainable Urban Neighbourhood and the overall strategy. Infrastructure to deliver and mitigate the impacts of Tamworth's future housing needs will be identified and provided for through future joint working between Tamworth, Lichfield and North Warwickshire Councils.</i></p>		
<p>An assessment of Tamworth's Green Belt boundary has been undertaken. It has recommended two minor changes to the boundary (when compared to the previous boundary identified in the February Core Strategy/Local Plan) in Dosthill, Two Gates and Wilnecote to increase the robustness of the boundary (to recognise actual physical boundaries and tidy up development sites). This represents an overall increase in land designated as Green Belt within the borough from 204 to 211 hectares.</p> <p>The Green Belt boundary is shown in Figure 5 (the allocations map)</p>	Chapter 6	Following the government's stated intention to revoke both the RSS and Staffordshire Structure Plan (possibly within the next few months), DCLG have advised that Local Planning authorities need to set out justified green belt boundaries within their Local Plan
<p>Amendments to policy wording and order as follows:</p> <ul style="list-style-type: none"> <li>-Change the chapter heading to 'A Sustainable Town'</li> <li>-Change the heading of SP9 to Sustainable Infrastructure and CP15 to Delivering Sustainable Transport.</li> <li>-Change the order of the policies so that the transport core policy follows from the spatial policy, followed by community facilities, climate change and water management.</li> <li>-the addition of text to SP9 which relates to community facilities, climate change and flood risk mitigation.</li> <li>-Change the heading of the community infrastructure policy to community facilities.</li> <li>-Remove duplication between spatial and core policies.</li> </ul>	Chapter 7	The recommendations to re-draft the policy and context provide a holistic approach to delivering sustainable development which is the over-riding objective of the strategy and emphasises the objective of The National Planning Policy Framework.
<p>Insertion of additional sentences to reflect position of Anker Valley Link Road and the outcome of the current transport study.</p>	Chapter 7	To reflect comments received from Staffordshire County Council Highways.
<p>Insertion of an additional sentence on bus accessibility improvements.</p>	Chapter 7	To reflect comments received from Staffordshire County Council Highways.
<p>Insertion of additional paragraph clarifying position on monitoring arrangements.</p>	Chapter 8	To accurately reflect the removal of the need to publish an Annual Monitoring Report.
<p>Insertion of following paragraph: <i>Further work will be required to identify appropriate infrastructure to both help deliver and mitigate the impacts of Tamworth related development located outside of its boundary. This may involve Tamworth, in partnership with Lichfield District Council, North</i></p>	Chapter 8	To reflect the joint authority agreement.

<i>Warwickshire Borough Council and infrastructure providers and landowners to bring forward infrastructure through future development plans, master plans and planning applications.</i>		
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4.2 The Sustainability Appraisal Report has been revised following comments received as part of the Planning Advisory Service review of the document and as a consequence of the changes to the Local Plan outlined above.

4.3 The amendments include the following:

- Inclusion of a non-technical summary.
- An early stage-by-stage presentation of the evolution of the Sustainability Appraisal Report and its relationship with the Core Strategy.
- An analysis, by policy, of the situation with and without the proposed Strategy.
- The appraisal of policies in respect of cumulative, synergistic and temporal effects.
- Clearer narrative on the environmental, social and economic effects associated with the development of the Strategy options.
- Identification of uncertainties and risks associated with the Sustainability Appraisal process.
- A reference to the interactions with adjacent authorities and the influence of their plans and policies over the SA process.

5. Proposed Local Plan Policies (notwithstanding the amendments outlined previously the number, title and content remain the same as previously)

<b>Policy Description</b>	<b>Remit</b>
SP1: Spatial Strategy for Tamworth	Provides a guide to how the spatial vision and strategic objectives will be achieved in practical terms. The role of the spatial strategy is to set out how much development there will be, broadly where it will go, when it will take place and who will deliver it. It emphasises the 'centres first' objective, spatial direction for delivering housing and employment needs whilst identifying key spatial priorities for infrastructure and environmental improvements.
SP2: Supporting investment in Tamworth Town Centre	Identifies strategic sites and opportunities for retail, leisure, culture/tourism & office development along with encouraging higher density residential and improved linkages within the town centre and to the out of centre retail areas. It also identifies the key gateway sites and introduces design and conservation principles.
SP3: Supporting investment in local & neighbourhood centres	Sets out guidance for achieving environmental and accessibility improvements and where applicable linked to delivering community regeneration objectives.
SP4: Sustainable economic growth	Identifies the employment land requirement along with main employment sites, and introduces a proposed two tiered

	approach; 'strategic sites' and 'local sites' to ensure Tamworth has sufficient capacity to serve need whilst offering a degree of flexibility over allowing future housing development in the more poorly performing local sites. The policy also sets out environmental and accessibility related improvements required to regenerate and enhance employment sites.
SP5: Housing delivery	This policy will set out the overall future housing need release of land to achieve a balanced delivery over the plan period to meet identified housing need including the criteria for achieving high quality development in sustainable locations.
SP6: Anker Valley Sustainable Urban Neighbourhood	Includes a criteria based policy for delivering the proposed strategic housing site including the housing numbers and associated infrastructure required to deliver a new sustainable neighbourhood.
SP7: Regeneration Priority Areas	Identifies Regeneration Priority Areas: Post War Social Housing areas, and the Wilnecote Corridor as a result of them demonstrating high levels of deprivation and/or a poor quality environment. Sets out a series of priorities to address in each area and commits the council and its partners to work in partnership to deliver spatial interventions to improve the physical environment and deliver social and economic renewal.
SP8: Environmental Assets	Maps green and blue infrastructure and identifies a series of priority areas and schemes and policy principles to deliver enhancements and improvements. These include improving and enhancing the network of green linear linkages across the town, and to the, canal and river network.
SP9: Sustainable Infrastructure	Identifies the strategic infrastructure, including transport, flood risk and climate change mitigation and community infrastructure to deliver the overall strategy.
CP1: Hierarchy of centres	Reinforces the 'centre first' approach to delivering identified future convenience and comparison retail need and defines the hierarchy of centres and sets out acceptable uses in each tier of centre. Sets out the approach to retail & leisure proposals outside of centres including floor space thresholds as a basis to undertake impact assessments. Sets out restrictions on future retail/leisure expansion at out of town retail parks.
CP2: Employment Areas	This policy defines the acceptable uses within the employment areas- B1 (b,c), B2 & B8. Provides detail of environmental and accessibility improvements. Promotes preferred location for offices as being the town centre and edge of centre locations and refers to identified strategic sites. Also introduces Local Development Orders as potential delivery mechanisms for strategic sites.
CP3: Supporting growth in culture & tourism	Sets out support for tourism and culture led development; in particular related to the town centre and its proposed leisure zone. Identified supporting infrastructure including hotels and accessibility improvements including to Drayton Manor
CP4: Affordable Housing	This policy will establish thresholds and the level of developer contribution towards the provision of affordable housing target.
CP5: Housing needs	The policy will establish standards for new housing development including the size and type of units, specific types based on evidence arising from the ongoing update of the Housing Needs Study.
CP6: Housing density	This will contain a banded density target for particular borough wide locations including a higher density target for centres, transport nodes and a lower target for elsewhere whilst

	respecting the local context
CP7: Gypsy & Traveller provision	Whilst not allocating specific sites, this policy establishes criteria for assessing applications for site proposals.
CP8: Sport & Recreation	This provides and promotes a network of high quality sport and recreation facilities across the borough to meet needs. whilst aiming to protect existing facilities..
CP9 Open Space	This seeks to protect the existing network of high quality open space across the borough and sets out criteria for assessing proposals which involve a loss of open space.
CP10: Design of new development	This policy introduces a number of principles to achieve high quality buildings and places.
CP11: Protecting the Historic Environment	This includes a list of principles to be considered when proposing development which impacts on the historic environment including listed buildings, Conservation Area & scheduled monuments.
CP12: Protecting and enhancing biodiversity	This aims to preserve sites and species, reinforce links between habitats and ensure appropriate consideration to development depending on status of sites i.e. national and local. It also encourages habitat restoration and creation, with emphasis on community led initiatives and list priority schemes.
CP13: Delivering Sustainable Transport	The policy sets out priority measures for improving accessibility and linkages, particularly by public transport, walking and cycling on a borough wide basis and to/from strategic development sites. It sets out the criteria for the requirement for transport assessments and travel plans. Identifies the key strategic locations for transport improvements including to A5 junctions, Anker Valley Linkages, Tamworth & Wilnecote stations, cycle and pedestrian routes along with general principles for improving accessibility and sustainability.
CP14: Sustainable Development and Climate Change Mitigation	This supports measures to achieve carbon zero development including renewable energy proposals and resource management.
CP15: Water management	This policy requires new development to consider areas susceptible to fluvial and pluvial flooding including the application of SUDs and sustainable urban design
CP16: Providing and protecting community infrastructure	This sets out support for community facilities and infrastructure to be located in accessible locations and encourages dual use to be considered where appropriate in sustainable locations.
CP17 Infrastructure & Developer Contributions	This policy includes the key infrastructure required to deliver the strategy and introduces the Infrastructure Delivery Plan

6. The evidence base for the Core Strategy

The evidence base to date is set out below:

<b>Open Space Review</b> (February 2012)
<b>Southern Staffordshire Districts Housing Needs Study and SHMA Update</b> (May 2012)
<b>The Highways Agency Core Strategy Modelling Report</b> (2012)
<b>Strategic Housing Land Availability Assessment Part 1 with Appendix A, Appendix B, Appendix C, Appendix D1, Appendix D2, Appendix D3</b> (September 2011)
<b>Tamworth Town Centre and Retail Study Part 1, Town Centre and Retail Study Part 2 Maps</b> (July 2011) & <b>Update Addendum</b> (December 2011)
<b>Town Centre Links Project</b> to support Core Strategy and SPD (February 2011)
<b>Green Infrastructure Background Paper</b> (March 2010)
<b>Staffordshire County-wide Renewable/Low Carbon Energy Study</b> (September 2010)
<b>Outline Water Cycle Study</b> (July 2010), <b>Outline Water Cycle Study Addendum</b> (April 2011)
<b>Phase 1 Surface Water Management Plan</b> (July 2010), <b>Phase 1 Surface Water Management Plan Addendum</b> (April 2011), <b>Phase 2 Surface Water Management Plan</b> (July 2011)
<b>Affordable Housing Viability and Policy Study</b> (February 2010)
<b>Offices Background Paper</b> (December 2009)
<b>Employment Land Review Part 1, Review Part 2, Review Part 3</b> (August 2009)
<b>Tamworth Infrastructure Study Part 1, Study Part 2, Study Part 3, Study Part 4, Study Part 5, Study Part 6, Study Part 7, Study Part 8</b> (July 2009)
<b>Joint Sports Strategy Part 1, Part 2, Part 3</b> (May 2009)
<b>Local and Neighbourhood Centres Healthcheck</b> (2008)
<b>Tamworth Town Centre Healthcheck</b> (2008)
<b>Strategic Housing Market Assessment</b> (December 2008)
<b>Phase 1 Habitat Survey Part 1, Survey Part 2</b> (September 2008)
<b>Strategic Housing Land Availability Assessment, Part 1, Part 2</b> (February 2008)
<b>Gypsy and Traveller Accommodation Assessment</b> (February 2008)
<b>Strategic Flood Risk Assessment</b> (January 2008, updated in September 2009) <b>September 2009 update, north east update map, north west update map, south update map, climate change update map</b>
<b>Employment Land Study</b> (2008)
<b>Open Space Position Statement</b> (July 2007)

In addition the following piece of evidence are currently being finalised:

**Habitat Regulations Assessment**







**Tamworth Borough Council**  
**Local Plan 2006-2028**  
**June 2012**







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# Endorsement



I am very pleased to introduce the pre-submission version of Tamworth's Local Plan which was agreed by the Council on 9th February with cross party support.

This is a major step in the journey to produce an overarching spatial plan for Tamworth. This is the version of the Local Plan that the Council considers to be sound – justified, effective and able to be delivered. We believe it is now ready to be offered for representations and to be subject to examination by an independent inspector later this year.

The Local Plan is a very important document for the borough. It will be a key driver of sustainable development and will be used as a basis to assess planning applications and appeals whilst helping to deliver key corporate and community aspirations.

Ambitious objectives are set for how Tamworth should be in 2028 and the strategy sets out a clear and achievable vision for future development to support One Tamworth, perfectly placed based on a prosperous town with strong and vibrant neighbourhoods, a high quality environment underpinned by measures to enhance the borough's overall sustainability.

Delivering the right amount and type of both housing and employment, whilst enhancing the natural and built environment will increase the attractiveness of the borough to both families and businesses. Regeneration initiatives will transform the borough's most deprived areas whilst helping to improve the image of Tamworth. The town centre will become the focus for investment in new shopping, leisure and cultural activities to create an attractive and vibrant focus for the borough. The network of centres across the borough will be strengthened and revitalised so that they remain at the heart of their communities. Causes and effects of climate change will be tackled through high standards of design and improvements to public transport, walking and cycling, and through a positive commitment to renewables.

Engagement and involvement with a wide range of people and organisations with a stake in the borough's future has been essential in producing this strategy; not least the Council's cross party working group which has overseen the Local Plan's production. I am very grateful to all who have been involved, and especially to those who have given up free time to articulate their views and those of the organisations they represent. I look forward to your continuing involvement in this and future documents.

Councillor Steven Claymore

Tamworth A5

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# Chapter 1 Introduction

# CHAPTER 1 - INTRODUCTION

## Context to the Tamworth Local Plan

- 1.1 Since 2006, Tamworth Borough Council has been working with a wide range of stakeholders (local communities, local strategic partnership and developers etc) to produce a development plan for the borough. This was being produced in the context of previous national and regional planning guidance and was called a Core Strategy. It has now been renamed the Tamworth Local Plan, as part of the Government's on going reform of the planning system.
- 1.2 Tamworth Local Plan sets out the spatial planning strategy for the borough over the period 2006-2028. It sets out the spatial planning strategy for the area, in terms of what type of development is required to meet local community and business needs, its scale and location as well as the policies that will apply to ensure that development is sustainable. It also includes policies to ensure that appropriate supporting infrastructure is delivered and the area's built and natural environment is protected and enhanced. The Plan aims to be sufficiently flexible to adapt to the changing circumstances during the life of the plan.
- 1.3 The government has recently published the National Planning Policy Framework (March 2012), which sets out planning policies for achieving sustainable development. Emphasis has been placed on the importance of ensuring that Local Plan policies contribute to achieving sustainable development, in terms of promoting sustainable economic growth. The Tamworth Local Plan has been prepared in compliance with the National Planning Policy Framework (NPPF).
- 1.4 It should be noted that, as part of the Government's ongoing reform of the planning system, the West Midlands Regional Spatial Strategy (WMRSS ) is scheduled to be revoked under the Localism Act 2011 . The Local Plan is in general conformity with the general thrust of the WMRSS, however it also reflects the NPPF requirement for a locally derived evidence base; particularly in relation to future housing need. Where considered relevant, working in partnership with neighbouring authorities to discharge the duty to cooperate has resulted in cross-boundary issues being addressed.
- 1.5 The Tamworth Local Plan is expected to be adopted by April 2013 and will replace the existing Local Plan (Adopted in 2006). Further detailed guidance will be included in a limited number of SPD's which will support the implementation of the plan. Once it is adopted, planning applications will be determined in accordance with the Local Plan unless other material considerations (including the NPPF) indicate otherwise.
- 1.6 Any proposals for development that demonstrate that they are in accordance with policies in this plan and are sustainable will be granted planning permission without any delay.
- 1.7 When determining applications the Council will take the following approach to reflect the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area.
- 1.8 Planning applications that accord with the policies in this Local Plan (and, where relevant, with policies in neighbourhood plans) will be approved without delay, unless material considerations indicate otherwise.
- 1.9 Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Council will grant permission unless material considerations indicate otherwise - taking into account whether:



- a) any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework taken as a whole; or
- b) Specific policies in that Framework indicate that development should be restricted.

## Delivering Sustainable Development

- 1.10 The recently published NPPF places great emphasis on the presumption in favour of sustainable development. This is reflected through the policies within this Local Plan and its future implementation. The World Commission on Environment and Development (1987) defined sustainable development as “meeting the needs of the present without compromising the ability of future generations to meet their own needs”
- 1.11 The Tamworth Local Plan policies and proposals will impact on the three facets of Sustainable Development (i.e. economic, social and environmental) and measures have been taken to integrate them and minimise any potential conflicts and adverse impacts, in order to achieve the most sustainable outcome for the borough.
- 1.12 For example; to promote the borough’s economic well being, the policies include measures to build a strong, responsive and competitive economy, by ensuring that sufficient land of the right type and location is available to encourage growth and innovation, including delivering the supporting infrastructure. This is balanced by policies to promote the social wellbeing of the borough, including measures to promote strong, vibrant and healthy communities through promoting an increased supply of the right type of housing, a good quality built environment, with accessible local services that reflect the community’s needs, whilst simultaneously considering the environmental wellbeing of the borough. The SA/SEA and other assessments have underpinned this approach.

## SA/Combined Assessments

- 1.13 A Sustainability Appraisal (SA), which includes a Strategic Environmental Assessment (SEA) has been undertaken during the production of the Local Plan. This considers the social, economic and environmental effects (including impact on natural resources) of the strategy and ensures it accords with the principles of sustainable development. Each of the draft policies was developed, refined and assessed against sustainability criteria throughout the preparation of the Local Plan. The Sustainability Appraisal Report is published alongside this document.
- 1.14 Under the Habitats Regulations, the council has undertaken, with Lichfield District Council and in consultation with Natural England, a Habitats Regulations Assessments (HRA) to ensure that the policies in the Local Plan do not harm sites designated as being of European importance for biodiversity.
- 1.15 In addition to the assessments described above, the policies contained within this version of the Local Plan have been subjected to both a Health Impact Assessment and Equalities Impact Assessment.
- 1.16 It is closely related to the Tamworth Sustainable Community Strategy and associated strategic objectives which were produced by the Tamworth Strategic Partnership, a multi-agency partnership committed to improving the quality of life of local people. 12 strategic objectives have been defined, which concentrate the Vision into key specific issues that need to be addressed. A key element of the Local Plan is how it will be delivered.
- 1.17 The Tamworth Sustainable Community Strategy is focussed on delivering specific strategic priorities. One of its key challenges is to deliver sustainable growth in Tamworth’s local economy and promote Tamworth as a Place.

## Its vision is of: **“One Tamworth, Perfectly Placed”** (The people) (The place)

Below this sit 2 strategic priorities:

### Strategic Priority 1: To Aspire and Prosper in Tamworth

**Primary Outcome:** To create and sustain a thriving local economy and make Tamworth a more inspirational and competitive place to do business through:

- Raising the aspiration and attainment levels of young people
- Creating opportunities for business growth through developing and using skills and talent
- Promoting private sector growth and create quality employment locally
- Branding and marketing “Tamworth” as a great place to “live life to the full”
- Creating the physical and technological infrastructure necessary to support the achievement of this primary outcome.

### Strategic Priority 2: To be healthier and safer in Tamworth

**Primary Outcome:** To create a safe environment in which local people can reach their full potential and live longer, healthier lives through:

- Addressing the causes of poor health in children and young people;
- Improving the health and well being of older people by supporting them to live active, independent lives;
- Reducing the harm and wider consequences of alcohol abuse on individuals, families and society;
- Implementing ‘Total Place’ solutions to tackling crime and ASB in designated localities;
- Developing innovative early interventions to tackle youth crime and ASB; and
- Creating an integrated approach to protecting those most vulnerable in our local communities.

Tamworth Strategic partnership has identified a number of causal factors, which may require targeting to achieve these strategic priorities;

- Reduce the levels of unemployment by reducing the number of jobseeker allowance claimants and in particular youth unemployment;
- Reduce alcohol misuse by tackling both the inappropriate availability and consumption of alcohol;
- Improve the location, quality, quantity, and types of Housing;
- Reduce the numbers of residents who live significantly more time in ill or poor health to the national average;
- Improve the quality, quantity and stock of suitable land and premises for economic development (enable expansion, start-ups and inward investment);
- Develop a modern, future proofed infrastructure for residents and visitors;
- Improve the capacity and generic skills and awareness of parents;
- Reduce harm and inequalities caused by tobacco consumption;
- Increase aspiration levels;
- Increase the levels of physical activity;
- Provide flexible, integrated and effective public services that meets the needs of Tamworth’s Communities;
- Improve positive nutrition choices and promote healthy eating;
- Increase self esteem levels particularly in vulnerable groups.

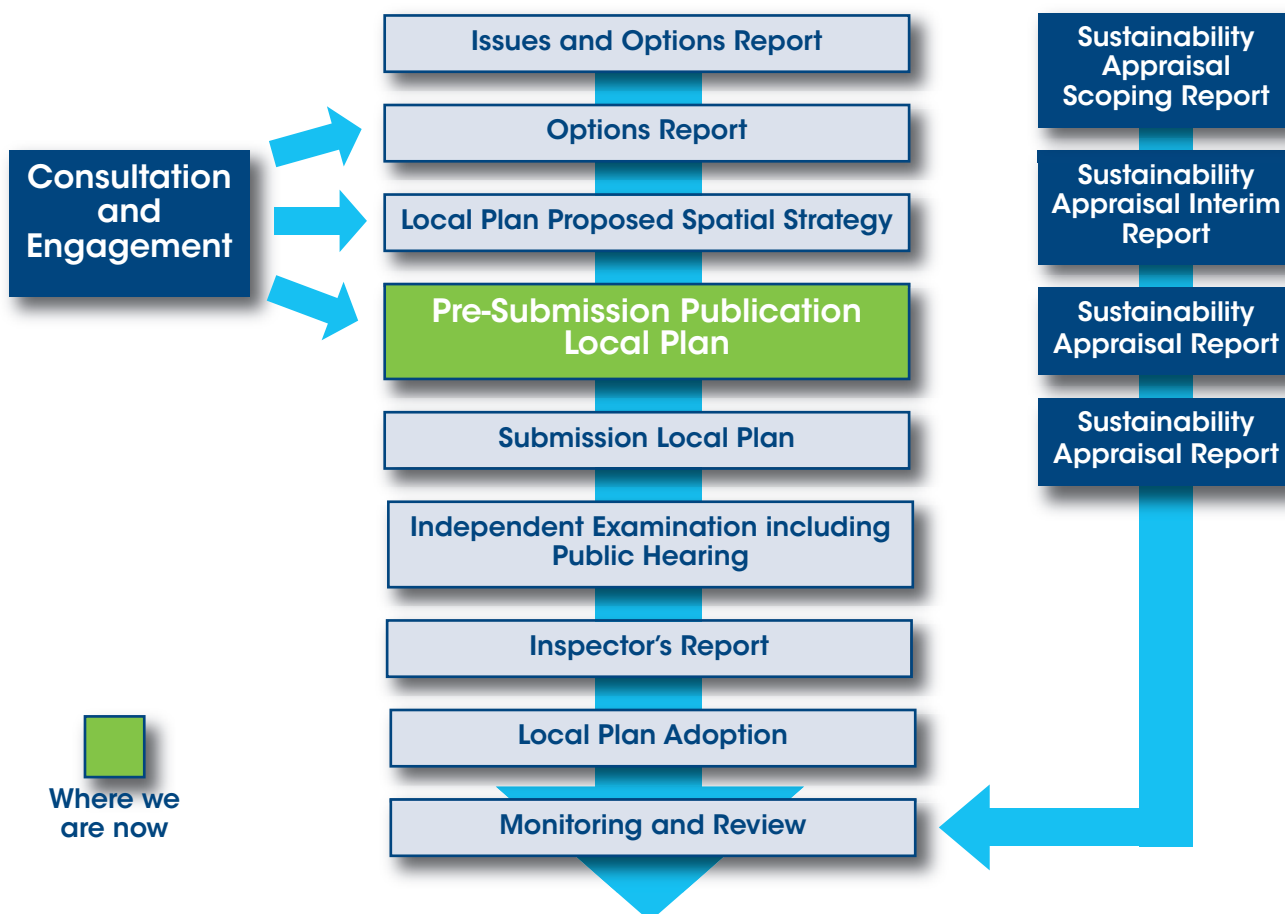
1.18 The Local Plan’s spatial vision is closely aligned to Tamworth’s Sustainable Community Strategy’s vision/priorities. The Local Plan policies/proposals will help deliver the spatial elements of the above strategic priorities. For example, the Local Plan will aim to identify adequate levels of suitable employment sites which will attract economic investment and increase employment opportunities in the area. While the built environment design policies will help reduce crime and encourage more active, healthy life styles. Furthermore, housing policies will help increase the delivery of, and the right types of housing, to ensure local communities are able to meet their aspirations.

## The Local Plan production process to date

- 1.19 Work commenced on the Local Plan in 2006. Since then the council has undertaken a number of consultation exercises with the communities of Tamworth, along with other stakeholders during 2007-08, to identify and agree a series of issues and options for delivering future development within the borough. This influenced the production, in 2009, of a preferred spatial strategy for the borough and a subsequent housing policies consultation in 2011. The consultation responses to these two documents, has, in turn influenced the current version; the pre-submission publication Local Plan.
- 1.20 In addition to the consultation responses, the Local Plan is based on robust evidence. Specialist studies and existing and developing strategies have together built a comprehensive evidence base. Throughout the production process, the Council has created an updated evidence base covering a range of topics including employment land availability, strategic housing land availability and needs, linkages between the town centre and Ventura/Jolly Sailor Retail Parks, open space, water infrastructure, flooding, retail, renewables and affordable housing viability to name but a few. These have been used to justify the approach taken by the Local Plan.
- 1.21 An essential part of the process is community engagement and we have set out our approach to involving the community in the LDF through the Statement of Community Involvement which was adopted in June 2006. It is important that at all stages the process is transparent and accessible to all and is continuous. This is crucial to ensuring that the outcome leads to a sense of community ownership of local policy decisions.

## The Publication Pre-submission Local Plan (this document)

- 1.18 The Local Plan is considered to be 'sound' and complies with the Pre-Submission Publication stage in the regulatory production process. The process is outlined below:



- 1.22 The Local Plan has been published for a six week consultation between 8/06/2012 and 20/07/2012 and is the version that the Council intends to formally submit to the Government for examination.
- 1.23 The six week Pre-Submission Publication period is an opportunity to comment only on the soundness of the Local Plan. Soundness is the basis of the Local Development Framework (LDF) system and is defined as meaning that a plan must be justified, effective and consistent with national policy. It must also satisfy the legal procedural requirements for its production and, looking to the future, conform to the government's proposed 'Duty to co-operate' requirements. Meeting these requirements will be the Planning Inspector's main consideration when examining the Local Plan.

- 1.24 Copies have been made available to download from the Council's website and physical copies have been distributed to the council office and libraries.

- Tamworth Borough Council, Marmion House,  
Lichfield Street, Tamworth B79 7BZ  
(Monday to Thursday, 0845-1710, Friday 0845-1705)
- Tamworth Library, Corporation Street,  
Tamworth, B79 7DN  
(Monday to Tuesday, 0830-1900, Wednesday and  
Friday 0830-1800, Thursday 1000-1800,  
Saturday 0900-1600)
- Wilnecote Library, Wilnecote High School,  
Tinkers Green Road, Wilnecote, Tamworth, B77 5LF  
(Monday 0900-1200 and 1415-1700,  
Wednesday 0900-1200 and 1415-1900,  
Friday 1415-1900, Saturday 0930-1600)
- Glascote Library Caledonian, Glascote, Tamworth, B77 2ED (Monday, Thursday, Friday 0900-1700, Tuesday 1400-1700, Saturday 0930-1300)



- 1.25 Copies have also been sent to specified statutory bodies and consultees and a press notice has been published in the Tamworth Herald. In addition, anyone who has previously submitted comments on the Local Plan have been informed about the availability of the documents.
- 1.26 Further details on the tests of soundness and guidance on how to comment on the Local Plan, including a representation form, can be downloaded from, [www.tamworth.gov.uk/planning/local\\_development\\_framework.aspx](http://www.tamworth.gov.uk/planning/local_development_framework.aspx)
- 1.27 Your views are important so please do not hesitate to contact the Development Plan Team if you have difficulty in understanding any part of the document or submitting your comments. Please contact:

Jon Lord	01827 709279
Tom James	01827 709384
Mohammed Azram	01827 709278



## Next Steps

- 1.28 Once the six week Pre-Submission Publication period is completed then the comments need to be summarised as part of the submission arrangements. If any fundamental issue of soundness is identified then further consideration to the progress of the Local Plan will be made with the advice of the Planning Inspectorate (PINS). Providing no fundamental soundness concerns are raised then the Local Plan documentation will be formally submitted to Government during late 2012.
- 1.29 Following formal submission a public examination into the soundness of the Local Plan will take place. It is expected that the examination will take place during early 2013. Subject to the Inspector finding the Local Plan sound then it is programmed to be adopted in Spring 2013 and will then be used to determine all planning applications in the borough.

## How to read this Document

- 1.30 The Local Plan is divided into a number of chapters. The first of which includes a spatial portrait and vision for the borough. It sets out the key characteristics of Tamworth and identifies the strategic issues and challenges facing the borough that the Local Plan seeks to address. The vision sets out the type of place Tamworth should become by 2028. It takes into account existing plans and strategies produced by both the council and its partners. The vision results in a set of 12 strategic objectives which are set out in relation to the key themes to which they relate.
- 1.31 The policy chapters summarised in 4 over-arching themes: a prosperous borough, strong and vibrant neighbourhoods, a high quality environment and sustainable town, include policies to guide how the spatial vision and strategic spatial priorities; will be achieved in practical terms. The spatial policies set out how much development there will be, broadly where it will go, when it will take place and where possible who will deliver it. The Core Policies contained within each theme seek to deliver the spatial policies.
- 1.32 The Monitoring and Delivery chapter sets out how the policies will be monitored and delivered. It contains a Monitoring and Implementation Framework which includes setting out a series of monitoring indicators and targets against each policy to measure their delivery. The indicators will be monitored regularly and if it is shown that targets are not being achieved then contingency measures, also set out in the framework, will be implemented.
- 1.33 The Local Plan's success will depend on effective implementation of the policies. Whilst the council will play a main role in implementing the policies, through its statutory planning functions, implementation will also rely on a range of partner organisations including the Tamworth Strategic Partnership, Staffordshire County Council, statutory service providers, developers, Registered Social Landlords and infrastructure providers amongst others. As such, an Infrastructure Delivery Plan is included setting out what infrastructure is required, when, how it is going to be delivered and by whom.
- 1.34 The following chart outlines the overall structure of the document and shows how each core policy fits within the spatial policy which in turn delivers the overall spatial strategy.





**2**

Chapter 2

**Background:  
Spatial Portrait, Vision &  
Strategic Spatial Priorities**



# CHAPTER 2 - BACKGROUND: SPATIAL PORTRAIT, VISION & OBJECTIVES

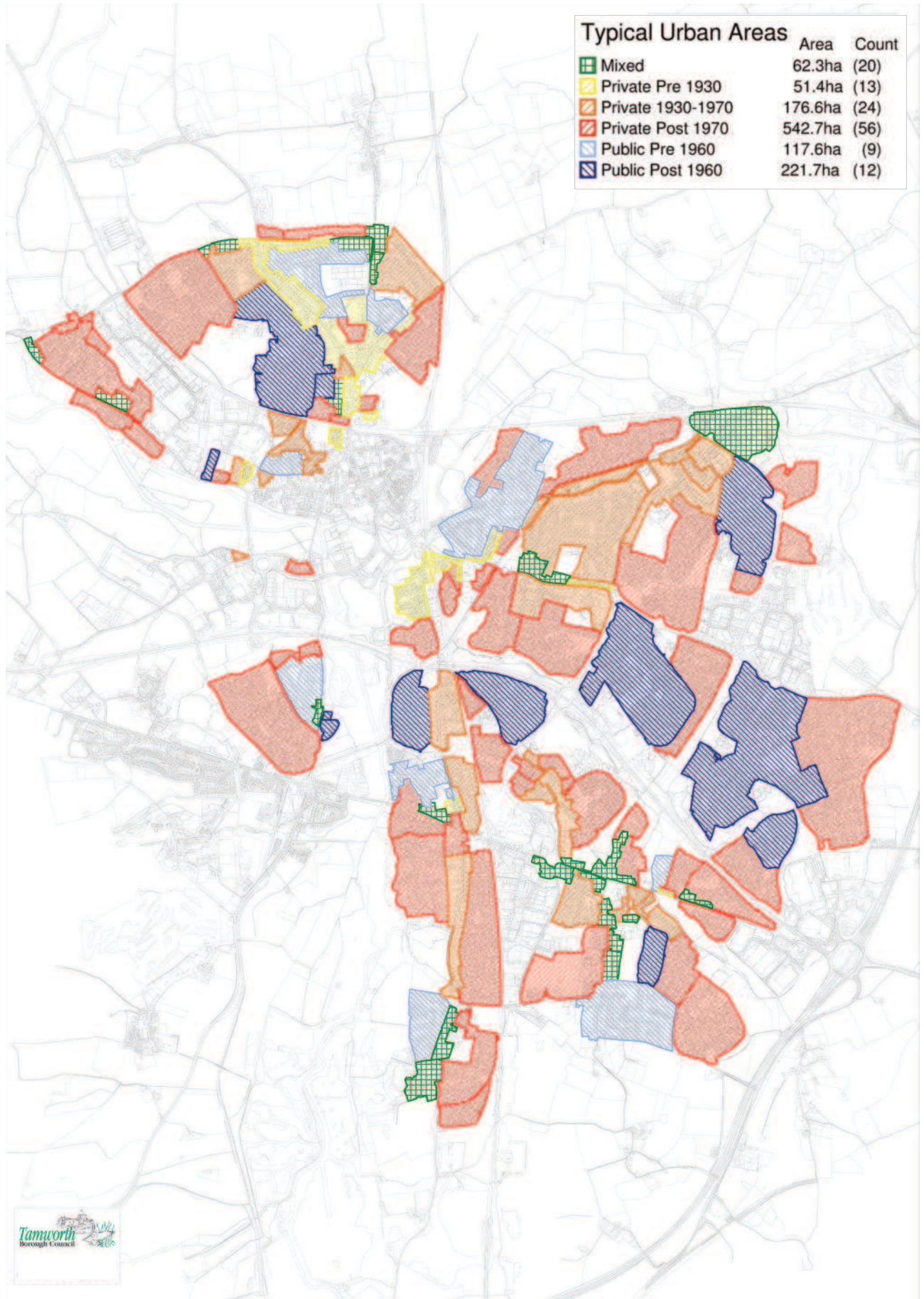
## Spatial Portrait

- 2.1 Tamworth is an ancient borough; established as the Saxon Mercian Capital. It is located in the south-eastern corner of Staffordshire bordered by Warwickshire to the South and East. Situated 18 miles from the Birmingham conurbation and on the edge of the West Midlands Greenbelt, Tamworth Borough is only 12 square miles in extent making it one of the smallest in England. Geographically the Borough is related to the neighbouring districts of North Warwickshire and Lichfield. Socially, Tamworth has many links with Birmingham having received overspill in the 1960s and 1970s which resulted in the development of a series of planned housing estates with associated centres, green spaces and community facilities.
- 2.2 Consequently, the population of Tamworth has tripled since the post-war years due to the relocation of inner-city Birmingham residents. The overspill development raises challenges for the Borough, in particular the preservation of Tamworth's history, historic core and identity, which has become overpowered by the 1960s and 1970s planned housing estates. Many areas, in particular the social housing areas, contain housing stock which is showing signs of stress, whilst being dated in design and uniform in appearance. The planned nature of these areas makes it difficult to develop further with any new housing. As Tamworth has grown from its original historic core, surrounding rural hamlets and villages such as Wilnecote and Amington have been enveloped into the urban structure of Tamworth. This means that the town, which was largely confined to the historic core and river system, now spreads out into what was the rural hinterland. Absorbing various hamlets and villages has created small pockets of historical interest amongst the newer housing and industrial development, the most important of which have been recognised by various Conservation Area designations. Tamworth's urban area is continuous with Fazeley and Mile Oak, both of which are situated outside the Borough in Lichfield District. Fig 2 illustrates this pattern of development in Tamworth.
- 2.3 Tamworth Borough is almost exclusively urban with only a tight circle of countryside around its edges. The close proximity of Tamworth to the countryside provides residents and visitors with recreational opportunities, and employers and inward investors with a quality environment. The post war development of the borough, combined with natural features (including rivers, flood plains, biodiversity sites) has resulted in a borough that appears 'urban-green' in character with the urban area softened by a network of green linkages and spaces. However, the circle of countryside is under pressure due to the lack of development opportunities within the urban area.
- 2.4 The population of Tamworth in 2010<sup>1</sup> was 75,700 and projected figure suggest Tamworth will experience a population growth of 5.4% by 2026, a total of 80,100 people. However, numbers are set to reduce in the number of young adults and growth will be concentrated in the older age groups. Retired people will increase by 61% (8,600) by 2026. An ageing population requiring increasing care and support will need to be accommodated. Additionally house price inflation has led to a housing market that first time buyers find difficult to access. Affordable housing is also an issue that needs to be addressed to ensure that the young are retained within the Town. Tamworth's housing stock is skewed towards semi-detached and detached housing, which does not necessarily reflect the needs of both younger and older groups.
- 2.5 Tamworth's housing market is relatively self contained, however, there are strong ties with settlements surrounding Tamworth but within other Local Authority areas. Tamworth loses population to Lichfield District and North Warwickshire but gains considerable population from Birmingham, demonstrating the historical links with the city. To a lesser extent there are also links beyond the West Midlands to South Derbyshire and North West Leicestershire.

- 2.6 Part of a network of strategic centres encircling Birmingham, Tamworth is the focus of development that meets the needs of the town and provides for the immediate rural catchment. This extends into Lichfield District, North Warwickshire and up to South Derbyshire and includes a network of villages which rely on the borough for their services and facilities. It is traditionally a working class town with its roots in manufacturing until the late 1990s when the town experienced decline in what was a vibrant and buoyant employment sector. Employment restructuring is underway to diversify the employment offer and move away from the dependency on manufacturing. Whilst manufacturing is still important, the majority of jobs are now in the service industry.
- 2.7 The Council is a key partner in emerging sub-regional enterprise partnerships, and works closely with businesses and neighbouring authorities to capitalise on Tamworth's strengths to promote and deliver local economic development.
- 2.8 Within the town there are both significant pockets of affluence and deprivation combined with low aspiration levels especially in Glascote, Amington, Belgrave and Stonydelph. There are concentrations of unemployment, poor health, poor literacy and numeracy, anti-social behaviour and poverty. According to the "Indices of Multiple Deprivation"<sup>2</sup>, 18.1% of the population live in areas that are amongst the most deprived in England. The Glascote ward of Tamworth has the highest level of income deprivation in Staffordshire, where 45% of the adult population is living in an income deprived family.
- 2.9 The Council is working to foster strong relationships with the community, and develop a long term programme of community engagement and participation, offering support and advice on education, training and funding for community projects. The health of people in Tamworth is varied compared to the England average. Whilst life expectancy for both men and women is similar to the England average, it is 8 years lower for men and 7 years lower for women in the most deprived areas of Tamworth than in the least deprived areas. Estimated adult healthy eating and obesity levels are worse than the England average. Levels of teenage pregnancy and GCSE attainment are also worse than the England average.
- 2.10 Tamworth's compact urban form provides good opportunities for transport accessibility, particularly to and from the town centre where the town's retail and leisure services are predominantly located. Tamworth's close proximity to the national motorway network and to Birmingham makes it an accessible place to live and work. However, it is estimated that around 50% of the adult population out-commute each day to work which does not contribute to a sustainable lifestyle where services, facilities, jobs and housing are all accessible without having to use the car for long journeys. Despite this, evidence suggests that Tamworth's transport related carbon emissions are one of the lowest per population in England which may be a result of its compact form and sustainable development pattern focused around connected neighbourhoods and centres. This poses a challenge for future development to ensure this trend continues.
- 2.11 The location of the Norman Castle at the point where the Rivers Tame and Anker meet in the centre of Tamworth is a focal point for the town. The Castle Grounds are a well-used and highly valued area of recreation, open space and sports facilities for residents and visitors that compliment other important facilities in the town. The historic core of Tamworth surrounds the Castle, set out along a Medieval street pattern. Much of the town centre is covered by conservation area designations.
- 2.12 The town centre performs relatively well but could improve with better representation from multiple retailers and leisure operators and a more attractive environment to enhance its role as a service hub and a focus for independent, specialist retailers. An improved town centre offer, particularly focussing on specialist retail and restaurants, combined with its status as a tourism and cultural hub is required to counter-balance the attractions of the out of town shopping parks. These retail areas are predominantly travelled to by car causing congestion and an unpleasant pedestrian environment. As such, the Council is working to bring forward key development opportunities within the town centre together with proposals to improve the linkages between the town centre and the out of town retail areas to attract more people to visit the town centres.



Figure 2: Map showing Tamworth Typical Urban Areas



## Issues & Challenges

- 2.13 Tamworth is expected to experience a high level of housing and economic growth in order to meet its needs and aspirations of the town and create sustainable communities. However, opportunities for expansion of the town are constrained by a tight administrative boundary and environmental constraints (i.e. the flood plain, the Greenbelt). With the exception of the Anker Valley Sustainable Urban Neighbourhood, a significant proportion of Tamworth's housing and employment opportunities will come forward within the existing urban area and some needs being met elsewhere.
- 2.14 Based upon the evidence base that has been collected and the characteristics of the area, the key issues/challenges that need to be addressed through the implementation of the Local Plan are outlined below:

## Housing

- 2.15 Tamworth is projected to experience a significant level of population growth and this is likely to result in a higher proportion of an elderly population residing in the town.
- 2.16 Further, the supply of new housing has failed to keep up with rising demand which has created an imbalance in the market. This has resulted in creating affordability problems for first time buyers who have been priced out of the housing market, as well as helping increase the demographic imbalance in the area.
- 2.17 The Local Plan has set out an overall housing need for 5500 homes. The key challenge for the strategy will be to increase the delivery of and the right type of housing, in order to create sustainable and mixed communities in the area.
- 2.18 Key evidence:
- Southern Staffordshire Districts Housing Needs Study and SHMA Update (2012)
  - Strategic Housing Land Availability Assessment (2011)

## Economic

- 2.19 The local economy of Tamworth is relatively stable and is expected to experience growth during the life of the plan. It is currently diversifying from its traditional reliance on manufacturing to other employment sectors including business and financial services. It is relatively affluent with a low unemployment rate.
- 2.20 However, this masks the fact that employment is largely low-paid, unskilled and requiring few qualifications. To some extent these factors also explain the housing affordability problems in the area (Annual Monitoring Report 2010/11). There are also pockets of deprivation that exist (i.e. low income & poor qualification levels and poor health) within the borough—mostly within the post war planned estates, some of which are among the most deprived in England.
- 2.21 To address these issues, the Local Plan has set a target of providing a minimum of 36 hectares of additional employment land from 2006 to 2028, and providing 20,000 sqm of new office floorspace. The key challenge will be to ensure that the right types, quantity and locations of employment land are allocated in order to attract employers and investment and help the town to fulfil its true economic potential.
- 2.22 There is also a need to regenerate the town centre and ensure it retains its role as the borough's retail and leisure centre whilst capitalising on its historic and cultural offer to meet the day to day needs of Tamworth's residents. To overcome this challenge, the Local Plan is seeking to



increase the delivery of convenience retail floor space (1,100 sqm post 2016) and comparison retail goods floor space (38,400 sqm up to 2028) new homes, jobs and leisure development, together with supporting infrastructure. This will help to create a sustainable and prosperous future for Tamworth. An additional challenge is to ensure that a successful mix of uses can be achieved which is fit for the future in terms of its quality and sustainable use of resources.

2.23 Another key challenge is to ensure development delivers benefits to all of Tamworth's communities to deliver strong and vibrant communities. Therefore tackling deprivation and social exclusion through improving health and educational attainment and access to employment is a key objective.

2.24 Key evidence:

- Tamworth Town Centre and Retail Study (2011) and Addendum (2012)
- Employment Land Review (2012)

## Environmental

2.25 Tamworth is expected to experience high levels of growth. This is constrained by the scarcity of development land due to policy restrictions such as the Green Belt and administrative constraints arising from Tamworth's tightly drawn boundaries and planned neighbourhoods as a consequence of its status as an expanded town. There are also extensive areas of flood plain, particularly around the town centre and centre of the borough, areas of nature conservation importance along with the historic nature of most of the town centre.

2.26 The key challenge will be the need to balance growth with the protection of natural and built assets to ensure it will not have detrimental impact on the quality of life for Tamworth's communities. Further, it will be important to ensure that the policies within the strategy do not contribute to, or increase the effects of climate change (e.g. Flood Risk, Global Warming, loss of biodiversity, etc).

2.27 Key evidence:

- PPG17 Open Space Review (2012)
- Joint Indoor and Outdoor Sports Strategy (2009)

## Infrastructure

2.28 The expected growth of the town is likely to increase pressure on, and increase the demand for investment in additional infrastructure (e.g. physical-transport, open spaces, and social-community facilities). This could potentially have a detrimental impact on the well being of existing future communities living within the borough. For instance, this is an issue for the transport infrastructure which is unable to cope with the high levels of car usage during certain times of the day and experiences congestion hot spots across the borough, particularly within the town centre, the out of town shopping parks and at junctions along the A5.

2.29 Therefore, the key challenge for the Local Plan is to ensure that the existing infrastructure is utilised efficiently and it is delivered in locations where there is demand, in order to support the creation of sustainable communities and the growth of the town.

2.30 This could be achieved through incorporating measures in Local Plan Policies, such as ensuring traffic generating uses are placed in accessible locations to reduce the need to travel and carbon emissions. Also delivering growth and future development will require the delivery of adequate transport links within and out of the borough; between homes to employment activity, town and local centres, community facilities and to centres and facilities in neighbouring towns, villages and beyond. Linked to this is the need to exploit the underused green and blue corridors (open spaces, canals and rivers) that connect different



neighbourhoods to each other and the town centre. These both add to Tamworth's identity as 'urban green' whilst offering environmental and health benefits to communities and fostering local identity and inclusiveness as a connected town.

### 2.31 Key evidence:

- Infrastructure Delivery Plan (2011)

In the context of delivering the council's overall corporate vision for the borough, as 'One Tamworth Perfectly Placed', the following Local Plan vision adds the spatial dimension and seeks to set the future spatial direction for Tamworth to address the issues and challenges identified.

## Vision - One Tamworth, Perfectly Placed

2.32 By 2028 sustainable Tamworth will have a dynamic economy comprising of a vibrant town centre consisting of a thriving retail and leisure offer supported by a local town centre community which complements its role as a sub regional tourism hub. It will have a strong, distinctive identity equally known for its historic assets and history as the Mercian Capital as for its safe and thriving neighbourhoods. The green and blue linkages which connect the town centre with its neighbourhoods and employment areas will assist to project an image of the borough as 'urban green'.



2.33 Its economy will be thriving as a result of improved communication links with the Greater Birmingham area. Investment in accessible employment areas will have provided an environment that encourages new and existing businesses to remain and locate in Tamworth. Job opportunities and employment growth in business and professional services as well as environmental and building technologies and general manufacturing will have helped to build on the town's employment strengths and minimised outward commuting. The tourism and leisure sectors will have continued to prosper.

2.34 Investment in health and education facilities and improvements to open spaces and leisure/sports facilities, combined with greater outdoor opportunities and ensuring development is located in sustainable locations, will have helped make the town healthier and safer whilst improving qualification and aspiration levels.

2.35 A total place approach to regeneration in those areas of most need will have tackled pockets of deprivation by improving access to both employment and housing whilst improving the general environment. Other vulnerable neighbourhoods will have received housing led regeneration to improve the quality of the stock and support the vitality of existing local/neighbourhood centres.

2.36 New house building will have responded to local need by increasing the supply of affordable housing, widening housing choice and preventing homelessness. Appropriate housing will have been built to meet the needs of an ageing population requiring specialist needs and support or care. Adaptations, renovations and general repairs to the housing stock will have created safer, greener and accessible living conditions in both the public and private sector.

2.37 The Anker Valley Sustainable Urban Neighbourhood will have created a sustainable extension to the town with a mix of housing and community facilities with excellent connectivity to the town centre and beyond.

2.38 Together, this will have created Tamworth as a place which projects a positive image as a borough where people want to live, work and invest.

2.39 The vision will be delivered by the following strategic spatial priorities;

**Strategic Spatial Priorities**

Reference	Strategic Spatial Priorities
SO1	Making the most efficient and sustainable use of the Borough’s limited supply of land and recognising that an element of future development will be provided by neighbouring authorities.
SO2	To make Tamworth Town Centre a priority for regeneration to create a safe and attractive place for residents, businesses and visitors by strengthening and diversifying the town centre offer, optimising retail, leisure and housing development opportunities and increasing its liveability and by making the most of the town’s tourism and cultural offer, thus creating a positive image for the borough.
SO3	Working in partnership with economic stakeholders to create a diverse local economy, including regeneration of employment areas and provide appropriate education and training that will provide local job opportunities that will reduce the need for residents to travel outside of the Borough.
SO4	To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported.
SO5	To provide a range of affordable, adaptable and high quality housing that meets the needs of Tamworth residents.
SO6	To ensure that appropriate infrastructure, including ICT, is in place to support the delivery of development across the borough.
SO7	To encourage active and healthier lifestyles by providing a network of high quality, accessible green and blue linkages and open spaces and formal indoor and outdoor recreation facilities that meet identified need and link neighbourhoods to each other and the wider countryside.
SO8	To protect and enhance statutory and non-statutory areas of nature conservation, ecological networks and landscape value on the doorstep of Tamworth residents, for their biodiversity, geological, historical and visual value and for the opportunities they provide for education and leisure.
SO9	To protect and enhance historic assets by ensuring that proposals for change respect the historic character of the borough including street layout, surviving historic buildings, street furniture, archaeology and open spaces.
SO10	To create safe, high quality places that deliver sustainable neighbourhoods and reflect Tamworth’s small-scale and domestic character using a blend of traditional and innovative design techniques.
SO11	To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies.
SO12	To promote sustainable transport modes for all journeys by improving walking, cycling and public transport facilities throughout the Borough and to neighbouring areas and beyond.





**3**

**Chapter 3**

**A Spatial Strategy  
for Tamworth**

# CHAPTER 3 - A SPATIAL STRATEGY FOR TAMWORTH

## Spatial Portrait

- 3.1 The spatial strategy is central to the Local Plan. It provides a guide to how the spatial vision and strategic objectives; namely how a prosperous town, strong and vibrant neighbourhoods, a high quality environment and a sustainable town will be achieved in practical terms. The role of the spatial strategy is to set out how much development there will be, broadly where it will go, when it will take place and, where possible, who will deliver it. A diagrammatic interpretation of the strategy is shown overleaf in the spatial diagram (Figure 3).

Figure 3: Spatial Diagram

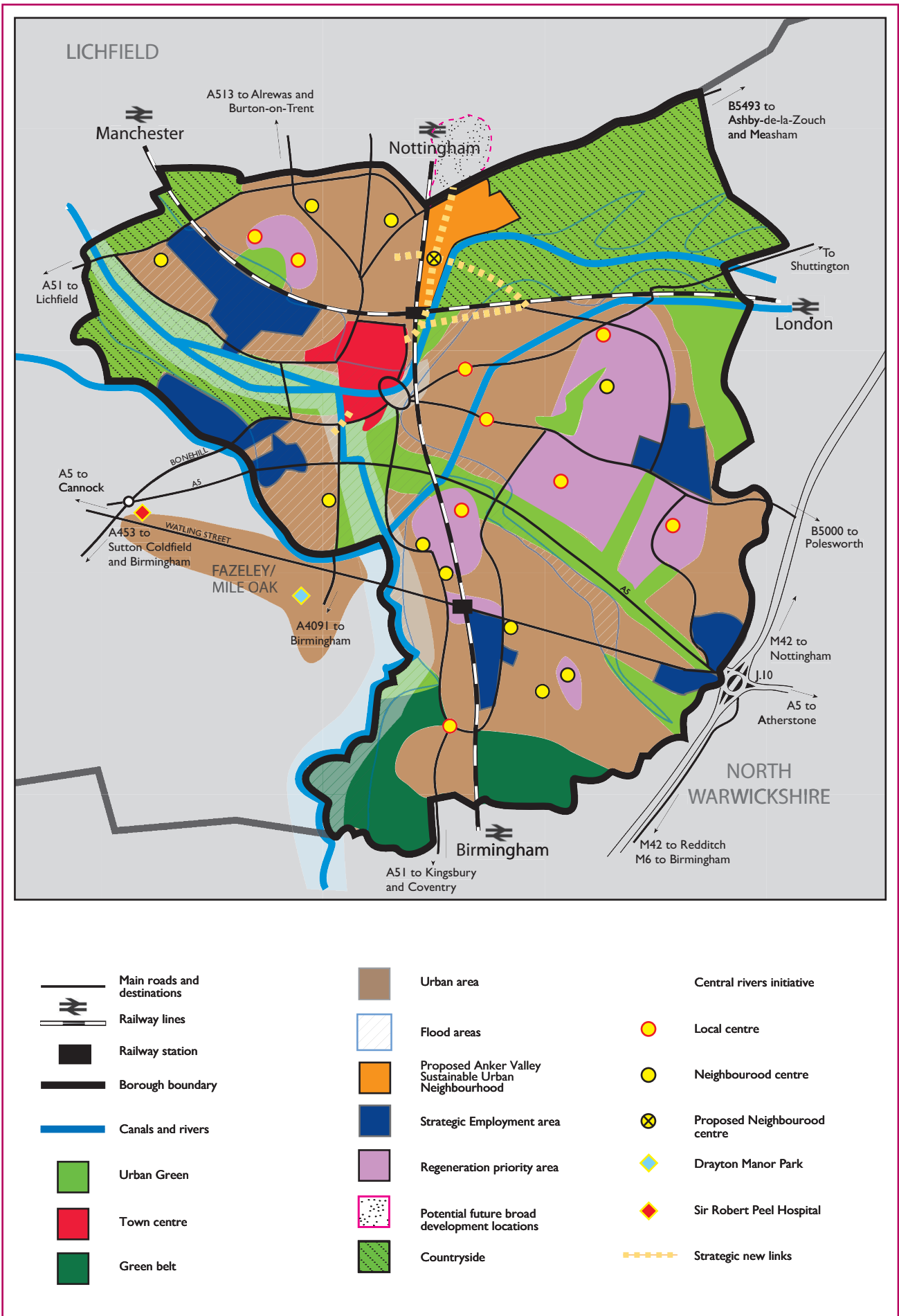
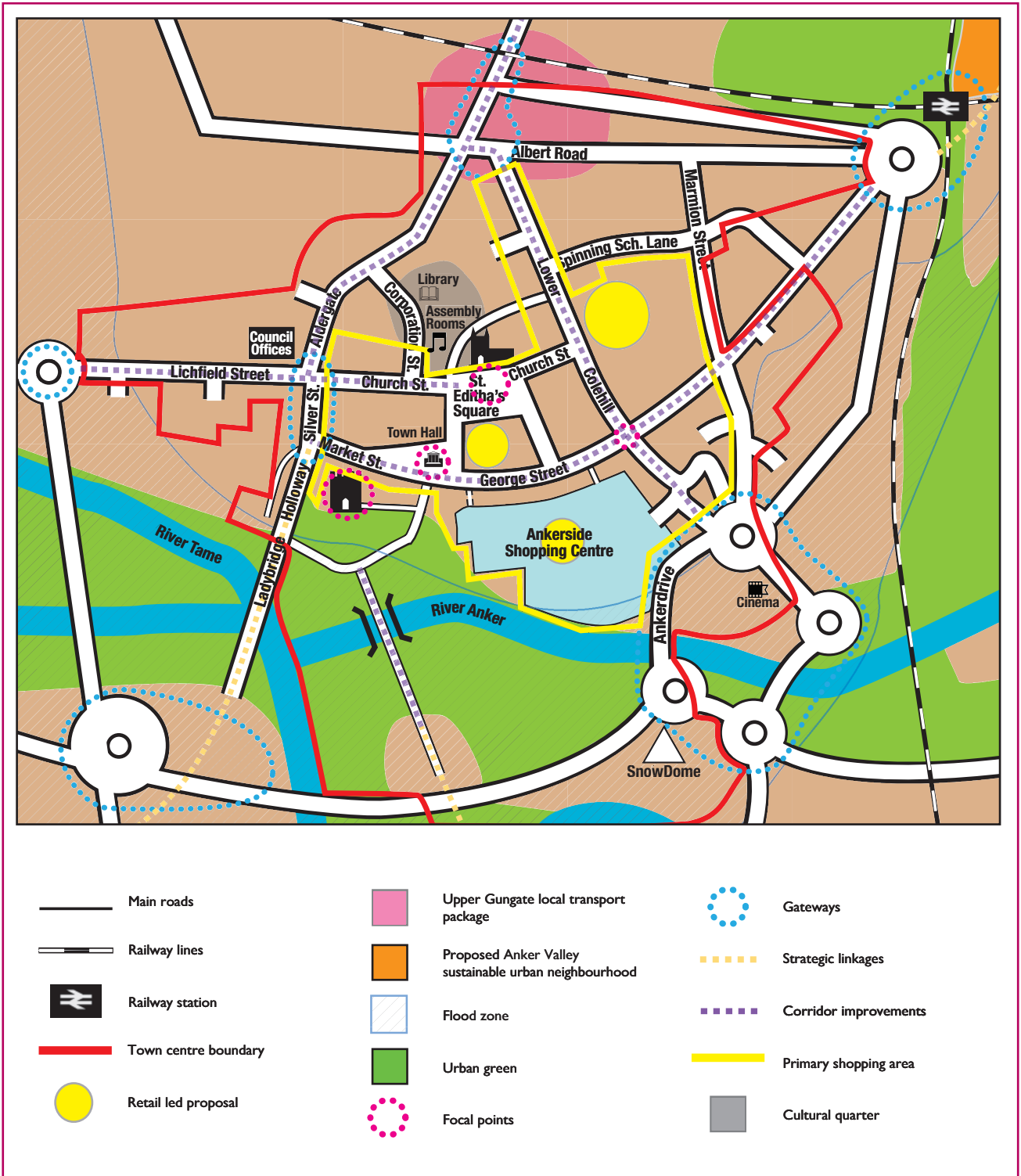




Figure 4: Town Centre Spatial Diagram



## This policy aims to address all strategic spatial priorities

### SP1-A Spatial Strategy for Tamworth

The Council's spatial strategy is to provide development in the most accessible and sustainable locations, including within and around the town centre, within the network of local and neighbourhood centres, regeneration priority areas and employment areas. This will meet most of the borough's housing and employment needs whilst safeguarding natural and built assets and addressing social and economic deprivation and exclusion.

Outside of these specified areas, the majority of the borough will not experience significant change during the lifetime of the plan. The focus for these areas will be on protecting and enhancing environmental and historic assets whilst ensuring that development has a positive impact on local amenity and character.

Within the Anker Valley Sustainable Urban Neighbourhood and at smaller sustainable sites within the urban area up to 4500 new dwellings will be delivered. As a result of a shortage of developable land, at least 1000 new homes will be required outside of the borough within locations which assist the delivery of Tamworth's strategy and those of its neighbours.

Locations, containing a minimum of 36 ha employment land, will be promoted to support the delivery of sustainable economic growth within B1 (b,c), B2 and B8 use classes, whilst Tamworth Town Centre will become the primary focus for new retail (38,400 sqm comparison goods by 2028), leisure and tourism development complimented by appropriate residential development to create a vibrant town centre community.

Investment in local and neighbourhood centres will enable local needs to be met in a sustainable way whilst strengthening their role as community hubs. Regeneration will be focussed in the most deprived 'post war planned neighbourhoods' and the Wilnecote Corridor, along Watling Street with an emphasis on improving the quality of the physical environment, housing provision, employment and health facilities and the availability of community facilities and services.

Existing green belt, countryside, high quality open spaces, sport and leisure facilities will be retained, and wherever possible, enhanced. This will help to project a positive image of the borough as being 'urban green' and to provide opportunities for improving biodiversity and recreation thus improving health and wellbeing. The existing network of green and blue linkages will be enhanced through the provision of environmental and access improvements to provide safe linkages between Tamworth's neighbourhoods, employment sites and to the town centre.

All development proposals will be of a high design quality and contribute to creating safe and welcoming places whilst making efficient use of Tamworth's limited supply of land. Proposals will promote sustainability by minimising and/or mitigating pressure on the natural, built and historic environment, natural resources, utilities and infrastructure whilst also mitigating and/or adapting to climate change and reducing pollution. Tamworth has a significant amount of land identified as being at risk of flooding, and as such development in flood risk areas will be resisted.

Accessibility to and through the borough will be delivered through improvements to the road, walking and cycling networks and public transport. Infrastructure improvements to increase the frequency of the train service to Birmingham and beyond from both Tamworth and Wilnecote Railway Stations will also be promoted along with improvements to the fabric of them.









# 4

## Chapter 4

# A Prosperous Town

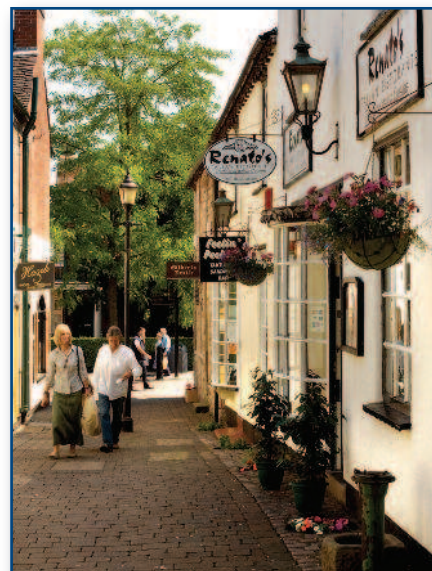
# CHAPTER 4 - A PROSPEROUS TOWN

- 4.1 Delivering a prosperous Tamworth involves planning positively for sustainable economic growth and to focus investment in the town centre and in the network of defined local and neighbourhood centres. Ensuring there is a sufficient amount and type of employment land in accessible locations will ensure jobs are retained and attracted to the borough to reduce the high levels of out-commuting. Focusing investment in existing centres and accessible employment sites will reduce the need to travel and make the most effective use of Tamworth's limited land supply.**
- 4.2 Tamworth Town Centre is the focus for large scale future investment and development as well as the preferred location for uses that attract a large number of people. Below this level, there is a need to provide for people's day to day needs in locations close to where they live. Local and neighbourhood centres play a vital role, not only as places to shop but because they provide the opportunity to deliver a wide range of services locally in places that are accessible by a choice of means of transport. They are particularly important in deprived neighbourhoods and areas with low levels of car ownership as residents can access basic services within walking or cycling distance or by public transport.
- 4.3 Tamworth has a widespread network of shops and facilities outside the town centre, which are well distributed throughout the Borough. Some are isolated but others cluster together, either in purpose built shopping centres or parades, many of which are located within the 1960's and 1970's overspill neighbourhoods, or they have evolved over time along main roads in the traditional housing areas. The Council has made a distinction between local and neighbourhood centres, depending on the range of services and catchment area served.
- 4.4 Tamworth is unusual in having such a large amount of retail floorspace outside the town centre in a location that is relatively close to the town centre at Ventura-Jolly Sailor-Cardinal Point Retail Parks. In addition, Tame Valley Retail Park exists to the east of the town and includes large superstores and a smaller number of bulky goods retailers. Figure 5 identifies the boundary of the out of centre retail areas. To some extent the development has provided the opportunity for Tamworth to meet the needs of major retailers that have not been able to find suitable sites and premises in the town centre. This has been of benefit to shoppers in the town and it has enabled the town to develop a strong retail offer for a town of its size. They also offer a generally better quality of shopping provision than the town centre. However, it is clear that the retail parks have become too dominant compared to the town centre and the balance needs to be redressed.
- 4.5 In view of the limited capacity for additional retail development in Tamworth beyond present commitments within and outside the town centre, it is not considered necessary or appropriate to identify further sites that could be capable of accommodating larger format developments. The focus for future development in the out of centre retail areas will be on improving the general environment as part of improving the linkages to the town centre, improving access by means other than the private car as part of congestion reducing measures and retro fitting of renewable/low carbon technologies.
- 4.6 There is a significant amount of commercial leisure provision in the borough; mostly located within the town centre including the Odeon multiplex cinema, the Snowdome, bowling alley and a range of other facilities.



## Tamworth Town Centre

- 4.7 The town centre boundary is shown in Figure 6 where main town centre uses and other uses, including those which contribute directly to the town centre, predominate.
- 4.8 Tamworth has a long history as a successful market town and experienced high levels of prosperity in the 18th Century when a considerable number of Georgian buildings were constructed including the Town Hall and Almshouses built by Sir Thomas Guy. Many of the buildings built during this time remain intact and contribute to the strong character of the town. From the 1960's through to the 1990's, in conjunction with the increase in population as a result of the overspill designation, major redevelopments in the town centre took place such as the square next to St Editha's Church, the Middle Entry Shopping Centre, the former Gungate Precinct and Ankerside Shopping Centre. Despite these recent interventions and some sporadic infill development, much of the historic fabric of the town centre remains in tact including the medieval street pattern. Protecting and enhancing the historic assets of the town will assist in defining Tamworth's unique streetscape, fostering local distinctiveness and preserving local character. The recent discovery of the Staffordshire Hoard near Tamworth has created an opportunity for the borough to exploit its connection to Mercian history and increase its tourism role.
- 4.9 The town centre remains a place where people want to visit, live, work, shop including spending time at leisure activities and visiting the cultural and tourism offer. It functions as a service hub for the borough; offering a range of services including banks, building societies, estate agents and health services and is a focus for arts and culture based events. It also contains a significant number of independent, specialist retailers and leisure operators and a thriving outdoor market, which together create a distinct 'Tamworth' offer. However, it faces a number of threats to its vitality arising from the nature of the town centre, its historic layout and issues around environmental quality together with the changing nature of shopping and the proximity of large out of centre retail parks including Ventura, Jolly Sailor and Cardinal Point, along with Tame Valley in the east of the borough.
- 4.10 The rise in the popularity of internet shopping, together with the preference of national retailers for larger, purpose built stores and the recent economic climate which has depressed consumer expenditure poses challenges for traditional town centres such as Tamworth's. In particular, the tendency for town centre units to be smaller, as a result of restrictions created by the historic street patterns and buildings, creates both challenges and opportunities which requires a co-ordinated approach between the council and its partners. This is a key role for the newly formed Tamworth Place Group. Organisations from across Tamworth and from private, public and voluntary sectors have come together to form the group as they were concerned about the image and reputation of Tamworth and wish to work together to understand these perceptions and address issues and seek solutions. The group is private sector led and its aim is to promote a new strategic view of the distinctiveness of Tamworth and to influence developments, communications and actions across the borough.
- 4.11 Whilst recent health checks<sup>3</sup> of the town centre have shown the centre to be performing relatively well in terms of shopper numbers, vacancy rates and rental values, concerns have been identified regarding the quality and range of the retail and leisure offer; in particular the emphasis on low value retail and a narrow leisure offer. Other issues include the lack of national retailer representation (and lack of demand identified for future representation) and the tendency for a significant number of the remaining national retailers to be either actively looking to dispose of their units or facing an uncertain future as operators.



- 4.12 The popularity of the out of centre retail areas has increased to such an extent that Tamworth is one of the few towns where comparison expenditure in its out of centre retail areas is double that of the town centre - with the town centre only attracting 28% of comparison goods spending by Tamworth residents in contrast with the out of centre retail areas receiving 58%<sup>4</sup>. It is predicted that this market share will increase at least in the short term as a result of recent development in the out of centre retail parks and the lack of new development in the town centre.
- 4.13 The regeneration and economic development of the town centre is seen as a key council objective and driver to the wider regeneration of Tamworth. The town centre should offer a distinctive environment and offer that compliments and not conflicts with the out of centre retail areas and is related more effectively through improvements to the physical linkages to take advantage of the higher expenditure levels of shoppers visiting these areas. This will require improving the physical linkages between the out of centre retail areas and to and within the town centre whilst diversifying the town centre's offer, including attracting new developments, and improving the quality of its environment to increase its overall attractiveness and image.
- 4.14 A Cultural Quarter is proposed, focused around public realm enhancement and structural improvements to and expansion of the Assembly Rooms building. In addition, to significant public realm enhancements around both the building and the existing library, key linkages will be created between the Cultural Quarter and the town centre, specifically the Gungate re-development.
- 4.15 In terms of strengths and opportunities, the town centre is an accessible and sustainable location, particularly by public transport and benefits from established walking and cycling links to Tamworth's neighbourhoods which makes it a sustainable location for development. However, there are barriers to pedestrian movement and the quality of the public realm is poor in places with extensive signage, guard railing and poor quality street furniture. Proposals to address these issues will be supported by the Town Centre & Place Making SPDs where appropriate.
- 4.16 A report entitled 'Tamworth Town Centre and Out of Town Linkage Proposals'<sup>5</sup> was prepared for the council in December 2010 to assess the linkages between the town centre and the out of centre retail areas and leisure offer. The report considers linkages between the town centre and Ventura Retail Park and the Snowdome in particular. The report concludes that significant potential exists to enhance the route along Fazeley Road by creating a unified character, improving the quality of the public realm, upgrading crossings and introducing wider connectivity. The report proposes the use of Fazeley Road as the main link with a Shuttle Bus operating along it on a circular route taking in Ventura Park Road, Bitterscote Drive and Bonehill Road, with bus stops providing direct access between shops in the town centre, Ventura Retail Park and Jolly Sailor Retail Park. A new pedestrian crossing at the River Drive / Fazeley Road junction could be integrated into proposed highway works to this junction. A stronger emphasis could be placed upon the pedestrian north-south linear axis linking the town centre to the retail parks.
- 4.17 Improved linkages from the town centre to other areas on the edge of the town centre such as the train station, and the Leisure Zone will also allow greater accessibility through sustainable modes of transport and will encourage increased movement to and from the town centre. This will help to reduce congestion in and around the town centre, helping to reduce pollution.



- 4.18 The perception of the town centre as a destination of choice will be addressed as a result of improvements to the retail, leisure and service offer supporting the market along with expansion of its tourism and cultural role. A key element of this will involve enhancing the role of the Castle Pleasure Grounds as a valuable sport, recreational, open space, and leisure asset for the town- reinforcing it as an important link to the out of centre retail parks. The town centre's role as a leisure hub will be promoted; making the most of its existing leisure facilities whilst encouraging a wider night time economy offer particularly focusing on family restaurants and cultural activities. The Retail Study identified a significant opportunity for the restaurant and bar market in the town centre; to capitalise on the current low proportion of expenditure in restaurants and pubs in the town centre by residents within the Tamworth study area. Together with the lower than average proportion of such uses within the town centre, this market represents a key opportunity to exploit and widen the town centre's attractiveness.
- 4.19 Concentrating new retail, leisure, service tourism/cultural and office development in the town centre is the best way to ensure that preference is given to sites that best serve the needs of deprived areas. It is also the location which best satisfies the sequential approach to site selection, giving preference to sites within centres to achieve a more sustainable pattern of development helping to combat climate change. It will provide the opportunity to increase accessibility by pedestrians, cyclists and public transport therefore maximising opportunities for improving the environment and the overall image of the town. Allocating sites for development within the town centre has further benefits in terms of developing on previously developed sites and maximising investment in a location that offers the greatest spin-off benefits for all town centre uses.
- 4.20 Residential development, in particular that of a higher density will be encouraged within the town centre. This will help deliver benefits associated with making the most of the borough's limited supply of land through maximising development on brownfield sites whilst increasing the demand for town centre services and increasing natural surveillance therefore delivering a safer environment.
- 4.21 A series of 'gateway development sites' situated at key entrances to the town centre have been identified which have the opportunity to create welcoming gateways to the town centre through improving legibility, promoting pedestrian and cycle priority access to key linkages and assisting the delivery of town centre regeneration.
- 4.22 A range of sites in Tamworth town centre have been identified to meet the identified capacity for 38,400 sqm gross floorspace of comparison goods retail and other town centre uses. The sites considered to be most appropriate to meet retail development needs are Gungate, Middle Entry and a partial expansion / re-configuration of the Ankerside Centre. The Gungate development in particular should attract retailers who are seeking accommodation in Tamworth but are unable to find suitable premises elsewhere within the town centre. Its development is seen as critical to delivering the regeneration of the town centre in terms of improving its offer to complement that of the out of town retail areas. The compact nature of its development and high quality design will link it into the historic network of existing streets and although predominantly retail led, there may be opportunities to incorporate a mixture of uses including residential, leisure and offices. Gungate will therefore be a key catalyst for bringing forward further investment in surrounding areas; increasing the town centre's attractiveness and overall viability and vitality.





4.23 Where development is proposed which results in a loss of existing car parking provision, the council will assess proposals on a site-by-site basis to ensure that suitable alternative car parking is provided. This will ensure that a satisfactory level of car parking is provided within the town centre to protect its vitality and viability. Appendix 1 provides additional detail on each of the sites.

**This policy aims to address strategic spatial priorities SO2, SO3, SO4, SO9, SO12**

**SP2: Supporting investment in Tamworth Town Centre**

The Council will work in partnership with businesses and landowners to revitalise Tamworth Town Centre and attract visitors. In accordance with the council and its partners’ key objectives, the town centre will be promoted as the borough’s preferred location for development containing town centre uses along with higher density, high quality residential developments. In particular, planning permission will be granted for development such as retail (up to 38,400 sqm floorspace comparison goods), leisure, tourism, cultural and office development that support and enhances its dual function as both the borough’s town centre and growing status as a sub regional tourism and leisure hub. As such, strategically important sites which the council will support to deliver these objectives are identified in figure 6.

The shopping area, defined in the town centre insert map, figure 6, contains the primary and secondary frontages areas. Within the primary frontages area, the council will expect 75% of uses to fall within the A1 retail use whilst the secondary frontages uses that result in active ground floors and promote the evening economy will be encouraged.

The outdoor street markets will be protected and enhanced through environmental improvements and promotional activity.

Development within the town centre and appropriate edge of centre locations will be expected to protect and enhance its historic character.

Key historic landmarks such as the castle, church and town hall define Tamworth’s identity as a historic market town. Development should respect and enhance these assets in terms of use, design, appearance, and interpretation.

Tamworth Town Centre will benefit from improved connectivity, in terms of cycling, walking and public transport, to and from the existing out of town retail areas, the railway station, and leisure zone. Development will be expected to contribute to enhancing the town centre’s open spaces and linkages including iconic gateway developments at strategic entrances to the town centre.





## Local Centres

- 4.24 The Tamworth Town Centre and Retail Study<sup>6</sup>(2012) defined eight local centres within the borough. These tend to provide a convenience food store plus a range of other services such as a post office, hot food takeaway, newsagent, library, pharmacy, community centre or doctor's surgery. Their size means that they serve a wider area than neighbourhood centres.
- 4.25 The Council will also help to strengthen local centres by supporting proposals for uses and facilities that would remedy deficiencies and help to address social exclusion. In the most deprived neighbourhoods of Amington, Belgrave, Glascote and Stonydelph, the Council is delivering a Locality Working initiative that will bring together a number of public service and voluntary organisations to provide advice where it is most needed. The aim is to locate these 'community hubs' within the existing local centres.
- 4.26 The local centres will continue to complement the town centre by providing retail and community facilities for their local population. Due to the limited role and function of the defined local centres in Tamworth in the retail hierarchy, it is not considered that any allowance should be made for expansion of any of the local centres. However, they are also the focus for many social, community and cultural activities, and as such, their role will be supported. Local centres may also be suitable for other uses such as employment and leisure, and residential use, particularly medium to high density potentially including flexi care accommodation.
- 4.27 In its assessment of their vitality and viability, the Retail Study rated 7 of the 8 local centres as being good with the remaining one as fair. Whilst the local centres, in the main, enjoy generally good accessibility by modes of transport other than the car, there are opportunities for further improvements to support their vitality. These include improving their connectivity, particularly through bus connections and walking and cycling facilities, to surrounding residential neighbourhoods, the town centre and employment areas. Public realm enhancements would improve the quality of the environment and help make the centres safer and easier for pedestrians to use.



## Neighbourhood centres

- 4.28 The Tamworth Town Centre and Retail Study defined seventeen neighbourhood centres within the borough. These comprise smaller clusters of shops, one of which is a convenience food store, with a limited range of associated shops or services. They are important in meeting the day to day needs of the local residential areas. As such, their roles will be protected.
- 4.29 The Retail Study identified only 6 of these centres as having a good level of vitality and viability and 2 are considered to be poor.
- 4.30 Most of the centres are serviceable rather than attractive and due to the age of a number of the neighbourhoods some of the centres are now in need of enhancement. Exley has been identified as being in particular need of physical improvements to the buildings and environment. There was a general lack of secure cycle stores and access difficulties for people with disabilities. The Council will therefore encourage better access and additional secure cycle stores. A summary of each centre is set out in Appendix 1.

4.31 The Anker Valley has been identified as a strategic housing allocation, which is essential to meet the identified housing needs set out in the Updated Housing Needs Study (2012)<sup>7</sup>. A new neighbourhood centre alongside other community facilities will be essential to create a sustainable neighbourhood that will reduce the need to travel whilst helping to create a sustainable community.

**This policy aims to address Strategic Spatial Priority SO4**

**Policy SP3: Supporting investment in local and neighbourhood centres**

Both local and neighbourhood centres offer the potential to be a focus for the regeneration of surrounding communities and proposals which enhance their vitality and viability will be supported. These include higher density residential development and improvements to existing housing provision; particularly in those centres located within regeneration priority areas-see Policy SP7.

Environmental enhancements, including improvements to green links and spaces, will be supported to improve their overall attractiveness and help design out crime. Transport improvements, particularly in relation to the frequency and quality of public transport provision will be encouraged to enhance the accessibility of centres.

a) Local centres are suitable for retail, leisure, employment and community uses serving local needs. Planning permission will be granted for such development provided it is of an appropriate scale and design and maintains or enhances the mix of uses available. Local centres are suitable locations for medium-higher density development including residential to support local services

b) Neighbourhood centres are suitable for retail and other 'A' class uses, particularly convenience retail, services and community facilities that meet the day-to-day needs of their immediate catchment. Planning permission will be granted for such development provided it is of an appropriate scale and design, and maintains or enhances the mix of uses available.

Notwithstanding the proposed Anker Valley Neighbourhood Centre, proposals for retail and leisure uses not in centres identified above will be assessed in accordance with CP2.

**Retail Capacity and Hierachy**

4.32 The need for additional floorspace for retail uses up to 2028, having regard to relevant market information and economic data, was assessed in 2012 by The Tamworth Town Centre & Retail Study<sup>10</sup>. In the quantitative need assessment, a capacity analysis for convenience (food) and comparison (non food) goods was undertaken in the Tamworth study area. This assessed the capacity for additional floorspace in Tamworth using a market-share approach. The capacity analysis shows:

- No capacity for additional convenience retail floorspace until 2016 and a small capacity by 2021 and 2028. By 2026 the capacity identified would support in the order of 1,100 sq. m. net (1,600 sqm gross) floorspace if it was developed for one of the leading food retailers or more if it was developed for discount food retailing.
- In comparison goods, after allowing for commitments in Gungate development there is no capacity for additional retail floorspace in 2016 or 2021 but there is significant capacity in 2028 to support in the order of 20,000 sqm additional floorspace.

4.33 Whilst the study identified an adequate overall level of existing leisure provision in Tamworth, a need was identified to improve the provision of cafes and restaurants in the town centre.

Increasing the offer of these operators, particularly aiming at family focussed providers will be key to increasing the overall attractiveness of the town centre; particularly in terms of helping to deliver linked trips between the out of centre retail areas and the town centre.

- 4.34 All the available capacity will be met within Tamworth Town centre in order to deliver the key spatial objective of regenerating and focussing investment within the town centre.
- 4.35 Whilst there is limited opportunity to expand the town centre due to physical constraints and the centre's historic environment, there is significant potential to consolidate the town centre through a number of redevelopment opportunities within the town centre boundary. These are set out in Policy SP2.
- 4.36 Focussing retail and leisure investment in Tamworth Town Centre will shift the balance of attraction from the out of town centre retail areas more towards the town centre. However, this will also require restricting further growth of out-of-centre shopping development in the out-of-centre retail areas that could weaken the attraction of the town centre, especially until the Gungate redevelopment scheme becomes established. Whilst proposals to refurbish existing units and environmental and accessibility improvements will be encouraged, development which results in the creation of additional retail and/or leisure floorspace at the existing out of centre retail parks at Ventura, Jolly Sailor, Cardinal Point & Tame Valley will therefore not be supported.
- 4.37 Due to the focus on delivering future retail growth in the town centre, together with the limited role and function of the local and neighbourhood centres, no quantitative expansion is proposed. Likewise, the Retail Study did not identify a need for any additional designations apart from to support major new residential development at Anker Valley.
- 4.38 Local and neighbourhood centres have a complementary role as part of the established retail hierarchy, serving the local community. The existing centres ensure a sustainable focus and pattern for development with each having its own distinctive character and mix of uses, including shops, services and community facilities. The mix of uses will be carefully managed, with an emphasis on protecting facilities that provide for people's day to day needs and community facilities unless it can be demonstrated that they are no longer required to serve local needs. Loss of A1 class uses at ground floor level should be resisted to retain accessible local shops and a lively and viable centre, particularly where they occupy large units or frontages.
- 4.39 Small scale offices offering professional advice such as solicitors or financial services are also appropriate uses in local centres, particularly for the less mobile who cannot access the town centre easily. They would be suitable for smaller ground floor units or upper floors. Some of the centres provide residential accommodation above ground floor, in purpose built flats or converted floorspace. Higher density residential schemes within local and neighbourhood centres, including using upper floors above commercial uses, will be supported because they are sustainable locations with generally good access to public transport.
- 4.40 The distinctive characteristics of each centre will be protected and promoted. There is scope for making improvements to the public realm and shopping environment, linked to other key objectives of increasing their accessibility; particularly by public transport, walking and cycling. Their potential to become community regeneration hubs; particularly in the regeneration priority areas will be supported particularly where this involves delivering education-training and health related facilities of an appropriate scale.
- 4.41 Whilst the need for additional convenience provision is deemed to be marginal, until at least 2021, qualitative issues should be taken into account. In particular, a possible qualitative need for additional convenience goods shopping in Tamworth Town Centre has been identified to enhance its vitality and viability. Proposals for any additional food shops of appropriate size within the town centre, local or neighbourhood centres should be assessed in relation to the extra benefits to maintain or enhance the centre. Any proposal should provide detailed supporting information to assess the impact on existing nearby centres.

**This policy aims to address Strategic Spatial Priority SO2, SO3**

**CPI Hierarchy of centres for retail & leisure proposals**

Tamworth’s retail and leisure hierarchy is defined as follows:

- First - Tamworth Town Centre
- Second - edge of town centre
- Third - local centres
- Fourth - neighbourhood centres

Planning permission will be granted for development that is appropriate in relation to the role and function of each centre. If proposed outside of the town centre, local and/or neighbourhood centres, new retail and leisure development must demonstrate;

- a. need,
- b. compliance with the sequential test,
- c. good accessibility by walking, cycling and public transport,
- d. that there will be no adverse impact on the vitality and viability of other existing centres
- e. it would not prejudice the delivery of other strategic objectives.

For retail and leisure development proposed outside of the defined hierarchy of centres, an impact assessment would need to be provided (to accompany planning applications) based on the following floorspace thresholds at the locations listed below:

- f. Outside of the town centre primary shopping area, for proposed retail and leisure developments of more than 1000 sqm gross floorspace.
- g. Within 800 metres of the boundaries of the town centre, local and neighbourhood centres, for proposed retail and leisure developments of more than 500 sqm gross floorspace.
- h. In the defined out of centre retail parks (Figure 4), for proposed retail and leisure developments of more than 500 sqm gross floorspace

In addition, the impact assessment would need to assess the impact of the proposal on the Gungate redevelopment, Middle Entry redevelopment and Ankerside Shopping Centre redevelopment.

In assessing the impact of a proposal, consideration will be given of the cumulative effects of the proposal, recently completed retail developments and outstanding planning permissions for retail development, where appropriate.

Development proposals deemed by the Council to have a significant impact on an existing centre that fall below the above thresholds will require an impact assessment proportionate to the scale of the proposed development.

**Sustainable Economic Growth**

4.42 A significant contribution to the Local Development Framework which helps to create a diverse local economy and achieve economic prosperity in the Borough is to ensure that sufficient employment land is available in the right sustainable locations in order to support local businesses, encourage expansion of small business and attract inward investment, in accordance with national and regional guidance.

4.43 Tamworth is strategically located at the heart of the motorway network with links to both the M42 and M6 toll and the A5 which runs through the Borough.

4.44 In recent years there has been an increase in investment from the logistics and high skilled manufacturing sectors. However, the amount of employment land has declined in Tamworth in the last decade with significant redevelopment of a number of sites for residential purposes,



including Tame Valley Alloys, Metrocab, Doultons and Smurfits. This has left a network of strategic employment areas distributed throughout the Borough which will be required to meet future employment needs.

- 4.45 Delivering economic growth will be crucial to ensure that Tamworth has a robust and growing economy in the future, to raise prosperity for its residents and businesses and to enable it to continue to play a key role within established spatial economic partnerships. However Tamworth's economy does not sit in isolation. There are a range of areas where people currently work outside of the Borough such as the West Midlands conurbation and Birch Coppice in North Warwickshire alongside potential future locations such as Whittington Barracks in Lichfield. To assist with delivering a growing, prosperous economy, partnership working across Tamworth's functioning economic geography will be essential, particularly if it is proven as a result of monitoring that Tamworth is failing to meet its needs within its boundary.
- 4.46 The evidence base set out in the 2012 Employment Land Review<sup>8</sup> identifies a broad range of employment land requirements for Tamworth up to 2028. The network of strategic employment areas will play a significant role in meeting this requirement.
- 4.47 The Employment Land Review looked at the existing portfolio of employment land and identifies potential supply. In general none of the existing employment areas were considered to be performing poorly as a whole, although some parts of the employment estates did have high vacancy levels. The market view confirmed that there was demand for units at the majority of the employment areas and that they had relative strengths and weaknesses for businesses of different types looking to locate there which supported a diverse Tamworth market. Consequently the review highlighted that the network of strategic employment areas should be retained in employment use although some parts may need modernisation and environmental enhancements.
- 4.48 However the review did highlight issues with Kettlebrook Road Industrial estate related to its location and surrounding uses. The industrial estate, not considered to be strategic in its size, is constrained by the A5 bypass and the adjacent railway line and is surrounded by residential properties to the west, all of which are considered to limit the scope for expansion. Furthermore because of poor access to the strategic highway network it is not considered an attractive location for modern business requirements and therefore not suitable for significant redevelopment within employment uses. Consequently there may be scope for the comprehensive redevelopment of this site for residential purposes to compliment its surrounding uses.
- 4.49 In relation to future supply, the review identified a portfolio of sites, including key strategic sites around Bitterscote and the M42 Junction. It also highlighted the important role of regenerating existing strategic employment areas, Lichfield Road, Amington and Tame Valley. The table set out in Appendix 1 provides a description of each employment area and identify the capacity of each area.
- 4.50 To ensure that the town centre is the key driver in delivering a prosperous Tamworth it will be important to have a suitable portfolio of Office space. Increasing the number of people who work within the town centre has numerous 'spin-off' benefits, not only is it the most sustainable location, accessible by a variety of transport modes, office development will also increase the number of people using associated services and facilities and thus improve the vitality and viability to help regenerate the town centre.
- 4.51 However as a result of limited land supply and the need to focus a variety of uses, including retail, leisure and residential, in the context of constraints related to the historic fabric and need to protect and enhance the conservation areas it is considered that office space will be delivered in the form of mixed-use development.
- 4.52 As part of this approach it will be important to maximise the role of the train station, in particular with its excellent links to London, Birmingham, Manchester and Nottingham.

- 4.53 Up to 20,000 sqm of new office floorspace will be delivered within the town centre and on edge of centre sites<sup>9</sup>. The most suitable locations include the redevelopment of the existing Arriva Bus Depot, Upper Gungate, Jewsons, Saxon Drive, as well as conversion of upper floors of buildings within the town centre. Specific sites identified for redevelopment are set out in Appendix 1.
- 4.54 Should it be demonstrated that the level of office provision cannot be met within or on the edge of the town centre, strategic employment sites could be considered for office development, providing this helps deliver the overall strategy and is not in locations that would be considered detrimental to the future vitality and viability of the town centre.
- 4.55 The government supports the creation of Local Enterprise Partnerships (LEPs) to promote local economic development. LEPs are joint local authority-business bodies that will assume a strategic leadership role in economic renewal for a defined and agreed functional economic area. Tamworth is part of the Greater Birmingham and Solihull LEP. The LEP's emerging Economic Strategy; in particular its focus on job creation will be supported through ensuring sufficient land is identified for delivery.

**This policy aims to address strategic spatial priorities SO2 and SO3**

**SP4 Sustainable Economic Growth**

Sustainable economic growth will be delivered through; providing a minimum of 36 hectares of additional employment land up to 2028 and providing 20,000 sq.m of new office floorspace. This will be achieved through protecting and enhancing the network of strategic employment areas and promoting the role of the town centre.

The Strategic Employment Areas (identified on Figures 2 & 4) comprise the following;

- Bitterscote (Bonehill Road, Cardinal Point, Bitterscote South)
- Tame Valley Employment Area (Hedging Lane, Two Gates, Tame Valley Industrial Estate)
- Amington Employment Area
- Lichfield Road Employment Area
- Centurion Park Employment Area
- Relay Park Employment Area

Whilst not considered to be a strategic employment area, appropriate employment generating uses will be promoted as part of the Wilnecote Regeneration Corridor proposal (SP5).

The preferred locations for offices in and on the edge of the town centre are identified on Figure 6.

The Council will encourage the comprehensive release of Kettlebrook Road Industrial Estate for residential use provided that this supports the overall spatial strategy.

- 4.56 Having a suitable, well performing network of employment areas alongside a sufficient supply of offices is crucial to promoting economic growth and enterprise as set out in Spatial Policy 4.
- 4.57 The 2012 Employment Land Review<sup>11</sup> focused on the existing network of employment areas, estimated future employment land requirements and looked at potential supply.
- 4.58 Appendix 1 provides an overview of the employment areas of which the strategic network of employment areas identified on Figures 3 & 5 are considered to be performing relatively well. However it is evident that there needs to be improvements to these areas, including making improvements to the environmental quality and transport network e.g. road surfacing. Furthermore there is significant potential for the employment areas to deliver the provision of renewable and low carbon energy initiatives through the retrofitting of renewable energy



techniques, such as photovoltaics and green roofs. In addition the layout of existing employment areas could increase the possibility of using combined heat and power.

- 4.59 Moreover there has been increasing pressure for alternative town centre uses on existing employment areas. However there is a risk that this could be to the detriment of the function of the employment areas and also that of the town centre. It is therefore important that the B class uses remain at the employment areas. Any change of use to alternative uses would have to demonstrate need, compliance with the sequential test and the accessibility of the proposal by a variety of sustainable transport modes.
- 4.60 The 2009 Offices paper<sup>12</sup>, looked at the office market in Tamworth and identified locations for future provision. It identified that there is a viable market for office provision in and at the edge of the town centre, with its excellent sustainable transport links and sufficient provision of services. However this is reliant on the development of new office stock to meet modern business requirements, this would attract new development and occupiers which in turn will further improve perceptions of the town centre and make it more attractive to businesses.
- 4.61 Increasing skills and training is an important element to promoting economic growth and enterprise. It is a key target of enterprise partnerships to create an appropriately skilled workforce to support their own development and the needs of the local business community. It is important to facilitate the creation of strong links between skills, training providers and businesses to ensure that existing and new businesses alongside Tamworth's residents maximise their potential and help to deliver a growing, sustainable economy. Therefore it is important to focus training in the appropriate sectors, utilise and promote existing vocational centres at TORC, South Staffordshire College and Landau Forte academy alongside the wider education facilities within Tamworth.

## This policy aims to address strategic spatial priorities SO2 and SO3

### CP2 Employment Areas

Planning permission on the network of strategic employment areas identified in SP4 will be granted for B1 (b,c), B2 and B8 uses. The expansion of any existing business within these use classes will be supported provided it promotes and supports the strategic economic objectives of the plan and the wider objectives of sub-regional economic partnerships.

Where planning permission is proposed for alternative uses within existing employment areas, the development will be required to demonstrate:

- a) through an independent assessment, that the site is no longer viable and attractive to the market for its existing permitted use,
- b) need and compliance with the sequential test (see Glossary),
- c) good accessibility by walking, cycling and public transport, and
- d) there will be no adverse impact on the vitality and viability of existing employment areas and other existing centres.

Planning permission for Office use B1 (a) will be supported within or on allocated edge of town centre sites as shown on Figure 6. Where this is part of a mixed use scheme within the Town Centre the development will need to comply with guidance set out in the Place Making SPD.

To ensure improvements to the overall sustainability and viability of the employment areas, the following measures will be required:

- a) Accessibility by all means of transport in particular public transport, cycling and walking
- b) Appropriate soft and hard landscaping, permeable surfaces, signage and lighting

The provision of renewable and low carbon energy initiatives including, combined heat and power, photovoltaics, green roofs, grey water harvesting, ground source heat pumps will be accepted where appropriate to the location and in compliance with CP10.

## Culture and Tourism

4.62 Tourism is one of the largest and fastest growing industries in the country. It is the largest growth industry in Staffordshire, generating £987 million per annum and employing over 40,000 full time equivalents. The total expenditure generated by visitor trips to Tamworth in 2010 is estimated to be £50 million with the major receiving sectors of all tourism spend are retail £19 million (35%) and catering £17 million (31%) It is estimated that from the tourism expenditure in Tamworth of £50 million, a total of 1,362 jobs are supported by tourism spend, although these jobs are not all provided to residents of the local authority.



4.63 Tamworth's many tourism and cultural strengths and potential owe much to its history and setting, which is focussed on the town centre. It has a strong historic centre with a number of landmark buildings located in the town centre which are open to the public, Tamworth Castle and St. Edith's Church being the most visited.

4.64 The town centre is the most visited part of the borough and the majority of its attractions are located within the centre. However, Tamworth suffers from a poor image within the region, which reflects its recent history as a post war expanded town and the resulting urban form. A main contributing factor is the town centre's comparative weakness in respect of the quality of the retail and leisure offer with a shortfall of family orientated food and drink outlets and a predominance of pubs results in a narrow evening economy. In addition, aspects of the built environment are considered to be poor which is compounded by poor physical linkages with the out of centre retail areas which discourages linked trips.

4.65 Overnight visits boost spend in the local economy, however, there has traditionally been a lack of good quality accredited accommodation. Tourism spend is not restricted to the attractions themselves, a range of other local businesses benefit and increasing the number of overnight stays would increase spend in related services such as restaurants and shops. The situation has been helped by the recently completed hotels on the edge of the town centre. This may help to attract recreational as opposed to business tourists which is seen as a potential market to exploit, as a result of Tamworth's excellent connectivity and location.

4.66 In addition to the town centre, a unique cluster of sport and leisure facilities is located immediately south and east of the town centre with the Castle Grounds, forming a focus for events and activities. Tamworth also has the benefit of the extensive green linkages that run through the borough and out to the countryside beyond. Proximity to the river and canal networks also form a unique recreation and under-used tourist resource. This will form the basis of projects promoted through the Central Rivers Initiative (CRI)\*. Linked to this is the RSPB nature reserve at Middleton Lakes, which is located just outside the borough boundary in Lichfield District and is expected to attract significant numbers of visitors. It is expected to become the most important site for breeding birds in the West Midlands. Other attractions outside the borough but on Tamworth's doorstep include Drayton Manor Theme Park, Kingsbury Water Park, The Belfry and the National Memorial Arboretum at Alrewas. Improving the access; particularly via public transport, to these attractions from the borough is seen as a key objective to increase the overall attractiveness of Tamworth as a tourism destination.

4.67 The Council and its partners' overall vision is to raise the profile of Tamworth within the Heart of England, promoting it as 'A Market Town for the 21st Century'. A key component of this is partnership working with tourism organisations and neighbouring local authorities to promote Tamworth as a visitor destination.

\* Tamworth is perceived as a key gateway into the CRI and, as such, opportunities to promote this role will be maximised.

4.68 The recent discovery of the Staffordshire Hoard represents an opportunity for the borough to exploit its connection to Mercian history and increase its tourism role. As the Ancient Capital of Mercia, Tamworth is hugely significant in the Saxon story. The Hoard has resulted in the Mercian Trail being developed with the major partners, Birmingham, Stoke on Trent, Lichfield and Tamworth. Each area will focus on a different aspect of the Saxon era. Tamworth will focus on the Royal and Military stories, Lichfield, the religious aspect, Stoke on Trent the actual find and archaeology of the hoard and Birmingham the trading links and craftsmanship. Stoke on Trent and Birmingham will continue to house the majority of the find, Lichfield and Tamworth will hopefully have a permanent exhibition with some of the items. Tamworth Castle will look to find funds to redevelop the top floor of the Castle to house such an exhibition that will attract visitors to the town.



4.69 An attractive town centre is a key element of the tourism offer. Much of Tamworth's future success depends on regenerating the town centre in order to improve the perception and image of the town as a destination for retail and leisure. Major redevelopment schemes such as the Gungate redevelopment site provide the opportunity to provide a development built to a high standard of design that complements the historic centre. Investment in major schemes should generate a knock on effect to stimulate wider regeneration. Public realm improvements through high quality paving and street furniture would enhance the visitor experience.



4.70 The Improvements to the physical linkages and signage between the town centre and the out of town retail parks, leisure zone and railway station will make them more convenient and attractive to use.

4.71 It is recognised that to expand the offer of Tamworth town centre to local residents and visitors alike, cultural development is seen as a key catalyst, in conjunction with other local investment. It is recognised that the current focus for a lot of cultural related events, the Assembly Rooms is limited in its ability to deliver further events, due to its age, historic grade II listing and its overall quality as a venue. Significant improvements and extensions to the existing Assembly Rooms building are therefore proposed to cater for events and activities which at the current time cannot be met, primarily due to current building limitations. It is envisaged that the Assembly Rooms will form the focal point of a cultural quarter for the town.

4.72 Tamworth is currently lacking in an appropriate conference and exhibition facility for local businesses and the local community. Existing venues are too small and were designed first and foremost for purposes other than conferences, exhibitions and training.

4.73 A purpose built facility would enhance the reputation of the area as a place in which to do business, provide sustainable opportunities for employment, both directly and indirectly. The secondary effects from such a facility would also be beneficial with increased potential for take up of the local tourism offer and hospitality venues through an increase in business tourism.

## This policy aims to address strategic spatial priorities SO2 and SO9

### CP3 Culture and Tourism

To deliver a vibrant cultural and tourism economy which will help improve the quality of life of residents and visitors, the Council will work with partner agencies and organisations to:

- a) Safeguard existing cultural facilities that are viable and support the expansion of the Assembly Rooms as the centrepiece of the emerging Cultural Quarter
- b) Promote, protect and enhance the borough's landscape and historic character
- c) Encourage provision of a diverse range of cultural facilities including leisure and conference facilities within Tamworth Town Centre
- d) Encourage leisure and cultural facilities as part of mixed use development schemes within Tamworth Town Centre and of an appropriate scale in local and neighbourhood centres
- e) Support appropriate proposals for re-use of historic buildings
- f) Promote existing tourist attractions such as Tamworth Castle and awareness of and interest in heritage assets such as mining, pottery and the borough's Mercian heritage
- g) Encourage developments which result in additional tourist attractions within Tamworth Town centre including a Heritage Centre as well as appropriate infrastructure such as hotel accommodation, public transport, improved walking and cycling routes and facilities, signposting/interpretation and information centres
- h) Promote a family focussed evening economy within Tamworth Town Centre by expanding the restaurant and leisure offer
- i) Deliver improved physical linkages between the out of centre retail parks, the railway station and leisure facilities to the town centre
- j) Encourage the regeneration and restoration of the rivers and the Coventry Canal through the borough as an important tourism resource
- k) Improve the transport connections and physical routes through promoting what already exists to visitor attractions outside of the borough; particularly to Drayton Manor and Kingsbury Waterpark and the National Memorial Arboretum.





# 5

## Chapter 5 Strong and Vibrant Neighbourhoods



# CHAPTER 5 - STRONG AND VIBRANT NEIGHBOURHOODS

- 5.1 Together with strong centres and sufficient employment opportunities, delivering sufficient new housing, of the appropriate type, tenure and cost and in accessible, sustainable locations together whilst focussing on areas requiring regeneration will deliver strong and vibrant neighbourhoods.**
- 5.2 The Southern Staffordshire Districts Housing Needs Study<sup>13</sup> (May 2012), which covered the areas of Tamworth, Cannock and Lichfield set out the potential scale of future housing requirements in the three districts based upon a range of housing, economic and demographic factors, trends and forecasts and established 12 scenarios to project future demand. These scenarios are set out in the housing needs and supply background paper.
- 5.3 The scenarios identified a range of growth options for Tamworth during the plan period, from 4,400 dwellings to 11,150 dwellings. The 11,150 figure is economic led, based on past employment trends and predicts a significant amount of in-migration to counter a predicted ageing workforce. However this approach is not considered appropriate because it would result in an over-development pressure on Tamworth which would have a detrimental impact on infrastructure and the network of 'urban green'. Aside from the figure of 11,150 dwellings the remaining figures range from the aforementioned 4,400 to 6,231 dwellings. These options all have strengths and weaknesses and it is not considered appropriate to use a single figure when establishing an overall target for the Borough. The study also analysed the core constraints on delivery including the environmental and infrastructure capacity and concluded that the dwellings requirements for Tamworth range between 240-265 dwellings per annum (5,280 to 5,830 dwellings). Taking a mid-point of these figure annualised over the course of the plan period equates to an overall need of 5,500 dwellings.
- 5.4 Focusing on supply, in the period 2006-2012, 1248 (gross), 1213 dwellings (net), have been completed and there are a further 411 dwellings either under construction (112) or with planning permission (299).
- 5.5 A Strategic Housing Land Availability Assessment<sup>14</sup> (SHLAA) has identified that 13765 dwellings could come forward in the next 15 years. 1193 dwellings (including the aforementioned 411 commitments) have been identified as deliverable and are considered to come forward in the next 5 years, a further 2644 dwellings have been identified as developable, of which it is considered 1335 dwellings will come forward in 6-10 years and 1309 dwellings in 11-15 years, this supply includes 1150 dwellings at the Anker Valley Sustainable Urban Neighbourhood being developed during the course of the plan period.
- 5.6 It is evident therefore that in establishing an overall supply for the duration of the plan period (i.e. 2006-2028). 1,213 completed dwellings (net) alongside a supply of 3,765 dwellings provide a maximum possible supply of 4,978 dwellings up to 2028. As stated in the SHLAA, it is important to consider the potential for sites to lapse, which based on historic trends is considered to be at least 180 dwellings over the plan period. Taking this into consideration, together with an optimistic approach to site viability and the potential for lower density development on some sites which would further reduce the ability to deliver the 4,978 dwellings. Therefore, a reduced figure of 4,500 dwellings is considered to be a realistic figure to be delivered over the course of the plan period, this equates to 205 units per annum and is illustrated in the indicative housing trajectory (including a 5% buffer over the 5 year supply period as required by the WPPF) set out in figure 7, appendix 2.



- 5.7 A significant proportion of these sites are situated within the urban area, and the supply predicts the proportion of future completions as being 47% on brownfield land and 53% on greenfield land. This supply, based on the latest definition (2010) of brownfield/greenfield land which classifies garden land as greenfield, predicts a reduced proportion of completions on brownfield sites compared to previous completions. In the period 2006 to 2012, 1213 (net) dwellings have been completed, 91% of which were on brownfield sites. However, this uses the definition in PPS3 prior to the revisions in June 2010 and therefore results in a higher proportion as a result of previous approvals for 'backland development'. This identified reduction is a consequence of the Anker Valley Sustainable Urban Neighbourhood (greenfield site) and a limited supply of large brownfield sites, in terms of sites the SHLAA identifies that 87.68% of sites are brownfield compared to 12.32% of greenfield sites. A number of large brownfield sites completed previously were on employment land, such as Tame Valley Alloys, the Former Doulton Works and the Metrocab site. However it is considered that a significant release of employment areas would not allow for an appropriate amount of employment land to support future economic growth. Furthermore all of the deliverable and developable sites identified in the SHLAA are within sustainable locations and are considered to contribute to the creation of sustainable communities.
- 5.8 Aside from Anker Valley there is a limited supply of large sites over 14 dwellings. The supply of 3,765 dwellings consists of 216 sites, of which 161 sites are 14 dwellings or below and only 13 sites have a capacity of 50 or more dwellings (not including Anker Valley). The reliance on small sites leads to some uncertainty over deliverability due to issues such as viability. Furthermore some of these sites, particularly in the town centre or in the Wilnecote Regeneration corridor, may come forward for other uses or as part of a mixed use development which may result in fewer dwellings being delivered. For this reason, the Anker Valley allocation should be seen as a minimum to allow for flexibility. The Tamworth Future Development and Infrastructure Study<sup>15</sup> (2009) highlighted that the site could accommodate potentially in excess of 1400 units if employment was not allocated on the site, so there is flexibility to accommodate further growth if required and capacity for further growth beyond the plan period.
- 5.9 Empty homes are an important consideration when assessing the overall demand for housing. There are many reasons why a home may be long term empty; such as being in a poor condition, being refurbished, up for sale, or the owner may be working abroad, caring for a relative or being cared for themselves elsewhere to name but a few. Long term empty homes can not either be taken in isolation. For example, at the end of January 2012 there were 215 privately owned empty homes in the Borough but over 2000 people on the housing register. The proportion of empty properties to numbers on the housing register clearly demonstrates that new house building, including affordable housing, is key to increasing the supply of housing to meet need in Tamworth. However, the Council is also working hard to bring empty properties back into use which does have a role to play in meeting this need. The Council brought back 47 empty properties into use during 2011/12. Activity is now being concentrated more effectively on those properties that have been identified. Additionally, the Council has actively encouraged & supported a bid for government resources that will, if successful, enable the development of a project in partnership with a RSL, the County Council and voluntary sector to tackle empty homes with a view to increasing the supply of affordable housing & provision for specialist provision in Tamworth.

- 5.10 As stated, delivery of the housing requirement heavily relies on a number of smaller, less strategic sites which have been identified within the SHLAA (2011). This will involve the Council working proactively with landowners and developers to identify and overcome constraints to arrive at policy compliant and viable residential schemes during the lifetime of the plan. This may involve the Council utilising its Compulsory Purchase powers to unlock sites and/or securing external funding sources to secure delivery. The Council is committed to reviewing its existing assets to identify development opportunities. An example of this is the ongoing review of Council owned garage sites with a view to bringing forward suitable sites for small scale housing development. Consultants have been appointed and the first planning applications are in the process of being submitted.
- 5.11 The considered uncertainty over the outlined supply has implications for the ability of Tamworth to meet its identified needs within its boundary. This is highlighted in the Southern Staffordshire's District Housing Needs Study and in the figures identified above. With a potential supply of 4,500 dwellings against a need of 5,500 dwellings it is evident that 1,000 dwellings need to be accommodated outside the Borough to meet the needs of Tamworth.
- 5.12 The identified need to accommodate growth outside the boundary as a result of Tamworth's constrained land supply is well established. The proposed revision to the West Midlands RSS<sup>16</sup>, in identifying housing requirements, recognised the need to deliver 1000 dwellings outside the borough's boundary in addition to the then identified need of 2,900. The updated housing needs study, whilst confirming this has stated that this is a minimum requirement. The Tamworth Future Development and Infrastructure Study, carried out jointly with Lichfield District and North Warwickshire Borough Councils, examined options for delivering the need.
- 5.13 Two of the options identified were within the Borough boundary, the remainder were outside. It was considered that the Anker Valley option was the most sustainable option within the Borough boundary to deliver the Spatial Objectives for the town.
- 5.15 The Council has recently agreed a Memorandum of Understanding (MoU) with both Lichfield District and North Warwickshire Borough Councils. Both councils have agreed to deliver a proportion of Tamworth's future housing needs within their respective administrative boundaries. The MoU sets out the number of houses to be accommodated, their distribution and the phasing mechanism for their delivery. This will be set out in more detail through Lichfield and North Warwickshire's respective Local Plans and within subsequent Development Plan Documents; should they be required.
- 5.16 Within a broad development location within Lichfield District, centred on land to the north of Anker Valley Sustainable Urban Neighbourhood (as shown on Figure 3) around 1,000 homes will be delivered, in part to meet housing needs arising within Lichfield District and in part to meet the needs arising within Tamworth Borough that cannot be met within its boundary. The release of land to the north of the Anker Valley will be dependent on land being developed within Tamworth Borough first and key infrastructure being delivered within the Anker Valley.

## This policy aims to address Strategic Spatial Priority SO5

### SP5 Housing

Within the Borough of Tamworth a net increase of up to 4500 dwellings will be delivered in the period 2006 – 2028 at an average of 205 units per annum. At least 1150 dwellings will be provided for at a sustainable urban neighbourhood to the north east of the town centre in the Anker Valley. The remaining will be provided within the existing urban area taking the opportunity to maximise the effective use of land in sustainable locations.

Through working with adjoining authorities, a minimum of 1000 dwellings will be provided to meet Tamworth's needs. The distribution and mechanisms for delivery are set out within the joint Memorandum of Understanding agreed between Tamworth, Lichfield and North Warwickshire Councils.

Development to meet Tamworth's needs within Lichfield's boundary will be met in the broad location (Land to the north of Anker Valley Sustainable Urban Neighbourhood identified on Figure 3) and allocated within Lichfield's Local Plan and any others subsequent DPDs. Development to meet Tamworth's needs within North Warwickshire's boundary will be set out within North Warwickshire's Local Plan, and any others subsequent DPDs.

Development outside of Tamworth's boundary will not be supported if it is shown to prejudice the delivery of Anker Valley Sustainable Urban Neighbourhood and the overall strategy. Infrastructure to deliver and mitigate the impacts of Tamworth's future housing needs will be identified and provided for through future joint working between Tamworth, Lichfield and North Warwickshire Councils.

Housing development will be expected to contribute to the achievement of sustainable communities. Priority will be given to locations with good accessibility by means other than the private car in close proximity to existing or planned community services and facilities. The Council will secure high quality well designed housing development, that contributes to creating inclusive and safe mixed communities and reduce health inequalities. This will be achieved by providing a mix of dwellings of the right size, type, affordability and tenure to meet community needs.

- 5.17 Taking into account the lack of developable land within the borough and the need to accommodate future housing needs, Anker Valley Sustainable Urban Neighbourhood has been identified as the only strategic site capable of delivering a substantial proportion of the identified future housing need for the borough. Moreover, the size of the site and its location adjacent to both the town centre and public transport facilities creates an opportunity to develop a sustainable urban neighbourhood to assist the delivery of the overall spatial strategy for the borough; addressing housing need, supporting regeneration of the town centre, improving connectivity and mitigating against the effects of climate change.
- 5.18 It is recognised that a sustainable neighbourhood is more than just housing. Anker Valley Sustainable Urban Neighbourhood will require the delivery of the necessary supporting infrastructure to create a sustainable, inclusive community including a neighbourhood centre, community facilities, including the provision of a primary school with linkages and access to open space in a high quality, well designed environment.
- 5.19 Improved linkages to the town centre will be a critical component of the proposal, along with access improvements to employment areas and Tamworth Railway Station. Internal trips will be maximised through the provision of services and facilities on site and by having a high degree of public transport accessibility will reduce the need to travel by private car therefore minimising congestion on the local road network.

- 5.20 Its sensitive location requires careful mitigation measures to be put into place including less intensive development around the boundaries and appropriate landscaping on the edge of both the open countryside to the east of the site and the Amington Hall Conservation Area to the north east of the site. The character appraisal for Amington Hall Estate Conservation Area<sup>17</sup> identifies its principal feature as being the setting of open countryside and woodland and the long distance open rural and semi rural views available from within its boundaries. The Anker Valley Sustainable Urban Neighbourhood is located approximately 90 metres from the western boundary and in developing this site, it is important to maintain the physical separation from the urban area to the conservation area. In addition to the effect of physical proximity, noise and light pollution from the development could also impact on the special character. Developers will need to have regard to maintaining the setting of the conservation area through careful design, layout and landscaping.
- 5.21 To reduce the risk of flooding and to contribute towards water management objectives, opportunities for the inclusion of Sustainable Urban Drainage Systems (SuDs) will be sought whilst biodiversity opportunity areas will also be encouraged.
- 5.22 The Council will work with developers of the Anker Valley Sustainable Urban Neighbourhood to produce a detailed masterplan for the site to accompany the first planning application prior to submission. This will consider the wider context of development to the north of Tamworth in Lichfield District.



## This policy aims to address strategic spatial priorities SO2, SO4 and SO5

### SP6: Anker Valley Sustainable Urban Neighbourhood

The Anker Valley Sustainable Urban Neighbourhood, as identified in Figures 3 & 5, will provide at least 1150 new dwellings and associated infrastructure as detailed below. Anker Valley will be well connected internally to the neighbourhood centre, as well as to Tamworth Town Centre, Tamworth Railway Station, to employment areas and countryside beyond. A detailed master plan for the development will be produced to guide the following objectives:

- a) The creation of an integrated, distinctive neighbourhood to meet the needs of the community including young and older persons and families to ensure social cohesion.
- b) Provision of public transport with new footpaths, cycleways, and green linkages to help maximise both internal trips and sustainable travel whilst mitigating the traffic impacts of the proposal on the strategic and local road network to be considered as part of the Anker Valley Local Transport Package. These include delivering:
  - i. the Anker Valley Local Transport Package and further car parking capacity and access improvements at Tamworth Railway Station,
  - ii. improvement and management of Ashby Road and associated highways,
  - iii. proposals for the provision of the Anker Valley Link Road and the possible provision of sustainable Amington Transport Link in accordance with Policy SP9,
  - iv. Pedestrian linkages to the town centre, surrounding areas and the railway station will be sought including consideration of the construction of a foot and cycle bridge over the railway line at Tamworth Railway Station.
- c) A new neighbourhood centre, with a range of shopping facilities to meet locally-generated needs, school facilities, and health facilities, community centre (designed to allow range of indoor sports if applicable), located centrally, easily accessible by foot, cycle and other sustainable modes of transport. Proposals for the co-location of facilities will be encouraged; where appropriate.
- d) A new primary / junior school or contribution towards existing facilities and a contribution to secondary school facilities to serve the area as required by Staffordshire County Council.
- e) High quality sustainable, inclusive design and layout that reflect the requirements of Policy CP11 whilst providing an appropriate buffer zone to reduce any visual impact on the nearby Amington Hall Estate Conservation Area.
- f) Provision or contribution towards indoor and outdoor sports and open spaces, in accordance with identified need.
- g) Protect, utilise, enhance existing and provide additional green and blue infrastructure linkages to the adjacent countryside, surrounding green space and waterscape networks and the urban area.
- h) Creation of appropriate new habitats and linkages to existing sites of high biodiversity value.
- i) To take into account of and ensure any proposals for neighbouring development in Lichfield District.

The southern most part of the site, adjacent to Tamworth Railway Station, is considered to be a suitable site for new office development. The sensitive nature of the site requires development to be of an exceptional design quality which creates a landmark for the town whilst respecting its wider context.

## Regeneration Priority Areas

5.23 The Council's priorities for regeneration focus on neighbourhoods with high levels of deprivation, and where there may be a need to redevelop some housing stock that is coming to an end of its useful life. In addition, the Wilnecote Corridor along Watling Street has been identified as an area requiring a comprehensive approach to regenerating the housing and employment offer and improving the immediate environment to enhance this important transport corridor.

## The post war social housing areas

5.24 Tamworth has a good record of neighbourhood regeneration through focusing interventions in the borough's most deprived neighbourhoods. Within Tamworth there are 4 distinct neighbourhoods which have been identified as council priority areas called 'locality working initiatives'. These are Amington, Belgrave, Glascote, and Stonydelph. Locality Working is aimed at addressing disadvantage within these defined communities and involves a neighbourhood level multi-agency activity to focus resources upon a defined community to address issues of local needs. This has resulted in the provision of community hubs in the local or neighbourhood centre within each locality providing accommodation for local services and support initiatives for local people along with a community space.

5.25 In addition there are areas outside of these localities that display similar attributes concerning housing and health. These also all share common physical characteristics; namely being located within the post war planned neighbourhoods consisting of predominantly social housing which is either currently, or predicted to require investment and regeneration during the lifetime of the Local Plan.

5.26 On this basis, the neighbourhoods listed below have been identified as regeneration priority areas, as a result of demonstrating high levels of deprivation and/or a poor quality environment. The regeneration priority areas are identified in figure 3.

- Amington
- Stonydelph
- Tinkers Green
- Glascote Heath
- Belgrave
- Leyfields

5.27 Within these areas, a partnership approach between the council's housing team, RSLs and other service providers will need to ensure the housing stock is refreshed to meet changing needs. This is in terms of ensuring access to jobs and services, protecting local character and sense of community whilst improving and enhancing the natural environment and mitigating the impacts of climate change. Key to achieving this will be promoting and protecting the role of local and neighbourhood centres which lie within and/or adjacent to these neighbourhoods to ensure services and facilities, including retail, remains accessible particularly to those without access to a car. Specific area boundaries will be established through the production of area based master plans, where appropriate.

## The Wilnecote Regeneration Corridor

5.28 The Wilnecote Regeneration Corridor (shown on figure 3 and allocated in figure 5) runs along Watling Street (the former A5) starting at the crossroads at Two Gates, spanning from the Watling Street-Dosthill Road/Tamworth Road junction for almost half a mile to the roundabout that intersects Watling Street and the B5440 Marlborough Way / Ninian Way.

5.29 It is a well used stretch of road linking key residential areas together and providing access to a significant employment area in the borough, Tame Valley industrial estate and out of town retail areas and access to the nationally significant theme Park, Drayton Manor.

5.30 The corridor suffers from a number of issues, including derelict and empty plots of land that have not been developed, sporadic residential units mixed in between dated industrial estates.

Additionally the corridor is intersected by a railway track and local station, which is no more than a platform with a car park. Due to varied land ownership and existing development there is not a unified strategic approach to improving the area, which has become run down and could suffer from ad hoc individual developments that do not improve the corridor as a whole. As such this well travelled route, projects a poor image for the Borough.

- 5.31 The corridor has numerous sites which have been identified for redevelopment through the SHLAA<sup>18</sup> and the Employment Land Review<sup>19</sup>. It is evident that either side of the railway line the area is split into 2 distinct characters, predominantly commercial to the East with a number of car dealerships and Beauchamp Trading Estate in close proximity to Tame Valley Industrial Estate. To the West, the character is more residential in nature, featuring Cottage Farm Road (within Dosthill) to the South and a number of residential properties within Two Gates to the North. Consequently, whilst it is considered that it will be important to achieve a mixed-use development in close proximity to Wilnecote Railway Station, it will be still important that the main uses should reflect their local context.
- 5.32 Delivering the Wilnecote Regeneration Corridor creates an opportunity to align with the Fazeley component of Lichfield District's Rural Planning Project. This approach to Rural Masterplanning results in a set of guiding principles relating to improvements in relation to the environment, traffic management, housing and social well-being. Work to date has identified the need to address the environment along the former A5. Accordingly, environmental improvements delivered through the Wilnecote Regeneration Corridor should aim to align with the objectives of the Fazeley Rural Planning project.

## This policy aims to address strategic spatial priorities SO3, SO4, SO5, SO7, SO10 and SO12

### Policy SP7 Regeneration Priority Areas

In the following areas the focus for regeneration will be on improving the physical environment and delivering social and economic renewal.

#### 1. Post war planned neighbourhoods

These areas shown on Figure 2 are identified for regeneration with the purpose of revitalising the housing areas and building cohesive and sustainable communities. Development will be supported and promoted in these areas that:

- a) improves the quality of the existing housing stock, including retro-fitting existing properties with renewable and low carbon technologies
- b) enhances the mix of housing within the area that meets local needs
- c) improves or provides local community facilities and services
- d) protects and enhances the network of high quality open space
- e) supports the vitality and viability of existing local and neighbourhood centres
- f) increases integration of the areas with surrounding areas and improves accessibility to employment, key services and the town centre by walking, cycling and public transport
- g) is of a high quality design which contributes towards designing out crime.

#### 2. Wilnecote Regeneration Corridor

This corridor as defined in Figure 3 & allocated in Figure 5 would benefit from a comprehensive and co-ordinated approach to improving its existing employment and housing offer, supplemented by proposals to enhance the roadside environment and access to and the fabric of Wilnecote Railway Station. Planning permission will be supported for refurbishments to existing and new B1 (b,c), B2 & B8 uses along with new housing and environmental improvements and investment in Wilnecote Railway Station and walking, cycling and public transport provision. Any emerging proposals will be included in the review of the Integrated Transport Strategy.

Delivery of the Wilnecote Regeneration Corridor will be taken forward through a future SPD.

## Housing Needs

5.33 In the period 2006 to 2011, 304 gross affordable housing units were completed, on average 61 affordable dwellings a year. As at the 31st March 2011 there were a further 58 units committed<sup>20</sup>. Although Tamworth is more affordable than other parts of the sub region, the updated Strategic Housing Market Assessment<sup>21</sup> (SHMA) indicates a net housing need of 173 dwellings per annum, the equivalent of 84% of units against the overall requirement of 205 units per annum. Delivering 84% of all dwellings as affordable is clearly unrealistic. Furthermore within Tamworth there are differences in terms of house type and house price. It also highlights that there is an undersupply of smaller properties.



5.34 The Council has undertaken an Affordable Housing Viability Assessment<sup>22</sup> to establish the appropriate thresholds and targets for delivering affordable housing. The study tested numerous variances, including land values, affordable housing thresholds, the impact of increased developer profit, code for sustainable homes and different social housing grants. The study concluded that for sites over 15 dwellings a target of 30% affordable housing is appropriate. Considering that there is a significant supply below this threshold the study identified different options for sites below this threshold and in order to provide sufficient flexibility whilst enabling a deliverable supply, a combined approach featuring financial contributions and on-site affordable housing provision was considered to be the most appropriate. This was set at a 10% affordable housing equivalent financial contribution from sites of 1 to 4 units and 20% on-site affordable housing target from 5 to 14 units. A financial contribution can play an important role in improving existing housing stock and bringing empty properties back into use.

5.35 However whilst this sliding scale provides a greater degree of flexibility in the process and is considered to be deliverable it is recognised that there may still be factors which make a site unviable and the Council will need to be flexible on a site by site basis whilst still seeking to maximise the proportion of affordable housing. Furthermore the study recognised that the delivery of affordable housing cannot rely on market driven residential schemes and other key organisations including the Council have a role to play in increasing the supply of affordable units. To establish a deliverable annual requirement the thresholds set out above have been applied to the supply of sites identified in the SHLAA<sup>23</sup>. These have only been applied to sites that fall outside the planning process (it is not considered appropriate to apply thresholds to sites that have already received planning permission as the supply of affordable dwellings has already been determined through the planning process) to derive a total supply of affordable housing over the plan period. When applying thresholds of 30% of affordable housing on sites of 15 or more dwellings and 20% on sites of 5-14 dwellings the total supply is identified as 880 dwellings.

5.36 The total supply should also consider existing completions of affordable dwellings to establish a total supply over the course of the plan period. In total 307 units have been completed and 58 units are committed. Taking all of the above into account a total of 1,245 affordable dwellings (57 dwellings per annum) are considered to come forward between 2006 and 2028. This supply should be considered to be a minimum figure as there is the potential for some sites to provide a greater proportion of affordable housing and as stated above there remains a significant need beyond this figure therefore wherever possible it will be important to maximise the delivery of affordable housing.

5.37 The updated SHMA identified that the split of affordable housing tenure should be 40% Social Rented and 60% Intermediate Tenure.



## This policy aims to address Strategic Spatial Priority SO5

### CP4 Affordable Housing

The provision of at least 57 affordable housing units per annum will be sought. The provision of affordable housing to meet local needs will be maximised through working in partnership with relevant organisations. Unless demonstrated to be unviable the Council will require:

- a) new residential development involving 15 or more dwellings (gross) to provide a target of 30% affordable dwellings on site;
- b) new residential development involving 5 – 14 dwellings (gross) to provide a target of 20% affordable dwellings on site;
- c) new residential development involving 1 – 4 dwellings (gross) to provide a financial contribution equivalent to a target of 10% affordable dwellings;
- d) for on site provision 40% of units as social rented and 60% of units as intermediate;
- e) the release and development for affordable housing of Council, Registered Social Landlords and other public bodies surplus land holdings;
- f) a range of sizes of residential dwellings to be provided to meet local requirements;
- g) a range of housing to meet the needs of older persons, persons with disabilities and those with special needs where there is a proven need and demand.

The Council will monitor development activity, land values and market signals to ensure it adopts a flexible approach to negotiations to achieve the above targets. This monitoring will inform discussions over viability, the overall planning obligation requirements, local needs and where appropriate lead to a review of targets to ensure the overall requirement is met during the plan period. A Planning Obligations Supplementary Planning Document will be produced to outline the framework for negotiations, how the targets will be applied to developments with a construction programme over 2 years long and the role of the Council in assisting to secure finance or land to ensure development remains viable.

5.38 In 2001 over 75% of the housing stock in Tamworth was 3 or more bedrooms. By 2012 this percentage was estimated to have remained fairly static at 74%. In planning the provision of a housing stock that meets the need of all households in the future we need to consider changes which are taking place in both demographic structure and household formation and preferences. The data in relation to household formation is extremely important as those households requiring smaller units are those which are growing most significantly.

5.39 In March 2009, Communities and Local Government published updated household projections to 2031 to take account of revisions to the Office for National Statistics 2006-based population projections, published by the Office for National Statistics in June 2008. These estimate that in 2006 the number of households in Tamworth was 31,000 and by 2028 this will increase to 37,000. It is also estimated that the average household size is getting smaller. Nationally one-person households are projected to grow by 52.2%, but this differs considerably between age bands. Households consisting of 55-64 year olds (growth of 80.2%) and 45-54 (up 66.1%) will grow the most. Also older single person households (65+) will also grow by more than younger households.

5.40 The significant growth in one person households and the age of these new one person households suggests an increased requirement for smaller properties, but not so small that they cannot accommodate overnight guests or space to work at home; in other words at least two bedrooms will be needed.

5.41 In Tamworth the updated Housing Needs Study<sup>24</sup> concludes that 42% of all households need two bedroomed units and 39% of all new forming households need three bedroomed units. This takes into consideration need and also aspirations and viability.



5.42 Staffordshire County Council Flexi Care Strategy<sup>25</sup> estimates that the growth in population of those aged 65 and over between 2010 and 2030 will be 72% in Tamworth, the largest growth in Staffordshire. Flexi Care Housing provides an opportunity for people to live in their own accommodation with the security of care and support being available when needed. The Strategy identifies the level of units required to meet demand in Tamworth (823) and how many need to be available for rent or purchase. At the 1st April 2010, 118 Flexi Care Housing units were already available for rent. It is expected that Flexi Care Housing will lead to a diversion from residential placements reducing the number of residential care beds required and limiting the growth in nursing beds. It will be important to meet the need of flexi care accommodation alongside any other specific needs identified.

**This policy aims to address Strategic Spatial Priority SO5**

**CP5 Housing Types**

Housing of the right size, type and mix will be secured to reflect local needs, based upon the evidence set out in the latest Housing Needs Survey.

Where viable and appropriate the following mix of units will be achieved;

- 4% of new housing will be 1 bedroom sized units
- 42% of new housing will be 2 bedroom sized units
- 39% of new housing will be 3 bedroom sized units
- 15% of new housing will be 4 bedroom or more sized units

The Council will monitor the delivery of housing, market and household trends and where necessary revise the targets for unit size to ensure the development of sustainable mixed communities.

All proposals for housing development should ensure that they meet the requirements of different groups within the population, where there is a proven need and demand and provide an appraisal of the local community context and housing need of that community.

5.43 In the context of Tamworth housing, there is a limited supply of unconstrained available land that is suitable for development which contrasts to a growing need for development. Therefore it is imperative to make the most effective and efficient use of the land resources in the Borough. The SHLAA (2008) included 6 sample schemes based on actual sites in Tamworth to reflect the variety of sites found in Tamworth. These sites had densities ranging from 43 dph to 133 dph. The SHLAA also identified a range of typical urban areas (TUA's) reflecting different building phases in Tamworth's history. There were 136 identified TUA's totalling 1171.95ha and containing approximately 30459 units, an average of 26 dwellings per hectare. The revised SHLAA (2011), after consultation with the SHLAA panel and using the data from the TUA's established and applied the following densities;

- 30dph applied in urban locations
- 35dph applied for sites within the town centre and in close proximity to public transport nodes.

This also took into account the local context based on the TUA data and a sensitivity allowance for certain sites e.g. within a conservation area.

5.44 The SHLAA also adopted a net developable area approach for each site to take into account open space, community facilities and associated infrastructure, these are calculated as follows;

Site Size	Gross net ratio standard
<b>Up to 0.4 hectares</b>	100%
<b>0.4 to 2 hectares</b>	80%
<b>2 hectares and above</b>	60%

- 5.45 If these net developable areas are applied to the TUA's then the average dwellings per hectare in Tamworth is 39.45, with the majority of homes (17,346, 57%) being in a TUA with a dwelling per hectare ratio between 30 and 50. 15% of all units were in TUA's with a density of below 30 dwellings per hectare, and 28% of all units were in TUAs with a density ratio of over 50.
- 5.46 It has been established that after completions have been taken into account, 3,356 additional units are required to deliver the 4,500 houses within Tamworth's boundary. The SHLAA, using the densities established above and the gross net ratios identified and applying these to sites that do not benefit from planning permission, identified that there is sufficient supply to meet this figure.
- 5.47 However, as identified in the SHLAA, it will be important to consider the local context in particular the proximity to sustainable transport hubs to maximise the effective and efficient use of land to ensure sustainable patterns of development going forward.

## This policy aims to address Strategic Spatial Priority SO5

### CP6 Housing Density

New residential development whilst making the efficient and effective use of land will enhance the character and quality of the area it is located in. Therefore where viable and appropriate to the local context and character it will be expected to achieve the following densities:

- a) Within or in close proximity to the town centre, Local and Neighbourhood centres and at sustainable transport hubs a density of at least 40dph
- b) Away from these locations but within the urban area, a density of between 30 and 40 dph.

Net developable areas (as defined above) will be applied as follows:

Site Size	Net developable area
Up to 0.4 hectares	100%
0.4 to 2 hectares	80%
2 hectares and above	60%

## Gypsies and Travellers

- 5.48 A sub-regional Gypsy and Traveller Accommodation Needs Assessment (GTAA) has been undertaken with local authorities from across the southern Staffordshire and northern Warwickshire area. These figures are based on a 'need where it arises' methodology, it does not take account of opportunities or constraints within each local authority area. The report suggests that following this methodology Tamworth should provide 9 additional residential pitches. However, the report recognises that it should not necessarily be assumed to imply that those needs should actually be met in that specific locality. Decisions about where need should be met should be strategic, taken in partnership with local authorities, the County Council and the Regional Bodies involving consultation with Gypsies and Travellers and other interested parties which will take into account wider social and economic planning considerations such as equality, choice and sustainability.
- 5.49 Proposals for pitches and sites will be subject to the same criteria as any other type of development. This will mean that sites should be located in suitable and sustainable locations that are well connected to services and facilities and minimise potential impacts. Tamworth has a limited supply of unconstrained suitable land and as such opportunities in neighbouring Districts to accommodate development to meet Tamworth's needs will be sought.

**This policy aims to address Strategic Spatial Priority SO5**

**CP7 Gypsies, Travellers and Travelling Showpeople**

The Council will work with surrounding Local Authorities, the County Council, landowners, Gypsies, Travellers and Travelling Showpeople communities and other interested parties to enable the development of pitches in accordance with the sub regional Gypsy and Traveller Accommodation Needs Assessment (GTAA) as below:

Site Size	2007-2012	2012-2016	2016-2021	2016-2021	2007-2028
<b>Residential pitches</b>	6	1	1	1	9
<b>Transit Pitches</b>	5				5
<b>Travelling Showpeople</b>					0

Proposals will be expected to contribute to the creation of sustainable mixed communities and have regard to the existing levels of provision and identified need. In addition to the relevant national guidance, the following considerations will be taken into account in the determination of locations for Gypsy and Traveller sites:

- a) There should be safe and convenient vehicular and pedestrian access to the site;
- b) The site must be large enough to provide for adequate on site facilities for parking, storage, play and residential amenity dependent on the number of pitches;
- c) The development should provide the appropriate infrastructure required, both on and off site.
- d) There should be convenient access to schools, shops and other local facilities, preferably pedestrian, cycle or by public transport;
- e) The site should be able to be landscaped and screened to provide privacy for occupiers and maintain visual amenity; and
- f) It should have no significant detrimental impact upon the residential amenity of adjoining properties or neighbouring land.





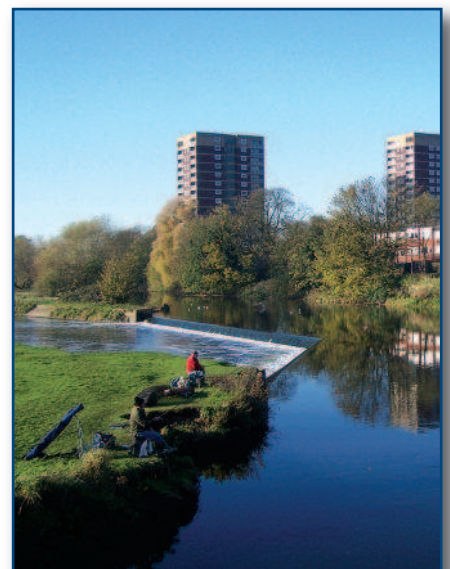
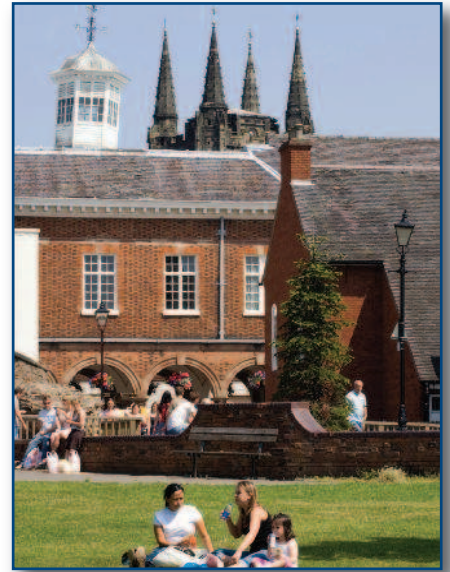
## Chapter 6

# A High Quality Environment



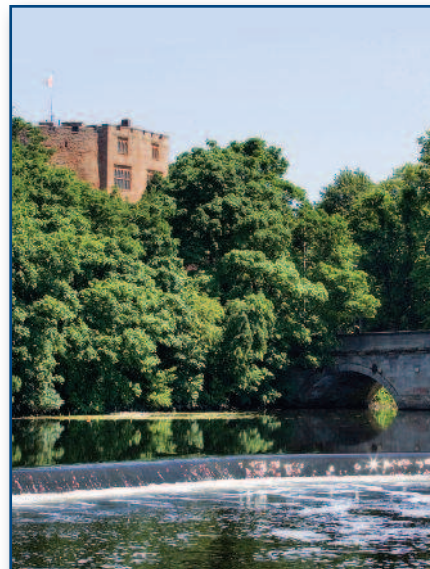
# CHAPTER 6 - A HIGH QUALITY ENVIRONMENT

- 6.1 Delivering a high quality environment will involve protecting and enhancing Tamworth's network of 'urban green' to provide sufficient opportunities for sport and recreation and biodiversity. Through positive planning, development will achieve high quality design that preserves and enhances Tamworth's historic character.**
- 6.2 Despite being a predominantly urban authority, the planned layout of Tamworth has resulted in a unique legacy in the form of a network of urban green and blue infrastructure which runs east-west and north-south through the centre of the Borough. These main corridors follow the lines of the Rivers Tame and Anker and the Kettlebrook, with more local links extending into the housing and employment areas. These links offer significant benefits, acting as a sustainable transport network for walking and cycling which is accessible to all residents. Furthermore they play a key role in delivering benefits around increased community cohesion, education, regeneration and improving health and wellbeing.
- 6.3 With the exception of the Anker Valley Sustainable Urban Neighbourhood, the limited supply of suitable large sites that could feasibly accommodate new open space means that there are few opportunities to create new open space as part of development. It will be critical that the Anker Valley development has a well designed, useable network of open space and that it makes the most of its immediate links with the countryside.
- 6.4 Beyond the Anker Valley Sustainable Urban Neighbourhood, it will be crucial to make the most efficient use of Tamworth's network of environmental assets, including the quality of existing open space through management and developer contributions. Furthermore there are a number of projects which can be implemented which make use of the existing network and address certain deficiencies, including; combining the green network between Glascote Heath and Stonydelph to create a linear Urban Park. Also restoring the Broad Meadow SBI and increasing the level of semi-natural space at Wigginton Park. Furthermore it will be important to maintain the existing biodiversity habitats and improving the links to them.
- 6.5 Delivery of the Central Rivers Initiative has the potential to be an important element of Green and Blue Infrastructure, both as a multifunctional green space and an important component of social infrastructure. The Central Rivers Initiative is a broadly based partnership working together to shape and guide the progressive restoration and revitalisation of the river valley between Burton-on-Trent, Lichfield and Tamworth. The overall objective is to create a landscape linking Burton with Tamworth that people are proud of and enjoy, with healthy rivers, lakes and valleys attracting wildlife and a thriving, sustainable, economy. It covers a key swathe of land alongside the river network within the borough and as such offers a significant contribution to the delivery of the urban green network.



6.6 20.5% of the borough is designated as countryside. It offers a varied landscape and acts as an important buffer between the urban area and its rural hinterland. The vast majority forms part of the flood plain of the Anker and Tame Rivers. In addition to the nature designated sites, the countryside offers a variety of recreational opportunities for the borough's residents. The strategy seeks to improve access to the countryside; and in particular the Anker Valley Sustainable Urban Neighbourhood will incorporate linkage improvements between the town centre and countryside.

6.7 The 211ha of Green Belt boundary to the South of the Borough forms 6.8% of the Borough. Most of the Green Belt land within Tamworth's boundary has some protection because it is part of the Tame river corridor including Middleton Lakes or is designated for its nature-conservation value, including Dosthill Quarry. Protection of the Green Belt therefore helps to retain these important features in Tamworth and such land is generally unsuitable for development. A review of sites has been carried out through the SHLAA's which did not identify any sites that would be suitable for large-scale strategic development. An assessment of the Green Belt has recently (May 2012) been undertaken. The detailed Green Belt boundary is shown in Figure 5 and will only change through a subsequent review of the Local Plan.



## This policy aims to address Strategic Spatial Priorities SO7 and SO8

### SP8 Environmental Assets

Tamworth's network of green and blue infrastructure, including the green linkages which contribute to Tamworth's character as 'Urban Green' (as shown on Figure 3) along with countryside and green belt, will be protected, managed and enhanced. The emphasis will be on making the best use of existing open space through enhancement and appropriate management.

Priority will be given to:

- a) Maintaining the Green Belt boundary (as shown in Figure 5) during the lifetime of the Local Plan and allowing uses in accordance with national planning policy
- b) Designation of an urban park for the eastern side of the Borough as shown on Figure 5.
- c) Restoration of the Broad Meadow SBI primarily for biodiversity but also to incorporate opportunities for public access
- d) Reinforcing links between green spaces and habitats, particularly where there are gaps and the wider green infrastructure network beyond the borough boundary
- e) Increasing the amount of semi-natural green space at Wigginton Park
- f) Enhancing the quality and accessibility of the canal corridor and rivers, particularly in the town centre
- g) Creation of a new open space network in the Anker Valley Sustainable Urban Neighbourhood
- h) Delivering initiatives associated with The Central Rivers Initiative; the extent of which is shown in Figure 3.
- i) Conservation areas: Historic assets and the character and setting of areas of acknowledged importance, including statutory and locally listed buildings, conservation areas (as identified in figure 5), schedule ancient monuments and archaeological remains will be safeguarded and enhanced.



## Sport, Recreation and Open Spaces

6.8 A key strategic priority related to improving the quality of life is to make Tamworth a healthier and safer place with an environment where local people can reach their full potential and live longer, healthier lives.

6.9 There is clear evidence that an individual's level of participation corresponds with their health. Tamworth, in conjunction with Sport Across Staffordshire aims to increase participation by 1% per year. Tamworth has consistently met this target and to ensure it continues to in the future the provision of both sports and recreation facilities and an appropriate and accessible network of open space are considered to be key factors in achieving this.



6.10 Within the context of improving health and increasing participation related to improving the quality of life of Tamworth residents the Joint Indoor and Outdoor Sports Strategy (2009) identifies local need, audits local provision, sets and applies local standards and develops an overall strategy for Tamworth Borough.

The strategy recommends that there is a need to increase access to a range of 'core' facilities including swimming pools, sport halls and health and fitness facilities with a key recommendation relating to the need for a new multi-purpose community-use leisure centre in an accessible location with associated facilities, to potentially include:

- A 25 x 12 metre swimming pool with a teaching pool
- A minimum of a 4 court sports hall
- An ancillary hall/studio
- A health and fitness studio with a minimum of 70 stations

6.11 The strategy highlights the need to protect the existing network sport and recreation facilities (including playing pitches) alongside improving their quality. It therefore recommends that any additional development which results in loss or displacement to other uses provides adequate compensatory provision, of equal accessibility and available prior to the loss of existing facilities.

6.12 The quality, quantity and accessibility of new and existing sports recreation facilities is a key focus in ensuring an excellent sport and recreation infrastructure for Tamworth's neighbourhoods and is integral to ensure that the associated health and social benefits of increased physical activity and participation are achieved. Tamworth Borough Council will seek to set standards for new development through a Planning Obligations SPD. In terms of improvements to existing provision, these are outlined in the Sport and Recreation Action Plan. This highlights contributions from various partners to assist in the delivery of these improvements.



6.13 To ensure sufficient access to sport and recreation facilities in a sustainable manner throughout Tamworth's neighbourhoods, particularly those that are more deprived, the strategy gives recommendations for the use of existing community centres for physical activities. New facilities should be capable of flexible use and

include the provision of changing and storage facilities.

- 6.14 The strategy recognises that there is a significant amount of sport and recreation infrastructure already in place on school sites and examples where improvements have been made in both quantitative and qualitative terms. In the context of the constrained environment of Tamworth Borough such facilities can play an important role in providing accessible sports and recreation facilities. Subsequently a key recommendation of the strategy is promoting the dual use of school sites and improving the quality of such sports provision, setting out a range of criteria to ensure that this is done in the most appropriate way to ensure that quality, quantity and accessibility of overall provision is enhanced. This includes the introduction of formal maintenance agreements between users to ensure the quality is maintained, provision of

### This policy aims to address Strategic Spatial Priority SO7

#### CP8 Sport and Recreation

A network of good quality sport and recreation facilities will be provided that meet the needs of Tamworth's current and future population. This will be achieved by:

- a) Ensuring all new facilities are in locations accessible by a range of transport modes including walking, cycling and public transport
- b) Delivering a site for a new multi-purpose community sports centre in a highly accessible location, with appropriate facilities to meet identified need
- c) Protecting and enhancing all existing sport and recreational facilities. Loss will only be acceptable where:
  - i. Compensatory provision of an equal or higher standard is provided in an accessible location and provided prior to the existing facilities being lost.
- d) Promoting the dual use of existing school sites in accordance with the following criteria:
  - i. Where there is a proven need and would not be detrimental to existing and proposed facilities.
  - ii. Designed to enable convenient public access
  - iii. Provides separate reception and changing facilities from the school
  - iv. Accessible opening hours
  - v. Introduces formal maintenance agreements between users to maintain quality

The Planning Obligations SPD will set out quantity, quality and accessibility standards for a range of sport and recreation types.

separate reception and changing facilities and accessible opening hours.

- 6.15 The provision of a good quality, easily accessible network of open space in an urban borough like Tamworth plays a key role in improving the quality of life for residents through promoting healthier lifestyles alongside helping to define local identity and promote economic and social regeneration. Furthermore maintaining and increasing green and blue linkages contributes to wider sustainability aims of modal shift by performing a dual function of a sustainable transport network.

- 6.16 Tamworth has an extensive network of 'Urban Green' which will play an important role in delivering improvements to health and additional regeneration benefits. The 'Urban Green' network contains a significant amount of multi-purpose, publicly accessible open space, covering a range of typologies from urban parks and amenity open space with play provision to semi-natural space. All of these spaces contribute to the overall provision in Tamworth and each play an important role in delivering an improved quality of life, for example Semi-natural space can contribute to play provision through natural features such as woodland.



6.17 The 2012 Open Space review assessed all publicly accessible open space in terms of quantity, quality, value and accessibility. The study identifies that when applying a 400m buffer there is no overall shortage of open space. Whilst accepting that there will be requirements for additional open space in the future, the study identifies that improving access to 'good' quality open space is a key area of focus. The study sets out what constitutes a 'good' quality open space which varies by typology. However in general terms it relates to a site which is clean, appropriately maintained, containing sufficient ancillary accommodation (including, benches, bins etc). The study recommends that, with the assistance of developer contributions, the existing network of open spaces are improved. This is important in the context of constrained land supply, with a limited number of strategic residential sites that would qualify for on-site provision.



6.18 The study identified the importance of taking a neighbourhood approach to address local issues. It also identified a number of specific projects and the important role of partners in their delivery. Highlighting the potential to utilise the existing network of open space in between Glascote Heath and Stonydelph to form an Urban Park, where there is currently a deficiency of this typology in this location in the East of the Borough. Further recommendations include increasing the provision of semi-natural space at Wigginton Park and increasing the provision of play space.

6.19 Tamworth's surrounding countryside can play an important role in providing alternative spaces for activity such as cycling and walking and can contribute to improved health and wellbeing. It is important to maintain and improve the physical links with the countryside.

## This policy aims to address Strategic Spatial Priority SO7

### CP9 Open Space

A multi-functional and diverse network of accessible open space as indicated on figure 4 will be protected and enhanced by;

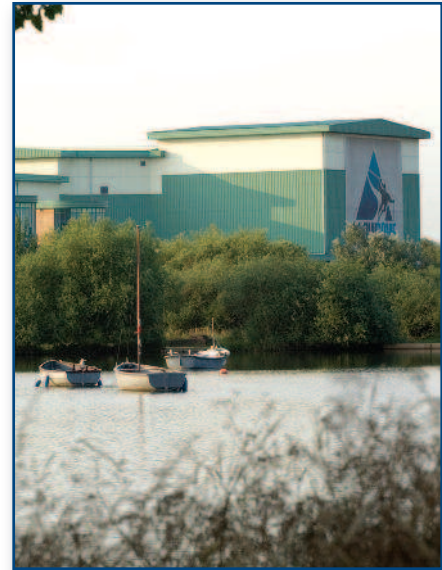
- a) Seeking developer contributions towards improving the quality and accessibility of open space including the delivery of the linear Urban Park to the East of the Borough as shown in figure 4
- b) Requiring new development to create sustainable links with the green space network and wider countryside via existing or new green and blue infrastructure where appropriate
- c) Including standards for quantity, quality and accessibility for a range of open space types in the Place Making and Planning Obligations SPDs.

Proposals for development that would result in either loss of open space or which would adversely affect open spaces will not be permitted unless it can be demonstrated that;

- e) The integrity of the open space network and in particular its role as green linkages are maintained
- f) There remains access to good quality publicly accessible open space in accordance with standards set out in the Place Making and Planning Obligations SPDs. Where alternative sites are not of good quality contributions to improving their quality will be expected.
- g) The supply of open space remains at the quantitative standard set out in the Place Making and Planning Obligations SPDs.

## High Quality Built and Natural Environment

- 6.20 Until the 1950's Tamworth was a modest sized town that was tightly focussed on the historic town centre and connected to small villages by linear developments along arterial routes like Comberford Road, Amington Road and Dosthill Road. In the 1950's the town started to take 'overspill' population from Birmingham and this process was accelerated in 1965 when it was designated as an 'Expanding Town.' Its history as a post war expanded town defines its image and urban form and it is recognised as much for its castle as for the estates of modern post war houses.
- 6.21 The best of the historic areas are recognised as conservation areas that vary in size and character. Outside the conservation areas, there are areas of medieval, victorian and georgian development, but it is difficult to define a distinct 'Tamworth character' other than local red brick, slate or tiled roofs and domestic scale architecture. Much of the architecture and layouts in the post war neighbourhoods were related to the rapid expansion and reflected the need to be functional and built quickly. In more recent years a more sensitive approach has been to encourage developers to create places where residents are happy to live.
- 6.22 The town centre is the public face of the Borough and has retained much of the medieval street pattern and a high proportion of historic buildings, some of which are key landmarks, but they are interspersed with unsympathetic infill development and cleared sites which now function as surface car parks.
- 6.23 It is essential to raise standards of design in all parts of the Borough to create more attractive inclusive developments and mixed communities that will improve the image of the town. Not only will it provide better living and working environments for local residents, but it will also help to attract investment and increase its potential for tourism.
- 6.24 Well designed buildings and environments are fundamental to the way we live our lives. Design is not just about individual buildings, the spaces and public places around them and the relationship between buildings and their wider surroundings are equally important. Developers should consider the characteristics of an area to inform a development proposal. It is important for developments to have a distinctive character and to exhibit a high standard of urban design, architecture and landscaping.
- 6.25 In a Borough with areas of historic townscape, new development should protect and enhance the best of the Borough's built and historic assets. The use of contemporary designs and materials alongside more traditional designs throughout the Borough will be promoted, providing the design is appropriate to its setting.
- 6.26 Places also need to function efficiently and to be truly sustainable they should be of durable construction and capable of adaptation to accommodate users' changing requirements. This might include layouts that lend themselves to adaptation and ensuring that wireless and broadband connections are supplied at the outset.
- 6.27 It is important to consider the social and environmental aspects of development and how it integrates with its surroundings. The Borough's neighbourhoods should be comfortable, feel safe and be easy to move around. New development should create and contribute to a sense of place and be well connected to the surrounding neighbourhood and its facilities, including shops, schools and public transport, through physical and visual links. Sustainable



modes of transport will be promoted, whilst recognising the need to accommodate cars. However, the building layout should take priority over road layout, which should integrate with the street scene and not dominate it. Through high quality design it is also important to mitigate any negative impacts on the environment. Outcomes arising from the Manual for Streets project plan which the council is working on in partnership with Staffordshire County Council and delivery will be an important tool. It will be further elaborated on in the Place Making SPD.

- 6.28 There are a number of significant long distance views, both within and beyond the Borough. These include views of key landmark buildings such as the Castle, St. Editha's Church, Town Hall and Moat House, which are located in and around the town centre. Important longer distance views include the Amington Hall Estate, Fazeley Mill and the Hopwas ridgeline.

**This policy aims to address Strategic Spatial Priorities SO2, SO9 and SO10**

**CP10 Design of new development**

Well designed buildings and high quality places will be achieved across the borough, particularly to support the enhancement of the town centre, conservation areas and Regeneration Priority Areas.

New development will be required to:

- a) respect existing architectural and historic character, the built and natural environment and other valued characteristics of areas by having regard to the appearance, landscaping, boundary treatments, layout, scale, and detailing appropriate to the local context as well as the amenity, privacy and security of nearby properties
- b) incorporate measures to mitigate environmental impacts such as noise, and pollution on existing and prospective occupants.
- c) enhance the existing character of the area; where the area is not considered to be of a high quality, new development should actively aim to enhance the area.
- d) physically and visually link to its surroundings and be outward facing with active frontages in order to create public interest on all public facing elevations. Places should be legible and easy to navigate and create opportunities for community interaction
- e) take into account local and long distance views of key landmark buildings and landscapes, both within and outside the borough to ensure that new development does not have a detrimental impact.

Further detailed design guidance will be set out within the Place Making SPD.

- 6.29 Despite being a town that experienced substantial development and change in the second part of the twentieth century, Tamworth has retained many heritage assets, historic buildings, areas of wider historic importance and archaeological assets that define its overall character and form. Heritage assets are either designated or non-designated. Designated conservation areas, listed buildings and scheduled monuments are protected by legislation and as sites and areas of significant heritage value, they are a priority for safeguarding for the future and enhancing where possible. Assets of local significance do not benefit from the same protection although the features that make them significant will be taken into consideration when dealing with development that affects them.

- 6.30 The majority of the borough's heritage assets are concentrated within the town centre, which is the focus of the Council's regeneration programme. It is based around a medieval street pattern and contains a cluster of listed buildings, many of which are key local landmarks. This area has undergone significant change and experiences the greatest pressure for development. Six of the conservation areas are located within the urban area, either within the town centre or the small former village cores that have been absorbed into the built up area as the town has expanded. Amington Hall Estate is the only semi-rural conservation area,



located to the north east of the urban area and separated from Amington by open countryside.



6.31 Various studies have appraised the borough to identify features that are of importance and significance, including the Conservation Area Character Appraisals which examined each of the seven conservation areas and the Extensive Urban Survey which took a wider perspective of the whole borough. These studies provide an understanding of the special character of these areas, which include listed and key non listed buildings, above and below ground archaeology, important views and open spaces, negative features and opportunities for improvement.

6.32 Even minor changes can have a cumulative impact on the character of a building or area so it is important that all development is carried out in a manner that is sympathetic to the setting. Even in sensitive locations there is scope to use sustainable and innovative designs to create new modern landmarks. The Council will take specialist advice from South Staffordshire Partnership and MADE on planning proposals.

6.33 The Council will co-ordinate enhancement of the conservation areas through the production of management plans, which will be based on recommendations from the character appraisals and the County Council's Extensive Urban Survey. These will include public realm and open space improvements, targeting of buildings for enhancement and interpretation of the historic environment. The management plans will be subject to widespread community involvement and will have the status of SPD. The management plans for the town centre conservation areas will form part of the wider comprehensive Town Centre SPD.

6.34 There are a number of vacant and under-used buildings which have been identified as being in poor condition through the Buildings at Risk Survey. The key to their long term survival is to bring them back into productive use. The Council operates a scheme of grant assistance to historic buildings and will be proactive in engaging with owners to secure improvements.

6.35 The local list comprises buildings or structures that are not of sufficient merit to be statutorily listed, but are regarded as being of local historic or architectural significance. The Council is responsible for maintaining the local list, which was most recently updated in 2008. The Council encourages their protection and enhancement. The Council intends to review the local list and will develop criteria for additions. Their presence on the local list and the features that make them significant will be material when considering development that affects them.

6.36 The canal network in the Borough consists of the Coventry Canal which runs through Amington, Glascote, Bolehall and Kettlebrook to Fazeley where it joins the Birmingham and Fazeley Canal, which lies in Lichfield District. There are a number of original features, including canal bridges, locks and other structures, many of which are already statutory or locally listed and as a collective group, form a close knit assemblage of late 18th and early 19th century structures. The Council will consider the designation of a conservation area which will extend the length of the Coventry Canal within the Borough. The designation will be undertaken jointly with Lichfield District Council and has the support of British Waterways.





**This policy aims to address Strategic Spatial Priority SO9**

## CP11 Protecting the historic environment

Development affecting conservation areas and/or listed buildings will be required to assess and clearly demonstrate how the existing character, appearance and setting of the heritage asset will be conserved and where possible enhanced. Proposals will be required to pay particular attention to:

- a) the scale, form, height, massing, detailing and materials of the development and the existing buildings and physical context to which it relates
- b) historically significant boundaries, street layouts, open spaces, landscape features and structures identified in the character appraisals including walls, railings, street furniture and paved surfaces.
- c) important views of significant listed buildings and townscape identified in the conservation area character appraisals should be preserved.
- d) evaluation and/or mitigation of surviving below ground archaeological deposits.

Where practical and viable, development should address issues identified in the conservation area character appraisals, buildings at risk survey and emerging management plans.

Proposals that promote the use of vacant, under-used listed and locally listed buildings, particularly those located in the town centre will be supported, including necessary and appropriate minor changes that involve sensitive adaptation and minimal disturbance.

Local listing will be a material consideration in determining planning applications, with weight given to the contribution of locally listed assets to their environment. The Council will support the conservation and enhancement of locally listed properties and review the local list as necessary.

The heritage and tourism contribution of the Borough's canal network will be strengthened and promoted through the consideration of a joint designation of a canal based conservation area in conjunction with Lichfield District Council.

6.37 The Borough's network of natural assets are a valuable resource and as a consequence require sensitive management and in some cases a high degree of protection. These assets contribute significantly to Tamworth's distinctive local identity and support a wide range of local, regional and national areas of biodiversity. They further provide an attractive environment for existing and new residents and play a key role in the Sustainable Community Strategy's Vision for Tamworth to be renowned regionally for its exceptional natural environment.

6.38 The most biologically rich parts of the borough are linked to the Rivers Anker and Tame. A varied range of natural assets exist in the Borough of national and local value. These include one Site of Special Scientific Interest (SSSI's) at Alvecote Pools, three Local Nature Reserves (LNR's) all within the urban area, seventeen Sites of County Biological Importance (SBI's) and six Biodiversity Alert Sites (BAS). The Alvecote Pools SSSI is of national importance and benefits from statutory protection. All other sites in Tamworth are non-statutory and of local importance with SBI's and BAS's designated at county level and the LNR's designated by the Borough Council. Important water based habitats including Amington Hall Fishponds, Tameside Nature Reserve, Fazeley, Dosthill Quarries and Egg Meadow, Dosthill Church Quarry, Warwickshire Moor, The Decoy, and Dosthill Park. None of the local designations have any legal protection and it is the local authority's responsibility to give them appropriate protection.



6.39 It is crucial that new development does not lead to the permanent loss of irreplaceable natural assets and that it avoids the adverse impact on habitats and biodiversity. New development which leads to a loss should result in a net gain and will be expected to provide compensatory provision at both designated and non-designated sites, such as previously developed land. Compensatory provision can include measures such as green and brown roofs.

6.40 The UK Biodiversity Action Plan, the Staffordshire Biodiversity Action Plan and the Staffordshire Geodiversity Action Plan set out specific targets for natural habitats and biodiversity. The Tamworth Phase One Habitat Survey highlights the importance of meeting these targets by working closely with Staffordshire Wildlife Trust, Natural England, the Environment Agency, Staffordshire County Council, Wild About Tamworth, neighbouring authorities and other partners.

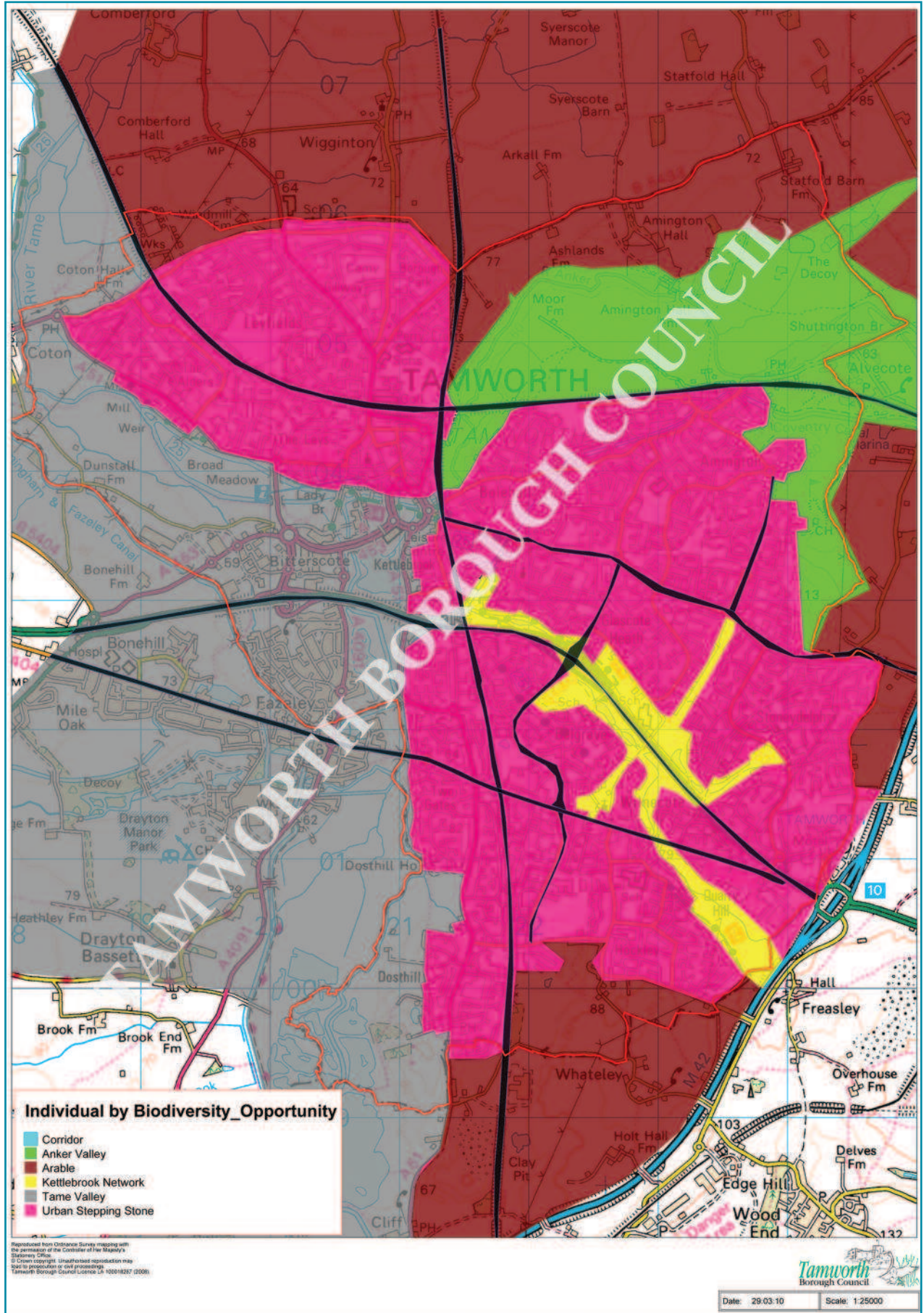
6.41 Increasing the accessibility to priority habitats not only contributes to a more attractive environment for Tamworth's residents it also serves an education purpose. This will benefit the wider-community and other natural assets such as those on non-designated sites with greater public awareness of the importance of the environment. Initiatives such as the Central Rivers Initiative represent an opportunity to create an enhanced visitor experience due to the wildlife, landscape and recreation opportunities provided by improvements to access through the restoration of the river valley.

6.42 Landscape features including trees, woodlands, hedgerows and ponds often contribute significantly to the character of the landscape or its surroundings. In certain locations the planting of new native broad-leaved trees would make a positive contribution to the natural environment and local landscape of the Borough.

6.43 The Tamworth Phase One Habitat Survey highlights the importance of linking habitats and creating buffer zones around sites of biodiversity importance. Linking habitats through the

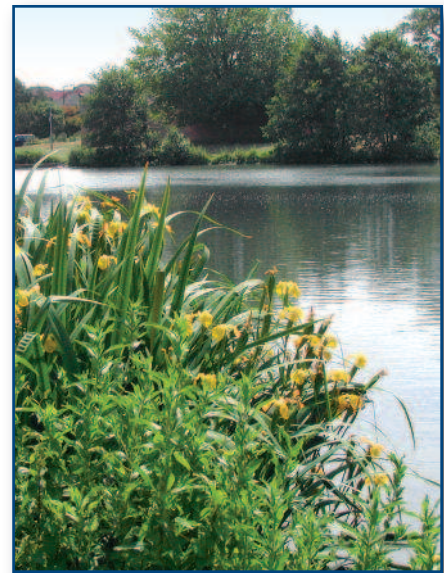


Figure 7: Tamworth biodiversity Opportunity Map



6.46 The report concluded that for most of the sites the Local Plan will result in no significant effects and no in-combination effects on sites identified. However, the report considered the impact of policies on the Cannock Chase Special Area of Conservation (SAC) which lies within the report's area of search.

6.47 The Evidence Base relating to Cannock Chase SAC and the Appropriate Assessment of Local Authority Core Strategies and accompanying Visitor Mitigation Report, carried out by Footprint Ecology, has concluded that the impact from the pressures of the surrounding Core Strategies can be mitigated. Further visitor surveys have been identified by the Cannock Chase SAC Partnership and are currently being commissioned to be carried out over a 12 month period. The Footprint Ecology report has recommended that policies are incorporated within the Core Strategies of local authorities within the 19.3km/12mile zone of influence of the SAC in order to support this, and strategic allocations beyond this distance will have to demonstrate they will have no adverse effect on the integrity of the SAC.



6.48 The results of the Appropriate Assessment for Cannock Chase SAC will require the local authorities to consider the inclusion of a policy to require financial contributions or other mitigation measures, including the provision of Suitable Alternative Natural Greenspace to alleviate impact on the SAC from the impacts of the Core Strategies. As parts of Tamworth Borough are beyond the 19.3km/12mile zone of influence, this will only apply to large scale developments i.e. those of over 100 dwellings, which will then have to be assessed on an individual basis.

6.49 Broad Meadow is one of the most important sites of nature conservation in the borough, recognised as an SBI due to its Lowland Meadow habitat. It is therefore a key target for restoration to increase its biodiversity and the opportunity exists, through promoting its importance and potential, for it to be a Suitable Alternative Natural Greenspace (SANG) for Cannock Chase SAC.



## This policy aims to address Strategic Spatial Priority SO8

### CP 12 Protecting and enhancing biodiversity

Development will be supported that preserves sites and species of biodiversity value, incorporates existing biodiversity features and creates and reinforces links between semi-natural habitats. Proposals which result in a detrimental impact on biodiversity will be refused unless adequate mitigation can be demonstrated.

When dealing with an application that impacts on a site of biodiversity value, a distinction will be made between statutory and non-statutory sites (as identified on Figure 5) as follows:

- Statutory sites (SSSI): will be protected from any development that would have an adverse impact
- Non-statutory sites (SBIs, RIGS, LNR and BAS): no development should have an adverse impact on a site that is designated as having local importance for nature conservation or as a wildlife corridor except in exceptional circumstances where the importance of the development outweighs the harm. In these circumstances, the opportunity should be taken to create compensatory habitat of equivalent type and standard in appropriate location
- Non-designated sites that provide the opportunity for habitat enrichment to create more robust and functional ecological units will be safeguarded, particularly if they form part of a wildlife corridor or green link, including links to the wider network outside the borough.

The opportunity will be taken through planning conditions, obligations and community engagement to enhance the biodiversity resource through habitat creation and restoration, particularly where it comprises Biodiversity Action Plan habitats.

The Council will support habitat restoration proposals on existing and future sites of biodiversity importance using biodiversity opportunity mapping as a guide to restoration (Figure 7). Support will be given to proposals that would provide appropriately managed high quality habitats and visitor experiences as alternative destinations to the Cannock Chase Special Area for Conservation. The Broad Meadow Site of Biological Importance will be a priority for restoration to fulfil this requirement.

The Anker Valley Sustainable Urban Neighbourhood will be expected to generate features beneficial to biodiversity, promote habitat creation and connectivity to existing biodiversity sites.

Development will not be permitted that has a negative impact on the water quality of the Alvecote Pool SSSI, River Mease SAC and other important water based habitats.

Development that would involve the removal of any tree, woodland or hedgerow, which contributes significantly to the character of the landscape or its surroundings, will be resisted unless the need for development is sufficient to warrant the loss which cannot be avoided by appropriate siting or design. Where removal is necessary, suitable mitigation is required to prevent a net loss of these features.

Development will not be permitted where it can be demonstrated that it will lead directly or indirectly to an adverse effect upon the integrity of the Cannock Chase Special Area of Conservation (SAC). Developments of over 100 dwellings will be required to submit an assessment that details how the likely recreation and visitor pressures on the SAC, as identified by ongoing work, from the development are mitigated. This may include contributions to habitat management, access management and visitor infrastructure, publicity, education and awareness raising; and provision of suitable alternative natural green recreational space within development sites where they can be accommodated and where they cannot by contribution to off site alternative green space.



# 7

## Chapter 7

# A Sustainable Town



## CHAPTER 7 - A SUSTAINABLE TOWN

- 7.1 Ensuring a combination of strong retail centres, accessible employment and housing sites, accessible community facilities and the regeneration of existing developed sites lays the foundation to deliver a connected, sustainable town. Making the most of existing transport links, addressing congestion and improving public transport will ensure Tamworth's centres, employment sites and housing sites are accessible by different methods of transport and reduce reliance on the private car. Maximising renewable energy generation and reducing flood risk to mitigate the impacts of climate change will help to deliver a sustainable pattern of development.**
- 7.2 Tamworth has good connections to the national transport network. The A5(T) provides links to Nuneaton, Cannock, the M42 and the M6 Toll. The A51, A513 and A4091 local primary routes also run north-south through the Borough. It is estimated that 50% of the working population out-commute each day to work and 69% of employed residents drive to work. Around 6% travel by bus which is higher than most other Districts in Staffordshire and walk and cycling levels are similar to national averages.
- 7.3 Tamworth is served by a local bus network and has hourly or more frequent daytime bus services to Lichfield and the West Midlands conurbation. Bus services are supported by the Tamworth Community Transport scheme which operates mini buses and cars. Tamworth Railway Station is located on the edge of the town centre, whilst Wilnecote station is to the south of the town centre near Two Gates. Both stations are located on the Cross Country line between Birmingham, Tamworth, Burton-upon-Trent and Tamworth station is also located on the West Coast Mainline with frequent services to both London and the North West. There is significant passenger and freight demand on both corridors, although there is no dedicated local service on the Cross Country line so demand is catered for by less frequent stops of longer distance services. The rail industry has plans to improve capacity on the Cross Country line to help cater for this existing and future demand.
- 7.4 Getting to and from Tamworth is relatively easy but there are areas where congestion is experienced, particularly at the Ventura, Cardinal Point and Jolly Sailor Retail Parks, in and around the town centre and to the north of it. Improving the accessibility of locations such as the town centre, employment areas and places for leisure is important as it can make Tamworth more sustainable by reducing the need to travel and shortening the distances travelled and where travel is necessary by providing alternatives to the private car. Good transport connections and accessibility also help the town's economy to develop as it becomes a more attractive location to do business. Any development will need to ensure that it contributes to improving sustainable transport infrastructure and accessibility within the town. The successful delivery of new housing, employment and leisure development will only be possible if it is planned in a way that brings jobs, services and facilities closer to existing and new residents and workers.
- 7.5 Drayton Manor Park is a major tourist attraction on the edge of Tamworth in Lichfield District. During peak visiting times congestion in and around the site occurs impacting on people living and working in Tamworth. There are opportunities to reduce this congestion by improving existing sustainable travel choices from Tamworth, particularly existing bus service from the town centre to Drayton Manor Park. This will have the added benefit of providing greater opportunity for visitors to the park to visit and use services and facilities within Tamworth itself, adding to the economy.
- 7.6 The County Council in partnership with Network Rail is seeking to develop a joint vision for railway services and infrastructure provision in Tamworth that will include the alignment of investment programmes. During the Plan period, improvements to rail services will be identified through Network Rail's Route Utilisation Strategies. An identified project in the West Midlands Region Rail Development Plan is improvements to rail services between Tamworth and

Birmingham through a dedicated service. At present passengers travelling to and from Tamworth and Birmingham use the cross country through services. These improvements may also provide opportunities to increase the number of services from Wilnecote station which will improve accessibility for residents in the south of the town. It is hoped, through partnership working with local authorities, that the West Coast Main Line RUS will take into account the scale of housing growth forecast for Tamworth. In addition to rail service improvements funded by Network Rail, the level of housing growth in Tamworth may trigger additional contributions from developers for further improvements to railway station facilities.



- 7.7 To date, the main transport achievements in Tamworth relate to meeting Local Transport Plan targets to reduce all road casualties through education, enforcement and engineering measures. A number of local safety schemes that reduce vehicle conflict and help manage capacity have been completed, including roundabout improvements at the A51 Lichfield Road/B5493 Lichfield Street and B5404 Watling Street/B5400 Marlborough Way junctions. Vehicle speeds and safety have also been addressed on the A453 Sutton Road.
- 7.8 Improvements to the local cycle network have enhanced safety and accessibility to local facilities and schools. Additional car parking capacity has been provided at Tamworth rail station to supply approximately 300 spaces encouraging increased patronage and promoting sustainable commuting. In terms of bus travel, in excess of 90% of residents in the Borough now live within 350m of a bus stop with a better than half-hourly weekday service.
- 7.9 However, it is expected that there will be a significant reduction in the amount of public money available for transport in the future. With this in mind, a key priority going forward in the next three years, and in the longer term up to 2028, is to make the best use of the existing highway network by focusing on maintaining its condition and ensuring that road casualties are reduced. Transport improvements funded through both public and private sector funding streams will also focus on encouraging commuting by public transport rather than the car and support the Borough Council's plans to regenerate the town centre and accommodate proposed housing development in the Anker Valley Sustainable Urban Neighbourhood.
- 7.10 Staffordshire County Council's Integrated Transport Strategy for Tamworth (November 2011) is based around delivering the following key strategic issues:
- Accommodate development at Anker Valley
  - Manage congestion, particularly at Jolly Sailor, Cardinal Point out of town retail parks
  - Support investment in the town centre that complements the out of town retail parks
  - Improve public transport provision to the West Midlands
  - Support A5(T) junction capacity and safety improvements
  - Encourage sustainable travel
- 7.11 As such, the following transport related priorities have been agreed to deliver the spatial strategy:
- The Ventura Park to Town Centre Local Transport Package to compliment The Council's Town Centre proposals/masterplan. It supports the need to improve walking, cycling and public transport links between key attractions and the town centre. Proposals to reduce traffic congestion at Ventura Park require further investigation as part of a transport study. The outcome of the plan has helped to inform the proposals within the Local Plan and the Integrated Transport Strategy. Further phased measures will be delivered as resources permit.



-Town Centre linkages. There are a number of barriers to pedestrian and cycle access to and within the town centre. A package of improvements has been identified including new bridges, public realm improvements and highway remodelling.

-The Anker Valley Local Transport Package. This will focus on linking traffic signals in the Aldergate / Upper Gungate corridor in order to improve journey time reliability and reduce vehicle delays, and accommodating development of a new Post 16 Academy building at Queen Elizabeth's Mercian School. Facilities at the Academy will include walking and cycling links and vehicular access, accompanied by a comprehensive School Travel Plan. Longer term development traffic in the Anker Valley will be accommodated through capacity improvements at the A513/B5493 Fountains junction, sustainable transport provision and further car parking capacity and access improvements at Tamworth rail station. The provision of the Anker Valley link road and Amington linkage will also be considered in any Transport Assessment produced by potential developers of the Anker Valley Sustainable Urban Neighbourhood. A transport study will be carried out to determine the traffic impact of development scenarios on the Upper Gungate Corridor to identify what scale of development could be delivered before Link Road is required. If development comes forward in the Plan period without the Anker Valley Link Road the proposed route will continue to be protected as part of the development for future need beyond the Plan period.

If it is proved that the Amington Link Road is not required to deliver development proposed in the Local Plan, the route will be protected as a long term aspiration beyond the plan period

-Tamworth – Birmingham Rail Service. The West Midlands Rail Development Plan identified that significant travel flows take place between Tamworth corridor and Birmingham but rail is not well placed to accommodate these at present. The route is on a major regeneration corridor and there is significant opportunity for a better rail service to act as a catalyst for development. The West Midlands & Chilterns RUS proposes a half-hourly dedicated Tamworth to Birmingham service. This is likely to require investment in a turnback facility at Tamworth, improvements to Wilnecote Station, and the possible improvements to the Camp Hill Cord. A dedicated Service would improve the attractiveness of Tamworth to future employers and help reduce congestion on the M42. It would also assist in providing a quick link to the proposed HS2.

There is a desire to maintain good rail links in terms of frequency and journey times with Birmingham, London, the North West, East Midlands and Yorkshire. If HS2 proceeds, Tamworth will need to exploit its proximity to both Birmingham City Centre station and the Birmingham interchange station through ensuring good public transport links to them.

- Proposed bus accessibility improvements, as well as Cycle Links and A5 Junction Improvements proposed in the Integrated Transport Strategy, but outside the areas covered by Local Transport Packages. Proposals include improved bus facilities and enhanced passenger information at stops within the town centre, along local routes serving Tamworth residents and inter-urban routes to Lichfield and the West Midlands

- 7.12 Linked to this are the Tamworth Rail Station improvements. These include forecourt improvements and links to the town centre to compliment improvements to the station building currently being undertaken by London Midland.
- 7.13 Tamworth benefits from a good cycle network although there are a small number of gaps in provision which reduce the links to the town centre and employment areas from residential areas.
- 7.14 The Highways Agency have undertaken modelling work to examine the impact of development on the A5 and have indicated that some improvements may be required, in terms of junction improvement and highway safety at Stonydelph, Mile Oak (within Lichfield District) and Bitterscote South. This could impact on the viability of development and therefore additional investment could be needed.

7.15 The council is working with adjoining authorities to deliver a strategy for the A5. This aims to identify the priority improvements along the A5 corridor that are needed to facilitate growth, reduce congestion, improve air quality and deliver a lower carbon transport system. The central theme of the strategy is to ensure that the corridor functions efficiently to allow safe, ease of movement, facilitates and supports economic growth and tourism, preserves its cultural heritage and plays its full and proper role in delivering future housing and employment growth. The priority improvements identified for the Tamworth section of the A5 closely align with those identified by the Highways Agency in their modelling work.



7.16 The Staffordshire County-wide Renewable/Low Carbon Energy Study has estimated that the authority is only capable of meeting a small proportion of its energy demand through renewable energy sources by 2020. The study identifies where the greatest opportunities lie.

7.17 The main producers of UK carbon emissions are from energy (through burning of fossil fuels), 39%, buildings, 34% and transport and travel, 24%.

7.18 Tamworth demonstrates one of the lowest emission rates in the UK. However Tamworth has a small, limited industrial base and there are no major motorways within its geographical boundary which will have impacted on these figures.

7.19 Whilst it is important not to be complacent, the existing pattern of development in Tamworth appears to generate less carbon emissions than its neighbours and therefore emphasises the need for future development to be carefully managed to continue to deliver this trend whilst identifying opportunities for improvements.

7.20 Although Tamworth can only make a small impact on reducing the level of global greenhouse gases, it should not be deterred from pursuing a climate change strategy based on management of its own business activities, long term strategic planning and community engagement. The Council is committed to tackling climate change through implementing its recently produced Climate Change Strategy, which provides a framework for adapting to the effects of climate change, reducing energy consumption and managing the use of resources.

7.21 There is a recognition at all levels that relying on landfill for waste disposal is unsustainable and is a waste of scarce resources. There has been a gradual acceptance of the need to give much higher priority to waste minimisation, recycling, composting and recovery (such as energy from waste), making disposal in landfill sites the last resort. The Tamworth Waste Strategy was adopted in 2007 to tackle the increasing amount of waste being produced by households both nationally and in Tamworth. Three key objectives of the Strategy are to reduce the amount of waste produced in Tamworth, to increase the rate of recycling and composting of household waste and to reduce to zero the amount of waste that the Borough sends to landfill by 2020. The Local Plan will support the Waste Strategy and the move towards a more sustainable approach to waste management.

7.22 Having developed alongside the confluence of two rivers, Tamworth has a significant amount of floodplain, 25% of Borough. Tamworth has been affected in the past by flooding, most recently in the summer of 2007. It is important to have strong policies to try to reduce the risk of flooding in the area to all properties in the area.

7.23 Overall the current risk (accounting for probability and consequence) from surface water flooding within Tamworth town is relatively low, especially for the higher probability (more

- 7.24 Flooding across Tamworth stems from overland runoff originating both from rural areas upstream of the town and from within the urban area. Potential measures to address this include the retrofitting of Sustainable Urban Drainage Systems (SuDS) in existing developments, where feasible and investigating the potential to install storage ponds/utilise the existing and naturally occurring storage areas to accommodate surface water runoff upstream of residential areas and flow constrictions, perhaps through dual use of open space or playing fields.
- 7.25 A Strategic Flood Risk Assessment (SFRA) has been prepared for Tamworth to refine flood risk areas, identify areas likely to be at most risk of flooding and consider likely impacts of climate change. The probability of flooding is likely to worsen according to the prediction for the effects of Climate Change.

**This policy aims to address Strategic Spatial Priorities SO6 and SO12**

**SP9 Sustainable Infrastructure**

Delivering the sustainable pattern of growth identified in the strategy will help mitigate the impacts of climate change. This requires the provision of appropriate supporting infrastructure to;

- promote access to sustainable modes of transport and addressing congestion and capacity issues
- provide community facilities in accessible locations
- promote opportunities for zero carbon development and maximising opportunities for renewable energy generation
- make the most efficient use of land whilst mitigating flood risk.

Investment will be focussed on Tamworth’s transportation network. The strategic transport network for Tamworth is shown on the spatial diagram, figure 3.

The ease and quality of access to and between the town centre and local and neighbourhood centres, employment sites, Anker Valley Sustainable Urban Neighbourhood and other key internal and external destinations will be improved by:

- a) Promoting sustainable transport and access to strategic employment areas within the borough and Birch Coppice in North Warwickshire
- b) Supporting proposals which improve both the attractiveness and passenger capacity of both Tamworth & Wilnecote Railway Stations. Proposals which increase the frequency of services to Birmingham, London & the North West will be actively encouraged
- c) Providing new and supporting existing dedicated bus links to and from the out of town shopping areas to the town centre and improved pedestrian linkages between them as part of the Ventura Park to Town Centre Local Transport Package and improved bus accessibility in the town centre, on local routes within Tamworth and inter-urban routes, including to Lichfield and the West Midlands conurbation
- d) Delivering junction improvement and highway safety at Stonydelph, Mile Oak (within Lichfield District) and Bitterscote South junctions on the A5
- e) Integrating the Anker Valley Sustainable Urban Neighbourhood with the town centre, Tamworth Railway Station and Ashby Road through providing improved pedestrian linkages, cycle routes and potentially a bus link to the development from Ashby Road. The need for a linkage route to be provided to access Anker Valley from Amington will be considered as part of the Anker Valley Local Transport Package

continued overleaf 

- f) Work towards providing, by addressing barriers and missing links, a joined up, Tamworth wide cycle and pedestrian network which exploits the existing green linkages to and from the town centre and between local and neighbourhood centres, railway stations and to employment site. This includes delivering priority measures to improve accessibility, create safer roads, and reduce the impact of traffic
- g) Providing improved public transport links from the town centre to Drayton Manor Leisure Park.

Whilst opportunities to deliver renewable energy generation within Tamworth are limited, it is recognised that the existing built environment provides the greatest potential through renewable or low carbon energy sources using a variety of suitable micro and larger stand-alone technologies, which could include the retro-fitting of existing development.

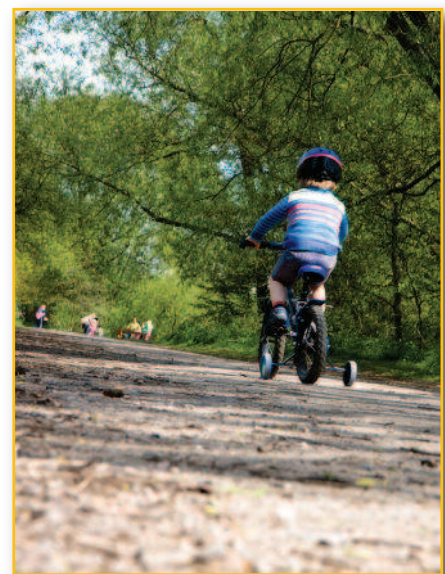
Large scale development and area based regeneration initiatives may offer opportunities to incorporate large scale or area wide renewable energy or low carbon technologies including community heating, biomass heating, CHP and utilising surplus heat. Proposals within the town centre, regeneration priority areas, Anker Valley Sustainable Urban Neighbourhood and other areas with high heat density including employment sites will be explored through pre-application discussions and/or masterplanning activity, where appropriate.

Proposals for energy from waste, combined heat and power and district heating schemes will be supported subject to appropriate measures to mitigate any environmental, social and economic impacts.

The Council will consult with the Minerals Planning Authority and Coal Authority on the existence and extent of mineral and coal reserves when dealing with applications within or in proximity to strategic mineral allocations, mineral safeguarding areas and mineral consultation areas. This will avoid sterilisation of these resources. Consideration will be given to mineral and coal reserves with cross boundary implications.

Tamworth's Strategic Flood Risk Assessment indicates the areas within the Borough at risk of flooding. These are shown on Figure 5. Development will be expected to be located outside of these areas and must not increase the risk of flooding in other areas.

frequent) flood events. However, as witnessed in numerous recent flood events and within the historic flooding record, Tamworth is at risk of fluvial flooding and, where this interacts with the surface water depths are likely to increase dramatically.





## Sustainable Transport

- 7.26 Delivering the spatial strategy will involve reducing the need to travel, promoting the use of sustainable modes of transport such as walking, cycling and public transport. It is also important to manage the impact of the remaining residual traffic, avoiding where possible unnecessary physical highway improvements.
- 7.27 Research indicates that significant reductions in car trips could potentially be achieved by modal shift supported by appropriate transport improvements and traffic restraint measures. Achieving a reduction in traffic levels will depend on the level of commitment and resources made available.
- 7.28 It is expected that to deliver these objectives will require funding through developer contributions, Staffordshire County Council Local Transport Plan capital funds and other resources such as The Council, public transport operators and Sustrans. The level of contributions will be set out in the future Planning Obligations SPD and are included in the accompanying Infrastructure Delivery Plan.
- 7.29 In addition to these 'soft' initiatives a key part of the strategy is the provision of improved linkages between the Anker Valley and the rest of the Borough. Not only will these enable improved accessibility and opportunities to switch to sustainable modes of transport for new residents of the Anker Valley Sustainable Urban Neighbourhood but also for the existing residents in other areas of the town. They will provide links to the town centre, the railway station and employment sites. In delivering the broad locations identified to accommodate for growth beyond the Borough's boundary it will be important to consider the capacity of existing infrastructure to identify measures to mitigate any anticipated impacts.
- 7.30 These measures will help to reduce congestion which will both improve air quality and the overall image of the town thus making it a more attractive place for residents and businesses.
- 7.31 It is therefore essential that effective improvements to all the town's transportation networks, including infrastructure and facilities are achieved. These will be required to ensure that housing and jobs growth can be successfully met in a balanced and sustainable way to achieve regeneration and growth. Without such improvements, Tamworth's economic potential cannot be realised and the development of sustainable communities achieved. This will be particularly crucial to unlocking the full development potential of the town centre and the Anker Valley Sustainable Urban Neighbourhood.
- 7.32 Streets have a wide range of functions as key features of the public realm. They have a social function as places in their own right where people shop, relax, eat and drink and walk through. They are hubs for the community to enjoy. Street environments need to be managed so that excessive traffic and poor design does not suppress these other street activities.
- 7.33 Best practice, as reflected in the Government's Manual for Streets, is increasingly moving away from strictly demarcated spaces for pedestrians and vehicles to design solutions that involve sharing public spaces which not only improves the attractiveness of the street but also makes it a safe place. This can be achieved by the removal of barriers and fences, placing the right amount and type of benches, bins, lighting and other street furniture in the right places together with traffic calming measures.
- 7.34 Many public and private organisations have an impact on the appearance and management of the street environment. To deliver improvements organisations will need to work together in partnership. Any new development will be expected to demonstrate how it will deliver these improvements and in some cases may be expected to contribute to the improvements whether through direct works or as a financial contribution.
- 7.35 Appendix 3 includes the borough's car parking standards to guide the amount of car parking that new development should provide, seeking to maximize the potential for the use of sustainable transport and seeking to agree management and pricing regimes with developers

## This policy aims to address Strategic Spatial Priority SO12

### CP13 Delivering Sustainable Transport

Planning permission will only be granted for development that provides measures to:

- a) Prioritise access by walking, cycling and public transport,
- b) Improve highway safety and reduces the impact of travel upon the environment

A Transport Assessment and comprehensive Travel Plan must accompany all major development proposals as set out in Appendix 5.

Appropriate provision will be required for off street parking in development proposals in accordance with adopted parking standards. In considering the level of provision regard will be had to:

- a) the anticipated demand for parking arising from the use proposed, or other uses to which the development may be put without needing planning permission;
- b) the scope for encouraging alternative means of travel to the development that would reduce the need for on-site parking. This will be particularly relevant in areas well-served by public transport;
- c) the impact on highway safety from potential on-street parking and the scope for measures to overcome any problems, increase highway capacity where appropriate; and
- d) the need to make adequate and convenient parking provision for disabled people.

The Council's parking standards are set out in Appendix 3. The Council will require the provision of sufficient, safe, weatherproof, convenient and secure cycle parking within developments to assist in promoting cycle use where viable and appropriate.

Low parking development may be acceptable in locations highly accessible by walking, cycling and public transport, including Tamworth's network of centres.

New developments will be required to contribute towards public realm improvements where appropriate. They should also provide active street frontages to create attractive and safe street environments. New roads, both public and private, should be designed to meet Manual for Streets specifications and design guidance set out in the Place Making SPD.

to ensure that all parking is operated in a manner which benefits the town as a whole.

7.36 Appendix 6 sets out the thresholds and requirements for Travel Plans.

7.37 Whilst it is not possible to resolve all the issues of climate change through the planning system the government views effective spatial planning as one of the many elements required for a successful response to tackling climate change.

7.38 The strategic planning system can provide guidance as to how the Borough will contribute towards objectives aimed at reducing carbon emissions, which are identified as the main cause of global warming. It can also help to deal with the effects of climate change through adaptation and mitigation.

7.39 The changing weather patterns of warmer and drier summers and increased rainfall with risk of flooding in the United Kingdom look set to continue and in Tamworth the main effects are felt through increased flood water levels in the Rivers Tame and Anker.

7.40 The Department of Energy and Climate Change (DECC) produced a report in November 2010 which estimates the carbon emissions output per person for each year from 2005 to 2008. These estimate figures attempt to help us understand what the current emission levels are at a regional, county and local level. They are estimates and use domestic, industrial use and

transport data. According to recent government estimates, Tamworth appears to score well.

- 7.41 Whilst the Climate Change Strategy does not specifically set a carbon target for Tamworth (as the Climate Change Act has a clear national target we all need to work to), the strategy sets out a number of ambitious targets and actions for the council and its partners to deliver. These include an increase in public transport use, completion of a Tamworth cycling network, and the widespread installation of photovoltaic panels on all public buildings.
- 7.42 Addressing climate change is based on the following four levels:
  - promoting sustainable use of resources,
  - energy and water efficiency,
  - a sustainable approach to waste
  - alleviating flooding problems.
- 7.43 Linked to this is ensuring new development is located in sustainable locations i.e that are well served by public transport, cycling and walking and close to existing homes and services.
- 7.44 The choice of construction materials has potential impacts on energy efficiency during manufacture and in application. The Council will promote the use of local materials in order to reduce travel distances and the re-use and recycling of materials to prevent waste, reduce the consumption of raw materials, landfill and energy usage. The use of local labour will assist the local economy and reduce travel distances.
- 7.45 The Council will consider a potential carbon investment fund to deliver borough-wide and local schemes. Where meeting the national government's Zero Carbon target is demonstrated to be unviable the Council will accept a contribution towards this. Details will be set out in the Developer Contributions SPD.
- 7.46 Development in the floodplain will be discouraged. A flood risk assessment will be required for all development in Flood Zones 2, 3a or 3b. Development can lead to an increase in the amount of impermeable land, which can increase the risk and impact of flooding. Traditional drainage systems can be harmful to the environment by increasing the risk of flooding downstream, contamination and depletion of groundwater and watercourse supplies. The Environment Agency

**This policy aims to address Strategic Spatial Priority SO11**

**CP14 Sustainable Development and Climate Change mitigation**

Development will be required to address the effects of climate change, and where viable achieve zero carbon development through:

- a) maximising energy and water efficiency
- b) supporting opportunities for renewable and low carbon energy generation
- c) promoting efficient and effective use of land
- d) ensuring development is located in accessible locations which promote the use of sustainable modes of transport
- e) appropriate sustainable design, layout, orientation and use of construction materials/methods
- f) encouraging the retrofitting of the existing building stock
- g) exploiting opportunities for energy from waste, combined heat and power and district heating schemes subject to appropriate measures to mitigate any environmental, social and economic impacts.
- h) promoting landscaping and tree planting to provide shade, reduce local temperatures and carbon capture.

Development will be required to contribute towards the Tamworth Waste Strategy, providing site waste management plans as appropriate and incorporating suitably located on-site facilities. The Council will work with neighbouring authorities to identify and promote the provision of appropriate waste management, treatment and disposal sites.

promotes the use of Sustainable Drainage Systems (SuDS) as a way of managing surface and groundwater regimes

- 7.47 SuDS use a wide range of drainage techniques such as grassed channels, retention ponds, soakaways and permeable pavements. Infiltration and soakaways of surface water must be investigated as the first and primary means of draining surface water from a site.
- 7.48 In addition to reducing flood risk and risk of pollution, SUDS can have wider amenity benefits where they are incorporated into the green infrastructure network and can result in improvements in biodiversity value. It is important to take opportunities to improve access to the riverside to promote healthy and active lifestyles and improved awareness and education of the river environment. A balance will need to be struck between formalising access to the riverside, maintaining a natural character to the river and safeguarding sensitive sections of the river. Initiatives such as the Central Rivers Initiative have the potential to support this objective.
- 7.49 The River Tame has been identified as having a 'poor' ecological status. In addition, it has been assigned protected status under the Freshwater Fish, Nitrates and Urban Wastewater Treatment Directives. The River Anker currently has a 'moderate' ecological status, but has also been assigned protected status under all the directives listed above, whereas the Bourne Brook has a 'poor' ecological status and protected designation under the Freshwater Fish and Nitrates Directives.
- 7.50 As a result, improvement is necessary to meet the required 'good' ecological status required under the Water Framework Directive (WFD) by 2015 and a reduction in pollution entering the watercourse from its tributaries will be essential.
- 7.51 As such, appropriate SuDS schemes to reduce surface water discharge and cease the connection of surface water discharges into the combined sewer network will be required.

## This policy aims to address Strategic Spatial Priority SO11

### CP15 Water Management

A sequential approach will be applied to all proposals for development in order to direct all development to areas at the lowest risk of flooding unless it has met the requirements of the sequential test and exceptions test as set out in current and any amended government guidance.

All new development including regeneration proposals will need to demonstrate that there is no increased risk of flooding to existing properties and shall seek to improve existing flood risk management. All proposals for development in Flood Zone 2, 3A or 3B must be accompanied by a Flood Risk Assessment that sets out the mitigation measures for the site and agreed with relevant authority.

In order to meet the exceptions test development must:-

- a. Demonstrate that the development provides wider sustainability benefits to the community that outweigh the flood risk;
- b. Be located on previously developed land; and
- c. Be accompanied by A Flood Risk Assessment that demonstrates that the development will be safe without increasing flood risk elsewhere and where possible, reduce flood risk overall.

Developers should consult the Environment Agency's flood maps for surface water to ascertain the effects of surface water flooding on potential development sites. Where necessary, proposals will be expected to contribute towards building and maintaining any necessary defences. All developments will be expected to incorporate appropriate SuDS techniques that will limit or reduce surface water run off. Sustainable drainage should be considered at an early stage of the design process. Development will be permitted where proposals do not have a negative impact on water quality, either directly through pollution of surface or ground water or indirectly through overloading of Wastewater Treatment Works.



## Community Facilities

- 7.52 Education and health care are fundamental to achieving sustainable communities and economic prosperity. The provision of a sustainable network of education and health care facilities is a critical component of delivering spatial objectives 3 and 4 to address the socio-economic inequalities which exist within Tamworth. Such uses, along with other community infrastructure including places of worship and community centres are particularly suitable to be located within the existing network of centres as a result of their proximity to both local communities and facilities including public transport, walking and cycling links and related facilities such as retail and services. Proposals for facilities which combine a mix of community uses on a single site will be encouraged as these have the potential to reduce the need to travel whilst generating associated linked benefits. Where education and health facilities are proposed outside of centres, locations should be selected on the basis of addressing accessibility gaps in accordance with supporting evidence.
- 7.53 Improved access to education, training and support facilities is seen as a key objective for the borough, particularly important within the most deprived neighbourhoods. The council's Locality Working initiative has encouraged the use of neighbourhood based multi use and agency spaces which are particularly suited to being located in local and neighbourhood centres due to their accessibility. The council will continue work with partner agencies to improve access to training and skills development whilst identifying potential location for future provision.
- 7.54 Education facilities will be expected to include provision for community use, including multi-use facilities open to the wider communities.
- 7.55 It is important that residents of new housing developments have good access to facilities and that existing facilities do not become oversubscribed. It is appropriate, therefore for new residential development to contribute towards the cost of the provision of education and/or healthcare facilities. The basis for contributions will be set out in the forthcoming Planning Obligations SPD.
- 7.56 The most significant housing led development coming forward during the plan's period is the Anker Valley Sustainable Urban Neighbourhood. Staffordshire County Council indicates that this site will require a new primary/junior school being provided onsite (or contributions) and contributions towards secondary education provision. In addition the development will include a community facility along with health facilities.
- 7.57 In addition, ensuring adequate facilities for the emergency services is a key priority in order to achieve community safety objectives.

### This policy aims to address Strategic Spatial Priority SO4

#### CP16 Community Facilities

A network of high quality, well designed and accessible facilities across the borough will be provided to serve local identified needs. Proposals which include dual uses on a single site, in locations accessible by walking, cycling and public transport will be encouraged. Funding to enable the timely provision of necessary community facilities will be sought from developments that generate that particular need. Planning obligations or levies will be secured as detailed in the Planning Obligations SPD. The Anker Valley Sustainable Urban Neighbourhood will provide for appropriate community facilities as set out in SP6.

The existing network of borough wide education and health care facilities will be protected and enhanced to meet local needs. Subject to it being of high quality design and having an acceptable impact on the immediate environment and amenity, the physical enhancement and expansion of higher and further educational facilities will be supported. Proposals involving the loss of a community facility will only be permitted where adequate alternative provision is available to meet the needs of the community served by the facility.



8

## Chapter 8

# Monitoring and Implementation

## CHAPTER 8 - MONITORING AND IMPLEMENTATION

- 8.1 The Local Plan's success will depend on effective implementation of its policies. In addition to the council's statutory planning function, implementation will require working with a range of delivery partners, including Tamworth Strategic partnership as well as developers, RSLs, Staffordshire County Council and other key partners from the private, public and voluntary sector.
- 8.2 The Local Plan must also show it is capable of being monitored effectively. Monitoring of specific, measurable, achievable, realistic and time based policies will enable the success of the Local Plan to be measured during its lifetime whilst assisting the instigation of contingency plans where it is demonstrated that policies are not achieving their stated objectives.
- 8.3 Each policy within the Local Plan will be monitored using specific indicators and targets. Progress against the delivery of these indicators and targets will be reported via the council's website during each year to assess how far the policies are being implemented. In some cases, where delivery is not expected in the short term, a series of milestones are included instead of annually measurable indicators.
- 8.4 The Sustainability Appraisal (SA) has a key influence on the Local Plan monitoring framework. The SA Report identifies crucial monitoring requirements in relation to the predicted effects of the Local Plan policies and strategies, which has informed the choice of Local Plan monitoring framework indicators. This alignment will help ensure compliance with the Strategic Environmental Assessment Directive.
- 8.5 Previously, the implementations of policies were measured using indicators contained within the council's published Annual Monitoring Report (AMR). The government's Localism Act removes the requirement for local planning authorities to produce an AMR, while retaining the overall duty to monitor. Authorities can now choose which targets and indicators to include in the report as long as they are in line with the relevant UK and EU legislation. Their primary purpose is to share the performance and achievements of the planning service with the local community. As a Council, we will use the indicators identified to revise what indicators to use and the frequency of publication.
- 8.6 Monitoring may indicate that further action is required, particularly where targets are not being met and are unlikely to be met in the future. Significant variation from performance required by the policy and target may result in the need to amend the target, or ultimately to amend the policy. Such a circumstance may trigger a need to consider a review of the Local Plan. This would be considered in light of advice sought from the Council's LDF Working Group to help determine the need for and scope of such a review.
- 8.7 Indicators have been selected based on their appropriateness for gauging the effectiveness of Local Plan policies in helping to meet the Council's Local Plan objectives. The choice of specific indicators is dependent upon the availability of data and in this respect it is possible that this could change over time. The specific indicators used will therefore be reviewed on a regular basis and where the availability of data changes then some indicators may need to be removed whilst others could potentially be added. Any change to the indicators will be shown within regular monitoring.
- 8.8 The monitoring table (set out in Appendix 4) shows the Local Plan's policies and respective indicators and targets for each of the sections of the document.
- 8.9 Developer contributions will be used to ensure that the necessary physical, social, economic,



blue and green infrastructure is in place to support development. Contributions will be used to mitigate the adverse impacts of development (including a proportional contribution to address the cumulative impact of the development proposals). The Council will, where appropriate, seek to secure such measures through planning obligations, and once adopted, through Community Infrastructure Levy (CIL). Where appropriate, pooled contributions will be used to facilitate the necessary infrastructure in line with development.

- 8.10 New development should not overburden existing infrastructure. New development should be adequately supported by an appropriate range and scale of infrastructure, whether existing or new. Delivering or improving infrastructure in a timely manner is extremely important to ensure roads, local services and facilities can cope with additional demand placed on them. However, there is a recognition that the viability of new development is also taken into account when agreeing the type and amount of infrastructure required.
- 8.11 In some cases, effective demand management and making better use of existing infrastructure will play an important role in supporting new development.
- 8.12 Infrastructure and service requirements, as identified by the Infrastructure Delivery Plan (IDP), require monitoring either through the Local Plan monitoring framework or in close association with it. The IDP is the beginning of a process to integrate the capital investment programmes of various services with planning for new development, to align delivery of growth, especially housing and economic growth, with the necessary infrastructure to support this. The baseline position will allow the Council and its partners in the Tamworth Strategic Partnership to continue to prioritise spending and address funding gaps over the lifetime of the Local Plan.
- 8.13 The Infrastructure Delivery Plan (IDP) set out Appendix 6 will be an important element of ensuring the delivery of sustainable development, supported by the necessary services and facilities it requires. More specifically, the IDP outlines existing infrastructure provision to illustrate how well existing needs are being met; and highlights future infrastructure requirements to support population changes, housing and employment growth as detailed in this document.
- 8.14 The IDP will in future also provide an indication of the potential costs and methods of funding the identified infrastructure through mainstream public funding, developer contributions and other sources. It also establishes effective working arrangements with infrastructure agencies to ensure that a dialogue is maintained beyond the scope of individual projects.
- 8.15 Where new development results in a need for new or improved infrastructure, contributions from developers will be sought to make the development acceptable in planning terms. In some cases the cumulative impact of individual applications may be considered when assessing infrastructure requirements. Contributions from a particular development will be fairly and reasonably related in scale and kind to the contribution to the cumulative impact arising from the applicable scheme.
- 8.16 The Planning Obligations SPD will provide more details on the implementation of Tamworth's obligation policies. Regular reviews of the SPD will ensure that the contributions being sought are the most appropriate.
- 8.17 Further work will be required to identify appropriate infrastructure to both help deliver and mitigate the impacts of Tamworth related development located outside of its boundary. This may involve Tamworth, in partnership with Lichfield District Council, North Warwickshire Borough Council and infrastructure providers and landowners to bring forward infrastructure through future development plans, master plans and planning applications.



## This policy aims to address Strategic Spatial Priority SO6

### CP 17: Infrastructure and developer contributions

Planning permission for new development will only be granted if it is supported by appropriate infrastructure at a timely stage. Developer contributions will be sought where needs arise as a result of new development. The Council will work in partnership with infrastructure providers and other delivery agencies in preparing subsequent SPD's.

Key strategic infrastructure required to support development are:

- a) improvements to town centre linkages, gateways, green and blue infrastructure provision, the open space network and public realm to support town centre development in accordance with the Town Centre SPD
- b) provision of appropriate sport and recreation facilities and new and improved open space in accordance with CP8
- c) provision of linkages, community facilities and open space to deliver the Anker Valley Sustainable Urban Neighbourhood.
- d) cross-boundary infrastructure to help deliver and mitigate the effects of Tamworth related future development, particularly in relation to land to the north of Anker Valley Sustainable Urban Neighbourhood and within North Warwickshire.
- e) improvements to transport infrastructure, in accordance with SP9 and CP13
- f) climate change mitigation measures in accordance with CP14
- g) water management measures where required, in accordance with CP15

Key service and site-specific infrastructure required to support development are:

- h) Affordable housing, in accordance with CP4
- i) new and expanded health facilities, in accordance with CP16
- j) new and expanded school facilities, in accordance with CP16
- k) emergency services related infrastructure, including police services, in accordance with CP16
- l) water supply and waste water drainage
- m) supporting service infrastructure.



## Appendices

# APPENDIX 1: Key sites and desired outcomes

This table provides an outline of the key development sites and identified areas (including Employment Areas and Local/Neighbourhood Centres) which support the delivery of strategy. The reference numbers e.g. TC1 refer to the numbers identified on the allocations map and town centre inset, figures 4 and 5.

Site Description		Desired outcomes, interventions required and estimated capacity
<b>Town Centre/Gateway Sites</b>		
<b>Gungate Redevelopment Site</b>  <b>TC1</b>	<p>The former shopping precinct has been cleared for redevelopment and is currently used as a temporary car park. The site is a strategic allocation for new retail development with Outline planning permission granted in July 2010 for 20,000 sqm gross shopping floor space. As a result of the economic downturn the site has stalled and bringing the site forward for development will be key to ensuring the vitality and viability of the town centre. This may require a larger site than that of the outline approval (0557/2008).</p>	<p>It is considered that the site could still provide 20,000 sqm of retail floor space. However the site is also a key gateway site and therefore it will be important to achieve improvements to the public realm to improve access to the railway station and legibility in this area of the town centre. In addition there may be scope for a mix of uses on the site alongside the retail uses, including ancillary commercial and residential uses.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<b>Gungate Expansion</b>  <b>TC2</b>	<p>Existing uses include Magistrates Court, Staffordshire CC Tamworth Youth Centre and Connexions, Staffordshire. Site may become available for redevelopment.</p>	<p>This site could provide an expansion to the proposed Gungate scheme. It is considered that a mixture of uses would be appropriate.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<b>Middle Entry Redevelopment Site</b>  <b>TC3</b>	<p>The site comprises existing retail units in the Middle Entry Precinct and the Town Centre Masterplan indicates that the owners wish to secure an enhanced retail offer.</p>	<p>In the short term it will be important to achieve environmental improvements to make the site more attractive to retailers.</p> <p>In the longer term there is potential for significant redevelopment which would improve the quality of the public realm, improve the legibility between key landmarks of the town hall and St Ediths Church, and the quantity of retail floor space that is available. However this should be phased after the Gungate redevelopment.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<b>Arriva Bus Depot, Aldergate</b>  <b>TC4</b>	<p>The site is currently in use as the bus depot but not a bus station used by passengers. The Town Centre Masterplan and the Strategic Housing Land Availability Assessment has indicated that Arriva are reviewing the site with a view to a possible relocation to an edge of town location. This would release the site for redevelopment.</p>	<p>It is important to establish dialogue with Arriva to find suitable alternative premises.</p> <p>The SHLAA has identified a potential capacity of 40 dwellings as part of a mixed-use scheme comprising apartments and commercial uses. However any redevelopment would need to be of a design and scale which compliments the historic nature of the town and the conservation area.</p> <p>The Town Centre SPD will provide further detail on this site.</p>

<p><b>Upper Gungate</b></p> <p><b>TC5</b></p>	<p>The site is a key gateway location in close proximity to the railway station. The site features a variety of uses, including a Kwik Fit, BP Connect filling station and a Morrisons supermarket with associated car parking.</p> <p>The site has potential for redevelopment however this will need to be of a use compatible with the surrounding uses.</p>	<p>The design of any redevelopment should maximise the key gateway location of the site.</p> <p>It is considered that office uses are the most appropriate.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<p><b>Jewsons Site, Saxon Drive</b></p> <p><b>TC6</b></p>	<p>The site is in a prominent gateway location opposite the railway station.</p> <p>It is currently in use as a builders' merchant site on a prominent site opposite the railway station, the site has been identified as a potential redevelopment site however this would require the relocation of Jewsons to an alternative location, possibly on an existing employment area.</p>	<p>It is important to establish dialogue with Jewsons to find suitable alternative premises.</p> <p>The site has been identified in the SHLAA and Tamworth Town Centre and Retail Study for potential mixed-use development, consisting of residential and offices.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<p><b>Expansion of Ankerside</b></p> <p><b>TC7</b></p>	<p>The Ankerside is the major shopping centre in the town centre. However inward facing design of the development does not maximise the potential of its location adjacent to the Castle grounds, a key cultural asset for the borough.</p>	<p>The Town Centre Masterplan proposed the expansion of the Ankerside Centre south with additional retail and riverside café, bars and restaurants. It also identified that reconfiguration of the centre access points including the remodelling of the south-west elevation could create a terrace of leisure uses and viewing platforms.</p> <p>Potential for town centre retail and leisure uses in the longer term. It will be important to establish dialogue with the owners and operators.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<p><b>Aldergate Car Park</b></p> <p><b>TC8</b></p>	<p>Over ground car park situated opposite the assembly rooms and next to the tourist information centre.</p>	<p>Potential for redevelopment for mixed uses however this will need to consider the conservation area and respect the character of surrounding listed buildings. It is considered that this car park could only be redeveloped if appropriate compensatory provision is made elsewhere in the town centre.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<p><b>Marmion Street Car Park</b></p> <p><b>TC9</b></p>	<p>Over ground car park situated in a prominent gateway location to the north west of the town centre.</p>	<p>Potential for redevelopment for mixed uses however this will need to consider the conservation area. It is considered that this car park could only be redeveloped if appropriate compensatory provision is made elsewhere in the town centre.</p> <p>The Town Centre SPD will provide further detail on this site.</p>
<p><b>Phoenix Special Purpose Machines, Marmion Street</b></p> <p><b>TC10</b></p>	<p>Industrial unit situated in a predominantly residential location at the edge of the town centre.</p> <p>The owner had previously expressed interest in releasing the site for redevelopment.</p>	<p>Liaise with landowners to establish potential for redevelopment and suitable alternative premises for redevelopment.</p> <p>It is considered that the site is suitable for residential purposes because of the surrounding residential uses however some alternative uses may be suitable. This would also need to respect the character of the conservation area.</p> <p>The Town Centre SPD will provide further detail on this site.</p>



Site Description		Desired outcomes, interventions required and estimated capacity
<b>Local Centres</b>		
<b>Coton Green (Fontenaye Road)</b>  <b>LC1</b>	<p>The local centre at Coton Green contains a row of six ground floor shops accommodated within a two-storey terraced building, below a canopy and first floor flats.</p> <p>The centre is anchored by a Co-operative supermarket, occupying two units. Other units provide clothing alterations, health &amp; beauty services, a hairdresser, hot food takeaway, and a restaurant. The centre is served by a dedicated, off-street forecourt car parking area.</p>	<p>The site does not have any vacant units and is well used based on recent survey work and therefore it has a good level of vitality and viability.</p> <p>It will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Protect centre</p>
<b>Masefield Drive</b>  <b>LC2</b>	<p>The centre on Masefield Drive contains five small shops situated at the ground floor level of a three-storey maisonettes building. The centre is anchored by a Select &amp; Save convenience store accommodated across three units and also provides a butcher shop, a pharmacy, a betting shop and two hot food takeaways (Chinese and Fish and Chips).</p>	<p>It is considered that the centre has good level of vitality and viability and serves a local centre role. It will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Furthermore the centre sits within an identified regeneration priority area and is considered to play a key role in helping to regenerate the Leys area, this may impact on the types of community uses which operate within the centre as part of ongoing social regeneration initiatives, such as training hubs.</p> <p>Protect centre</p>
<b>Amington Road, Bolehall</b>  <b>LC3</b>	<p>The centre comprises eight interspersed shop units located on an incline at the junction of Amington Road/ Thomas Street. The centre has a Co-operative supermarket and a Premier convenience store, accompanied by a florist, Post Office, betting shop, hairdresser, public house and hot food take-away.</p>	<p>Research has identified that the site is well used with evidence of 'drop in' customers parking in surrounding residential streets.</p> <p>The centre serves a local catchment and is considered to have a good level of vitality and viability. It will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Protect centre</p>
<b>Caledonian</b>  <b>LC4</b>	<p>The Caledonian centre forms a shopping precinct on the ground floor of a 1960s / 1970s residential development with deck access. The centre comprises two supermarkets – a sizeable Spar shop and a 'Best One' convenience store – a Post Office, hairdresser, public house and hot food take-away.</p>	<p>There was one vacant unit identified at the time of carrying out the latest research. The centre has good pedestrian links and its own parking area. It is considered to have a good level of vitality and viability and it will be important to ensure any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Furthermore the centre sits within an identified regeneration priority area and is considered to play a key role in helping to regenerate Glascoate Heath, this may impact on the types of community uses which operate within the centre as part of ongoing social regeneration initiatives, such as training hubs.</p> <p>Protect centre.</p>

<p><b>High Street Dosthill</b></p> <p><b>LC5</b></p>	<p>The centre on High Street, Dosthill accommodates a newsagents, a pharmacy, a saddlery shop, a fish and chips outlet and several public houses. There is a Tesco Express store located on the northern edge of the centre within an Esso service station. It is considered that the centre serves a local catchment with some evidence of commuters using the centre en route via the A51 to small settlements to the south of the Borough.</p>	<p>The centre has a good level of vitality and viability and it will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Protect centre.</p>
<p><b>Ellerbeck, Stonydelph</b></p> <p><b>LC6</b></p>	<p>Situated within the former village settlement of Stonydelph, the centre is situated on the ground floor of a 1970s / 1980s housing development. The centre is anchored by a Spar supermarket and also comprises a post office, pharmacy, betting shop, hairdresser, a public house and several hot food take-aways. The centre also houses a church, medical centre and childcare facilities which serves the community in the local catchment area. The centre is served by a car park and is set within attractive landscaping.</p>	<p>The site is is considered to have a fair level of vitality and viability. It will be important to ensure that this remains and that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Furthermore the centre sits within an identified regeneration priority area and is considered to play a key role in helping to regenerate the Stonydelph area, this may impact on the types of community uses which operate within the centre as part of ongoing social regeneration initiatives, such as training hubs.</p> <p>Protect centre</p>
<p><b>Glascote Road</b></p> <p><b>LC7</b></p>	<p>The centre is located on Glascote Road, one the main east to west routes to and from Tamworth town centre. It has a good representation of retailers serving its local catchment area, including Co-operative and Costcutter convenience stores, Bargain Booze, a bridal shop, a home interiors shop, a photographers and nail bar. The centre also accommodates a public house, several hot food take-aways and a taxi rank.</p>	<p>Although the centre has a good overall level of vitality and viability there are issues with the provision of car parking however there are limited opportunities to increase this provision. It will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Protect centre</p>
<p><b>Tamworth Road, Amington</b></p> <p><b>LC8</b></p>	<p>Situated on Tamworth Road, south of the Coventry Canal, the local centre comprises Co-operative and Tesco Express convenience stores (pictured, right), as well as a Post Office, a pharmacy, a hairdressers, a public house and hot food take-away. The centre has off-street parking provision</p>	<p>The centre has a good level of vitality and viability and it will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre.</p> <p>Protect centre</p>

Site Description		Desired outcomes, interventions required and estimated capacity
<b>Neighbourhood Centres</b>		
<b>Chartwell NC1</b>	The centre at Chartwell contains two double shop units and is therefore limited in its number and range of units.	Site has a fair level of vitality and viability but only has a localised neighbourhood role.  Protect centre
<b>Cedar Drive NC2</b>	The centre at Cedar Drive contains a grocery store, a bathroom store and an electrical store, as well as several small service units accommodating a dry cleaners, a hairdressers, a public house and a Chinese take-away. The centre provides eight car parking spaces, cycle racks, recycling facilities, a post box and a phone box.	The centre at Cedar Drive performs a localised shopping function and is consistent with the definition of a neighbourhood centre. It has a fair overall level of vitality and viability.  Protect centre
<b>Lakenheath NC3</b>	The centre at Lakenheath provides two units – a hairdressers and an independent convenience store – and therefore it serves a neighbourhood catchment. The centre is situated below residential flats and is served by a forecourt parking area.	Site has a fair level of vitality and viability.  Protect centre.
<b>Kerria NC4</b>	The centre is set within a residential development comprising three storey flats and accommodates two hot food takeaways and a community centre. It is therefore considered to serve a neighbourhood catchment area. The centre is served by car parking and has public art work on the side of the community centre.	Research has indicated that there are issues with vacant units in the area although the centre is considered to have a fair level of vitality and viability. It is considered that there are opportunities for redevelopment of the site to enhance its role to that of a Local Centre.  Furthermore the centre sits within an identified regeneration priority area and is considered to play a key role in helping to regenerate the Amington area, this may impact on the types of community uses which operate within the centre as part of ongoing social regeneration initiatives, such as training hubs.  Potential for redevelopment but site should remain as a neighbourhood centre.
<b>Fazeley Road/Sutton Avenue NC5</b>	Located on the junction of Fazeley Road and Sutton Avenue, the centre comprises a Select & Save convenience store which is accommodated across three units and a hot food take-away.	The convenience store appears to be well-used and the centre is commensurate with serving a neighbourhood catchment. It has a good level of vitality and viability.  Protect centre.
<b>Springfield Road NC6</b>	The centre comprises six shops – a newsagents, a wine merchants, a café, a hot food take-away, a 'plan & design' office, and a church.	Whilst the wine merchants and church may serve a wider catchment, the centre's size is commensurate with serving its surrounding neighbourhood. The centre's vitality and viability is considered to be fair.  Protect centre.
<b>Exley NC7</b>	The Exley centre comprises two shops – a Spar grocery store and a pharmacy – together with a hairdresser, fish and chip shop, a public house and a range of community facilities.	It is a small centre serving its surrounding residential neighbourhood. The centre's vitality and viability is considered to be good.  In addition the centre sits within an identified regeneration priority area and is considered to play a key role in helping to regenerate the Amington area, this may impact on the types of community uses which operate within the centre as part of ongoing social regeneration initiatives, such as training hubs.  Protect centre.

<b>Park Farm</b> <b>NC8</b>	The centre comprises a convenience store, a hairdresser and a hot food take-away which are located below a block of maisonettes off Park Farm Road. There is an elderly care home adjacent to the centre. The centre serves a neighbourhood catchment.	Site appears slightly run down in appearance and it has a poor level of vitality and viability. Potential for redevelopment but site should remain as a neighbourhood centre.
<b>Pennymoor</b> <b>NC9</b>	The centre at Pennymoor contains only two properties – a newsagents and a community centre.	The centre has a very limited neighbourhood role but a fair level of vitality and viability. Protect centre.
<b>Scott Road</b> <b>NC10</b>	Overlooking an attractive, landscaped public square, the Scott Road centre includes Tony's newsagents, a veterinary surgery, a hot food take-away, two hairdressers and a dental surgery.	Serving a neighbourhood catchment, the centre is well maintained and appears to have a good level of vitality and viability.
<b>Glascote Road, Basin Lane</b> <b>NC11</b>	The centre on Glascote Road / Basin Lane essentially comprises an off licence, a petrol service station (incorporating a Mace convenience store) and several small units (including a hot food takeaway and a hairdresser	Protect centre. It serves a neighbourhood catchment and has a fair level of vitality and viability  Protect centre.
<b>Tinkers Green</b> <b>NC12</b>	Located on the ground floor level of a three storey maisonette block, the Tinkers Green centre has four units – a grocery shop, a hairdresser and two units which are vacant. The centre serves a neighbourhood catchment. It appears run down in appearance and we consider it to have a poor level of vitality and viability.	The centre serves a neighbourhood catchment of the identified regeneration priority area. The centre is run down in appearance and suffers a poor level of vitality and viability. Improving this centre is considered to play a key role in helping to regenerate the area.  Furthermore there may be scope for alternative uses to support this process.  Potential for redevelopment but site should remain as a neighbourhood centre.
<b>Hockley Road</b> <b>NC13 (a&amp;b)</b>	This centre is in two parts and contains a Londis convenience store, a wine merchant, two take-aways, a funeral parlour and a health centre clinic with Social Services and Primary School. The shops are within a residential area and have a good appearance.	The centres have a fairly good level of vitality and viability and it will be important to ensure that any development in the surrounding area does not have a detrimental impact on this centre. Protect centre.
<b>Wilnecote Lane</b> <b>NC14</b>	This centre contains a food store, a furniture shop, two hairdressers and a fish and chip shop. It is located within a residential area and serves a localised neighbourhood shopping role.	The site has a good level of vitality and viability however there are no parking space for visitors. There is limited scope of additional car parking at the site.  Protect centre.
<b>Watling Street, Wilnecote</b> <b>NC15</b>	The centre comprises two parades of shops located around the junction of Watling Street and Nine Foot Lane in Wilnecote. In addition to a newsagent, three hairdressers and a betting shop, the centre provides comparison goods retailing in the form of a clothes shop, kitchen & bathroom shop, an electrical shop, a double glazing outlet and an internet sales shop. The centre has two parking areas and one vacant unit. The limited amount of convenience shopping means the centre has a neighbourhood role. The types of comparison goods shops are also not typical of a local centre.	The centre is considered to have a fair level of vitality and viability in serving the local catchment area in Wilnecote.  Protect centre.
<b>Bowling Green Avenue</b> <b>NC16</b>	This centre has a convenience store, bed shop, two hairdressers and a fish and chip shop. It is located within a residential area and serves a localised neighbourhood shopping role.	The site is considered to have a fair level of vitality and viability.  Protect centre.



Site Description		Desired outcomes, interventions required and estimated capacity
<b>Wilnecote Regeneration Corridor</b>		
<b>Wilnecote Regeneration Corridor East</b>  <b>WRC1</b>	<p>This area is predominantly commercial in its character including Beauchamp industrial estate and bordered to the south by Tame Valley Strategic Employment Area.</p>	<p>Based on the surrounding context featuring a number of commercial premises the it is considered that the sites within this area should be redeveloped for employment-led uses.</p> <p>The Wilnecote Regeneration Corridor SPD will need to set out the extent of specific sites and appropriate uses/capacity.</p>
<b>Wilnecote Regeneration Corridor West</b>  <b>WRC2</b>	<p>This area is surrounded by uses which are predominantly of a residential nature, with Cottage Farm Road estate to the South and housing within Two Gates to the North.</p> <p>The are a number of sites identified as either deliverable or development within the SHLAA for residential use.</p>	<p>Given the predominantly residential context it is considered that the sites within this area should be redeveloped for residential-led uses.</p> <p>The Wilnecote Regeneration Corridor SPD will need to set out the extent of specific sites and appropriate uses/capacity.</p>
<b>Wilnecote Regeneration Corridor Central</b>  <b>WRC3</b>	<p>The Wilnecote Railway Station offers direct services to Birmingham and it is anticipated that with changes to railway network around Birmingham will lead to additional services from this station. Consequently it will be important to maximise the role and use of this transport hub.</p> <p>Furthermore the highway along Watling street is of a poor environmental quality, with limited connectivity and although it offers excellent links to the wider Highway network it currently represents a barrier to development in this area.</p>	<p>This area requires significant improvements to the highway network, the Watling street corridor and the environment around Wilnecote Railway Station. Through the formulation and delivery of the Wilnecote Regeneration Corridor SPD partnerships working will be critical.</p>

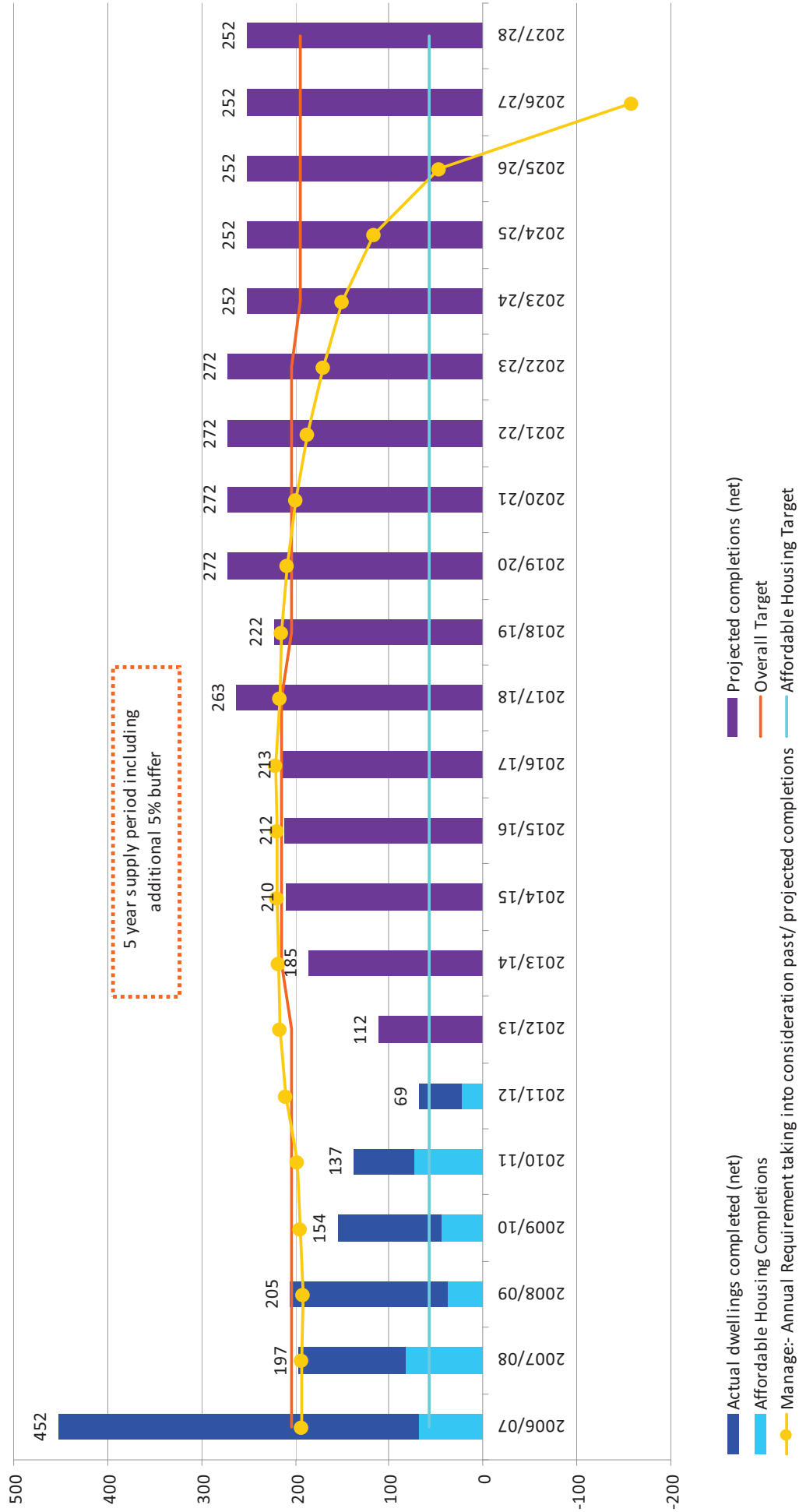
Site Description	Desired outcomes, interventions required and estimated capacity
<b>Employment Areas</b>	
<p><b>Lichfield Road Employment Area</b></p> <p><b>EM1</b></p>	<p>This strategic employment area was developed in the 1960's and is bordered by residential development, the West Coast Mainline and Coton Lane. The area remains predominantly industrial in its use, with B2 and B8 uses.</p> <p>The area suffers from poor quality road infrastructure on the main arterial road through the site and on numerous sub-estates.</p> <p>There are no designated cycle routes and no direct public transport through the employment area.</p> <p>This employment area benefits from a varied stock of building types with indirect access to the strategic highway network (the A5) via the A51.</p> <p>Although there is limited opportunity for expansion the continuing renovation of existing units and a high level of occupation demonstrates that the site is performing well and that the redevelopment of sites is deliverable.</p> <p>The area is situated in the floodplain however it benefits from flood defences therefore it is considered suitable for redevelopment</p> <p>The employment area should be protected from loss to non-B1, B2, B8 uses.</p> <p>It will be important to work with landowners, businesses and Staffordshire County Council to improve the highway network throughout the site.</p> <p>As a result of the sites location relative to Ventura retail park and the town centre significant office development is not considered to be appropriate.</p> <p>The employment land review has identified capacity for 6.24 ha redevelopment land suitable for B1 (a,b,c), B2 and B8 uses.</p>
<p><b>Tame Valley Employment Area (Incorporating Hedging Lane and Two Gates Trading Estate)</b></p> <p><b>EM2</b></p>	<p>This strategic employment area also incorporates Hedging Lane (to the South) and Two Gates Trading Estate to the North. Developed in the 1960's Tame Valley contains pockets of commercial uses, featuring A1 retail and D2 gymnasiums.</p> <p>The area is reliant on Watling Street and Marlborough Way for indirect access to the strategic highway network, both feature a number of residential properties, although no restrictions on vehicle types this could impact on the role of logistics at this employment area.</p> <p>This employment area benefits from varied stock of building types. The environmental quality of sub-estates is generally good with appropriate landscaping. The site is in close proximity to existing bus routes on Ninian Way and Wilnecote Railway station.</p> <p>There is limited opportunity for expansion.</p> <p>It will be important to protect the employment area from further changes of use to non-B1, B2, B8 uses. Furthermore restricting the existing retail uses operating on the site may be necessary to ensure the integrity of the employment area remains and does not become subject to significant pressure for change of use to retail purposes in the future.</p> <p>The employment land review has identified capacity for 1.34 ha redevelopment land suitable for B1 (a,b,c), B2 and B8 uses.</p>
<p><b>Amington Employment Area</b></p> <p><b>EM3</b></p>	<p>This strategic employment area was developed in the 1960's and is bordered by residential development and Tamworth golf course. The area contains of mix of employment uses, featuring some B2 uses but has a significant stock of small scale B1 (office) units located in clusters to the North of the employment area. There has also been relatively significant development of new offices in recent years.</p> <p>The site contains 'pockets' of very poor quality stock which have the potential to reduce the attractiveness of the employment area to new businesses, particularly start up businesses.</p> <p>The indirect access to the strategic highway network via Marlborough Way/Pennine Way is likely to limit large scale employment redevelopment however bus routes operate through the site.</p> <p>This employment area has a significant number of 'start-up' units particularly in the office cluster to the North of the site. The proximity to the golf course offers good amenity to attract head office function to the employment area.</p> <p>Discuss with businesses and agents about possible solutions to improve existing stock of units and establish the type of units required. The site has relatively high levels of potential redevelopment land which will need to be redeveloped to meet the identified needs.</p> <p>It is considered that the site may provide a suitable location for Office use that cannot be accommodated in the town centre, utilising the areas of the estate which have a high level of environmental quality in close proximity to the golf course.</p> <p>The employment land review has identified capacity for 6.17 ha redevelopment land and 1.22 ha of new employment land suitable for B1 (a,b,c), B2 and B8 uses.</p>

<p><b>Centurion Park Employment Area</b></p> <p><b>EM4</b></p>	<p>Strategic Employment located at Junction 10 of the M42, developed in the 1990's and features a mix of large scale B1 and B8 units.</p> <p>It features a stock of modern, purpose built units, suitable for modern business requirements. However the purpose built nature of some of the units means they are inflexible and therefore difficult to let when they become vacant.</p> <p>The site features poor public transport links linked to its peripheral location however it has excellent links to the strategic highway network.</p> <p>The employment area has suitable sites for expansion although this has implications for cross-boundary working.</p>	<p>It will be important to work closely with North Warwickshire and landowners to establish a timetable for the development of the sites outside the borough, adjacent to the employment area to the west of the M42.</p> <p>As a consequence of the sites excellent location in close proximity to the strategic highway network it is considered that the site may provide a suitable location for Office use that cannot be accommodated in the town centre.</p> <p>Work with public transport providers to establish possibilities of improved services to the site.</p> <p>The employment land review has identified capacity for 0.74 ha of new employment land suitable for B1 (a,b,c), B2 and B8 uses.</p>
<p><b>Relay Park Employment Area (Incorporating Relay Point)</b></p> <p><b>EM5</b></p>	<p>Strategic Employment Area located at Junction 10 of the M42, developed in the 1990's and features a mix of large scale B1 and B8 units.</p> <p>The site features poor public transport links as a consequence of its peripheral location but like Centurion park it has excellent links to the strategic highway network.</p> <p>It features a stock of modern, purpose built units, suitable for modern business requirements.</p> <p>The employment area has suitable sites for expansion.</p> <p>Site features bus route connecting site to Stonydelph.</p>	<p>As a consequence of the sites excellent location in close proximity to the strategic highway network it is considered that the site may provide a suitable location for Office use that cannot be accommodated in the town centre.</p> <p>Work with public transport providers to establish possibilities of improved services to the site.</p> <p>The site features a strategic site which the agent has indicated may come forward for development during the plan period, it will be important to maintain a dialogue with the agent in the future.</p> <p>The employment land review has identified capacity for 2.6 ha of new employment land suitable for B1 (a,b,c), B2 and B8 uses.</p>
<p><b>Bitterscote Strategic Employment Area (Incorporating Bonehill Road and Cardinal Point Employment Areas)</b></p> <p><b>EM6</b></p>	<p>Strategic Employment Area located in close proximity to the A5 to the West of the Borough situated adjacent to Ventura/Jolly Sailor retail parks.</p> <p>Developed in the 1990's, the site features a mix of B1 and B8 uses. In addition the site contains a number of car dealerships (Sui Generis) and has recently seen significant development of A1 (retail uses).</p> <p>The site is in close proximity to the adjacent retail park which is considered to put pressure on change of use of existing units for non B2 and B8 uses.</p> <p>The employment area features excellent transport links to the A5 and contains a number of modern units suitable for modern business requirements.</p> <p>Part of the site falls within the floodplain, however the majority of this benefits from flood defences. the site that does not benefit from flood defences falls within floodzone 3a, this would require an FRA but based on the type of use proposed this is not considered to stop this part of the site being developed.</p>	<p>This employment area has a significant capacity of new employment land of which the delivery will be critical to ensure that the identified needs can be met within the borough. It will be important to discuss with landowners and the Highway Agency to establish a timetable for strategic sites to come forward as there are potential infrastructure constraints stopping sites from being developed.</p> <p>Furthermore due to the close proximity of the site to the retail parks B2 and B8 uses are considered to be more suitable, to ensure that the vitality and viability of the town centre is protected. Significant office use is not considered appropriate however this should not preclude light industry and research and development.</p> <p>The employment land review has identified capacity for 28.53 ha of new employment land suitable for B1 (b,c), B2 and B8 uses.</p>

<p><b>Kettlebrook Road Industrial Estate</b></p> <p><b>EM7</b></p>	<p>Kettlebrook road is a local industrial estate located within a residential area towards the centre of the borough in close proximity to the town centre. Developed in the 1960's it contains a stock of smaller industrial units operating in a variety of uses, including B class but also some A (retail) and D (leisure) classes</p> <p>As a consequence of the A5 bypass and the residential units adjacent to the site it suffers from poor road links with the existing road network which limit the access for larger vehicles.</p> <p>Furthermore the site is constrained on all sides, by residential units, the A5 bypass/Coventry Canal and the railway line which limits the scope for expansion.</p> <p>Furthermore the narrow linear site layout of the site limits the opportunities for significant redevelopment.</p>	<p>There is a potential for redevelopment of the site for residential purposes. It will be important to liaise with existing businesses, landowners and agents to ensure that suitable alternative premises can be found prior to any redevelopment.</p>
<p><b>Beauchamp Industrial Estate</b></p>	<p>This small scale site is situated in the centre of the Borough, it runs adjacent to Watling Street within the Wilnecote Regeneration Corridor.</p> <p>Developed in the 1960's it contains a number of small units with a mix of uses. Recently the site has been redeveloped to the North for residential use. The site suffers from poor environmental quality and contains a number of dated small units.</p> <p>The site is in close proximity to Wilnecote railway station.</p>	<p>The site is part of the Wilnecote regeneration corridor. The forthcoming SPD will identify detailed uses for each site. Through this process it will be important to liaise with existing businesses and agents to establish suitable redevelopment options however renovation might be more appropriate on the site.</p>



# APPENDIX 2: Figure 6 Indicative Housing Trajectory



This trajectory shows actual completions and projected completions over the course of the plan period against an overall target. This target includes an additional 5% buffer over the 5 year supply period taken from the last 5 years of the plan period. The 5% which equates to 51 dwellings has been included in the final year of the 5 year supply period (2017/18) taken forward from the following year (2018/19).

# APPENDIX 3: Parking Standards

## Introduction

This Appendix sets down the recommended car parking standards for new developments within the District. Parking standards are an important element of the Council's land use/transportation policy.

## Objectives

The objective is to ensure that sufficient space is provided for the accommodation of parked vehicles having regard to the location, layout, size, shape, access needs and design quality of the space. The parking standards are intended to ensure that parked vehicles do not become either a safety hazard or environmental nuisance. In order to achieve the objective, it is essential that a car parking policy exists in order for the negotiations to be carried out with the developer in a consistent, constructive and clearly understood manner.

The developer will normally have to provide fully for the parking demand generated on or near the site of the development, particularly when new buildings are proposed. This requirement may not however be possible or desirable where redevelopment, refurbishment or conversions are proposed within the town centres or conservation areas when conservation and transportation policies need to be taken and the availability of public parking facilities assessed. In these circumstances the standards should be used in a positive and flexible manner as an aid to development. In central areas with good public transport links users may require less parking.

Where such development proposals do not make provision to the relevant parking standard then negotiations can be entered into to see if these could be achieved or even a suitable compromise reached where public safety will not be prejudiced.

It is recognised, however, that the parking requirements are but part of the overall assessment of the planning merits of the proposal and the outcome can be a balance between all these considerations.

The practical parking requirements for any particular development are likely to reflect a combination of the criteria listed below and need to be negotiated accordingly:

1. The nature of the use/type of use (largely reflected in the car parking standards themselves)
2. Location (town centre, conservation area, urban area, rural area, green field site)
3. Development type (new development, redevelopment, refurbishment, conversion)
4. Nearness to public parking areas/availability of on-street parking
5. Accessibility (the balance between public and private transportation)
6. Number of employees
7. Assessment of use of development by local populace/work force
8. Any special operational requirements
9. Levels of car ownership
10. Multiplicity of uses proposed and degree of combined usage

As a general principle, servicing provision should be based on the maximum number of vehicles likely to serve the development at any one time being able to manoeuvre with ease and to stand for loading and unloading without inconvenience to other users of the site, so as to ensure that:

- all service vehicles are accommodated off the public highway,
- all service vehicles enter and leave the site in forward gear,
- sufficient access is provided for emergency vehicles.

The recommended standards are contained in the following schedules.

## Car Parking Standards

Development Type	Requirement
<b>RETAIL/FOOD &amp; DRINK</b> A1. Retail *	Staff: 1 space per 100 sq.m. of gross floor space. Customers: 1 space per 20 sq.m. gross floor space
A2. Offices *	Staff & Visitors: 1 space per 20 sq.m. gross floor space
A3. Restaurants/Café *	Staff: 1 space per 100 sq.m. gross floor space Diners: 1 space per 5 sq.m. of dining area
A3. Transport Café *	Staff: 1 space per 100 sq.m. gross floor space Customers: 1 lorry space (artic) per 3 sq.m. dining area
A4. Public Houses *	Staff: 1 space per 100 sq.m. gross floor space Customers: 1 space per 5 sq.m. of public drinking area
A5. Hot Food Takeaway	1 space per 100 sq.m. 1 space per 3 sq.m. of waiting area
<b>INDUSTRIAL &amp; COMMERCIAL</b> B1. Offices *	1 space per 25 sq.m. up to 250 sq.m., then 1 space per 30 sq.m. (all gross floor space)
B2. Industry *	1 space per 25 sq.m. up to 250 sq.m., then 1 space per 50 sq.m. (all gross floor space)
B8. Warehouses *	1 space per 80 sq.m. gross floor space
<b>ACCOMMODATION/ INSTITUTIONS</b> C1. Hotels	1 space per 3 employees employed at busiest time Guests: 1 space per bedroom
C1. Hostels	Staff: 1 space Residents and Visitors: 1 space for 2 residents
C2. Convalescent/nursing homes/elderly persons homes	Staff and out-patients: 1 space per 3 beds Visitors: 1 space per 2 beds
<b>RESIDENTIAL</b> C3. Traditional housing (local authority/private / Housing association)	Where all parking is provided within the curtilage: 2 and 3 bed dwellings: 2 spaces per dwelling 4 and more bedrooms: 3 spaces per dwelling Communal parking: 1 and 2 bed dwellings: 1.5 spaces per dwelling 3 and more bedrooms: 2 spaces per dwelling
C3. Sheltered housing/communal housing of elderly	Other Residents/Visitors: 1 car space per 3 dwellings/units of accommodation/ bedroom Staff: 1 space per 3 staff present at busiest time
C3. Self-contained flats /apartments*	Residents: 1 space per flat Visitors: 1 space per 4 flats
<b>OTHER</b> D1. Places of worship	1 space per 5 seats
D1. Museums/public halls/libraries/ art galleries/exhibition halls	Staff: 2 spaces up to 300 sq.m. gross floor area 6 spaces above 300 sq.m. gross floor area Visitors: 1 space per 30 sq.m. gross floor area
D1. Clinics/GP Practices/Health Centres *	Staff: 1 space per GP. 1 space for each other medical member of staff employed at busiest time 1 space for each 3 non-medical member of staff employed at busiest time Visitors: 3 spaces per consulting room

D1. Day nurseries	1 space per member of teaching staff 1 drop-off space per 10 children
D1. Primary/Secondary Schools *	1 space per member of teaching staff 1 space per 3 member of non-teaching staff A suitable part of the hard play area to be allocated and suitably constructed so it can be used by cars on school open days, etc
D1. Colleges/adult training centres*	1 space per member of teaching staff 1 space per 10 full-time equivalent students
D2. Cinemas/Theatres	1 space per 5 seats
D2. Sports Centres *	Staff and visitors: 1 space per 2 persons staffing and using the premises at the busiest time
D2. Tennis, Golf, Bowling (Greens)	1 space per 3 sq.m. of indoor public floor area 2 spaces per court 1 space per lane of any driving range 2 spaces per golf hole
D2. Cricket, Football, Rugby	1 space per 3 sq.m. of public floor area of buildings 12 spaces and 1 space for a coach per pitch
Vehicle Service, Tyre, exhaust Garage *	3 car spaces per each service/repair bay 1 car space for every 40 sq.m. of gross floor area
Car sales	Staff: 1 space per 25 sq.m. Customers: 1 space per 40 sq.m. of gross sales floor area plus 1 space per 10 outside display places For ancillary workshop/storage areas and parts departments: 3 car spaces per each service/repair bay 1 car space for every 40 sq.m. of gross floor area
Car wash facilities	5 queuing spaces
Day care and adult training centres, day care centres for physically handicapped *	In particular centres for physically handicapped will require accommodation for special passenger vehicles with tail lift, etc. 1 space per member of staff at busiest time Visitors: 1 space for a unit of 5 persons
Stadia	1 space per 15 seats
Caravan sites	Occupiers: 1 space per caravan Visitors: 1 space per 5 caravans
Garden centres	Staff and customers: 1 space per 50 sq.m. sales area For café apply A3 standards
Marinas	1 space per 2 mooring berths

Sufficient manoeuvring and standing spaces is required within the site for the maximum number and size of vehicle likely to serve the development at any one time.

If areas within the facilities are convertible to another use having a higher parking standard requirement, the higher standard will be applied.

Where the use includes an element of residential use, the standards at C3 should be applied in addition to the above standards.



## How to Use the Standards

The standards relate, where possible, to uses defined in the Town and Country Planning Use Classes (Amendment) Order 2005. For any use not included in the standards, the number of parking spaces will be assessed and determined based on the individual merits of the scheme.

All standards are based on gross floor area by external measurements unless stated to the contrary. The term gross floorspace shall mean the total floorspace of a building, including such areas as service corridors, lifts and toilets.

Mixed uses will be assessed as a sum of the parking requirements of the individual elements of the scheme based on the standards, unless the timing of demand associated with individual uses can be shown to allow dual use of spaces. This includes ancillary uses such as office use within an industrial development or a bar open to non-residents within a hotel etc. In mixed developments where the main parking demands take place at different times eg daytime and evening, an element of dual use of parking spaces will be acceptable. Tandem spaces will only be acceptable where specifically for use by staff with similar working hours.

The standards apply to new development, extensions and changes of use. When considering an extension to an existing use, the standard will be applied only to the extension and any shortfall in parking provision for the existing building will not be required to be met. When considering a redevelopment or change of use, the level of parking provision will relate to the requirements of the development as a whole.

# APPENDIX 4: Monitoring and Implementation Framework Table

Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
SP1: Spatial Strategy for Tamworth	The indicators, targets and contingency planning measures identified for the policies below collectively contribute to the delivery of SP1.					
	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>BEP</li> <li>SSP</li> <li>RSL's</li> <li>HCA</li> <li>English Heritage</li> <li>Enterprise</li> <li>Partnerships</li> <li>Local Employers and Businesses</li> <li>Land owners</li> </ul>	<ul style="list-style-type: none"> <li>CP1</li> <li>Town Centre SPD</li> <li>Tamworth and Lichfield Economic Strategy (B.E.P)</li> <li>Place Plan</li> </ul>	<p>Amount of new comparison retail development located within the Town Centre boundary.</p> <p>Amount of new Office development located within of on the edge of Tamworth Town Centre</p> <p>% of vacant retail floor space within Town centre</p> <p>Amount of new town centre use floor space</p> <p>% of A1 uses within primary frontages falling within area</p> <p>Residential completions on previously developed land within the town centre</p>	<p>39,000 sqm<sup>2</sup> gross comparison goods floor space</p> <p>Increasing trend</p> <p>Decreasing trend</p> <p>Increasing trend</p> <p>75% of units to fall within A1 use class</p> <p>Increasing trend</p>	<p>If no increase in floorspace occurs, improve partnership working and delivery with centre partners to ensure that centres continue to remain viable</p> <p>If no increase in floorspace occurs, improve partnership working and delivery with centre partners to ensure that centres continue to remain viable</p> <p>Improve partnership working and delivery with town centre partners</p> <p>Improve partnership working and delivery with town centre partners</p> <p>Improve partnership working and delivery with town centre partners</p> <p>Improve partnership working and delivery with town centre partners</p> <p>If loss of floorspace occurs, improve partnership working and delivery with centre partners to ensure that centres continue to remain viable</p>	<p>In House monitoring</p> <p>In House monitoring</p> <p>In house monitoring and health checks</p> <p>In house monitoring and health check</p> <p>In house monitoring and health checks</p> <p>In house monitoring and health checks</p> <p>In-house health checks</p>
SP2: Supporting Investment in Tamworth Town Centre						
SP3: Supporting Investment in Local and Neighbourhood Centres	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>RSL's</li> <li>HCA</li> </ul>	<ul style="list-style-type: none"> <li>CP1</li> </ul>	<p>Amount of retail floorspace (within 'A' use class within existing Local and Neighbourhood Centres</p>	<p>No loss of retail floorspace anticipated</p>		

Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
SP4: Sustainable Economic Growth	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>BEP</li> <li>Highways Agency</li> <li>Enterprise Partnerships</li> <li>Local Employers and Businesses</li> <li>Land owners</li> <li>Education and Training providers</li> </ul>	<ul style="list-style-type: none"> <li>SP1, CP2</li> <li>Economic Strategy</li> <li>LEP</li> <li>Spatial/Economic Strategy</li> <li>Place Plan</li> </ul>	Total amount of additional floorspace/land by use class	Increasing trend	Work with enterprise partnerships, landowners and adjoining authorities to ensure delivery of suitable sites to meet needs of Tamworth.	In house monitoring
			Total number of employee jobs in the Borough	Increasing trend over 5 year period	Liaise with local business support groups through enterprise partnerships	Staffordshire County Council data In house monitoring
SP5: Housing	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>RSL's</li> <li>Highways Agency</li> <li>Land Owners</li> <li>HCA</li> </ul>	<ul style="list-style-type: none"> <li>CP4, CP5, CP6, CP7</li> <li>Housing Strategy</li> <li>Local Investment Plan</li> <li>Strategic Housing Land Availability Assessment</li> </ul>	Loss of employment land	No loss of strategic employment areas to alternative uses	Work with partners to develop a greater understanding of the market for employment land	Staffordshire County Council data In house monitoring Pre-application discussions Tamworth & Lichfield Economic Strategy & reviews
			Housing supply to be monitored in relation to the five year tranches in order to ensure there remains a flexible supply of developable and deliverable land for homes.	SHLAA to demonstrate bi annually a 5 year supply of deliverable sites A 10 year supply of developable sites	Work with landowners and developers, through agents forum, and identify blockages to deliverability. Consider releasing Kettlebrook Employment site for housing as per Policy	In house monitoring & updated housing trajectory
SP6: Anker Valley Sustainable Urban Extension	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Landowners</li> <li>Developers</li> <li>Local transport operators</li> <li>English Heritage</li> <li>English Nature</li> <li>Environment Agency</li> <li>Wildlife Trust</li> <li>Network Rail</li> <li>Adjoining authorities</li> </ul>	<ul style="list-style-type: none"> <li>CP4,5,6,8,9,10,11,12</li> <li>Master plan</li> <li>Planning applications</li> </ul>	Total no of net additional dwellings in Tamworth	Meeting annual requirement of 205 dwellings	Work with landowners and developers, through agents forum, and identify blockages to deliverability. Consider releasing Kettlebrook Employment site for housing as per Policy	In house monitoring & updated housing trajectory
			No.of housing completions, amount of neighbourhood related floorspace, open space provided	Increase in provision	If no development commenced, work with landowners to identify blockages. Consider, where appropriate working with landowners and adjoining authorities to identify opportunities to bring forward release of land	In house monitoring

Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
SP7: Regeneration Priority Areas	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>Land Owners</li> <li>HCA</li> <li>RSL's</li> </ul>	<ul style="list-style-type: none"> <li>CP2,4,5,6,9,10,13 &amp; 15</li> <li>Winecote Regeneration Corridor SPD</li> <li>Locality Working Plans</li> <li>Economic Strategy</li> <li>Local Investment Plan</li> </ul>	<p>The Winecote SPD will set out a more detailed monitoring framework and specific targets</p> <p>% of properties achieving Decent Homes standard in Regeneration Priority Areas</p>	Increasing number of homes	Work with Council's Housing department and TSP to address blockages to delivery.	In house monitoring
			<p>Extent of deprivation in Tamworth relative to all areas nationally</p> <p>% of Open Space classed as high quality</p>	Reduce No of Super output areas that fall within the most deprived 10-20% in England	<p>Work with partners to target holistic initiatives to address socio-economic deprivation.</p> <p>Work with Council's Street scene department to address maintenance issues. Work with landowners to address issues in relation to private space.</p>	In house monitoring & government produced statistics
SP8: Environmental Assets	<ul style="list-style-type: none"> <li>Natural England</li> <li>Tamworth Borough Council</li> <li>Staffordshire County Council</li> <li>Environmental Agency</li> <li>British Waters</li> <li>English Heritage</li> <li>Landowners</li> </ul>	<ul style="list-style-type: none"> <li>Green Infrastructure Study (GIS)</li> <li>Planning Obligations SPD</li> <li>CIL</li> </ul>	<p>Amount of previously developed land developed for uses set out in policy</p> <p>Amount of vacant floorspace</p>	Increasing trend	<p>Work with landowners and developers, through agents forum, and identify blockages to deliverability</p> <p>Work with landowners and developers, through agents forum, and identify blockages to deliverability</p>	In house monitoring
			<p>Net Count of good quality open spaces lost to development</p>	No loss	If an increasing trend is shown by a 5 year period, review GIS and Pre-Submission Discussions	In house monitoring
SP9: Sustainable Infrastructure	<ul style="list-style-type: none"> <li>Bus operators</li> <li>Network Rail</li> <li>Developers</li> <li>Tourism Attractions</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Policies Developer Contributions</li> <li>Local Transport Plan Funding</li> </ul>	<p>Delivery of Local Transport Plan Priorities</p>	N/A	<p>Effective Partnership Working with SCC to deliver priorities</p> <p>If improvements not delivered by 2017 then facilitate more effective liaison with delivery partners and reassess funding</p>	Staffordshire County Council monitoring



Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
CP1: Hierarchy of Centres	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Developers/Land Owners</li> <li>Enterprise Partnerships</li> </ul>	<ul style="list-style-type: none"> <li>Town Centre SPD</li> <li>Development Management Process</li> <li>LEP</li> <li>spatial/economic strategy</li> <li>Place Making SPD</li> </ul>	Amount of new comparison retail development located within the Town Centre, Local and Neighbourhood Centre Boundaries	<p>39,000sq.m A1 retail net floorspace increase in town centre</p> <ul style="list-style-type: none"> <li>20,000q.m Gungate Redevelopment</li> <li>18,000sq.m in other strategic sites allocated in policy</li> </ul>	Due to the unpredictability of the retail market it is difficult to forecast completions.	In house monitoring and health checks
			Amount of vacant floorspace in the town centre, local centres and neighbourhood centres	Reduction in the amount of vacant floorspace in the town centre, local centres and neighbourhood centres.	improve partnership working and delivery with centre partners to ensure that centres continue to remain viable	In house monitoring and health checks
CP2: Economic Growth and Enterprise	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>TSP</li> <li>Developers</li> <li>BEP</li> <li>Highways Agency</li> <li>Enterprise Partnerships</li> <li>Local Employers and Businesses</li> <li>Land owners</li> <li>Education and Training providers</li> </ul>	<ul style="list-style-type: none"> <li>SP1, CP2</li> <li>Economic Strategy</li> <li>LEP</li> <li>Spatial/Economic Strategy</li> <li>Place Plan</li> </ul>	Total amount of additional floorspace/land by use class	Increasing trend	Work with enterprise partnerships, landowners and adjoining authorities to ensure delivery of suitable sites to meet needs of Tamworth.	In house monitoring
			Total number of employee jobs in the Borough	Increasing trend over 5 year period	Liaise with local business support groups through enterprise partnerships	Staffordshire County Council data In house monitoring
CP3: Culture and Tourism	<ul style="list-style-type: none"> <li>TBC</li> <li>Destination Staffordshire</li> <li>SCC</li> <li>BEP</li> <li>Enterprise Partnerships</li> <li>Local Transport Operators</li> <li>British Waterways</li> <li>Staffordshire Wildlife Trust</li> <li>RSPB</li> <li>Adjoining Authorities</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> <li>Place Making SPD</li> <li>LEP</li> <li>spatial/economic strategy</li> <li>Staffordshire LTP</li> <li>Town Centre SPD</li> </ul>	Loss of employment land	No loss of strategic employment areas to alternative uses	Work with partners to develop a greater understanding of the market for employment land	Staffordshire County Council data In house monitoring Pre-application discussions Tamworth & Lichfield Economic Strategy & reviews
			Number of tourism related jobs	Increase in number of tourism related jobs	If a decreasing trend occurs in any 5 year period then publish further guidance on promoting opportunities for tourism	In house monitoring Staffordshire County Council data
			Number of visitors recorded to tourism facilities	Annual increase in visitors recorded		In house monitoring Staffordshire County Council data

Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
CP4: Affordable Housing	<ul style="list-style-type: none"> <li>TBC</li> <li>RSL's</li> <li>HCA</li> <li>Developer</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> <li>Developer Contributions SPD</li> <li>Community Infrastructure Levy</li> </ul>	Number of affordable housing completions	57 completions p.a	Less than an average of 57 units per annum over a 5 year period then review the threshold. Discuss with landowners and developers regarding viability	Residential Land monitoring reports
CP5: Housing Needs	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>RSL's</li> <li>Developers</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> <li>Housing Market Needs Assessment Update</li> <li>Place making SPD</li> </ul>	% of completions by size and type	4% 1 bedroom 42% 2 bedroom 39% 3 bedroom 15% 4 bedroom	Adopt more proactive pre-application discussions with developers and then regularly assess the need for potential housing types, through housing market area assessment process and amend policy as appropriate to reflect any emerging increasing need for a particular type.	In house monitoring
CP6: Housing Density	<ul style="list-style-type: none"> <li>TBC</li> <li>Developers</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> <li>Place Making SPD</li> <li>Design and Access Statement</li> </ul>	% residential completions at specified dph	40dph in town centre and sustainable locations or 30 dph in urban area, as set out in policy.	If lower in any 5 year period review.	In house monitoring
CP7: Gypsies and Travellers and Travelling Showpeople	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Neighbouring Authorities</li> <li>Land Owners</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> </ul>	Number of additional pitches granted permission	14 number of additional pitches by 2028	If no sites are delivered, improve partnership working with authorities	In-house monitoring
CP8: Sport and Recreation	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>National and Regional Bodies</li> <li>Developers</li> </ul>	<ul style="list-style-type: none"> <li>Health and Wellbeing SPD</li> <li>Development Management Process</li> <li>Indoor and Outdoor Sports Strategy</li> <li>Developer Contributions SPD</li> </ul>	% increase in participation  Loss of playing pitches	1% increase in participation per annum  No loss	Review quality, quantity, accessibility and level of use of Sport and Recreation facilities as part of review of Indoor and Outdoor Sports Strategy.	Indoor and Outdoor Sports Strategy

Core Policy/Spatial Policy	Delivery Agency	Implementation	Indicator	Target	Contingency Planning	Data Source
CP9: Open Space	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Developers/ Land Owners</li> </ul>	<ul style="list-style-type: none"> <li>Health and Wellbeing SPD Development Management Process</li> <li>Open Space Strategy</li> <li>Developer Contributions SPD</li> </ul>	<p>The standard ha per 1000 population of publicly accessible open space set out in Planning obligations SPD</p> <p>Number of Parks achieving Green Flag status</p>	<p>Maintaining the standard set out in the Health and Wellbeing SPD</p> <p>All parks achieving Green Flag status</p>	<p>Review quality, quantity, accessibility and level of use of open spaces as part of review of Open Space strategy.</p> <p>Work with partners to identify issues and opportunities to ensure parks qualify for Green Flag status</p>	<p>In house monitoring</p> <p>In house monitoring</p>
CP10: Design of new development	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Developers/Land Owners</li> <li>Design Bodies</li> </ul>	<ul style="list-style-type: none"> <li>Development Management Process</li> <li>Place Making SPD</li> <li>Development Briefs</li> <li>Design and Access Statements</li> </ul>	<p>Number of applications refused on design grounds</p>	<p>Decreasing trend</p>	<p>Increasing pre-application discussions and raising awareness of design issues</p>	<p>In house monitoring</p>
CP11: Protecting the Historic Environment	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Developers/ Land Owners</li> <li>English Heritage</li> <li>Civic Society</li> <li>Amenity Bodies</li> </ul>	<ul style="list-style-type: none"> <li>Place Making SPD</li> <li>Development Management Process</li> <li>Town Centre SPD</li> <li>Conservation Management Plans</li> </ul>	<p>Number of heritage assets at risk</p> <p>Number of planning applications resulting in a positive enhancement of a locally designated heritage asset</p>	<p>Decrease in heritage assets at risk or no net increase in heritage assets.</p> <p>Relative increase in % year on year</p>	<p>If an increasing trend is shown over a 5 year period look at policy implementation relating to enabling development, CIL provisions and planning enforcement.</p> <p>If a decreasing trend is shown in a 5 year period then re-examine policy implementation including the possible use of article 4 directions.</p>	<p>In house monitoring</p> <p>Local list and in house monitoring</p>
CP12: Protecting and Enhancing Biodiversity	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Staffordshire Wildlife Trust</li> <li>Natural England</li> <li>Environment Agency</li> </ul>	<ul style="list-style-type: none"> <li>Green Infrastructure Strategy</li> <li>Development Management Process</li> <li>Developer Contributions SPD/CIL</li> </ul>	<p>Number of listed buildings re-used/brought back into use</p> <p>Change in areas of Biodiversity importance</p>	<p>Increasing trend</p> <p>No net reduction in areas designated for their intrinsic environmental value</p>	<p>If no increase occurs work with landowners and look to promote Conservation Grant as an incentive.</p> <p>If reduction demonstrated by 2017 Improve partnership working with delivery bodies.</p>	<p>In house monitoring review of Local List</p> <p>In house monitoring</p>
CP13: Delivering Sustainable Transport	<ul style="list-style-type: none"> <li>TBC</li> <li>SCC</li> <li>Highways Agency</li> <li>Transport</li> </ul>	<ul style="list-style-type: none"> <li>Staffordshire LTP</li> <li>Development Management Process</li> </ul>	<p>Travel Plans secured for major development</p>	<p>Increase in number of Travel Plans</p>	<p>Increasing pre-application discussions raising awareness of sustainable</p>	<p>In house monitoring Staffordshire County</p>

CP14: Community facilities	<ul style="list-style-type: none"> <li>• Transport Providers</li> <li>• SCC</li> <li>• TBC</li> <li>• SCC</li> <li>• Emergency Services</li> <li>• Third Sector</li> <li>• Developers/Land Owners</li> </ul>	<ul style="list-style-type: none"> <li>• S106/CIL</li> <li>• Place making SPD</li> <li>• Development Management Process</li> <li>• S106/CIL Developer Contributions SPD</li> <li>• County funding streams</li> </ul>	Provision and improvements of local facilities	Increase in the provision of local facilities		Improve partnership working with delivery bodies	In house monitoring	Council sourced data		
CP15 Sustainable Development and Climate Change Mitigation	<ul style="list-style-type: none"> <li>• TBC</li> <li>• Developers/Land Owners</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Obligations SPD</li> <li>• Development Management Process</li> </ul>	development incorporating renewable energy generation % of residential development being conditioned to provide 10% onsite renewable energy generation Amount of off-site contribution secured	Increasing trend Increasing trend		re examine policy implementation and consider producing a SPD If trend does not increase re examine policy implementation and consider producing a SPD Reduce threshold for off-site contribution	In house monitoring In house monitoring			
CP16: Water Management	<ul style="list-style-type: none"> <li>• TBC</li> <li>• EA</li> <li>• SCC</li> <li>• Seven Trent South</li> <li>• Staffordshire Water</li> <li>• Developers</li> </ul>	<ul style="list-style-type: none"> <li>• SFRA</li> <li>• Development Management Process</li> <li>• Place Making SPD</li> </ul>	% of new development assessed as carbon zero % of new developments incorporating SUDs No of Planning Applications granted permission contrary to EA's Advice on flood defence grounds. Ecological status of River Tame, Anker & Bournebrook	Increasing trend zero Increase the rivers' ecological status to 'good' by 2015		If trend does not increase re examine policy implementation and consider producing a SPD If trend does not increase consider reviewing place making SPD to incorporate further guidance. If more than 3 PA re-assess EA's Role in Pre application stage. Work with Environment Agency and Severn Trent Water to identify appropriate mitigation and promote the use of SuDS within development.	In house monitoring In house monitoring Environment Agency data			
CP17: Infrastructure and Developer Contributions	<ul style="list-style-type: none"> <li>• SCC</li> <li>• Developers/Land Owners</li> <li>• Highways Agency</li> <li>• Transport Operators</li> <li>• RSL's</li> <li>• Enterprise Partnerships</li> </ul>	<ul style="list-style-type: none"> <li>• Developer Contributions SPD</li> <li>• S106/CIL</li> <li>• Town Centre SPD</li> <li>• Winecote Corridor SPD</li> <li>• Development Management Process</li> </ul>	Timely delivery of infrastructure required to support the delivery of development	Development completed in a timely manner		If contributions are not being achieved in accordance with SPD review SPD.	In house monitoring Staffordshire County Council data			



# APPENDIX 5: Travel Plans

## Aims and Objectives of a Travel Plan

A Travel Plan is a strategy to minimise the number of single car occupancy motor vehicles visiting a development, thereby reducing congestion and mitigating the impact of travel on the environment. A main objective is therefore to achieve a modal change from the car to more sustainable forms of transport.

A Travel Plan should deliver sustainable transport objectives which seek to:

- manage the demand for travel to a site,
- improve the availability and choice of travel mode to a site,
- reduce the need to travel (to and from the site),
- reduce the number of vehicles attending the site, particularly single occupancy vehicles,
- reduce the costs associated with on-site parking provision and congestion,
- provide the absolute minimum possible car parking spaces on site,
- improve the safety and security of people who travel to the site,
- promote the increased use of cycling, walking and public transport and therefore healthier living,
- promote integration between different transport modes,
- promote co-ordination between developments on larger sites,
- make positive changes to attitudes in relation to the use of alternative transport modes,
- i. provide clear information to employees, customers and visitors on the alternative modes of transport to and from the site,
- j. improve accessibility for non-car users and the disabled,
- k. promote the development of a transport system which enhances the environment and supports a sustainable economy.

## Which Developments require a Travel Plan?

The indicative thresholds contained within Appendix B of the Guidance on Transport Assessment (GTA) published March 2007 by the DfT and DCLG will largely be used to determine whether and what type of Travel Plan will be required.

Developments falling into column headed Travel Plan Threshold will require a Travel Plan to be submitted with the applications alongside the TA. The Travel Plan will be secured by a Section 106 Agreement.

Those developments falling in column headed Minimalist Travel Plan are likely to require a Minimalist Travel Plan secured by Grampian Condition.

## Types of Travel Plan

The form of the Travel Plan will largely be determined by the type of development, its location and accessibility to sustainable modes of travel. Indeed, the outcome of the TA will also affect the measures and outcomes to be achieved. Much also depends on the end user and whether these are known or not. Generally, Travel Plans fall into the following categories:

### Minimalist Travel Plans

These are for small-scale developments where the end user is known and where the transport implications are not substantial but nevertheless important to control. The emphasis for Minimalist Plans is on encouraging and promoting travel by sustainable modes for a period of about 5 years. Minimalist Plans are usually secured by way of a Grampian planning condition. They will generally not involve modal split targets or remedies.

**Travel Plan Framework:** these are used where Outline Planning consent is being sought and where the end-users are unknown. They provide a framework for individual Travel Plans.

**Measures/Outcomes Travel Plan:** these involve more of a commitment to a travel plan and contain a range of measures or actions to be provided within an agreed timetable. In order to provide more comfort that the modal split/shift targets within the Travel Plan would be achieved the Travel Plan needs to include remedies if the targets are not met. Where Travel Plans include modal split/shift targets and/or outcome targets with remedies and there is a high degree of confidence that this will succeed in reducing car usage then it is reasonable to make an allowance for this in the trip rate used in the TA.

Physical or hard measures can be secured by way of a Grampian condition that will require a separate legal agreement with the County Council. Other measures within the Travel Plan which can include, for example, car parking management; the phasing of works; the establishment of a Travel Plan Coordinator;

Survey and monitoring arrangements including monitoring fees are better dealt with by way of a S106 Obligation. These TPs are most effective where reviews/monitoring is linked with agreed targets/outcomes and where failure to meet these is to be remedied. Remedies are also controlled by a S106 Obligation relating to further specified measures or actions that may prove to be more effective.

**Residential Travel Plan:** focus on journeys originating from home to multiple and changing destinations. They should include targets based on trip rates with remedial measures.

Land use	Use/description	Travel Plan Threshold	Minimalist Travel Plan Threshold
Food retail (A1)	Retail sale of food goods to the public - food superstores, supermarkets, convenience food stores	>800 sq m.	>250 <800 sq m.
Non-food retail (A1)	Retail sale of non-food goods to the public; but includes sandwich bars- sandwiches or other cold food purchased and consumed off the premises, internet cafes	>1000 sq m.	>500 < 1000 sq m.
Financial and professional services (A2)	Financial services - banks, building societies and professional services, estate agents and employment services, betting offices, where services are provided to visiting members of the public	>2500 sq m.	>1000 <2500 sq m.
Restaurants and cafes(A3)	Restaurants and cafes - use for the sale of food for consumption on the premises	>2500 sq m.	>300 <2500 sq m.
Drinking Establishments (A4)	Use as a public house, wine bar or other drinking establishment	>600 sq m.	>300 <600 sq m.
Hot food takeaway(A5)	Use for the consumption on or off the premises	>500 sq m.	>250 <500 sq m.
Business (B1)	Offices other than in use class A2 (financial and professional), research and development, laboratories, studios and light industry	>2500 sq m.	>1500 > 2500 sq m.
General Industry (B2)	General Industry	>4000 sq m.	>2500 <4000 sq m.
Storage and Distribution(B8)	Storage and distribution centres, wholesale warehouses, distribution centres and repositories	>5000 sq m.	>3000 <5000 sq m.

Land use	Use/description	Travel Plan Threshold	Minimalist Travel Plan Threshold
Hotels (C1)	Hotels, boarding houses and guest houses	>100 bedrooms	>75 <100 bedrooms
Residential Institutions - hospitals, nursing homes (C2)	Used for the provision of residential accommodation and care to people in need of care	>50 beds	>30 <50 beds
Residential Institutions - residential education(C2)	Boarding schools and training centres	>150 students	>50 <150 students
Residential Institutions - hostels (C2)	Homeless shelters, accommodation for people with learning difficulties and people on probation	>400 residents	>250 <400 residents
Dwelling houses (C3)	Dwellings for individuals, families or not more than six people living together as a single household. Not more than six people living together includes students or young people sharing a dwelling and small group of homes for disabled or handicapped people living together in the community	>80 units	>50 <80 units
Non residential institutions (D1)	Medical and health services (Clinics, health centres, creches, day nurseries, day centres and consulting rooms), museums, public libraries, art galleries, exhibition halls, non-residential education and training, places of worship, religious instruction and church halls	>1000 sq m.	>500 <1000 sq m.
Assembly and leisure (D2)	Cinemas, dance and concert halls, sport halls, swimming baths, skating rinks, gymnasiums, bingo halls and casinos. Other indoor and sports and leisure uses.	>1500 sq m.	>500 <1500 sq m.
Stadia		>1500 seats	>500 <1500 seats

# APPENDIX 6: Infrastructure Delivery Plan

Physical Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
Transport – Cycling & Walking Cycle links	Encourage people to lead more sustainable lifestyles and reduce traffic congestion by addressing gaps in current provision, improvements to existing provision and new links for development (see Neil Mason)	Town centre / retail park links	Improved surface treatment and / or lighting and / or signage, to town centre	<b>Staffordshire County Council</b> Developer Contributions	unknown	2006-2011-2016	SP2 SP8 CP15 CP17	Funded through developer contributions, payable upon commencement	£116,832 has been secured through the Royal London and Aucott developments towards enhancements to pedestrian and cycle links
		Anker Valley – Ashby Road	Links to railway station, town centre and education	<b>Staffordshire County Council</b> Developer Contributions	£1m (new foot / cycle bridges over WCML and Nottingham line)	2011-2016-2021	SP5 SP6 SP8 CP15 CP17	Funded through Anker Valley development	
		Post 16 Academy	Improved street lighting, cycle facilities	<b>Staffordshire County Council</b> Developer Contributions	unknown	2006-2011	SP8 CP15 CP17	Funded through developer contributions	
Pedestrian Links	Encourage people to lead more sustainable lifestyles and reduce traffic congestion by addressing gaps in current provision, improvements to existing provision and new links for development (see Neil Mason)	Borough wide links	More comprehensive cycle network linking residential areas to the town centre and employment areas	<b>Staffordshire County Council</b> Developer Contributions	unknown		SP8 CP15 CP17	LTP and developer contributions	
		Ventura Park to Town Centre Local Transport Package:	Crossing facilities, improved pedestrian links, finger posts	<b>Staffordshire County Council</b> Developer Contributions	unknown	2006-2011-2016	SP2 SP8 CP15 CP17	Funded through developer contributions, payable upon commencement	Toucan crossing installed as part of roundabout signalisation. Necessary for the delivery of town centre regeneration.
		Improved access to River frontage in town centre	Waterside trail New paths and street furniture, signage Waterside trail	<b>Tamworth Borough Council</b> Environment Agency	£200,000	2011-2016	SP2 SP8 CP15 CP17		
		Measures relating to Post 16 Academy	Improved street lighting, pedestrian access	<b>Staffordshire County Council</b> Developer Contributions	unknown	2006-2011	SP8 CP15 CP17	Funded through developer contributions	
Transport - Rail	"Significant travel flows between Tamworth	Anker Valley Local Transport Package	Links to railway station, town centre and education	<b>Staffordshire County Council</b> Developer Contributions	£1m (new foot / cycle bridges over WCML and Nottingham line)	2011-2016-2021	SP5 SP6 SP8 CP15 CP17	Funded through Anker Valley development	Necessary for the delivery of regeneration and housing growth.
		Dedicated local rail service to Birmingham	Diversion of private car users commuting to Birmingham to Rail use	<b>Network Rail / London Midland</b>	unknown	2011-2016	SP4 SP6 SP8 CP15		



Physical Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
	corridor and Birmingham but rail is not well placed to accommodate these at present. The route is on a major regeneration corridor and there is significant opportunity for a better rail service to act as a catalyst for development" (West Midlands Rail Development Plan)	Tamworth Station Car Parking capacity increases	Diversion of private car users commuting to Birmingham to Rail use	<b>Network Rail / London Midland</b>	unknown	2006 - 2011	SP4 SP6 SP8 CP15 CP17		Complete
		Platform lengthening and station improvements at Wilnecote		<b>Network Rail</b>	unknown	2006 - 2011 - 2016	SP4 SP6 SP8 CP15 CP17		
		Turnback siding and crossover at Tamworth	To enable dedicated local service, increasing the % of commuters travelling by public transport	<b>Network Rail</b>	Unknown	2011 - 2016	SP4 SP6 SP8 CP15 CP17		
		Tamworth Station improvements		<b>Network Rail / London Midland</b>	Unknown	2006 - 2011	SP4 SP6 SP8 CP15 CP17	Identified in the National Stations Improvement Programme. Start expected on site Summer 2010	
		Camp Hill Chord line	Increase in capacity to central Birmingham stations. Improved connectivity and new journey opportunities.	<b>Network Rail</b>	Unknown	2011- 2016	SP4 SP6 SP8 CP15 CP17	Camp Hill lines chords in Network Rail SBP Route Plan April 2008 proposed strategy	
Bus Services	Improving accessibility. Reducing the impact of traffic (congestion, environment)	Ventura Park to Town Centre Local Transport Package: New bus stops, enhanced service, enhanced bus passenger information and infrastructure	Reduce impact of new development on local and strategic highway network. Reduce congestion, improving bus journey times and reliability.	<b>Staffordshire County Council Developer Contributions</b>	£200,000	2006- 2011 - 2016	SP2 SP4 SP6 SP8 CP15 CP17	Funding secured through developer contributions	Necessary for the delivery of town centre regeneration.
		Public Transport Partnership Route improvements	Commuter routes prioritised	<b>Staffordshire County Council</b>			SP4 SP8 CP15 CP17		County Council to advise on specifics
		Anker Valley Local Transport Package	Extended Route Service to new development	<b>Staffordshire County Council Developer Contributions</b>			SP4 SP6 SP8 CP15 CP17		
		Bus Depot Relocation	Available town centre regeneration site	<b>Arriva</b>	unknown	2011- 2016	SP2 SP4 SP8	Private Sector led	Arriva have confirmed desire to relocate when suitable premises become available
		Bus Station /	Enhanced passenger facilities	<b>Staffordshire</b>	unknown	2011-	SP2	LTP / private	

Physical Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
		facilities improvements		<b>County Council Arriva</b>		2016	SP4 SP8 CP15 CP17	sector / developer contributions	
Canal	Encourage use of green and blue corridors	Enhanced management, access and interpretation	Increased use of blue corridors. Greater connectivity Improved awareness and understanding of biodiversity	<b>British Waterways</b>	Unknown	-	SP8 SP9 CP3 CP13 CP14 CP15 CP17		
Road	Reducing the impact of traffic (congestion, environment)	Ventura Park to Town Centre Local Transport Package: A5(T) Junction Improvements at Stoneyclough / Mile Oak Anker Valley Local Transport Package	Reduce impact of new development on local and strategic highway network. Reduce congestion, improving bus journey times and reliability. Roundabout junction signalisation, highway improvements, linked signals, urban traffic control Less congestion and queuing Anker Valley Link Road, new highway capacity, modifications to A513/B5493 junction, Urban Traffic Control on Upper Gungate/Aldergate corridor and improved accessibility to Tamworth rail station	<b>Staffordshire County Council</b> Developer Contributions <b>Highways Agency</b> Contributions <b>Staffordshire County Council</b> Network Rail, Developer Contributions	Total cost of transport strategy is currently unknown. Roundabout signalisation schemes delivered via S.278 agreement Mile Oak: £1,349,230 Stoneyclough : £973,326 £15+	2006-2011 2011-2016 2011-2016 2021	SP2 SP4 SP6 SP8 CP15 CP17 SP4 SP5 SP8 CP17 SP4 SP6 SP8 CP15 CP17	Funded through developer contributions, payable upon commencement Funded through developer contributions Funded through developer contributions	Roundabout signalisation complete. Necessary for the delivery of town centre regeneration. Development in adjoining authorities may also be required to contribute
	Provide access	Dunstall Lane Link	Access to Employment Land achieved	<b>Private Sector</b>	unknown	2011-2016	SP4 CP2 CP17	Developer contributions	Planning Permission exists
Car Parking	Town Centre regeneration	Town Centre car park improvement, regeneration and rationalisation Improved Signage to town centre care parks As required	Right type of parking available in the right places Land released for town centre uses Promotion of alternative forms of sustainable travel Reduce congestion Town centre regeneration	<b>Tamworth Borough Council</b> Staffordshire County Council Private landowners <b>Tamworth Borough Council</b> Private landowners <b>Private</b>	Unknown Unknown Unknown	2011-2016 2011-2016 2011-2016	SP2 SP4 SP8 CP15 CP17 SP2 SP4 SP8 CP15 CP17 SP2 SP4 SP8 CP15 CP17	Developer contributions Developer contributions	
	Electric				unknown	2016-	SP2	Private sector	

Physical Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
	charging points			<b>sector</b> Tamworth Borough Council		2021	SP4 SP8 CP15 CP17	Tamworth Borough Council	
Housing Regeneration Areas		Tinkers Green	Housing that better meets the needs of Tamworth residents Improved stock condition Improved health and educational efficiency Reduction in social problems (i.e. ASB) & enhanced community involvement Effective utilisation of Council assets to maximise social & economic benefits of regeneration activity	<b>Tamworth Borough Council</b> Registered Providers HCA	To be determined as part of feasibility work	2011-2016	SP4 SP5 SP7		A feasibility study will be conducted that fully explores all options for development in Tinkers Green area. The study will look at scenarios that deliver the right mix / type of housing to meet identified need, potential investment requirements & explore the wider regeneration of the area to include benefits to the local economy, improvement to the physical / social environment & improved health outcomes for residents
		Kerria	Housing that better meets the needs of Tamworth residents Improved stock condition Improved health and educational efficiency Reduction in social problems (i.e. ASB) & enhanced community involvement Effective utilisation of Council assets to maximise social & economic benefits of regeneration activity	<b>Tamworth Borough Council</b> Registered Providers HCA	To be determined as key element of feasibility study	2011-2016	SP4 SP5 SP7		A feasibility study will be conducted that fully explores all options for development in Tinkers Green area. The study will look at scenarios that deliver the right mix / type of housing to meet identified need, potential investment requirements & explore the wider regeneration of the area to include benefits to the local economy, improvement to the physical / social environment & improved health outcomes for residents
		Garage Sites	Increased levels of Affordable Housing Reduction in social problems (i.e. ASB) & enhanced community involvement Effective utilisation of Council assets to maximise social & economic benefits of regeneration activity	<b>Tamworth Borough Council</b> Registered Providers HCA	Investment requirement to be identified once all sites to go forward have been agreed	2011-2016	SP4 SP5 SP7 CP4		Work is currently underway to determine which sites will be developed as affordable housing. Proposed numbers are expected to decrease once relevant site investigations have been completed. HCA to be invited to support & assist in delivery on those sites to go forward for development.
Town Centre housing	Increase vitality and viability	Town Centre	Increased housing provision to meet variety of identified need Bringing empty properties back into use / energy efficiency improvements Housing contribution to mixed use, more vibrant town centre	<b>Tamworth Borough Council</b> Registered Providers HCA		2011-2016	SP2 SP4 SP5		
Town Centre Public Realm	Increase vitality and viability	Gateways: College Campus Train Station South East Ladybridge Lichfield Street	Improved legibility to town centre Redevelopment / investment of public and private development sites Reconfigured Upper Gungate bridge link Reconfigured Pedestrian priority junction outside station to improve links to town	<b>Tamworth Borough Council and Staffordshire County Council</b>	To be determined as part of early design	2011-2016 2016-2021 2021-2026	SP2 SP8 CP2 CP10 CP11 CP17	LTP and developer contributions	

Physical Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
			centre Downgraded highways infrastructure minimised street clutter, maximised pedestrian movement and increase visibility of key strategic movement corridors						
		Corridors: Upper Gungate Victoria Road Bolebridge Street Ladybridge Lichfield Street	Investigate widened footpaths, cycle paths, pedestrian priority crossings, signage and adopting a constraint palette of materials and street furniture. Improved town centre links encouraging increased footfall Dedicated cycle links Improved lighting & crossing facilities /subway potential for riverside route	<b>Tamworth Borough Council and Staffordshire County Council</b>	To be determined as part of early design	2011-2016 2016-2021 2021-2026	SP2 SP8 CP2 CP10 CP11 CP17	LTP and developer contributions	
		Public realm enhancements	Flooring materials, pedestrian and vehicle signage, street furniture (bins, benches, planters, lighting etc.) coordinated, rationalised where appropriate and new signage installed, including Library / Civic Space & St Editha's Square	<b>Tamworth Borough Council and Staffordshire County Council</b>	To be determined as part of early design	2011-2016 2016-2021 2021-2026	SP2 SP8 CP2 CP10 CP11 CP17	LTP and developer contributions	
		Enhance Market	Provision of new stalls More regular markets	<b>Tamworth Borough Council</b>	Unknown	2011-2016	SP2 SP8 CP2 CP10 CP11 CP17	Tamworth Borough Council	New stalls have been introduced by the market operator and a programme of additional markets is being considered
		Improve access to river frontage	Enhanced access to river frontage and greenspace	<b>Tamworth Borough Council</b>	unknown	2011-2016	SP2 SP8 CP2 CP3 CP10 CP17	Tamworth Borough Council	Working with partners through Central Rivers Initiative and private landowners.
Public Realm improvements	Open space study found poor quality / low value spaces	Kerria Ellerbeck Exley Caledonia	Enhanced planting, materials, lighting, street furniture leading to improved sense of place	<b>Tamworth Borough Council</b>	unknown	2011-2016 2016-2021	SP2 SP3 SP8 CP1 CP2 CP10 CP17	Tamworth Borough Council Developer contributions	
Employment Area renewal	Improve sustainability and viability	Soft and hard landscaping, surfacing, signage, lighting improvements in employment areas	Enhanced appearance and attractiveness to market	<b>BEP</b>	unknown	2011-2016 2016-2021 2021-2026	SP4 SP8 CP2 CP10 CP17	Private sector, developer contributions where appropriate, Tamworth Borough Council	



Green Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
Increase in quantity & quality of open spaces	To mitigate deficiencies of good quality open spaces identified in open space assessment in North and North East analysis areas	Wigington Park – enhanced facilities	Increase the amount of good quality open space	Tamworth Borough Council			SP9 CP9 CP10 CP17		
		Kerria / Glascoate Road open space (North East analysis area)	Increase the amount of good quality open space	Tamworth Borough Council			SP7 SP9 CP9 CP10 CP17		
	Provision of new open space linked to new development	Borough Wide Anker Valley		Developers	Dependant on scheme	2011-2016	SP6 CP9 CP17	Developer Contributions	
	Lack of urban park in eastern side of town (south east, east and north east analysis areas)	Bumpy / Kettlebrook Lakes	Formation of linear urban park Footpath, access improvements (inc bins, benches, dog signage), lighting, increased semi-natural habitats Increased biodiversity	Tamworth Borough Council			SP9 CP9 CP10 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
	To mitigate deficiency in semi-natural open space	Wigington Park – establish LNR (North analysis area)	Increased semi-natural habitats Increased biodiversity	Staffordshire Wildlife Trust Tamworth Borough Council		2011-2016	SP9 CP9 CP10 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
		Broad Meadow – establish LNR (mid-west analysis area)	Increased semi-natural habitats Increased biodiversity	Staffordshire Wildlife Trust Tamworth Borough Council		2011-2016	SP9 CP9 CP10 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
		Bumpy – establish LNR (East analysis area)	Increased semi-natural habitats Increased biodiversity	Staffordshire Wildlife Trust Tamworth Borough Council		2011-2016	SP9 CP9 CP10 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
		Kerria / Glascoate Road open space (North East analysis area)	Increased semi-natural habitats Increased biodiversity	Staffordshire Wildlife Trust Tamworth Borough Council		2011-2016	SP9 CP9 CP10 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
	Provision of "Sites of Alternative Natural Greenspace" (SANGS)	Broad meadow	Increased semi-natural habitats Increased biodiversity Reduced pressure on SAC	Staffordshire Wildlife Trust Tamworth Borough Council		2011-2016	SP9 CP9 CP10 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Developer Contributions	
	To maintain high levels of good quality open spaces accessible to	Increased maintenance levels Borough Wide	Maintenance of open spaces to be of required standard to	Tamworth Borough Council	Dependant on scale of development			SP9 CP9 CP10	Funded through developer contributions

Green Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
	majority of residents		meet increased demands placed on space by development				CP17		maintenance.
		Increase and develop network of 'friends of' groups	2 new groups established, engagement with local people, raising involvement and knowledge of issues. Improved maintenance of areas	<b>Staffordshire Wildlife Trust</b>		2011-2016	SP9 CP9 CP17	Funded through SWT 'Wild About Tamworth' Team	
		Maintain conservation and engagement activity on existing LNR's	engagement with local people, raising involvement and knowledge of issues. Improved maintenance of areas. maximised potential for health and social benefits.	<b>Staffordshire Wildlife Trust</b>		2006-2011-2016	SP9 CP9 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team	
		Wild About Tamworth annual event	Raised awareness, increased number of volunteers	<b>Staffordshire Wildlife Trust</b> Tamworth Borough Council		2006-2011-2016	SP9 CP9 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team	
		Environmental Education	Increased access for schools to LNR, improved interpretation at open spaces	<b>Staffordshire Wildlife Trust</b> Tamworth Borough Council		2006-2011-2016	SP9 CP9 CP14 CP17	Funded through SWT 'Wild About Tamworth' Team, Tamworth Borough Council, Developer contributions	
Increase in quantity of play spaces	To address deficiencies of play spaces in the Borough	Fontenaye Road / Buckingham Road area (north analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
		Kerria / Glascoate Road open space (north east analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
		Warwickshire Moor / MacGregor Park (north east analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
		County Drive area	Increased facilities	<b>Tamworth</b>	Dependant on	2011-	SP5	Developer Contributions	

Green Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
		(Mid-West analysis area)	for relevant age groups	<b>Borough Council</b>	scheme	2016-2016-2021-2021-2026	SP9 CP9 CP16 CP17	Tamworth Borough Council	
		East of Pealers Way (south west analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2016-2021-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
		Castle Grounds (mid west analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2016-2021-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
		West of Glascoate Lane (south east analysis area)	Increased facilities for relevant age groups	<b>Tamworth Borough Council</b>	Dependant on scheme	2011-2016-2016-2021-2021-2026	SP5 SP9 CP9 CP16 CP17	Developer Contributions Tamworth Borough Council	
Enhanced access to green network	Support improving health and wellbeing of residents.	Towpath upgrades to provide routes for walking and cycling	Improved health and wellbeing Greater use of sustainable transport	<b>British Waterways</b>	unknown	2016-2026	SP8 SP9 CP12 CP14 CP15 CP17	British Waterways, Developer Contributions where appropriate	
	Support improving health and wellbeing of residents.	Additional cycle tracks utilising green network / Borough wide	Improved health and wellbeing Greater use of sustainable transport	<b>Tamworth Borough Council</b> Staffordshire County Council	unknown	2016-2026	SP8 CP12 CP15 CP17	Staffordshire County Council (LTP) Tamworth Borough Council	

Social & Community Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
Sport and Leisure	Increase participation rates in sport and physical activity	Multi-purpose community-use leisure centre	25 x 12m swimming pool Teaching pool Minimum of a 4 court sports hall Health and fitness gym with a min 70 workstations	<b>Tamworth Borough Council</b> Staffordshire County Council	£6m-£10m dependant on final spec	2016-2021	SP4 CP8 CP16 CP17	Tamworth Borough Council Staffordshire County Council Developer Contributions	
		2 MUPA in west analysis area	Improved access	<b>Tamworth Borough Council</b>	£200,000	2011-2016	SP4 CP8 CP16 CP17	Tamworth Borough Council Developer Contributions	
		BMX fun track	New facility	<b>BMX Club</b>	unknown	2011-2016	SP4 CP8 CP16 CP17	Funding secured	Planning permission exists and construction started
		BMX Competition Track	Regional BMX Track	<b>BMX Club</b>	£250,000	2016-2021	SP4 CP8 CP16 CP17	Club seeking funding sources	
		Bowling green provision in south of borough	New facility	<b>Tamworth Borough Council</b>	unknown	2011-2016	SP4 CP8 CP16 CP17	Tamworth Borough Council Developer Contributions	
Culture	Enhance cultural infrastructure	Tennis court provision	New courts	<b>Tamworth Borough Council</b>	unknown	2016-2021	SP4 CP8 CP16 CP17	Tamworth Borough Council Developer Contributions	Prioritise south of the borough
		Increase community access to existing facilities	Increase participation rates	<b>Sport Across Staffordshire</b>	unknown	2011-2016	SP4 CP8 CP16 CP17		
		Assembly Rooms refurbishment and expansion	Increased visitor numbers to town centre	<b>Tamworth Borough Council</b>	£2.5m	2011-2016	SP2 SP4 CP2 CP3 CP16 CP17	HLF Arts Council Tamworth Borough Council (400k)	
		Castle - HLF	Increased visitor numbers to town centre	<b>Tamworth Borough Council</b>		2011-2016	SP2 SP4 CP2 CP3 CP16 CP17	HLF Tamworth Borough Council	
		Castle – Mercian Trail	Increased visitor numbers to town centre	<b>Tamworth Borough Council</b>	£360,000	2011-2016	SP2 SP4 CP2 CP3	Tamworth Borough Council	To enable display of Staffordshire Hoard as part of Mercian Trail



Social & Community Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
Health and Wellbeing	Meeting identified need to support improving health and wellbeing of residents. See Indoor / Outdoor Sports Study	Additional Health centres, GP surgeries as required	Improve health / wellbeing Expanded health care facilities	<b>PCT</b>	Unknown until need arises and solution scoped	2016-2021	CP16 CP17 CP16		Accommodation of branch surgery in the Anker Valley sustainable urban neighbourhood may be required
<b>COMMUNITY SERVICES</b>									
Fire Stations	Improve emergency response times Reduce risk of fire	2 new community fire stations (Belgrave and Lichfield Street)	2 new stations. Improved community access to facilities. Improved knowledge and understanding of issues	<b>Staffordshire Fire</b>	£46m for wider programme	2006-2011 2011-2016	CP16	PFI - secured	Complete
Police	Address crime and fear of crime	Restructure / relocate existing Police facilities in town		<b>Staffordshire Police</b>	Unknown	Unknown	CP16	Unknown	Police expect in Plan period that some alteration or restructuring of existing facilities may be required to respond to changing demands upon resources
Community Centre		Anker Valley Community Centre		<b>Developer</b>	£500,000	2021-2026	SP6 CP16 CP17	Private sector funded	
Cemeteries / Crematoria		Extension to Wigginton Park Cemetery		<b>Tamworth Borough Council</b>	Unknown – being scoped with EA	2016-2021	SP9 CP16	Tamworth Borough Council	Survey work underway
Education – Nursery and Pre-school		As required		<b>Staffordshire County Council</b>					
Education – Primary		New 1.5 form of entry (FE) Primary school which consists of 315 Reception to Year 6 places and relevant nursery provision, approx site size: 15,100m <sup>2</sup> in Anker Valley.		<b>Staffordshire County Council Developer contributions</b>	£5.2m	2011-2016 2016-2021	SP6 CP16 CP17	Developer contributions	
		Depending on scale, location and timing of new development extensions to existing schools may be necessary – <b>Staffordshire County Council to advise further</b>		<b>Staffordshire County Council Developer contributions</b>			CP16 CP17	Developer Contributions may be required where roll numbers increase as result of development	
Education - Secondary		Extension to Rawletts to accommodate Anker valley development 175		<b>Staffordshire County Council Developer</b>	£3m	2011-2016 2016-	SP6 CP16 CP17	Developer contributions	

Social & Community Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
		places Depending on scale, location and timing of new development extensions to existing schools may be necessary – <b>Staffordshire County Council to advise further College to advise further</b>		contributions <b>Staffordshire County Council</b> Developer contributions		2021	CP16 CP17		
Further / High Education	Reduce unemployment, raise aspiration and improve skill set	Projects to provide Job advice / support throughout town	Increased numbers or 'work-ready'	<b>Job Centre</b> Staffordshire County Council Tamworth Borough Council	unknown	2011-2016	SP4 CP2 CP16	£60,000 committed from Tamworth TSP	Projects currently being delivered
	Create jobs in local business community and increase entrepreneurial activity	Business Support: Enterprise and job creation service	Increase employment growth	<b>Tamworth Borough Council</b>	£30,000 p.a.	2011-2016	SP4 CP2 CP16		Funding committed. Delivery start April 2012.
	Provide a stable and nurturing environment with office facilities for start up businesses and social enterprises. Provision of conference / meeting place	Business Incubation Units & meeting space town centre / college / Armington Industrial Estate depending on site availability	Increase level of business start-ups	<b>Staffordshire County Council</b> BEP Tamworth Borough Council	£500,000 - £1m depending on scale	2011-2016	SP4 CP2 CP16		
Childrens Services		Youth Centre provision		<b>Staffordshire County Council</b>	unknown	unknown	CP16	Staffordshire County Council	
Water Resources and Supply	Enable development	Some off-site water mains infrastructure will be required  New booster pump at Glascoate booster station Use of Warton Groundwater Unit for further water extraction	Development with required infrastructure	<b>Severn Trent Water Ltd, South Staffs Water</b> Developer contributions <b>South Staffs Water</b> South Staffs Water	Unknown	unknown	SP5 CP17		Dependant on level of growth
Waste water collection and treatment	Enable development	Improvements may be required to increase capacity within the mains / pumping stations	Development with required infrastructure	<b>Severn Trent Water Ltd</b>	unknown	unknown	SP5 CP17		Dependant on level of growth
Surface Water	Reduce flood risk	Implementation of Sustainable Drainage	Reduced risk of flooding	<b>Staffordshire County Council</b>	unknown	ongoing	SP1 CP13	Developers	

Social & Community Infrastructure Required	Driver	Scheme / Location	Outcome / Impact	Lead and Delivery Agencies	Cost	Phasing	Core Strategy Policy	Budget / Funding Provision	Notes
Drainage		Systems techniques in new development		Tamworth Borough Council Developer contributions			CP17		
Flood Defences	Reduce flood risk	New flood defences at Fazeley (Mayfair Drive and Brook End), new embankment at Lichfield Road	New flood defences leading to reduced risk of flooding	<b>Environment Agency</b>	Unknown	2011-2016	SP1 CP13	Environment Agency	The River Tame Flood Risk management Strategy contained several projects to reduce the risk of flooding and was subject to public consultation in 2009. An action plan with priorities is expected.
		Investigation of flooding and Flood protection works to Birmingham Fazeley Canal	Reduced flooding from River Tame	<b>British Waterways / Environment Agency</b>	Unknown	2016-2026	SP1 CP13	Environment Agency	The River Tame Flood Risk management Strategy contained several projects to reduce the risk of flooding and was subject to public consultation in 2009. An action plan with priorities is expected.
Waste		Household Waste Recycling Station		<b>Warwickshire County Council</b>	Unknown	2011-2016	CP12		Planning Permission exists for site. Linked into expansion of Birch Coppice.
Energy Transmission and distribution system for electricity		None identified but upgrading, renewal, extension to network and substations may be required		Electricity Providers	Unknown		SP1		
Transmission and distribution system for gas		None identified but upgrading, renewal and extension to gas networks may be required		Gas providers	Unknowns		SP1		
Renewable Energy Generation		Possible opportunities for renewable energy generation have been identified in the Staffordshire Renewable / Low Carbon Energy Study		Private sector / commercial energy companies			SP1 CP2		

# APPENDIX 7: Glossary

**Disclaimer:** The Glossary is neither a statement of law nor an interpretation of the law, and its status is only an introductory guide to planning terminology and should not be used as a source for statutory definitions.

<b>Accessibility</b>	The ability of everyone to conveniently go where they want.
<b>Affordable housing</b>	<p>Affordable housing: Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.</p> <p>Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.</p> <p>Affordable rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).</p> <p>Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.</p> <p>Homes that do not meet the above definition of affordable housing, such as "low cost market" housing, may not be considered as affordable housing for planning purposes.</p>
<b>Annual Monitoring Report (AMR)</b>	Sets out the Council's progress in terms of producing the Local Development Documents and in implementing policies. The monitoring period is from April to March.
<b>Biodiversity</b>	The whole variety of life encompassing all genetics, species and ecosystems, including plants and animals.
<b>CABE</b>	Commission for Architecture and the Built Environment. CABE is the government's advisor on architecture, urban design and public space.
<b>Capacity (Retailing term)</b>	Money available within the catchment area with which to support existing and additional floor space.
<b>Clusters</b>	Networks of specialised, creative, industrial or hi-tech businesses concentrated within a particular location whose co-location may enhance their competitive advantage.
<b>The Community Infrastructure Levy (CIL)</b>	This is a new levy that local authorities can choose to charge on new developments in their area. The money can be used to support development by funding infrastructure that the council, local community and neighbourhoods want.
<b>Comparison Goods</b>	The provision of items not obtained on a frequent basis. These include clothing, footwear, household and recreational goods
<b>Conformity</b>	In agreement with, accords and with the principles of something.
<b>Conservation Area</b>	Area of special architectural or historic interest, the character, appearance or setting of which it is desirable to preserve or enhance.
<b>Convenience Goods</b>	The provision of everyday essential items, including food, drinks, newspapers/ magazines and confectionary.
<b>Local Plan</b>	A development Plan Document setting out the spatial vision and objectives of the planning framework for an area, linking into the community strategy.



<b>Density</b>	In the case of housing development, a measurement of either the number of habitable rooms per hectare or the number of dwellings per hectare.
<b>Development Plan Documents (DPDs)</b>	DPDs are local development documents that have Development Plan Document Status. Once they are adopted, development control decisions must be made in accordance with them unless material considerations indicate otherwise. The DPDs that planning authorities indicated must prepare include the Local Plan, site specific allocations of land and, where needed, action area plans.
<b>Designated sites</b>	Sites of conservation or landscape importance which will be protected from adverse impact of development. There are three main tiers of designated conservation sites, international, national and regional.
<b>Dwelling</b>	A self-contained building or part of a building used as a residential accommodation, and usually housing a single household. A dwelling may be a house, bungalow, flat, maisonette or residentially converted farm building.
<b>Employment uses</b>	Includes any uses or development that creates jobs
<b>Environment Agency</b>	This is a Public Body that is responsible for protecting and improving the environment of England and Wales, and for protecting communities from the risk of flooding and managing water resources. They are consulted throughout the plan making and decision making process in order to promote sustainable development.
<b>Existing Employment Areas</b>	These are the EMP areas shown in the proposal map for the Council's Local Plan.
<b>Evidence Base</b>	The information and data gathered by local authorities to justify the "soundness" of the policy approach set out in Local Development Documents, including physical, economic, and social characteristics of an area. It consists of consultation responses and the finding of technical studies.
<b>Flood Plain</b>	Generally flat lying areas adjacent to a watercourse, tidal lengths of a river or the sea where the water flows in times of flood or would flow but for the presence of flood defences.
<b>Greenbelt</b> (Not to be confused with the term greenfield)	A designation for land around certain cities and large built up areas, which aims to keep this land permanently open or largely undeveloped.
<b>Greenfield Land</b>	Land which has never been built on before or where the remains of any structure or activity have blended into the landscape over time
<b>Green corridor/wildlife corridor</b>	Green corridors can link housing areas with the national cycle network, town and city centres, places of employment and community facilities. They can help promote environmentally sustainable forms of transport such as walking and cycling within urban areas and can also act as vital linkages for wildlife dispersal between wetlands and countryside.
<b>Green Infrastructure</b>	A strategically planned and delivered network of high quality green spaces and other environmental features. It is designed and managed as a multifunctional resource capable of delivering a wide range of environmental and quality of life benefits for local communities. Green Infrastructure includes parks, open spaces, playing fields, woodlands, allotments and private gardens.
<b>Gypsy and Traveller Accommodation Assessment (GTAA)</b>	The Housing Act 2004 requires local authorities to undertake an assessment of the accommodation needs of gypsies and travellers. This assessment is used to inform the amount of land that should be identified by the planning system to meet the needs of gypsies and travellers.
<b>Indices of Multiple Deprivation</b>	This measures the level of deprivation within a specific geographic area (i.e. council wards). It assesses the level of deprivation from a whole range of sources such as income employment; health and disability; education; skills and training; housing and services; living environment and crime. It can be useful for identifying areas in need of regeneration.
<b>Infill development</b>	Building on a relatively small site between existing buildings.
<b>Infrastructure Delivery Plan (IDP)</b>	The IDP identifies the necessary social, physical and green infrastructure required to support the new development proposed in the Local Plan for Tamworth up to 2028.

<b>Listed building</b>	A building of special architectural or historic interest, graded I (highest quality) II* or II.
<b>Local Centre</b>	Includes a range of small shops and perhaps limited services of a local nature, serving a small catchment. Sometimes also referred to as a local neighbourhood centre.
<b>Local Development Documents</b>	These include Development Plan Documents, which will form part of the statutory development plan and Supplementary Planning Documents, which do not form part of the statutory development plan. Local Development Documents together deliver the spatial planning strategy for the local planning authority's area and they may be prepared jointly between local planning authorities.
<b>Local Development Framework</b>	A non statutory term used to describe a folder of documents, which includes all the local planning authority's local development documents. The Local Development Framework will also comprise the statement of community involvement, the local development scheme and the annual monitoring report.
<b>Local Plan</b>	The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies or other planning policies, which under the regulations would be considered to be development plan documents, form part of the Local Plan. The term includes old policies which have been saved under the 2004 Act.
<b>Local Transport Plan</b>	A five year integrated transport strategy, prepared by local authorities in partnership with the community, seeking funding to help provide local transport projects. The plan sets out the resources predicted for delivery of the targets identified in the strategy. Local Transport Plans should be consistent with the policies and priorities set out in the Regional Transport Strategy.
<b>Masterplan</b>	A type of planning brief outlining the preferred usage of land and buildings, as a framework for planning applications.
<b>Mineral Safeguarding Area</b>	An area designated by Minerals Planning Authorities which covers known deposits of minerals which are desired to be kept safeguarded from unnecessary sterilisation by non-mineral development.
<b>Mixed use</b>	Provision of a mix of complementary uses, such as residential, community and leisure uses, on a site or within a particular area.
<b>Modal Split</b>	The number of journeys being made by each different transport type.
<b>National Planning Policy Framework (NPPF)</b>	<p>The NPPF sets out the Government's planning policies for achieving sustainable development, in terms of encouraging economic prosperity, social progress (i.e. increasing the delivery of homes and its supporting infrastructure such as schools, hospitals, roads, etc) and protecting the historic/natural environment (i.e. sites of biodiversity importance and conservation areas).</p> <p>The NPPF will guide the formulation of the Local Plan, which will contain policies that are generally consistent with the guidelines in the NPPF. In addition to this, the NPPF will also be a material consideration in planning decisions.</p>
<b>Open space</b>	All space is of public value, including not just land, but also areas of water, such as rivers, canals, lakes and reservoirs, which can offer opportunities for sport and recreation. They can also act as a haven for wildlife and are usually attractive.
<b>Plan, Monitor and Manage</b>	Approach to housing provision involving: Plan for an overall annual rate and distribution of housing, monitor provision against targets and indicators and manage the process.
<b>Planning application</b>	A form plus plans submitted to the Council when development is proposed.
<b>Planning condition</b>	A condition imposed on a grant of planning permission (in accordance with the Town and Country Planning Act 1990) or a condition included in a Local Development Order or Neighbourhood Development Order.
<b>Planning obligation</b>	A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

<b>Previously Developed Land</b>	Previously developed land is that which is or was occupied by a permanent structure including the curtilage of the developed land and any associated fixed infrastructure. This excludes: land that has been or is occupied for forestry/agricultural buildings; private residential gardens; allotments; parks and recreational grounds.
<b>Primary and secondary frontages</b>	Primary frontages are likely to include a high proportion of retail uses. Secondary frontages provide greater opportunities for a diversity of uses.
<b>Primary shopping area</b>	Defined area where retail development is concentrated (generally comprising the primary and those secondary frontages which are contiguous and closely related to the primary shopping frontage).
<b>Regional Spatial Strategy</b>	<p>The Regional Spatial Strategy (RSS) sets out how a region should look in 15-20 years time and possibly longer. It identifies the scale and location of new housing in the region, shows areas for regeneration, growth and identifies smaller sub regions, specifies priorities for the environment, transport, infrastructure, economic development, agriculture, minerals and waste treatment and disposal.</p> <p>The Government is intending to abolish the RSS through the Localism Act .They are currently assessing the environmental impacts of this and are in the final stages of revoking it.</p>
<b>Renewable and low carbon energy</b>	Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels).
<b>Retail Floorspace</b>	Total area of the property associated with all retail uses. Usually measure in square metres
<b>Sequential approach</b>	A planning principle that seeks to identify, allocate or develop certain types of land before consideration of others. For example, brownfield housing sites before greenfield sites or town centre retail sites before out of centre sites.
<b>Sequential Test (Development)</b>	<p>A planning principle that encourages new development to take place in the most sustainable locations in terms of accessibility and reducing the need to travel by private car. Therefore, potential proposals are assessed (or sites are allocated), in accordance with the following preferences:</p> <ol style="list-style-type: none"> <li>1. locations in appropriate existing centres where sites or buildings for conversion a. are, or are likely to become, available within the plan period</li> <li>2. edge-of-centre locations, with preference given to sites that are or will be well-b. connected to the centre</li> <li>3. out-of-centre sites, with preference given to sites which are or will be well served c. by a choice of means of transport and which are closest to the centre and have a higher likelihood of forming links with the centre.</li> </ol>
<b>Sequential Test (Flood Risk):-</b>	<p>In areas at risk of flooding, applicants are required to undertake a sequential test (as part of their Flood Risk Assessment), to demonstrate that a potential proposal is being situated on a site that has a low risk of flooding. Applications in areas at risk of flooding are assessed in accordance with the following preferences:</p> <p>Flood Zone 1: An area with low risk of flooding. This zone comprises land assessed as having a less than 1 in 1000 annual probability of river or sea flooding.</p> <p>Flood Zone 2: An area with a low to medium risk of flooding. This zone comprises land assessed as having between a 1 in 100 and 1 in 1000 annual probability of river flooding or between a 1 in 200 and 1 in 1000 annual probability of sea flooding.</p> <p>Flood Zone 3a: An area with a high probability of flooding. This zone comprises land assessed as having a 1 in 100 or greater annual probability of river flooding or a 1 in 200 or greater annual probability of flooding from the sea.</p> <p>Flood Zone 3b: This is an area within a functional floodplain. This zone comprises land where water has to flow or be stored in times of flood.</p>
<b>Site of Special Scientific Interest</b>	A site identified under the Wildlife and Countryside Act 1981 as an area of special interest by reason of any of its flora, fauna, geological or physiographical features (basically, plants, animals and natural features relating to the Earths structure).
<b>Spatial Vision</b>	A brief description of how the area will be changed at the end of the plan period (10-15 years)

<b>Special Areas of Conservation</b>	Areas given special protection under the European Union's Habitats Directive, which is transposed into UK law by the Habitats and Conservation of Species Regulations 2010.
<b>Staffordshire Local Transport Plan</b>	The Transport Act 2000 requires all Highway Authorities to produce a five-year Local Transport Plan (LTP) which sets out a strategy and action plan for improving local transport. Staffordshire's second LTP ('LTP2') covering the period 2006/07 - 2010/11 was submitted to the Department for Transport on the 31st March 2006
<b>Strategic Housing Land Availability Assessment (SHLAA)</b>	A key component of the evidence base to support the delivery of sufficient land for housing to meet the community's need for more homes. These assessments are required by national planning policy, set out in the National Planning Policy Framework.
<b>Strategic Flood Risk Assessment (SFRA):</b>	Assessment of all forms of flood risk from groundwater, surface water, impounded water bodies, sewer, river and tidal sources, taking into account future climate change predictions. This allows Councils to use this information to locate future development primarily in low flood risk areas (Level 1 SFRA).
<b>Strategic Housing Market Assessment (SHMA)</b>	A technical study which assesses housing need and demand across a defined market area and which is used to inform housing and planning policies.
<b>Strategic Planning</b>	Wider ranging and longer term planning which establishes broad goals, strategies, principles and objectives for the wider region.
<b>Supplementary Planning Document (SPD)</b>	An SPD is a Local Development Document that may include a range of issues, thematic or site specific, and provides further detail of policies and proposals in a 'parent' Development Plan Document. They are capable of being a material consideration in planning decisions but are not part of the development plan.
<b>Sustainability Appraisal (SA)</b>	This examines the impacts of the Local Plan strategies/policies against a large number of economic, social and environmental sustainability objectives. It also provides an indication of what measures may need to be taken to minimise/eliminate any adverse impacts and promote sustainable development. The Planning Compulsory Purchase Act requires an SA to be undertaken for all Development Plan Documents throughout the plan making process.
<b>Sustainable Communities</b>	Places where people want to live and work, now and in the future.
<b>Sustainable Community Strategy</b>	This sets the overall strategic direction and long-term vision for the economic, social and environmental wellbeing of a local area - typically 10 to 20 years - in a way that contributes to sustainable development in the UK. It is prepared by a Local Strategic Partnerships which is made up of public, private and voluntary sector organisations. It identifies the key long terms priorities for the area (i.e. Affordable housing, creating employment, tackling causes of social deprivations, etc) and how the LSP could work together to address these.
<b>Sustainable development</b>	A wider used definition drawn upon by the World Commission on Environment and Development in 1987 "development that meets the needs of the present without compromising the ability of future generations to meet their own needs"
<b>Sustainable Drainage Systems (SUDS)</b>	These systems endeavour to mimic the natural movement of water from a development, reducing flood risk, improving water quality and often providing attractive features that can make towns and cities more desirable places to live in and enhancing the quality of life.
<b>Transport Assessment</b>	A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies what measures will be required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport and what measures will need to be taken to deal with the anticipated transport impacts of the development.
<b>Travel Plan</b>	A long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that is regularly reviewed.



<b>Town centre uses</b>	According to the national Planning guidelines, the main town centre uses are: 1. retail development (including warehouse clubs and factory outlet centres) 2. leisure, entertainment facilities, and the more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night-clubs, casinos, health and fitness centres, indoor bowling centres, and bingo halls) 3. offices, and 4. arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).
<b>USE Classes Order</b>	The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories known as 'Use Classes'. The following list gives an indication of some of the types of uses which may fall within each use class.  <b>A1 Shops:</b> Town and Country Planning (Use Classes) Order 1987 (as amended) includes shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices (but not sorting offices), pet shops, sandwich bars, showrooms, domestic hire shops, dry cleaners, funeral directors and internet cafés.  <b>B1 Employment Use:</b> Offices, research and development, light industry (in the Town and Country Planning Use Classes Order 1987 and its subsequent amendments).  <b>B2 Employment Use:</b> General Industrial (in the Town and Country Planning Use Classes Order 1987 and its subsequent amendments).  <b>B8 Employment Use:</b> Storage and distribution (in the Town and Country Planning Use Classes Order 1987 and its subsequent amendments).  <b>Non B Employment Uses:</b> A use commonly defined as including retail, tourism, leisure education, and health as set out by the Town and Country Planning Use Classes Order 1987 and its subsequent amendments.
<b>Vitality</b>	In terms of shopping, a centre that is capable of success or continuing effectiveness.
<b>Viability</b>	In terms of shopping, the capacity of a centre to grow or develop.
<b>windfall Site</b>	A site not specifically allocated for development in a development plan, but which unexpectedly becomes available for development during the lifetime of the a plan. Most 'windfalls' are referred to in a housing context.

# APPENDIX 8: Saved Local Plan Policies to be replaced by the Local Plan

The Planning and Compulsory Purchase Act 2004 provided for the saving of policies in adopted Local Plans which reflected the principles of the Local Development Framework and were consistent with national policy.

The Borough Council adopted the Tamworth Local Plan on 6th July 2006. The Council applied to the Secretary of State to save any relevant policies beyond 5th July 2009 and was successful in saving 27 policies. Some Adopted Local Plan policies ceased to be "saved". Eventually all the remaining Saved Adopted Local Plan policies will be replaced by the Development Plan Documents that make up the Local Development Framework.

Below is a list of Tamworth Borough Council's policies showing those Saved Adopted Local Plan policies to be replaced by the adopted Local Plan.

**Until the Local Plan is adopted all Saved Local Plan Policies will continue to apply.**

Saved Policies in the adopted Tamworth Local Plan July 2006 Policy Name/Purpose		Replacement Policy Number and Title in the Local Plan	
<b>Environment</b>			
ENV7	<b>Habitats and biodiversity outside designated nature conservation sites</b> – protects biodiversity outside designated sites.	CP12	Protecting and Enhancing Biodiversity
ENV8	<b>Habitats of legally protected species</b> – protects habitats of legally protected species and provides criteria for mitigation	CP12	Protecting and Enhancing Biodiversity
ENV9	<b>Protection of trees, woodlands and hedgerows</b> – protects trees, woodlands and hedgerows against development	CP12	Protecting and Enhancing Biodiversity
ENV13	<b>Protection of open space</b> - protects open space network and provides criteria against which to assess proposals that would affect this network	CP9 CP1	Open Space Spatial Strategy
ENV14	<b>Open space for new developments</b> – sets out NPFA standard for open space provision	CP9 CP1	Open Space Spatial Strategy
ENV18	<b>Anker Valley public access area</b> – seeks provision of public access in the Anker Valley associated with strategic development	CP6	Anker Valley Sustainable Urban Neighbourhood
ENV19	<b>High quality design</b> – sets out criteria to be applied to all applications	CP10	Design of new development
<b>Transport</b>			
TRA3	<b>Traffic</b> – ensures that new development does not impose unacceptable pressure on the highway network	SP9 CP2 CP13  CP15 SP6  SP5 SP7	Sustainable Transport Economic Development Sustainable Development and Climate Change mitigation Sustainable Transport Anker Valley Sustainable Urban Neighbourhood Housing Regeneration Priority Areas
TRA8	<b>Transport proposals</b> – sets out road and public transport schemes	SP9	Sustainable Transport

Saved Policies in the adopted Tamworth Local Plan July 2006 Policy Name/Purpose		Replacement Policy Number and Title in the Local Plan	
<b>Employment</b>			
<b>EMP3</b>	<b>Uses within established employment area</b> – sets out appropriate uses and restricts proportion of B8 uses	<b>CP2</b>	<b>Economic Development</b>
<b>EMP7</b>	<b>Working from home</b> – encourages working from home and sets out criteria for considering applications		
<b>Housing</b>			
<b>HSG2</b>	<b>Housing proposal sites</b> – allocates sites to meet Structure Plan target	<b>SP1 SP5</b>	<b>Spatial Strategy for Tamworth Housing</b>
<b>HSG4</b>	<b>Anker Valley strategic housing proposal</b> – confirms Anker Valley as a strategy housing site and sets out expectations for infrastructure and new local services	<b>SP6</b>	<b>Anker Valley Sustainable Urban Neighbourhood</b>
<b>HSG5</b>	<b>Residential development within the urban area</b> – sets out criteria for assessing proposals	<b>CP6 SP1  SP3 SP5 SP7</b>	<b>Housing Density A Spatial Strategy for Tamworth Supporting investment in local and neighbourhood centres Housing Regeneration Priority Areas</b>
<b>HSG11</b>	<b>Planning obligations</b> – sets out the requirements that will be placed on developers of housing sites	<b>SP9 CP13  CP14 CP15 CP16 CP17</b>	<b>Sustainable Transport Sustainable Development and Climate Change mitigation Water Management Sustainable Transport Community Infrastructure Infrastructure and developer contributions SPD</b>
<b>HSG14</b>	<b>Extensions to existing properties</b> – sets out criteria for assessing proposals	<b>CP11</b>	<b>Protecting the historic environment</b>
<b>HSG16</b>	<b>Provision of accommodation for Gypsies/Travelers</b> – sets out criteria for assessing proposals	<b>CP7</b>	<b>Gypsies, Travellers and Travelling Showpeople</b>

Saved Policies in the adopted Tamworth Local Plan July 2006 Policy Name/Purpose		Replacement Policy Number and Title in the Local Plan	
<b>Town Centre &amp; Retailing</b>			
TCR1	<b>Shopping policy area</b> – defines the extent of the main retail area of the town centre	SP2	Supporting investment in Tamworth Town Centre
TCR2	<b>Shopping proposal</b> – allocates the Gungate Precinct for major redevelopment	CP1	Hierarchy of centres for retail & leisure proposals
TCR4	<b>Shopping frontages</b> – protects the predominantly retail function of primary shopping frontages	CP1	Hierarchy of centres for retail & leisure proposals
TCR5	<b>Housing in the town centre</b> – encourages use and conversion of underused space for residential use and as part of mixed use schemes	SP1 SP2	A Spatial Strategy for Tamworth Supporting investment in Tamworth Town Centre
TCR6	<b>Residential policy areas</b> –protects the residential character of the peripheral parts of the town centre	SP1 SP2 SP3	A Spatial Strategy for Tamworth Supporting investment in Tamworth Town Centre Supporting investment in local and neighbourhood centres
TCR7	<b>Mixed use area (i)</b> – defines an area outside the main retail area where a mix of uses would be appropriate	SP1 SP2 SP3 CP3 SP6 SP7	A Spatial Strategy for Tamworth Supporting investment in Tamworth Town Centre Supporting investment in local and neighbourhood centres Culture and Tourism Anker Valley Sustainable Urban Neighbourhood Regeneration Priority Areas
TCR8	<b>Mixed use area (ii)</b> - defines an area outside the main retail area where a mix of uses would be appropriate	SP1 SP2 SP3 CP3 SP6 SP7	A Spatial Strategy for Tamworth Supporting investment in Tamworth Town Centre Supporting investment in local and neighbourhood centres Culture and Tourism Anker Valley Sustainable Urban Neighbourhood Regeneration Priority Areas
TCR9	<b>Mixed use area (iii)</b> - defines an area outside the main retail area where a mix of uses would be appropriate	SP1 SP2 SP3 CP3 SP6 SP7	A Spatial Strategy for Tamworth Supporting investment in Tamworth Town Centre Supporting investment in local and neighbourhood centres Culture and Tourism Anker Valley Sustainable Urban Neighbourhood Regeneration Priority Areas
TCR12	<b>Parking</b> – defines the area within which commuted sums will be sought in lieu of on-site parking provision	CP15	Sustainable Transport
TCR13	<b>Development in local centers</b> – protects the retail function of local centers whilst allowing diversification	SP3	Supporting investment in local and neighbourhood centres







**Tamworth Borough Council Local Plan 2006-2028  
Pre-submission publication document**

**Accessibility**

**If you require this document in another  
format or language please contact us.**

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## Tamworth Pre-Submission Publication Local Plan Sustainability Appraisal, incorporating Strategic Environmental Assessment Report

### Structure of Report

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## **Introduction to the Sustainability Appraisal (SA) process**

The Sustainability Appraisal process is a way of ensuring that all plans and programmes, which relate to the development and use of land, are compatible with the aims of sustainable development.

Sustainable development is about ensuring a better quality of life for everyone, now and in the future. Sustainability looks at balancing a range of competing social, environmental and economic objectives.

This Appraisal Report outlines the methodology and main findings of the Sustainability Appraisal undertaken for the Tamworth Borough Council Local Plan Pre-Submission Publication document. Sustainability Appraisals inform the decision making process by highlighting the main impacts each policy could have if they were to go ahead, and the associated scope for mitigation. Tamworth Borough Council will consider the main findings of this Sustainability Appraisal along with the representations made on the Local Plan Pre-Submission Publication before embarking on preparing the Local Plan Submission Document. At this stage an updated Sustainability Appraisal will be undertaken to accompany the Local Plan in its submission for Independent Examination.

The outcome of all of this is a Local Plan that delivers the most sustainable pattern of development for Tamworth. Development that meets peoples needs in a way that reduces the movement of goods and people. Accessibility to shops, housing, jobs and services are all necessary and equally important to make Tamworth sustainable.

## **1.1 Non-Technical Summary**

### **1.1.1 Summary and outcomes**

The Local Plan is a key document that will set out the basic principles and policy direction for planning and development in Tamworth up to 2028 and which will be locally distinctive. It is part of a portfolio of documents that together will form the Local Development Framework for Tamworth. The Local Plan covers a range of topic areas, including housing, employment, green spaces, biodiversity, leisure and shopping. It is considered that it is the most appropriate way of achieving the spatial Vision and priorities for the borough whilst delivering identified future development needs in the most appropriate and sustainable way.

### **1.1.2 Introduction to the Sustainability Appraisal**

This report summarises the conclusions of the Sustainability Appraisal of Tamworth Borough Council's Pre-Submission Publication Local Plan which has been published for a period of consultation from xx to xx 2012.

The appraisal has assessed the Publication document against 19 sustainability objectives covering economic, social and environmental issues.

The appraisal has been undertaken by borough council officers to ensure that the process fully informs the preparation of the plan itself and sustainability impacts have been a key consideration in the drafting of the Local Plan.

### **1.1.3 Requirement to Undertake a Sustainability Appraisal**

Sustainable development is the core principle underpinning the planning system and the completion of a sustainable appraisal is one of the legal tests by which the Local Plan will be judged when it is subject to an independent public examination later in the production process.

The sustainability appraisal has also been prepared to meet the requirements of the European Directive 2001/42/EEC2. This requires a Strategic Environmental Assessment (SEA) of certain types of plans particularly those that could have significant environmental effect.

### 1.1.4 Sustainability objectives

The Publication Pre-submission Local Plan has been appraised against 19 sustainability objectives which have been identified having regard to an analysis of baseline data and a review of other relevant plans, policies and strategies. These are:

SA1	To meet national policy in the most appropriate and sustainable way for Tamworth
SA2	To meet the housing needs of the whole community
SA3	To encourage the efficient use of land
SA4	To reduce deprivation
SA5	To ensure equal access to community services and facilities
SA6	To encourage equal access to education, jobs and training
SA7	To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities
SA8	To make communities safer by reducing crime, fear of crime and anti-social behaviour
SA9	To encourage a diverse and competitive economy that will provide sustainable economic growth
SA10	To protect and enhance historic assets
SA11	To encourage high quality and locally distinct places, spaces and buildings
SA12	To protect and enhance biodiversity and sites of nature conservation value
SA13	To minimise flood risk
SA14	To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources
SA15	To encourage the reduction, re-use and recycling of waste and water
SA16	To minimise pollution including air, water, land contamination and noise
SA17	To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment
SA18	To reduce the need to travel and encourage sustainable modes of transport
SA19	To make best use of the existing transport infrastructure and seek improvements

Whilst alternatives have been considered and appraised at subsequent stages of the Local Plan's development, alongside this appraisal alternative options have also been appraised which act as a comparator to the Publication document, these are:

-No Plan Option which assumes that the Local Plan is not progressed and the borough relies on the planning policy framework provided by the Saved 2006 Local Plan, and the recently published National Planning Policy Framework

In the advent of new policies, introduced at the Pre-Submission stage of the document, alternatives have also been assessed through the sustainability appraisal process.

### 1.1.5 Sustainability Conclusions

The SA process concluded that the Publication Local Plan provides a policy framework which identifies an appropriate balance between the various sustainability objectives. The principles of sustainable development are embedded throughout the document, which seeks to deliver sustainable economic growth for the benefit of the borough, provide strong and vibrant neighbourhoods, a high quality environment with an appropriate supply of housing and employment land.

### **1.1.6 Difference the Sustainability Appraisal Process has made**

Issues of sustainability have been central to the drafting of the Local Plan and therefore the policies have been written with an awareness of their potential implications from an environment, social and economic perspective. The consideration of the potential impacts of certain policy choices and the identification of possible mitigation measures has therefore also been important to the formulation of the strategy.

At each stage of the Local Plan (referred to as a Core Strategy prior to the Pre-Submission Publication stage of its production) process (notwithstanding the 2009 Options Report) an interim sustainability report has been written and its conclusions, together with representations received and any updates to the evidence base have informed the subsequent version of the plan.

The over-arching objective of delivering sustainable development has therefore been at the forefront of the plan's preparation.

### **1.1.7 Next Steps**

This Sustainability Appraisal is being published alongside the Pre Submission Publication version of the Local Plan to provide an overview of the sustainability issues associated with the Local Plan and to provide interested parties with an opportunity to submit their views on this report.

Following this period of consultation the Local Plan will be submitted to the Secretary of State to be considered at an Independent Examination and, as described above, this Sustainability report will form part of the evidence base that the Planning Inspector will consider in order to assess the soundness of the Local Plan. Following the Examination, the Inspector will issue a report to the Council containing amendments for consideration before the council formally adopts the Local Plan.

## **1.2 The Likely Significant Effects of the Sustainability Appraisal Report**

The Sustainability Appraisal Report is an important part of the Appraisal process because it presents information on the likely significant effects of the Tamworth Borough Council Local Plan. In summary the likely significant effects will include:

- More housing to meet local needs, including affordable housing
- Provision of a range of employment sites to ensure a diverse and competitive economy and to enable people to work close to where they live
- Improved and regenerated town centre, local and neighbourhood centres
- Reduced deprivation in certain neighbourhoods
- Improved access to facilities and services
- Conservation of natural resources including biodiversity and local habitats
- Conservation of the historic environment
- Reduced flood risk

## **1.3 The difference the process has made**

This Sustainability Appraisal has been carried out by officers, along with input from members on the LDF Working Group, from Tamworth Borough Council to provide an assessment of the Local Plan Pre Submission Publication Document and has therefore provided an initial check on the sustainability as envisaged by government and EU guidance. It has provided Tamworth Borough Council with the opportunity to consider and revise the Core Strategy appropriately.



#### 1.4 How to comment on the Report

This Sustainability Report and the Publication Local Plan will be subject to a consultation period running from **XXX 2012**. Comments are invited on all aspects of the report. Comments may be made by any of the following means:

Via the council's website at xxx (where this document and associated reports may also be viewed)

By e-mail: xxx

By post, to:

xxxx

If you have any questions about this Pre Submission Publication Local Plan Sustainability Appraisal, then please phone **XXX**.

All representations must be received by the borough council **no later than Xxx 2012**. Unlike previous consultations, the borough council will not be able to accept representations that are made after the deadline.

## 2. Appraisal Methodology

### 2.1 Sustainability Appraisal Stages and Tasks

The preparation and implementation of a Sustainability Appraisal is made up of stages and specific tasks as outlined below:

SA Stages and Tasks		
DPD Stage 1: Pre-Production Evidence Gathering	A1	Identifying other relevant policies, plans and programmes, and sustainability objectives.
	A2	Collecting baseline information.
	A3	Identifying sustainability issues and problems.
	A4	Developing the SA framework.
	A5	Consulting on the scope of the SA.
DPD Stage 2: Production	B1	Testing the DPD objectives against the SA Framework.
	B2	Developing the DPD options.
	B3	Predicting the effects of the DPD.
	B4	Evaluating the effects of the DPD.
	B5	Considering ways of mitigating adverse effects and maximising beneficial effects.
	B6	Proposing measures to monitor the significant effects of implementing the DPDs.
DPD Stage 3: Examination, adoption & monitoring	C1	Preparing the SA Report.
	D1	Public participation on the preferred options of the DPD and the SA Report.
	D2(i)	Appraising significant effects.
	D2 (ii)	Appraising significant changes resulting from representations.
	D3	Making decisions and providing information
	E1	Finalising aims and methods for monitoring.
	E2	Responding to adverse effects.

## **2.2 When was the sustainability appraisal carried out?**

Sustainability Appraisal Stages and Tasks B1-B4 were carried out at the production stages of the Local Plan as indicated on the previous page.

Following the consultation on the Sustainability Scoping Report and the interim sustainability appraisal of the Core Strategy Issues and Options Report, public consultation was undertaken on the Preferred Spatial Strategy Document. This was followed by the production of a further Interim Sustainability Appraisal. The subsequent revised Housing Policies Report was also subject to a Sustainability Appraisal. An iterative process has been followed with the findings of each Sustainability Appraisal informing the development of each stage of the Core Strategy/Local Plan. Building on previous appraisals, this Sustainability Appraisal has been undertaken simultaneously with the production of the Pre-Submission Local Plan to inform the development of policies and the overall spatial strategy, alongside all previous appraisals and the screening report will be available at the same time that the Pre-Submission Publication Local Plan is consulted on.

## **2.3 Who carried out the sustainability appraisal?**

All of the Sustainability Appraisal work was carried out by members of the Development Plan Team at Tamworth Borough Council.

## **2.4 Who was consulted, when and how?**

2.4.1 The SEA Directive and the Planning Act both recommends public involvement in the Sustainability Appraisal process. Furthermore, they expect the outcome of public consultation be taken into account. It is also a requirement that designated consultation bodies in the UK are consulted at each relevant stage of the SA process.

2.4.2 These bodies are:

- English Heritage.
- Natural England.
- Environment Agency

2.4.3 The Council has an adopted Statement of Community Involvement that sets out how it will consult the public on planning documents. All these requirements have been followed in preparing the Sustainability Appraisal Report.

2.4.4 The first stage of the SA process involved the preparation of the Scoping Report. The designated consultation bodies and other relevant organisation were consulted to seek their views on:

- Whether the list of sustainability issues were sufficiently comprehensive.
- Whether there are other plans, programmes and strategies that needed to be reviewed and taken into account.
- Whether the SA Framework was adequate.
- Whether the appraisal methodology was sound.
- Whether the baseline data was comprehensive and up to date.

2.4.5 A total of 18 respondents made various representations on the report. The comments were taken into account and have influenced the outcomes, objectives and monitoring regimes, informed the list of relevant strategies and information collected as part of the evidence base.

2.4.6 This informed the sustainability objectives contained within the Interim Sustainability Report of the Core Strategy Issues & Options Document. The Report accompanied the

Issues & Options Report during a 4 week consultation period between the 6th March and 4th April 2008. In addition to consulting with statutory bodies, the Council also consulted with consultees from the LDF database and copies of both documents were placed in public places around the borough.

2.4.7 In respect of the Sustainability Appraisal Report, 11 representations were received. These included:

- greater weight should be given to the loss of green belt land when appraising options
- more emphasis on community related criteria within the sustainability objectives,
- an inconsistency in the applying the criteria between two of the options
- further suggested indicators to be used
- green belt boundaries could be re-aligned to influence future sustainability appraisal
- a lack of cultural objectives which could assist the delivery of sustainable communities

2.4.8 Where applicable and appropriate, these comments were considered within the subsequent Core Strategy Preferred Spatial Strategy Document which was subject to a 6 week consultation period between the 2<sup>nd</sup> October and 13<sup>th</sup> November 2009. The designated consultation bodies and other relevant organisation and Tamworth's communities were consulted to seek their views on the document.

2.4.9 An Interim Sustainability Appraisal Report for the Core Strategy Preferred Spatial Strategy was also produced.

2.4.10 Where applicable, comments received to the Core Strategy Preferred Spatial Strategy Document were taken into account in preparing both the subsequent Housing Policies Document and the Pre-Submission publication version of the Local Plan and this Sustainability Appraisal Report. Details of comments received and how they have been addressed is contained within the Local Plan Consultation Report available from [xxxx](#)

## **2.5 Difficulties encountered through the process**

2.5.1 Notwithstanding the difficulties resulting from a lack of viable alternative spatial options to be able to assess as a result of Tamworth's constrained supply of developable land and tight administrative boundaries, a significant difficulty encountered so far is not being able to use an independent consultant to check the validity of the work undertaken 'in house'. However, in their capacity as 'critical friend' the Planning Advisory Service has reviewed the approach taken by the appraisal to ensure compliance with the regulations. Their comments, in particular in relation to amending the format of the report, emphasising the temporal, synergistic and cumulative effects of the appraisal along with mitigation measures have been incorporated within this document.

2.5.2 The changing planning context also posed difficulties for undertaking the process. The proposed revocation of the West Midlands Regional Spatial Strategy and Structure Plan, the replacement of Planning Policy Guidance & Planning Policy Statements by the National Planning Policy Framework and emerging non-planning related plans and strategies impacted on deciding the Sustainability Appraisal objectives on which the appraisal has been based.



**Table 1** describes difficulties encountered during the completion of the Sustainability Appraisal, as required by the SEA Regulations

<b>SA Stage</b>	<b>Difficulties encountered</b>
<b>Context, objectives and baseline</b>	
Setting the context, establishing the baseline and developing the SA objectives.	<p>Review of plans and programmes: the key plans and programmes were reviewed, but there may be other relevant documents which were not included. This is particularly the case where the time involved in the process is such that a number of national and regional strategies are adopted following completion of the review.</p> <p>Baseline data collection: This is derived from the evidence base which is updated at least once a year. Some of the data relates back to the 2001 Census which is ageing information but cannot be helped because more up to date information is not available. Some issues identified in the baseline statement have no or little data and we are still working towards filling gaps in the evidence base. This includes an employment land review, biodiversity and habitat assessment, master planning and capacity assessment of the town centre and cross boundary working on housing and infrastructure issues with our neighbouring authorities. However, to not include these issues may skew the report towards only those issues where known baseline data already exists.</p> <p>Existing indicators have been used for the Sustainability Appraisal, however where it was not always possible to use existing information, new indicators have needed to be developed.</p>
<b>Issues and Options</b>	
Sustainability appraisal information for the Core Strategy Development Plan Document.	Ensuring that there was sufficient clarity in the definition of the limited number of strategic alternatives considered to enable the appraisal to be a meaningful process that could lead to constructive comment on the contribution of the alternatives to the appraisal objectives.
<b>Preferred Spatial Strategy</b>	
Preparation of the Sustainability Appraisal Report	None identified
Sustainability Appraisal Report	<p>Lack of baseline information on some issues made it harder to develop a potential set of indicators to monitor the impacts of the Core Strategy.</p> <p>The very iterative, and often rapid, nature of policy development, with multiple revisions being made by officers to both proposed options and policies, can make it difficult to appraise every draft version. This was done when practical, providing meaningful SA feedback at that point. Whilst sustainability considerations were constantly at the forefront of policy and alternative option formulation, appraisal results represented in the SA Report relate to the proposals set out, respectively, in the Core Strategy Issues and Options Paper and Core Strategy Preferred Options Report.</p>
<b>Publication Local Plan</b>	
Sustainability Appraisal of revised policies and strategy	Following on from the production of the Revised Housing Policy Document, the Council prepared the Pre-Submission Publication Core Strategy. Whilst the development of a number of policies related to revisions to policy wording in other instances new approaches were formed based on updates to the evidence base and responses to the consultation.

### **3. Background**

#### **3.1 Purpose of SA and SA Report**

3.1.1 The Planning and Compulsory Purchase Act 2004 requires Development Plan Documents to contribute towards the achievement of sustainable development. The Sustainability Appraisal process has a key role to play in fulfilling this requirement by ensuring that sustainability issues are given full consideration in the preparation and adoption of plans.

3.1.2 This Appraisal Report outlines the methodology and main findings of the Sustainability Appraisal undertaken for the Tamworth Borough Council Local Plan Pre-Submission Publication document. Sustainability Appraisals inform the decision making process by highlighting the main impacts each policy could have if they were to go ahead, and the associated scope for mitigation. It therefore helps 'tell the story' of how the SAs undertaken to date have helped inform the development of the Local Plan; in particular through helping to choose the most appropriate strategy for future development of the borough whilst identifying areas requiring mitigation and/or enhancement

3.1.3 Tamworth Borough Council will consider the main findings of this Sustainability Appraisal along with the representations made on the Local Plan Pre-Submission Publication before embarking on preparing the Local Plan Submission Document. At this stage an updated Sustainability Appraisal will be undertaken to accompany the Local Plan in its submission for Independent Examination.

#### **Habitats Regulation Assessment**

3.1.4 A Habitats Regulation Assessment has been undertaken by Tamworth Borough Council and Lichfield District Council to assess any potential impact on European Sites.

3.1.5 It concluded that for most of the sites the Local Plan will result in no significant effects and no in-combination effects on sites identified. However, the assessment considered the impact of policies on the Cannock Chase Special Area of Conservation (SAC) which lies within the report's area of search.

3.1.6 The Evidence Base relating to Cannock Chase SAC and the Appropriate Assessment of Local Authority plans and accompanying Visitor Mitigation Report concluded that the impact from the pressures of the surrounding plans can be mitigated. Further visitor surveys have been identified by the Cannock Chase SAC Partnership and are currently being commissioned to be carried out over a 12 month period. The Footprint Ecology report has recommended that policies are incorporated within the plans of local authorities within the 19.3km/12mile zone of influence of the SAC in order to support this, and strategic allocations beyond this distance will have to demonstrate they will have no adverse effect on the integrity of the SAC.

3.1.7 The results of the Appropriate Assessment for Cannock Chase SAC will require the local authorities to consider the inclusion of a policy to require financial contributions or other mitigation measures, including the provision of Suitable Alternative Natural Greenspace to alleviate impact on the SAC from the impacts of the plans. As parts of Tamworth Borough are beyond the 19.3km/12mile zone of influence, this will only apply to large scale developments i.e. those of over 100 dwellings, which will then have to be assessed on an individual basis.

3.1.8 The full Habitats Regulation Assessment has been published separately and is available from: [xxx](#).

3.1.9 A separate Equalities Impact Assessment has been undertaken which concluded that in the main, the Local Plan will have a broadly positive impact on the different equality strands assessed. It is available from: xxx

3.1.10 A Health Impact Assessment has also been carried out on the Local Plan and the policies contained within it. The results of this demonstrated that in general terms the policies are considered to have a positive impact in relation to the identified health objectives, including reducing health inequalities, increasing participation and reducing obesity. It is available from: xxx

## **3.2 The Scope of the Pre-Submission Publication Local Plan subject to this assessment**

3.2.1 The Local Plan sets out the basic principles and policy direction for planning and development in Tamworth up to 2028 and which will be locally distinctive. It is part of a portfolio of documents that together will form the Local Development Framework for Tamworth. It covers a range of topic areas, including housing, employment, green spaces, biodiversity, leisure and retail. It is considered that it represents the most appropriate way of achieving the spatial vision and objectives for the borough whilst delivering identified future development needs in the most appropriate and sustainable way.

3.2.2 A change to the scope and content of the Local Plan has arisen in response to government amendments to the proposed scope of Local Development Frameworks. Previous guidance recommended Local Development Frameworks to consist of a suite of documents including a Core Strategy, Site Allocations Document and a Development Management Document. The government now expects LPAs to produce one over-arching planning document-The Local Plan. Consequently, the Local Plan's remit has been broadened to include site allocations, and policies have been revised to increase their usability by development management officers.

3.2.3 The Local Plan Pre-submission Publication Document includes a spatial portrait of Tamworth; setting out the key characteristics of the borough and identifies the key issues and challenges facing the borough that the Local Plan seeks to address.

3.2.4 The Local Plan is based on a robust evidence base which identifies the following future development needs for Tamworth up to 2028. This includes:

- An overall housing requirement of 5500 homes
- 36 hectares of additional employment land
- 20,000 sqm new office floorspace
- 38,400 sqm of comparison retail floorspace

3.2.5 The vision sets out the type of place Tamworth should become by 2028. It takes into account existing plans and strategies produced by both the council and its partners. The vision results in a set of 12 strategic spatial priorities which are set out in relation to the key themes to which they relate. The policy chapters include policies to guide how the spatial vision and strategic objectives; summarised in 4 over-arching chapters: a prosperous borough, stronger neighbourhoods, a better connected borough and improved environmental quality, will be achieved in practical terms. The spatial strategy policies set out how much development there will be, broadly where it will go, when it will take place and who will deliver it. The Core Policies contained within each theme chapter seek to deliver the

vision and spatial priorities and should be interpreted within the context of the spatial strategy policies.

3.2.6 The Monitoring and Delivery chapter sets out how the policies will be monitored and delivered. It contains a Monitoring Framework which includes setting out a series of monitoring indicators and targets against each policy to measure their delivery. The indicators will be monitored regularly and if it is shown that targets are not being achieved then contingency measures, also set out in the framework, will be implemented.



**Table 2:** A summary of the policies contained within the Local Plan and which have been subjected to the SA/SEA are set out below:

<b>Policy Description</b>	<b>Remit</b>
SP1: Spatial Strategy for Tamworth	Provides a guide to how the spatial vision and strategic objectives will be achieved in practical terms. The role of the spatial strategy is to set out how much development there will be, broadly where it will go, when it will take place and who will deliver it. It emphasises the ‘centres first’ objective, spatial direction for delivering housing and employment needs whilst identifying key spatial priorities for infrastructure and environmental improvements.
SP2: Supporting investment in Tamworth Town Centre	Identifies strategic sites and opportunities for retail, leisure, culture/tourism & office development along with encouraging higher density residential and improved linkages within the town centre and to the out of centre retail areas. It also identifies the key gateway sites and introduces design and conservation principles.
SP3: Supporting investment in local & neighbourhood centres	Sets out guidance for achieving environmental and accessibility improvements and where applicable linked to delivering community regeneration objectives.
SP4: Sustainable economic growth	Identifies the employment land requirement along with main employment sites, and introduces a proposed two tiered approach; ‘strategic sites’ and ‘local sites’ to ensure Tamworth has sufficient capacity to serve need whilst offering a degree of flexibility over allowing future housing development in the more poorly performing local sites. The policy also sets out environmental and accessibility related improvements required to regenerate and enhance employment sites.
SP5: Housing delivery	This policy will set out the overall future housing need release of land to achieve a balanced delivery over the plan period to meet identified housing need including the criteria for achieving high quality development in sustainable locations.
SP6: Anker Valley Sustainable Urban Neighbourhood	Includes a criteria based policy for delivering the proposed strategic housing site including the housing numbers and associated infrastructure required to deliver a new sustainable neighbourhood.
SP7: Regeneration Priority Areas	Identifies Regeneration Priority Areas: Post War Social Housing areas, and the Wilnecote Corridor as a result of them demonstrating high levels of deprivation and/or a poor quality environment. Sets out a series of priorities to address in each area and commits the council and its partners to work in partnership to deliver spatial interventions to improve the physical environment and deliver social and economic renewal.
SP8: Environmental Assets	Maps green and blue infrastructure and identifies a series of priority areas and schemes and policy principles to deliver enhancements and improvements. These include improving and enhancing the network of green linear linkages across the town, and to the, canal and river network.
SP9: Sustainable	Identifies the strategic infrastructure, including transport, flood risk and climate change mitigation and community

<b>Policy Description</b>	<b>Remit</b>
Infrastructure	infrastructure to deliver the overall strategy.
CP1: Hierarchy of centres	Reinforces the 'centre first' approach to delivering identified future convenience and comparison retail need and defines the hierarchy of centres and sets out acceptable uses in each tier of centre. Sets out the approach to retail & leisure proposals outside of centres including floor space thresholds as a basis to undertake impact assessments. Sets out restrictions on future retail/leisure expansion at out of town retail parks.
CP2: Employment Areas	This policy defines the acceptable uses within the employment areas- B1 (b,c), B2 & B8.Provides detail of environmental and accessibility improvements. Promotes preferred location for offices as being the town centre and edge of centre locations and refers to identified strategic sites. Also introduces Local Development Orders as potential delivery mechanisms for strategic sites.
CP3: Supporting growth in culture & tourism	Sets out support for tourism and culture led development; in particular related to the town centre and its proposed leisure zone. Identified supporting infrastructure including hotels and accessibility improvements including to Drayton Manor
CP4: Affordable Housing	This policy will establish thresholds and the level of developer contribution towards the provision of affordable housing target.
CP5: Housing needs	The policy will establish standards for new housing development including the size and type of units, specific types based on evidence arising from the ongoing update of the Housing Needs Study.
CP6: Housing density	This will contain a banded density target for particular borough wide locations including a higher density target for centres, transport nodes and a lower target for elsewhere whilst respecting the local context
CP7: Gypsy & Traveller provision	Whilst not allocating specific sites, this policy establishes criteria for assessing applications for site proposals.
CP8: Sport & Recreation	This provides and promotes a network of high quality sport and recreation facilities across the borough to meet needs. whilst aiming to protect existing facilities..
CP9 Open Space	This seeks to protect the existing network of high quality open space across the borough and sets out criteria for assessing proposals which involve a loss of open space.
CP10: Design of new development	This policy introduces a number of principles to achieve high quality buildings and places.
CP11: Protecting the Historic Environment	This includes a list of principles to be considered when proposing development which impacts on the historic environment including listed buildings, Conservation Area & scheduled monuments.
CP12: Protecting and enhancing biodiversity	This aims to preserve sites and species, reinforce links between habitats and ensure appropriate consideration to development depending on status of sites i.e. national and local. It also encourages habitat restoration and creation, with emphasis on community led initiatives and list priority schemes.
CP13: Delivering Sustainable	The policy sets out priority measures for improving accessibility and linkages, particularly by public transport, walking and cycling on a borough wide basis and to/from strategic development sites. It sets out the criteria for the requirement for

Policy Description	Remit
Transport	transport assessments and travel plans. Identifies the key strategic locations for transport improvements including to A5 junctions, Anker Valley Linkages, Tamworth & Wilnecote stations, cycle and pedestrian routes along with general principles for improving accessibility and sustainability.
CP14: Sustainable Development and Climate Change Mitigation	This supports measures to achieve carbon zero development including renewable energy proposals and resource management.
CP15: Water management	This policy requires new development to consider areas susceptible to fluvial and pluvial flooding including the application of SUDs and sustainable urban design
CP16: Providing and protecting community infrastructure	This sets out support for community facilities and infrastructure to be located in accessible locations and encourages dual use to be considered where appropriate in sustainable locations.
CP17 Infrastructure & Developer Contributions	This policy includes the key infrastructure required to deliver the strategy and introduces the Infrastructure Delivery Plan

### **3.3 Compliance with SEA Directive/Regulations**

3.3.1 European Directive 2001/42/EC requires Strategic Environmental Assessment (SEA) of a wide range of plans and programmes, including Development Plan Documents. The Directive requires that authorities must describe the baseline environment and links to other relevant plans and programmes, consider alternatives to the Plans, predict and mitigate the Plan's environmental effects and integrate the results in the decision-making process.

3.3.2 The procedures for SEA are similar to those for Sustainability Appraisal, but the focus is solely on environmental issues. To avoid unnecessary duplication and ensure an integrated approach to the plan making process, guidance<sup>1</sup> was issued to planning authorities, confirming that it is possible to satisfy both requirements through a single appraisal process.

3.3.3 A key objective of the SEA Directive is 'to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development'. The Directive defines 'environmental assessment' as a procedure comprising:

- preparing an Environmental Report on the likely significant effects of the draft plan or programme;
- carrying out consultation on the draft plan or programme and the accompanying Environmental Report;
- taking into account the Environmental Report and the results of consultation in decision making; and
- providing information when the plan or programme is adopted and showing how the results of the environmental assessment have been taken into account.

3.3.4 This report includes the implementation of the SA/SEA process and is published for representation alongside the Local Plan Pre-Submission Publication Document. The table overleaf sets out how the requirements of the SEA Directive have been met.

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<sup>1</sup> Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents (2005)



**Table 2- A Checklist of the SEA Directive Requirements of the Directive where it is covered in Report**

<p>Preparation of an environmental report in which the likely significant effects on the environment of implementing the plan or programme, and reasonable alternatives taking into account the objectives and geographical scope of the plan or programme, are identified, described and evaluated. (The information to be given is (Art. 5 and Annex 1);</p>	<p>This Report and previous SA Reports</p>
<p>a) An outline of the contents, main objectives of the plan and programme and relationship with other relevant plans and programmes;</p>	<p>Scope of Plan Sections 1, 3 &amp; 4 Context &amp; links Section 4</p>
<p>b) The relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme;</p>	<p><b>Spatial Portrait Section 4</b> <b>'Do nothing' option in Section 4 &amp; Appendix 2</b></p>
<p>c) The environmental characteristics of areas likely to be significantly affected;</p>	<p><b>Spatial Portrait in Section 4</b> <b>Sustainability issues Section 4</b></p>
<p>d) Any existing environmental problems which are relevant to the plan or programme including, in particular, those relating to any areas of a particular environmental importance, such as areas designated pursuant to Directives 79/409/EEC and 92/43/EEC;</p>	<p><b>Spatial Portrait in Section 4</b> <b>Sustainability issues in Section 4</b></p>
<p>e) The environmental protection objectives, established at international, community or national level, which are relevant to the plan or programme and the way those objectives and any environmental considerations have been taken into account during its preparation</p>	<p><b>Scoping Report with Updates in Sections 4</b></p>
<p>f) The likely significant effects on the environment, including issues such as biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets, cultural heritage including architectural and archaeological heritage, landscape and the interrelationship between the above factors.</p>	<p><b>Sustainability issues in Section 4</b></p>
<p>g) The measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme;</p>	<p><b>Sections 5-6, including Tables 6-31 &amp; Table 32</b></p>
<p>h) An outline of the reasons for selecting the alternatives dealt with, and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack</p>	<p><b>The SA Process Sections 3 and 4</b></p>

<p>of know how) encountered in compiling the required information;</p>	
<p>i) A description of measures envisaged concerning monitoring in accordance with Article 10;</p>	<p><b>Monitoring Section and Appendix 3</b></p>
<p>j) A non-technical summary of the information provided under the above headings</p>	<p><b>Summary at start of Report</b></p>
<p>The report shall include information that may reasonably be required taking into account current knowledge and methods of assessment, the contents and level of detail in the plan or programme, its stage in the decision-making process and the extent to which certain matters are more appropriately assessed at different levels in that process to avoid duplication on the assessment (Art. 5.2);</p>	<p><b>Noted</b></p>
<p>Consultation  <input type="checkbox"/> authorities with environmental responsibilities, when deciding on the scope and level of the information to be included in the environmental report (Art 5.4);</p>	<p><b>Tamworth Borough consulted the then four statutory agencies required by the Strategic Environmental Assessment; the Environment Agency, the Countryside Agency, English Heritage and Natural England. The Council also consulted with consultees from the LDF database and placed copies in public places around the town.</b></p>

<p><input type="checkbox"/> authorities with environmental responsibility and the public shall be given an early and effective opportunity within an appropriate time frame to express their opinion on the draft plan or programme and the accompanying environmental report before adoption of the plan or programme (Art. 6.1, 6.2);</p> <p><input type="checkbox"/> other EU Member States, where the implementation of the plan or programme is likely to have significant effects on the environment of that country (Art. 7);</p> <p>Taking the environmental and the results of the consultation into account in decision-making (Art. 8);</p> <p>Monitoring the significant environmental effects of the plan's or programme's implementation (Art. 10);</p> <p>Quality assurance: environmental report should be of a sufficient standard to meet requirements of the SEA Directive (Art. 12).</p>	<p>The SA Reports have been published alongside the respective stages of the Local Plan/Core Strategy.</p>
	<p>N/A</p>
	<p>This has been integral to the process of refining policy formulation.</p>
	<p>The Local Plan includes monitoring indicators which have been chosen as a result of the sustainability appraisal process.</p>
	<p>This report complies with this requirement.</p>

## 4. Sustainability objectives, baseline and context

### 4.1 Links to other policies, plans and programmes and sustainability objectives and how these have been taken into account

4.1.1 The links to other plans, policies and programmes was assessed as part of the Scoping Report. These plans, policies and programmes never remain static, there will always be changes. During the Local Plan's production and accompanying sustainability appraisals, regional planning guidance was subject to substantial revisions and in 2010 the government announced its intention to remove the regional tier of planning. It is likely that the West Midlands Regional Spatial Strategy, along with the Staffordshire Structure Plan will be revoked during 2012. National planning policy and associated guidance has been revised and in March 2012 the government published the National Planning Policy Framework which replaces the previous range of individual planning policy guidance and statements. The pre-submission publication Local Plan policies have tried to build in some flexibility to reflect these changes and this has been reflected in the revisions to the Sustainability Appraisal objectives and policy appraisal in that the Sustainability Objective have been modified to take into account the phasing out of the Regional Spatial Strategy (RSS) and the recognition that there is duplication in some of objectives. As a result, Sustainability Appraisal objective SA1 has been amended to remove reference to the RSS, SA7 and SA13 have been combined and SA19 and SA20 have been combined. **Appendix 1** contains the revised sustainability appraisal objectives.

4.1.2 The Sustainable Community Strategy is also a document that has undergone significant review; and wherever possible revisions to objectives have been incorporated into the appraisal process.

4.1.3 The Local Plan is one of a number of Council (and its partners) strategies and documents that seek to achieve a similar goal of sustainable development. In this regard, the Local Plan does not sit in isolation but should be looked at in the wider context of the Council's overall drive to implement total place solutions to deliver thriving neighbourhoods within Tamworth. The Local Plan has strong links with many of these documents and a number of them are listed in the delivery sections of the Local Plan because they are identified as delivery mechanisms for the Local Plan. Others provide appropriate mitigation to some of the concerns identified by the SA. Others such as the Sustainable Community Strategy provide a context for the preparation of the Local Plan.

4.1.4 A list of relevant plans and strategies was compiled based on the suggestions contained in 'Sustainability Appraisal of Regional Spatial Strategies and Local Development Frameworks' (ODPM, 2005). A list of the relevant ones includes:

- Tamworth & Lichfield Economic Strategy 2011
- Sustainable Community Strategy, and subsequent revised strategic aims and objectives
- Housing Strategy 2007-2010 and emerging Healthier Housing strategy 2011-2014
- Tamworth Leisure Strategy
- Climate Change Strategy.
- Tamworth Open Space Strategy
- Tamworth Town Centre masterplan
- Staffordshire Local Transport Plan
- Staffordshire Destination Management Plan
- Lichfield Local Plan
- Emerging Lichfield Core Strategy
- North Warwickshire Local Plan



- Emerging North Warwickshire Core Strategy
- Stoke on Trent & Staffordshire Structure Plan
- Warwickshire Structure Plan
- Emerging Staffordshire Minerals & Waste Core Strategies

4.1.5 It should be noted that the review did not attempt to identify every document with possible policy implications for the LDF and SA. Neither did it attempt to review each document in detail. The review concentrated on key plans and strategies relevant to Tamworth and the key objectives, indicators and targets included in the documents.

4.1.6 The list of plans and strategies is not complete and may change as a result of consultation or changing circumstances. New policy documents may be published or existing documents may be revised or superseded by others. It will therefore be important to keep the list under review.

4.1.7 Each of the identified policy documents was appraised and the following information was recorded about each document:

- Name of document;
- Main objectives and indicators;
- Implications for the Local Development Framework; and
- Implications for the Sustainability Appraisal.

**Table 3** identifies the main conclusions from the review of other plans, policies and programmes, and identifies the implications for the Core Strategy and its sustainability appraisal.

<p><b>Key conclusions from review of plans, policies and programmes</b> <b>General Principles</b></p>	<p><b>Implications for the Local Plan and Sustainability Appraisal</b></p>
<p><b>Ensure sustainable development is the central policy objective</b></p>	<ul style="list-style-type: none"> <li>-Need to ensure the spatial vision and strategic objectives of the Core Strategy reflect all aspects of sustainable development</li> <li>-Need to integrate the sustainability appraisal throughout the Core Strategy production process</li> <li>-Need to ensure that the Core Strategy is set in the context of the wider sub-region</li> <li>-Need to ensure good performance on all aspects of life to help improve competitiveness</li> </ul>
<p><b>Population</b></p>	<ul style="list-style-type: none"> <li>-Need to provide conditions that will attract people, particularly families, to live in the borough such as high quality housing, schools, jobs and environments</li> <li>-Need to ensure that the potentially negative impacts of more people are minimised</li> </ul>
<p><b>Health</b> Reduce health inequalities, and deliver safe, healthy and attractive places to live</p>	<ul style="list-style-type: none"> <li>-Need to promote access to high quality health facilities</li> <li>-Need to promote healthy lifestyles, in terms of access to recreation facilities, provision of safe environments, access to fresh food, reductions in pollution, and encouraging walking and cycling</li> </ul>
<p><b>Crime</b> Residents identified crime as the most important issue in their local area</p>	<ul style="list-style-type: none"> <li>-Need to reduce opportunities for crime through the design and location of new development</li> <li>-Need to ensure that this does not compromise environmental quality (e.g. through hostile barriers) or accessibility (e.g. by reducing the ease with which people can move through the city by foot and cycle)</li> </ul>
<p><b>Accessibility</b> Reduce the need to travel, especially by car</p>	<ul style="list-style-type: none"> <li>-Need to ensure that new development is located in the most accessible locations and linked trips are promoted</li> <li>-Need to take into account the sustainability implications if new development were located in potentially less accessible locations</li> <li>-Improve access by sustainable modes such as walking, cycling and public transport</li> <li>-Need to ensure that new development is integrated with sustainable transport systems rather than viewed in isolation</li> <li>-Need to promote integrated transport networks rather than individual routes</li> <li>-Ensure that transport infrastructure investment supports new development and economic growth</li> <li>-Need to plan for major transport infrastructure investment, co-ordinating it with new development</li> <li>-May be potential conflicts with other sustainability objectives if new infrastructure has a significant land take, and need to ensure it does not simply promote additional travel without wider benefits</li> </ul>

Key conclusions from review of plans, policies and programmes General Principles	Implications for the Local Plan and Sustainability Appraisal
<p><b>Retail and town centres</b> Develop a hierarchy of complementary centres that meet the needs of their catchments</p>	<p>-Need to clarify the role of Tamworth's centres within a constantly evolving sub-region, ensuring that all residents have good access to a range of facilities □ Need to ensure that the hierarchy reduces the need to travel Focus new retail, leisure and office development within existing centres, promoting their vitality and viability -Need to ensure that sufficient sites are available and that the role of each centre is clear</p>
<p><b>Sustainable Communities</b> Develop high quality sustainable communities that meet a variety of needs</p>	<p>-Need to ensure that the Core Strategy integrates consideration of all issues, rather than focusing on one or two priorities in isolation</p>
<p><b>Housing</b> Provide an appropriate mix of housing in terms of type, tenure and affordability to meet identified needs and secure mixed and integrated communities</p>	<p>-Need to ensure clear identification of housing needs and what an ideal "mix" should be, which may not be the same -Need to reconcile the aim of more efficient use of land with those of securing a mix of accommodation types and meeting the aspirations of households. Key conclusions from review of Improve the condition of the existing housing stock -Need to support the Decent Homes programme, ensuring the Local Plan focuses on existing as well as new development</p>
<p><b>Education</b> Provide accessible and inclusive education opportunities in high quality learning environments</p>	<p>-Need to ensure that the sustainability benefits of new schools are maximised, in terms of location, construction, etc Increase the skill levels of all sections of the community, so as to support economic growth and social inclusion</p>
<p><b>Economic Health</b> Promote a strong, stable and sustainable economy and provide for choice, flexibility and competition</p>	<p>-Need to provide the sites, infrastructure and conditions to promote business enterprise and attract investment Maximise the economic growth opportunities of the sub region to help reduce regional disparities -Need to ensure that the economic growth of the sub-region as well as the borough is supported -Need to ensure this is balanced against environmental and social objectives to ensure economic growth can be sustained in the long-term -Need to ensure that employment land and premises meet modern needs, which may require some restructuring of land uses -Promote business start-ups, entrepreneurialism and innovation</p>
<p><b>Prosperity</b> Reduce worklessness and increase prosperity</p>	<p>-Need to promote access to employment as well as the generation of employment opportunities -Need to focus on the quality as well as the quantity of employment opportunities -Need to ensure that the benefits of economic growth are shared by all</p>

Key conclusions from review of plans, policies and programmes General Principles	Implications for the Local Plan and Sustainability Appraisal
<p><b>Biodiversity</b> Promote the conservation, protection and enhancement of biological diversity</p> <p><b>Soil and Land</b> Secure the efficient use of previously developed land and buildings</p>	<ul style="list-style-type: none"> <li>-Need to identify and protect key habitats within the borough and maximise links between them</li> <li>-Need to maximise the biodiversity benefits of open spaces and new developments □ Multifunctional nature of many open spaces means that biodiversity considerations may need to be balanced against other objectives</li> <li>-Need to direct development towards vacant land and buildings, and put in place measures to support this</li> <li>-Need to ensure that this does not result in inefficient and less sustainable patterns of land use Restore and remediate derelict, unstable and contaminated sites</li> <li>-Need to direct development towards previously developed land</li> <li>-Need to ensure the risks to human health are minimised</li> </ul>
<p><b>Countryside and landscape</b> Strengthen the links between town and country</p>	<ul style="list-style-type: none"> <li>-Need to find an appropriate balance between the various functions of the countryside and urban area in terms of landscape value, agriculture, biodiversity and recreation</li> <li>- Protect and enhance the quality and character of the countryside, conserving the things that make it locally distinctive</li> <li>-Need to identify what makes Tamworth's countryside locally distinctive, and plan for its protection</li> <li>-Different elements of its character may potentially be in conflict, and therefore some prioritisation may be necessary</li> </ul>
<p><b>Water and flood risk</b> Policy-making needs to recognise the impacts on water use and quality</p>	<ul style="list-style-type: none"> <li>-Need to ensure that water pollution is minimised and mitigated, both direct (discharges) and indirect (run-off)</li> <li>-Need to plan for more water-efficient developments</li> <li>-May need to plan for improved water treatment works and supply infrastructure, particularly if large-scale development is planned at the river catchment level Reduce the risk of flooding and the severity of flood events on people, businesses, property and infrastructure</li> <li>-Need to locate new development and infrastructure outside the areas at risk of flooding wherever practicable, although this may need to be balanced against regeneration objectives</li> <li>-Need to ensure new development is designed to minimise the risk and impacts of flooding, both on itself and others</li> <li>-Need to explore the potential for improving flood defences and promoting sustainable drainage systems</li> <li>-Need to take a coordinated approach at the river catchment level</li> </ul>
<p><b>Air quality</b> Need to address the sources of poor air quality</p>	<ul style="list-style-type: none"> <li>-Need to take a coordinated approach to improving air quality, including reducing the need to travel, promoting more sustainable forms of transport, and targeting cleaner economic sectors.</li> <li>-Need to carefully consider the location and design of new developments, particularly sensitive uses such as housing, hospitals, schools, etc This may create challenges in terms of other sustainability objectives given that such locations are often the most accessible, and incorporation of mechanical ventilation could increase greenhouse gas emissions</li> <li>-Identify opportunities to mitigate poor air quality, e.g. through tree planting</li> </ul>

Key conclusions from review of plans, policies and programmes General Principles	Implications for the Local Plan and Sustainability Appraisal
<p><b>Climatic Factors</b> Reduce greenhouse gas emissions</p>	<ul style="list-style-type: none"> <li>-Need to secure a pattern and form of development that minimise emissions from transport, business and housing</li> <li>-Need to find innovative ways of achieving this whilst retaining competitiveness and recognising modern aspirations in terms of material possessions, mobility, etc</li> <li>-Need to identify potential carbon sinks</li> <li>-Need to improve construction supply chains Adapt to the likely impacts of climate change</li> <li>-Need to clarify what the impacts are, given the science available, and determine the extent to which a precautionary approach is required</li> <li>-Need to integrate climate change adaptation throughout all aspects of the Local Plan, for example in terms of the impacts on wildlife, flood risk, building design, environmental quality, agriculture, etc</li> <li>-Need to exploit changing employment patterns, e.g. tourism opportunities</li> </ul>
<p><b>Material resources</b> Encourage the use of more environment-friendly forms of energy systems</p>	<ul style="list-style-type: none"> <li>Need to identify and promote opportunities for renewable energy production</li> <li>-Need to promote reductions in energy use, for example through more efficient buildings and reducing the need to travel. Ensure energy security and eliminate fuel poverty</li> <li>-Need to promote more energy-efficient buildings to reduce energy expenditure</li> <li>-Need to promote more localised energy generation to minimise potential disruption to supplies</li> <li>-Need to deliver energy infrastructure to support new development. Secure an adequate and steady supply of minerals</li> <li>-Need to safeguard mineral resources from being sterilised by new development</li> <li>-Need to identify where and the circumstances in which mineral development may be acceptable, and how this can take place in the most sustainable manner</li> <li>-Need to promote the reuse and recycling of materials, including through waste transfer stations</li> <li>-Need to promote waste minimisation</li> </ul>
<p><b>Waste</b> Secure more sustainable waste management (in order of priority, reduction, reuse, recycling and composting, energy from waste, and final disposal as a last resort)</p>	<ul style="list-style-type: none"> <li>-Need to ensure that more sustainable waste management facilities are positively planned for</li> <li>-Need to integrate waste management and resource efficiency considerations into all aspects of the local Plan. Communities should take more responsibility for managing their own waste</li> <li>-May need to accept waste developments within the borough in order to minimise the movement of waste</li> </ul>
<p><b>Heritage</b> Preserve and enhance the historic environment</p>	<ul style="list-style-type: none"> <li>-Need to identify the key heritage assets that need to be protected, and how this can be achieved whilst promoting new development</li> <li>-Need to explore the potential of the borough's heritage for supporting the economy (e.g., through tourism) and enhancing local pride</li> </ul>
<p><b>Tourism</b> Improve the quality and quantity of the tourism offer</p>	<ul style="list-style-type: none"> <li>-Need to support tourism development and identify the main opportunities for it</li> <li>-Need to balance against other objectives given that tourism may be based on sensitive assets such as heritage and the countryside</li> </ul>



Key conclusions from review of plans, policies and programmes General Principles	Implications for the Local Plan and Sustainability Appraisal
<p><b>Light and Noise</b> Minimise the severity and impact of noise pollution</p>	<ul style="list-style-type: none"> <li>-Need to identify opportunities for noise reduction</li> <li>-Need to identify noisy areas where sensitive uses should be avoided, although this may create challenges in terms of other sustainability objectives given that such locations are often the most accessible</li> <li>-Need to balance against promoting public access to and the recreation use of the borough's countryside, which would have health and quality of life benefits</li> <li>-Need to identify appropriate and realistic standards, which may require prioritisation where land resources are scarce</li> <li>-Need to ensure that the wider benefits of greenspaces are maximised in terms of health, biodiversity, environmental quality, flood storage, etc. Recognise and reconcile the various functions of 'green infrastructure'</li> <li>-Need to maximise and balance the various functions of the borough's open spaces rather than viewing individual issues such as biodiversity, landscape, etc, in isolation</li> <li>-Need to maximise links between different elements of green infrastructure, to support objectives relating to biodiversity and access to recreation facilities</li> </ul>
<p><b>Design and construction</b> New development should demonstrate good design quality and respect for its setting</p>	<ul style="list-style-type: none"> <li>-Need to identify how the character of Tamworth and its neighbourhoods will be protected and enhanced through the design of new development</li> <li>-Need to identify the key elements of that character (including views and landmarks)</li> <li>-Promote mixed-use developments that minimise the need to travel and enhance local character</li> <li>-Need to identify appropriate locations for mixed-use development</li> <li>-Need to recognise that a mix of uses can potentially conflict with other objectives such as minimising noise pollution and protecting amenity</li> <li>-Need to promote more sustainable design and construction, helping to support inclusive environments, reduce climate change emissions and adapt to climate change</li> <li>-Need to identify how more adaptable and accessible buildings and spaces will be secured</li> <li>-Need to identify how development can minimise resource use during both the construction and occupation phases</li> </ul>
<p><b>Infrastructure</b> Need to take into account the capacity of existing infrastructure when planning for new development</p>	<ul style="list-style-type: none"> <li>-Need to identify existing and potential infrastructure constraints, and how they can be addressed in coordination with new development</li> <li>-Need to consider the potential for designing and locating new development in a way that minimises the need for new infrastructure, whilst balancing this against other objectives</li> </ul>

4.1.8 The review of the plans and strategies identified the following issues that in turn were considered in drawing up the Sustainability Appraisal framework:

- Access to opportunities, services and facilities;
- To enhance and protect the natural environment and biodiversity and maintain landscape character;
- To restore and re-create lost habitats
- Limiting and adapting to climate change
- Reduce crime and the fear of crime;
- Tackle deprivation;
- Promote a diverse and competitive economy;
- Create employment opportunities;
- Importance of education, skills and training;
- Health including such diverse issues as promoting healthy lifestyles and addressing the risk posed by pollution, waste and contamination etc. on human health;
- Promote good design and local distinctiveness;
- Provide affordable and decent homes;
- Ensure that natural resources including land are used efficiently;
- Protect and enhance the historic and cultural environment;
- Transport including such diverse issues as promoting alternative modes of transport, locating development in accessible location and improving the transport infrastructure amongst other topics;
- Reduce pollution including air, water, land and noise;
- Protect the vitality and viability of centres;
- Reduce waste and promote recycling; and
- Reduce flood risk

## **4.2 Description of the social, environmental and economic baseline characteristics and predicted future baseline**

### **- A Spatial Portrait of Tamworth**

4.2.1 The SEA Directive requires a statement of the current state of the environment. This requirement is sufficiently covered below. However, because the report is a Sustainability Appraisal Report instead of a Strategic Environmental Appraisal, a portrait of the socio-economic situation of the Borough is also included.

4.2.2 Located in the south-east corner of Staffordshire, Tamworth is a large town that serves the local needs of the surrounding rural villages in the adjacent districts of Lichfield and North Warwickshire. The Borough of Tamworth is a small, urban, densely populated Town with a small amount of countryside and Green Belt encircling the built up area. These green and open spaces define and shape the way that Tamworth develops and more importantly, provides 'green lungs' amongst the built-up urban areas. The close proximity of Tamworth to the countryside provides residents and visitors with recreational opportunities, and employers and inward investors with a quality environment.

4.2.3 The population of Tamworth has tripled since the post war years due to the relocation of inner-city Birmingham residents to the Borough. The overspill development raises challenges for the Borough, in particular the preservation of Tamworth's history and historic core, which has become overpowered by the 1960s and 1970s housing estates. These estates are dated in their design and uniform in their appearance. Pockets of deprivation also exist amongst Tamworth's residential areas and there are issues associated with crime,

anti-social behaviour and poor health. The health of people in Tamworth is varied compared to the England average. Whilst life expectancy for both men and women is similar to the England average, it is 8 years lower for men and 7 years lower for women in the most deprived areas of Tamworth than in the least deprived areas. Estimated adult healthy eating and obesity levels are worse than the England average. Levels of teenage pregnancy and GCSE attainment are worse than the England average.

4.2.4 Tamworth's compact urban form provides good opportunities for transport accessibility particularly to and from the Town Centre where the Town's retail and leisure services are predominantly located. Tamworth's close proximity to the national motorway network and to Birmingham makes it an accessible place to live and work, however, it is estimated that around 50% of the adult population out-commute each day to work. Tamworth itself has a low unemployment rate, but this masks the fact that employment in the Town is largely low-paid, unskilled and requiring few qualifications.

4.2.5 Tamworth is a town with historic and environmental assets that provide character, form and interest to an otherwise compact, urban and dense settlement. The pressure to build on the remaining open and green space increases the value of this precious resource for the Town. Further constraints to development are the extensive areas of green space that are liable to flooding.

4.2.6 Despite the compact nature of the Town there is still a dependence on the car to travel to work. A large proportion of the workforce commutes from Tamworth to their place of work every day. Research undertaken by Tamworth Borough Council showed that 50% of all commuters travelled 10 kilometres from Tamworth. This could be a reflection of the employment on offer or the opportunities within the Town. 21.7% of households do not have access to a car however there are 23 bus routes, a rise of 5 new routes since 2006, together with river and canal paths being in good condition.

#### **Brief description of how the Borough could look without the intervention of the Local Plan:**

4.2.7 This section provides a brief scenario of what the Borough could look like by 2028 without the implementation of the Local Plan. It also sets out the possible situation on a policy by policy basis. There is no scientific basis to this predicted scenario, it rather looks at past trends and assumes they will continue in a similar manner. The assessment is grouped under socio, economic and environmental implications. Overall, without the Local Plan, development in the Borough will have to be judged against out-of-date policies and proposals along with existing, and until superseded, national planning policies. In addition, previous policies which have not been saved will not have been replaced. This could lead to unplanned and unmanaged forms of development across the borough. It is therefore unlikely that the future needs of the Borough will be met in a sustainable manner.

#### **Socio and economic implications without the Local Plan –**

4.2.8 There is presently an unmet need for affordable housing. There is equally significant demand for general market housing and housing for specific groups including the elderly. Without the Local Plan making provision for sufficient and suitable sites to deliver these types of housing, there is the likelihood for the housing register to continue to rise with more incidents of homelessness and people living in unsuitable accommodation. House prices could rise and exacerbate the average house prices in the area due to excessive demand, which will be unmatched by supply. First time buyers, in particular the young will be priced out of the housing market. This situation could both deter future investment and increase commuting distances thus increasing transport related carbon emissions whilst negating the ability to create sustainable neighbourhoods. Furthermore, there will not be any policy basis

to introduce new standards for sustainable construction of buildings. This could have adverse consequences on climate change.

4.2.9 Without adequate supply of employment land businesses will find the area an unattractive location to locate and invest. This could also have implications on the unemployment rate in the area. There are potential consequential impacts such as a decline in the skill base of the area. Consequently, the economic base of the area could decline in relative terms. Investment in the town centre may not take place, hastening the relative decline of the town centre's retailing and leisure role and impinging the ability to capitalise on its historic and tourism-cultural potential.

4.2.10 The population will continue to outgrow the necessary infrastructure to support it with the consequential lack of access to key services and facilities could lead to social exclusion. Without a focus on interventions within the regeneration priority areas, many of the underlying causes of deprivation in some areas of the Borough will continue to exist. Consequently, the wellbeing of some of the people living in these areas will decline.

#### **Environmental Implications without the Local Plan –**

4.2.11 The environmental implications will be broadly negative. Traffic and car use is likely to increase due to natural population growth. The rate of growth might not be as fast as when the Local Plan is implemented with its focus on improving accessibility by modes other than the private car and interventions to tackle congestion. However, there will be an associated increase in air pollution. This could undermine the Council's effort to mitigate against the effects of climate change. Buildings may be built without the necessary high environmental quality standards in their construction and design because there will be no policy basis to enforce the introduction of such standards.

4.2.12 Without a focus on ensuring development takes place in sustainable locations, pressure could increase to release countryside and green belt locations for development. This would result in less sustainable patterns of development whilst potentially impacting on important biodiversity sites and areas at high risk of flooding.

4.2.13 In addition to considering the Local Plan as a whole, **Appendix 2** includes an appraisal of the sustainability impacts of not having individual Local Plan policies. It identifies that not having the majority of the policies in place would result in less positive sustainability impacts which justifies their inclusion. None of the policies, (notwithstanding those whose impact was unable to be appraised) result in fewer sustainability benefits when compared to the situation if policies did not exist.

#### **Summary of the Key challenges facing Tamworth until 2028 and their key Sustainability issues**

4.2.14 The Sustainability Appraisal Scoping Report (November 2006) identified a number of key sustainability issues and challenges for the Core Strategy to address which are set out below. These issues have been generally supported by the general public through the previous Issues and Options consultation, and have been influenced by both existing and emerging strategies and evidence base during its development to form the basis of the Local Plan;

- Housing; particularly affordable housing
- Tackling pockets of deprivation within the borough
- Protecting the role of the network of centres across the borough
- Health inequalities within the borough

- Green and blue Infrastructure and the environment;
- The Economy-promoting sustainable economic growth
- Mitigating the effects of Climate Change; particularly around flood risk
- Buildings, public spaces and protecting and enhancing the historic environment;
- Infrastructure and services;
- Transport and accessibility.

4.2.15 Addressing these issues raises a number of key sustainability issues, which the Local Plan has to consider. The identification of these issues is informed by:

- Core Strategy Issues and Options document
- Core Strategy Options Report
- Core Strategy Preferred Spatial Strategy Document;
- Core Strategy Housing Policy Consultation Document
- Review of plans and programmes;
- Review of baseline information;
- Consultation responses; and
- Evidence based studies of the Council.

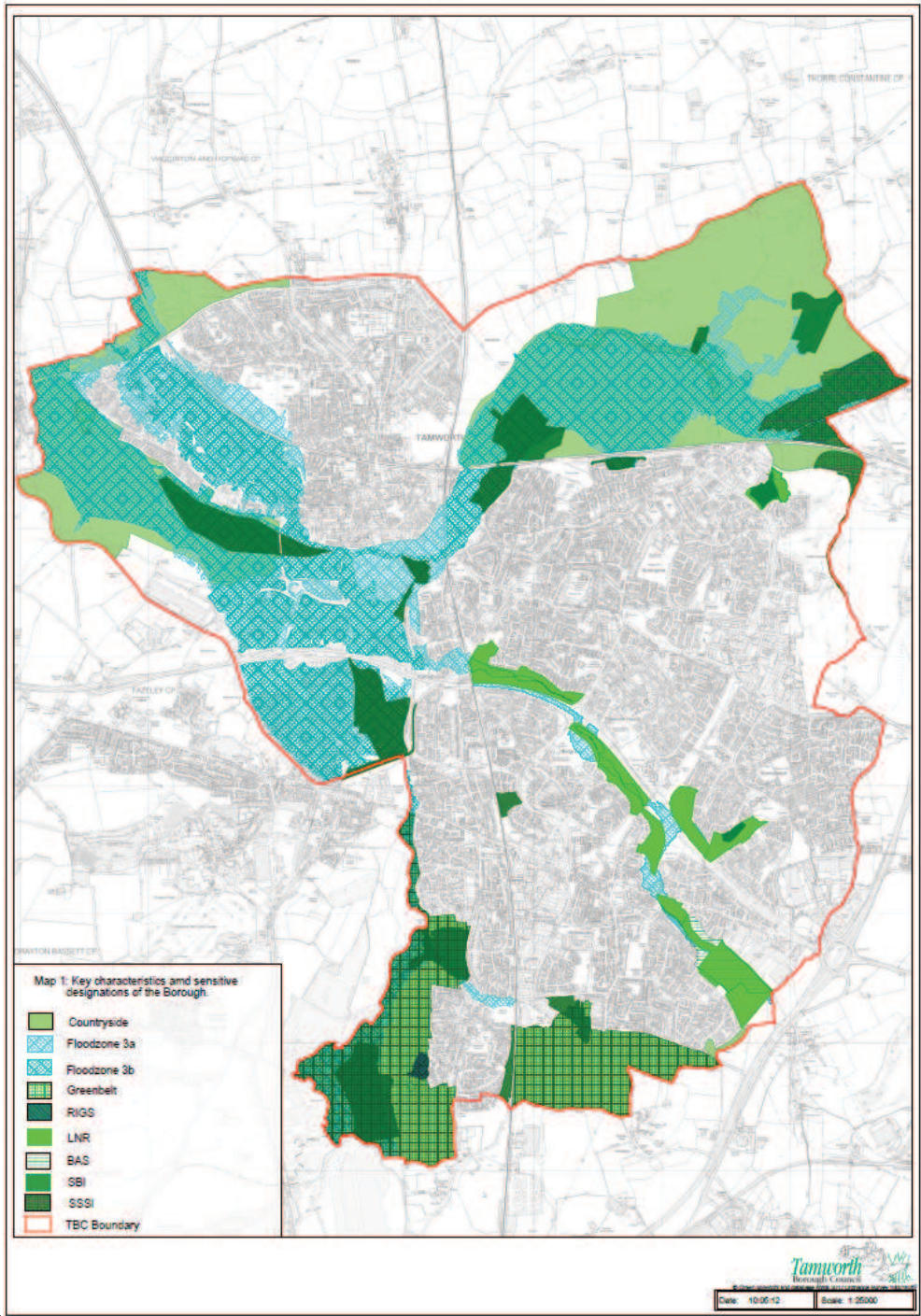
4.2.16 The key sustainability issues are structured in the same order as the broad category of issues for the Local Plan, except where they are either grouped together or covered elsewhere.

#### **4.3 A summary of the main sustainability issues are highlighted below:**

- how to provide sufficient housing to meet the needs of all sections of the community in the context of a shortage of developable land within the borough
- improving the health and wellbeing of residents;
- how to create safer communities;
- how to address pockets of socio-economic deprivation within the borough
- how to sustain a vibrant economy and communities without compromising on the quality of the environment;
- how to make efficient use of resources, including previously developed land in the context of constrained supply of developable land;
- how to improve the quality of the environment;
- how to conserve and enhance the biodiversity of the area
- how to improve accessibility to key services, facilities and features;
- how to avoid and/or reduce adverse impacts on climate change;
- how to manage waste effectively
- how to improve the water environment, including its efficient use and quality;
- how to manage efficient use of energy and encourage the use of renewable energy and reduce the use of resources;
- how to sustain and create a positive framework for economic growth;
- how to reduce pollution;
- how to improve use of public transport and tackle congestion
- reducing the risk of flooding in some areas of the town, especially in the town centre.
- how to improve the water quality in the borough.. .
- ensuring air quality remains satisfactory



Map 1 is a key diagram showing the key characteristics and sensitive designations of The borough



**Map 2: Areas of Deprivation within Tamworth**



**Individual by Mosaic Public Sector Type Label**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>■ I42 South Asian communities experiencing social deprivation</li> <li>■ I43 Older town centres terraces with transient single populations</li> <li>■ I44 Low income families occupying poor quality older terraces</li> <li>■ K48 Middle aged couples and families in right-to-buy homes</li> <li>■ K49 Low income older couples long established in former council estates</li> <li>■ K50 Older families in low value housing in traditional industrial areas</li> <li>■ K51 Often indebted families living in low rise estates</li> <li>■ M55 Older people living on social housing estates with limited budgets</li> <li>■ M57 Old people in flats subsisting on welfare payments</li> <li>■ M58 Less mobile older people requiring a degree of care</li> </ul> | <ul style="list-style-type: none"> <li>■ M59 People living in social accommodation designed for older people</li> <li>■ N60 Tenants in social housing flats on estates at risk of serious social problems</li> <li>■ N61 Childless tenants in social housing flats with modest social needs</li> <li>■ N66 Childless low income tenants in high rise flats</li> <li>■ O67 Older tenants on low rise social housing estates where jobs are scarce</li> <li>■ O68 Families with varied structures living on low rise social housing estates</li> <li>■ O69 Vulnerable young parents needing substantial state support</li> </ul> |
|--|--|

Areas of multiple deprivation



#### 4.4 Limitations of the information and assumptions made

The baseline data collected was the most up to date data available. As more data has been released the baseline data has been updated, but some of the data available is not as up to date as would have been liked to make more precise judgements about the likely future state of the Borough. For example, some data has been used from the 2001 Census. Where there is no more up to date information available, assumptions have been made that past trends have continued up to the present and will continue at a similar rate in the future.

#### 4.5-The Sustainability Appraisal Framework

4.5.1 The Borough Council has been working on the Local Plan/Core Strategy since 2006 and has produced a number of consultation documents, including the Issues and Options Report in 2008, a revised Options Report in early 2009 followed by a Proposed Spatial Strategy in late 2009 and most recently, a revised Housing Policy Paper in 2011. Notwithstanding the Options Report, each of these documents has been subject to a Sustainability Appraisal which together has informed the development of the Pre-Submission Publication Local Plan.

(insert flow diagram??)

4.5.2 The Pre-Submission Publication Local Plan Report sets out a spatial strategy, including 25 individual policies to guide the development of Tamworth to 2028. It represents the grand plan, an overarching vision of how the town will grow, accommodate change and deliver the necessary infrastructure.

4.5.3 The Appraisal Framework established initially in the Scoping Report, and amended through subsequent Appraisals has been used to appraise the policies.

4.5.4 The objective of the appraisal is to highlight the different advantages and disadvantages of each option. The symbols used to record the performance of each option against each appraisal objective, were as follows:

	Symbol	Score
<b>Major Positive</b>	++	+2
<b>Minor Positive</b>	+	+1
<b>Neutral</b>	0	0
<b>Minor Negative</b>	-	-1
<b>Major Negative</b>	--	-2
<b>Uncertain</b>	?	0

4.5.5 The Sustainability Appraisal also looks at the impacts of the policies and strategy over the short, medium and long term. In order to quantify the significant effects, a scoring system has been used, which incorporates a range of scores from 2 (major positive) to -2 (major negative). This has been done in accordance with national guidance<sup>2</sup> and helps to assess the social, economic and environmental impacts of the policies. It also helps to compare the relative strengths and weaknesses of each policy.

<sup>2</sup> ODPM: 'Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents'.

4.5.6 The purpose of the SA Framework is to provide a consistent basis for describing, analysing and comparing the sustainability effects of the objectives, options and various policies and proposals of the Core Strategy/Local Plan through its iteration from Issues & Options to Pre-Submission Publication Local Plan. The SA Framework is objective led and hence includes a set of objectives to be achieved by the various elements of the Framework. The SA Framework has been subject to consultation whilst being finalised for this purpose.

4.5.7 Based on the review of plans and programmes, baseline information, other evidence base carried out by the Council and various consultation responses, key sustainability objectives are set out in the table below. To ensure the objectives contribute to the pursuit of sustainable development they need to address environmental, social and economic issues whilst complying with the SEA Directive. It also sets out the alignment with the Local Plan's strategic spatial priorities which in turn are to be delivered by the policies previously outlined.

4.5.8 The Sustainability Appraisal Objectives and their targets, including monitoring indicators to measure their implementation are set out in **Appendix 3**. These indicators, wherever practicable, have been applied to monitor the effectiveness of the delivery of Core Strategy policies as set out in the Pre-Submission Publication Local Plan's Monitoring Framework; as also set out in Appendix 2.

4.5.9 In the Scoping Report the sustainability objectives were assessed against each other, highlighting several potential conflicts between the objectives. For example accommodating development when very little development land exists may involve building on open spaces, something that we seek to protect. Whilst not incompatible there will be tension between some objectives and there may be situations where compromises must be made. **Appendix 4** outlines the potential conflicts between the Sustainability Appraisal Objectives.

**Table 4: Sustainability objectives**

	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
SA1	To meet RSS development requirements in the most appropriate and sustainable way for Tamworth.	Y	Y	Y	All	All
SA2	To meet the housing needs of the whole community.		Y	Y		S5 To provide a range of affordable, adaptable and high quality housing that meets the needs of Tamworth residents
SA3	To encourage the efficient use of land.	Y	Y	Y	Material assets	S1 Making the most efficient and sustainable use of the Borough's limited supply of land and recognising that delivery will require the co-operation of neighbouring authorities
SA4	To reduce deprivation.	Y	Y	Y	Population, Human health	S4 To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported.



	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
SA5	To ensure equal access to community services and facilities.		Y			S4 To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported.
SA6	To encourage equal access to education, jobs and training.		Y	Y		S4 To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported.
SA7	To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities.	Y	Y		Human health, fauna, flora, landscape	S7 To encourage active and healthier lifestyles by providing a network of high quality,

	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
						accessible green and blue linkages and open spaces and formal indoor and outdoor recreation facilities that meet identified need and link neighbourhoods to each other and the wider countryside.
SA8	To make communities safer by reducing crime, fear of crime and anti-social behaviour.		Y			S2 To make Tamworth town centre a priority for regeneration to create a safe and attractive place for residents, businesses and visitors by strengthening and diversifying the town centre offer, optimising development opportunities and increasing its liveability and by making the most of the town's tourism and cultural offer, thus creating a positive image for the borough
SA9	To encourage a diverse and competitive economy that will provide sustainable economic growth.			Y		S3 To create a diverse local economy, including regeneration of employment areas and provide appropriate

	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
						education and training that will provide local job opportunities and will reduce the need for residents to travel outside of the Borough.
SA10	To protect and enhance historic assets.	Y			Material assets, cultural heritage	S9 To protect and enhance historic assets by ensuring that proposals for change respect the historic character of the borough including street layout, surviving historic buildings and street furniture, archaeology and open spaces
SA11	To encourage high quality and locally distinct places, spaces and buildings.	Y	Y	Y	Material assets, cultural heritage landscape	S10 To create safe, high quality places that reflect Tamworth's small-scale and domestic character using a blend of traditional and innovative design and techniques.
SA12	To protect and enhance biodiversity and sites of nature conservation value.	Y			Biodiversity, fauna, flora	S8 To protect and enhance statutory and non-statutory areas of nature conservation and landscape value on the doorstep of Tamworth

	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
						residents, for their biodiversity, geological, historical and visual value and for the opportunities they provide for education and leisure.
SA13	To minimise flood risk.	Y	Y	Y	Climate factors, water	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies
SA14	To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources.	Y	Y	Y	Climatic factors, material assets	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies
SA15	To encourage the reduction, re-use and recycling of waste and water.	Y	Y	Y	Soil, water, landscape	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of

	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
SA16	To minimise pollution including air, water, land contamination and noise.	Y	Y	Y	Air, water, soil, human health	energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies
SA17	To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment.	Y	Y	Y	Material assets, cultural heritage	S2 To make Tamworth town centre a priority for regeneration to create a safe and attractive place for residents, businesses and visitors by strengthening and diversifying the town centre offer, optimising development opportunities and increasing its liveability and by making the most of the town's tourism and cultural offer, thus creating a positive image for the borough.



	<b>Sustainability Appraisal Objective</b>	<b>Environmental</b>	<b>Social</b>	<b>Economic</b>	<b>SEA topic</b>	<b>Link to Local Plan Strategic Spatial Priority</b>
SA18	To reduce the need to travel and encourage sustainable modes of transport.	Y	Y	Y	Climatic factors, air, water, human health	S12 To promote sustainable transport modes for all journeys by improving walking, cycling and public transport facilities throughout the Borough and to neighbouring areas and beyond
SA19	To make best use of the existing transport infrastructure and seek improvements.	Y	Y	Y	Climatic factors, air, water, human health	S6 To ensure that appropriate infrastructure, including ICT, is in place to support the delivery of development across the borough.

## Section 5-Plan Issues & Options: The Sustainability Appraisal process and consideration of alternative options to date

5.1 Appraisal of alternative options is an integral and an important task of both the Local Plan and the SA processes. The policies of the Local Plan must be justifiable. In particular, it should be the most appropriate strategy when considered against all reasonable alternatives. The assessment of these options through the SA process ensures that this is done in a consistent manner. It also ensures that the final options for the Local Plan are those that deliver the most sustainable development for the community. The process for simultaneously developing both the Local Plan and SA is set out below:

5.1iThe purpose of this section is to show both how the SA has evolved and its application at the different stages of the Local Plan/Core Strategy's production.

	SA Stages and Tasks	
DPD Stage 1: Pre-production – Evidence	A1	Identifying other relevant policies, plans and programmes, and sustainability objectives.
	A2	Collecting baseline information.
	A3	Identifying sustainability issues and problems.
	A4	Developing the SA framework.
	A5	Consulting on the scope of the SA.
DPD Stage 2: Production	B1	Testing the DPD objectives against the SA Framework.
	B2	Developing the DPD options.
	B3	Predicting the effects of the DPD.
	B4	Evaluating the effects of the DPD.
	B5	Considering ways of mitigating adverse effects and maximising beneficial effects.
	B6	Proposing measures to monitor the significant effects of implementing the DPDs.
	C1	Preparing the SA Report.
	D1	Public participation on the referred options of the DPD and the SA Report.
Stage 3: Examination, adoption & monitoring	D2(i)	Appraising significant effects.
	D2 (ii)	Appraising significant changes resulting from representations.
	D3	Making decisions and providing information.
	E1	Finalising aims and methods for monitoring.
	E2	Responding to adverse effects.

### **(a) Sustainability Appraisal Scoping Report**

5.2 The process of preparing a Sustainability Appraisal is made up of stages and specific tasks as shown in the table above. The first stage involved the Council preparing and consulting on a Scoping Report in December 2006 which covered the following tasks:

<b>Task A1</b>	Identifying other relevant policies, plans and programmes, and sustainability objectives
<b>Task A2</b>	Collecting baseline information
<b>Task A3</b>	Identifying sustainability issues and problems
<b>Task A4</b>	Developing the SA framework
<b>Task A5</b>	Consulting on the scope of the SA

5.2.1 The overall aim of this first stage of the Sustainability Appraisal process was to draw up a clear framework for carrying out the Sustainability Appraisal to use to assess the issues and options stage of the Core Strategy's production.

5.2.2 Public consultation on the Sustainability Appraisal Scoping Report (stages A1-A5) ran for a period of five weeks from November 2006 to January 2007. Tamworth Borough consulted the four statutory agencies required by the Strategic Environmental Assessment; the Environment Agency, the Countryside Agency, English Heritage and Natural England. The Council also consulted with consultees from the LDF database and placed copies in public places around the town.

5.2.3 The Scoping Report led to a total of 18 responses from a range of organisations and individuals.

### **(b) Initial Sustainability Appraisal of Issues and Options Report**

5.2.4 The second stage involved the publication of the council's Issues and Options report. Whilst the report included suggestions for core policies under five thematic policy areas it did not contain any drafted policies. It did, however, put forward for consideration four spatial options to deliver future sustainable growth. The report was accompanied by an Initial Sustainability Appraisal, which covered the following tasks:

<b>Task B1</b>	Testing the DPD objectives against the SA framework
<b>Task B2</b>	Developing the DPD options
<b>Task B3</b>	Predicting the effects of the DPD
<b>Task B4</b>	Evaluating the effects of the DPD

5.2.5 The Initial Sustainability Appraisal scored each spatial option against the 21 sustainability appraisal objectives in order to identify the main environmental, social and economic implications of each option.

-Option 1 concentrates growth within the existing urban area, with an emphasis on making efficient use of land and regenerating deprived areas. It aims to retain a compact urban area and to reduce greenfield land take by proposing no further extensions beyond the existing Anker Valley site.

-Option 2 also aims to maintain a compact urban form, by concentrating growth within the urban area and the existing Anker Valley site. Employment requirements will be steered towards the development of urban sites, but there will be less pressure for housing within the urban area, with numbers being made up through increased densities in the Anker Valley.

The option would result in less pressure on urban open spaces, biodiversity and the historic environment.

-Option 3 aims to reduce pressure on urban open spaces, biodiversity and the historic environment by directing development towards urban extensions close to the A5 and on an extended Anker Valley site.

-Option 4 aims to reduce pressure on urban open spaces, biodiversity and the historic environment by directing development towards urban extensions close to the A5 and on green belt land in the south of the Borough.

5.2.6 The SA process appraised the 4 options and concluded in respect to each Option:

**Option 1:** Positive impacts include minimal urban expansion and ability to utilise existing and planned services and facilities. Development will assist in reducing deprivation and will minimise flood risk by not significantly adding to the amount of impermeable surfaces. Town centre renewal will be achieved and it will reduce the need to travel and utilise existing transport infrastructure. The main negative impact is the limited ability to provide housing needs and to provide a range of employment sites due to constraints on the size and shape of some brownfield sites. There could also be greater pressure to develop urban green spaces and a similar negative impact on the historic environment.

**Option 2:** Positive impacts include minimising urban expansion and making efficient use of available land. Some urban development would help to tackle deprivation, whilst more development in the Anker Valley would help to meet housing needs. Option should enable equal access to community services and facilities and achieve town centre renewal. Retaining a compact urban form would reduce the need to travel and would utilise existing infrastructure. Increased development at Anker Valley should enable consideration of energy efficient design at the outset. Negative impacts include increased flood risk in the Anker valley floodplain and limited scope to provide a range of employment sites.

**Option 3:** Option offers greater scope to meet housing needs and to create a diverse and competitive economy. Town centre renewal will be achieved and there will be less pressure to develop urban green spaces. It will also ensure energy efficient design because of increased accommodation for development at Anker Valley. The negative impacts relate to additional greenfield land take and extending development further into the open countryside. It does not represent such an efficient use of land and may increase flood risk in the Anker Valley floodplain. More development taking place away from the town centre and main urban area will increase the need to travel. There may be pressure on existing nature conservation sites and the character and setting of the Amington Hall conservation area and the listed buildings.

**Option 4:** Option offers greater scope to meet housing needs, particularly in the south of the Borough and to create a diverse and competitive economy. Linked to this is the opportunity to improve services, facilities and infrastructure in the Dosthill, Wilnecote and Hockley areas, including bus services and rail improvements at Wilnecote Station. Town centre renewal will be achieved and there will be less pressure to develop on urban green spaces. The negative impacts of this option relate to additional greenfield land take and extending development further into the open countryside. A significant point is that the land outside the urban area in the south of the Borough is also in the green belt. Housing sites would be located further from the town centre, which implies additional travel needs, particularly with regards to increased car use.

The table below shows the final scores for the options:

Options	Initial Sustainability Appraisal Score
Option 1: Urban containment and regeneration	12
Option 2: Urban containment and Anker Valley intensification	10
Option 3: Greenfield urban extensions	5
Option 4: Greenfield and Green Belt urban extensions	6

5.2.7 The appraisal concluded that Option 1 was the most sustainable, followed by Options 2, 4 and 3. The positive features of Option 1 were the minimal urban expansion involved and the ability to use existing services and facilities. Conversely, Options 3 and 4 in particular involved more greenfield land take, were located further away from the town centre and required more additional infrastructure provision. Despite Option one scoring the highest through the appraisal process, it was expected that the final spatial option would involve elements of a number of the options.

5.2.8 Two additional options were also considered but were not taken forward to the issue and options stage. These are set out below:

*-Option to locate growth entirely outside the Borough*

In the context of having to undertake a strategic housing land availability assessment to assess the capacity of the Borough to accommodate housing development, this option was not considered realistic. The neighbouring authorities would expect the Council to accommodate what it could before looking outside.

*-Option to accommodate higher levels of growth*

The options on the requirements were set out in the then West Midlands Regional Spatial Strategy Revision Preferred Option. It could have based the options on higher RSS figures, which were more in line with Option 3 at Issues and Options stage, but rather than making an estimate of figures, the council indicated in the Core Strategy Issues and Options document how it will apply a flexible approach to accommodating growth. This would involve accommodating option 3 levels of growth within the Borough, but having to look outside for anything over and above this.

The SA of the Issues & Options Report is available from: [xxxx](#)

### **(c) Sustainability Appraisal of Proposed Spatial Strategy**

<b>Task B1</b>	Testing the DPD objectives against the SA framework
<b>Task B2</b>	Developing the DPD options
<b>Task B3</b>	Predicting the effects of the DPD
<b>Task B4</b>	Evaluating the effects of the DPD

5.2.9 The Council's Proposed Spatial Strategy was the result of consideration of responses to both the Issues & Options SA Report & Core Strategy Document together with the Core Strategy Option Report consultation, understanding of the emerging evidence base and the Initial Sustainability Appraisal. It contained an updated Spatial Portrait, Vision and Strategic Objectives, a suite of core policies and one development management policy.



5.2.10 The sustainability appraisal was a re-run of Tasks B1-B4 and assessed the overall spatial strategy scored it to enable comparison with the four options from the Issues and Options report.

5.2.11 The framework used to assess the policy options against the sustainability objectives was again the previous one established through the preparation of the Sustainability Appraisal Scoping Report. The only minor amendment at this stage was to sustainability objective SA1 which included a reference to national as well as regional policy. The objective of the appraisal is to highlight the different advantages and disadvantages of each option. The same scoring system used in the Initial Sustainability Appraisal was utilised.

5.2.12 The overall strategy focused on town centre and neighbourhood regeneration with housing need met in the short to medium term within the urban area and a sustainable urban extension at the Anker Valley; conforming in the main with Option 1 and elements of options 2 and 3. In the longer term, it identified the need for sustainable sites outside the borough boundary to be considered. Employment needs would be met through redevelopment of existing sites and greenfield extensions along the A5 corridor. In addition to proposing strategic allocations at the Anker Valley, Gungate Precinct and Middle Entry, the strategy identified a site for a community leisure centre in the east of the Borough. In allocating sites to meet Tamworth's needs, the Council aimed to protect as far as possible historic and natural assets and the green space network.

5.2.13 The strategy proposed that development would be of a high standard of design in order to create distinctive welcoming and usable places, spaces and buildings. Tamworth would also be playing its part in tackling climate change by promoting sustainable resource and waste management and energy efficiency. The transport element of the strategy aimed to improve connections within the Borough and other destinations by enhancing the availability of sustainable transport choices.

5.2.14 The overall strategy scored 12, which is the same score achieved by Option 1 from the Issues and Options. It scored positively on the majority of the sustainability objectives and only recorded a negative score on the factors relating to protection of historic and biodiversity assets, green space network and flood risk. This owes much to Tamworth's unique position of being a small urban authority with a limited supply of land for development, for which there will be competing land uses.

5.2.15 The sustainability appraisal considered all the proposed core policies with the exception of H3 relating to affordable housing. This was because the policy had not yet been developed and thresholds and targets had not been set, pending the completion of affordable housing viability work.

5.2.16 Whilst some policies only had one option where there were realistic alternative options, these were also considered against the sustainability criteria. The appraisal framework revealed that Option 1 –Urban containment and regeneration generally scored highest. However, the appraisal showed that the most sustainable option is not always the most deliverable because of the unique situation that Tamworth finds itself in regarding a shortage of land within a tight administrative boundary. There is competition for land from a number of uses, which puts pressure on green spaces and sensitive designations. It is important to view each policy as part of the overall strategy to achieve the Core Strategy spatial objectives and not in isolation.

The SA of Preferred Strategy policies is included as **Appendix 5**

#### (d) Housing Policy Consultation

5.2.17 Continuous consultation has taken place since the proposed spatial strategy was published in late 2009 to respond to the issues raised at consultation. These were considered alongside the publication of several key pieces of evidence, including the Tamworth Future Infrastructure Study. This key piece of evidence, along with the completion of the affordable housing viability work influenced the subsequent Housing Policy consultation undertaken in early 2011. This comprised the following policies:

- H1 – revised policy for housing delivery
- H2 – unchanged policy for Anker Valley site
- H3 – revised policy on affordable housing
- H4 – new policy on housing need
- H5 – new policy on housing density
- H6 – revised policy on Gypsy and Travelling Showpeople accommodation

5.2.18 Public consultation took place between February and April 2011, to which 134 individual comments were received from 34 respondents. The Council took the opportunity to appraise the policies in light of representations received to the consultation.

5.2.19 At this stage, the sustainability appraisal objectives, used to appraise the policies was modified since the Proposed Spatial Strategy to take into account the phasing out of the Regional Spatial Strategy (RSS) and the recognition that there is duplication in some of objectives. As a result, Sustainability Appraisal objective SA1 was amended to remove reference to the RSS, SA7 and SA13 were combined and SA19 and SA20 were combined. Appendix 1 contains the revised sustainability appraisal objectives used both for assessing the housing policies and the current Pre-Submission Publication version of the Local Plan.

5.2.20 Once again, a re-run of Tasks B1-B4 was undertaken. Each housing policy was assessed alongside one realistic alternative option. The total scores for each policy revealed that Option 1 (representing the Council's preferred policy approach) scored highest in every instance, which provides a sound endorsement that the preferred policy approach is the most appropriate for Tamworth. The SA of the Housing Policies is included in **Appendix 6**.

5.2.21 The Sustainability appraisal revealed that the preferred policy option relying on Greenfield locations; most notably Anker Valley to accommodate future housing growth generated a neutral scoring on the basis that it did not achieve the objective of making the most efficient use of land.

5.2.22 In the context of opportunities for future expansion of the town being constrained by a tight administrative boundary and environmental constraints (i.e. the flood plain, the Green Belt, etc) , the preferred option took into account the findings of the Tamworth Future Development and Infrastructure Study (2009), carried out jointly with Lichfield District and North Warwickshire Borough Councils. This examined options for delivering future housing growth outside of Tamworth's borough boundary and assessed the suitability of a range of broad locations which included undertaking a sustainability appraisal.

5.2.23 Two of the options identified were within the Borough boundary, the remainder were outside. It was considered that the Anker Valley option was the most sustainable option within the Borough boundary to deliver the Spatial Objectives for the town.

5.2.24 Of the other options identified in the Joint Study, land to the East of Tamworth Urban area and west of the M42 was considered to be the most sustainable location to meet Tamworth's needs. Land east of the M42 was also considered to have sustainability benefits as was land at Mile Oak and land north of the Anker Valley which all scored closely.

5.2.25 To overcome the Sustainability Appraisal's neutral scoring, the policy has been revised to incorporate mitigation measures to increase the overall sustainability benefits of these locations. These include improving the linkages and accessibility; particularly through walking and cycling and public transport links to and from the Anker Valley Sustainable Urban Extension proposal, together with providing a neighbourhood centre with community infrastructure and the provision of biodiversity enhancing measures. It is also recognised that this represents the only strategic housing site; the size of which represents the only opportunity to potentially deliver a significant number of affordable housing and range of units to meet the needs of all the communities in Tamworth. When the sustainability benefits in terms of supporting town centre regeneration (as a result of its location close to Tamworth Town Centre and supported by the proposed linkages improvements) are taken into account it is deemed that the proposal is able to mitigate against the sustainability disadvantages identified associated with Greenfield development.

5.2.26 The two options in relation to broad locations for future housing growth outside of the borough scored relatively positively within the Joint Study. It is recognised that mitigation measures will be required to overcome sustainability issues identified from the reliance on Greenfield sites. These will be considered in subsequent detailed Sustainability Appraisals to support the potential production of future joint authority Development Plan Documents; should these be required.

## **Section 6: Plan Policies: The Pre-Submission Publication Core Strategy policy appraisal**

B1	Testing the DPD objectives against the SA Framework.
B2	Developing the DPD options.
B3	Predicting the effects of the DPD.
B4	Evaluating the effects of the DPD.
B5	Considering ways of mitigating adverse effects and maximising beneficial effects.
B6	Proposing measures to monitor the significant effects of implementing the DPDs.
C1	Preparing the SA Report.

### **The context to deciding the Pre-Submission Publication Local Plan**

6.0.1 The Council considered the consultation responses received to both the Proposed Spatial Strategy and Housing Policy consultations alongside the sustainability appraisal. This resulted in the policies within the publication version of the Local Plan being refined to make them more relevant to Tamworth and locally distinctive.

6.0.2 The Pre-Submission Publication Local Plan has once again been appraised, following Tasks B1-B4 but with an emphasis on delivering Tasks B5 & B6 in preparation of the publication of the SA Report to accompany the Local Plan. Policies contained within the Pre-Submission Local Plan have been assessed against the revised SA objectives; as in Appendix 1. **Tables 6-31** show an assessment of the cumulative, synergistic and temporal effects of each policy whilst **Appendix 6** includes a more detailed appraisal of each policy.

6.0.3 The Local Plan follows a distinct thread that links its component parts. It has a clear vision that sets out what the Borough would look like by 2028 and a set of objectives that links the overall vision to the detailed policies. It also has a set of policies to deliver the objectives and a clear path for its implementation. They collectively provide a consistent and coherent strategy to address the challenges facing Tamworth until 2028. The Local Plan includes 25 policies. These are listed in Section 3.

6.0.4 The Sustainability Appraisal has been carried out as an integral part of the Local Plan process with an in-built mechanism for informing the development and refinement of the policies. Notwithstanding the minor amendments outlined previously, the Sustainability Appraisal Framework used for the appraisal of the policies is mostly the same framework against which the various policy options were previously measured. The policies of the Local Plan Pre-submission Publication Document have been developed from the preferred Spatial Strategy options and are therefore influenced by the sustainability appraisal process. This particular Sustainability Appraisal is an additional layer of scrutiny to ensure that all requirements are fully met and the principles of sustainable development are fully taken into account.

6.0.5 The Pre-Submission Publication Local Plan takes forward policy areas considered in previous iterations of the Core Strategy. It also includes a number of new and/or expanded policy areas as a result of the proposed abolition of the Regional Spatial Strategy, the emerging National Planning Policy Framework and other issues arising from the wider evidence base. These are outlined in **Table 32** below:

Key Elements	Links to previous stages and evolving evidence base
Previous guidance recommended Local Development Frameworks to consist of a suite of documents including a Core Strategy, Site Allocations Document and a Development Management Document. The government now expects LPAs to produce one over-arching planning document-The Core Strategy/Local Plan. Consequently, the Core Strategy's remit has been broadened to include site allocations, and policies have been revised to increase their usability by development management officers	The constraints result in lack of viable options to accommodate growth and reliance on one strategic site which justifies the move towards allocations.
Change in the plan period to 2006-2028	This rolls the period forward to take account of updated evidence and reduces the plan period to 15 years from the proposed date of adoption (2013) in line with the National Planning Policy Framework.
Introduction of overall Spatial Policies & Allocations Map	These set out the spatial objectives for each topic theme and set out quantum and location for new development to be delivered by core policies. This ensures that the LP is more locally distinctive and includes allocations to negate the need for a separate Site Allocations Document.
Increased projected floorspace requirements for retail floorspace, employment land and projected housing number increase.	The evidence base has been updated to reflect the change in the plan period and the abolition of the RSS. The increase in the housing number is a result of the updated Housing Needs assessment together with the increase in the plan period. As a consequence, the extent of the Anker Valley allocation has been extended to increase its capacity, supported by town centre strategic allocations and a stronger emphasis on encouraging high density housing in sustainable locations. This will attempt to achieve a balance between the need to release Greenfield site for development and the need to support effective use of brownfield land and regeneration of the town centre and deprived neighbourhoods.
New policies to encourage regeneration priority	The need for Greenfield release to accommodate

Key Elements	Links to previous stages and evolving evidence base
areas.	housing has been assessed as resulting in negative sustainability effects. The emphasis on focusing additional housing in those areas identified as requiring comprehensive housing led regeneration should assist mitigate the negative effects of a Greenfield allocation.
Emphasis on adjoining authorities delivering an element of Tamworth's future housing needs	Tamworth's constraints resulting from limited developable land together with the identified housing need has resulted in a situation This results in land outside the borough's boundary, to the north of the borough in Lichfield district and to the east in North Warwickshire being identified for up to 1000 dwellings; based on the Joint Infrastructure Study previously commissioned by the three authorities. An agreement is currently being sought between the 3 authorities on an agreed approach to delivering this need.
New policy to promote growth in tourism and culture	

### Pre-Submission Publication Local Plan: Summary of Key Headlines

6.0.6 The revised evidence base proposes that Tamworth, through the Local Plan, should seek to accommodate at least 5500 new dwellings, 36 hectares of employment land, 20,000sqm of office floorspace and 31,000 sqm of comparison retail floorspace up to 2028.

6.0.7 The proposed spatial strategy remains broadly similar to the approach set out in previous consultation versions of The Local Plan. The one strategic housing site-the Anker Valley Sustainable Urban Neighbourhood remains albeit with an extended site boundary. The Strategic employment sites previously identified are also carried forward along with the existing network of local and neighbourhood centres. The existing green belt boundaries, together with designated biodiversity sites are retained.

6.0.8 Tamworth Town Centre is reinforced as the focus for new retail, leisure, tourism and cultural, office and high density residential development resulting in a number of strategic development sites being allocated to accommodate future growth. These include the Gungate proposal, Arriva Bus Station, Jewsons amongst others. This is supported by a proposed restriction on further floorspace expansion at the out of centre retail areas. In addition to new development proposed, the town centre linkage proposals are supported along with a number of environmental enhancements to the town centre.

6.0.9 Whilst the spatial strategy seeks to accommodate as much development within Tamworth's boundaries, not all of it is capable of being accommodated without impacting negatively on the quality of life of Tamworth's communities. The scarcity of developable land within the borough (as a result of constraints such as flood risk areas, biodiversity designated sites, greenbelt designation and a general lack of brownfield land) restricts the amount of new dwellings that Tamworth is capable of delivering within its boundary to 4500. This results in land outside the borough's boundary, to the north of the borough in Lichfield district and to the east in North Warwickshire being identified for up to 1000 dwellings; based on the Joint Infrastructure Study previously commissioned by the three authorities. An



agreement is currently being sought between the 3 authorities on an agreed approach to delivering this need.

6.0.10 The reliance on one Greenfield strategic housing site-Anker Valley Sustainable Urban Extension has resulted in a number of sustainability related disadvantages. To overcome these; and to ensure that the borough makes the most efficient use of land, a series of regeneration priority areas are now proposed. These include The Wilnecote Regeneration Corridor; focusing on a comprehensive approach to housing and employment led regeneration and in the Post War Social Housing Estates. The latter builds on the current Locality Working initiative to support housing led regeneration within some of the borough's most deprived neighbourhoods.

6.0.11 With the overall goal of reducing the need to travel by locating transport generating development in sustainable locations and/or supporting a measures to encourage sustainable modes of transport, the transport policy aims to deliver priorities to tackle congestion hot spots contained within the Local Transport Plan (namely the respective Upper Gungate-Anker Valley and Ventura Park-Town Centre Transportation Packages) and junction improvements along the A5. Other key objectives relate to supporting the cycle and pedestrian cycleways across the borough and expansions to the capacity and appearance of the two railway stations.

6.0.12 Existing high quality open space is retained; to deliver the character of the borough as 'Urban Green'. Green and blue (rivers and canal) linkages are emphasised to both project a positive image of the town and deliver health related benefits.

6.0.13 Existing historic assets remain protected and a policy requiring high quality design of new development is included.

6.0.14 The previously proposed strategic allocation of a new leisure centre either within the east of the borough or within the town centre's leisure zone is removed as a result of uncertainties surrounding its delivery. Wording has been amended to allow a future proposal to be located in a sustainable location within the borough.

6.0.15 The majority of the remaining policies, albeit in their general objectives and content, remain unchanged from the previous versions of the Local Plan. Subsequently these have not been subjected to a comparison with an alternative option as this has already occurred through their development. Where new (proposed since the revised Housing Policy consultation) policies are proposed these have been assessed against an alternative. These new policies include:

- SP7-Regeneration Priority Areas
- CP3-Supporting growth in culture and tourism
- CP17-Infrastructure & Developer Obligations

6.0.16 Other policies relating to retail, economy and transport have been divided into separate policies (based on spatial and core components in accordance with the format of the Pre-Submission Document) but their direction of travel remains consistent with previous policies appraised.

6.0.17 The Sustainability Appraisal revealed that most of the policies when implemented will have positive impacts on sustainable development.

## **Compatibility assessment of Local Plan policies**

6.0.18 **Appendix 7** sets out a compatibility matrix assessing the relationship between SA objectives and Local Plan policies contained within the Pre Submission Publication Document. This identifies any tensions between the two. It ensures compatibility that cannot be resolved is clearly identified, planned for and mitigated against. Analysis shows that in broad terms Local Plan policies and the SA are positively compatible. There is also a high degree of neutrality between some policies and a lower proportion of possible conflicting objectives. The Local Plan policies that scored highest in terms of compatibility with SA objectives were in relation to infrastructure and developer contributions, open space, the spatial strategy, town centre investment and sustainable infrastructure. This is because they are key policies, the delivery of which approach underpins the Local Plan. An additional area of compatibility relates to promoting healthy lifestyles and the provision of accessible open space networks through enhancing the open space/green and blue linkages to the open countryside, centres and community and recreation facilities.

6.0.19 Regarding potential conflicts, these are largely related to Anker Valley Sustainable Urban Neighbourhood and Gypsies & Travellers. The former refers to a greenfield allocation and has no direct impact on addressing deprivation and also potentially conflicts with protecting the historic environment, nature conservation and flood risk objectives together with sustainable transport as a result of a lack of existing facilities.

6.0.20 The areas of neutrality relate to either the compatibility and conflicts balancing each other out or there being no discernable relationship between both objectives and policies. The Local Plan policies with greatest neutrality relative to the SA objectives related to housing specific policies, historic environment, and rather surprisingly sustainable development and climate change mitigation. Whilst we would expect all development to consider these, they do not appear to be directly related to the Local Plan policies.

6.0.21 Whilst the Greenfield development proposals in Anker Valley and within the broad locations for future development outside the borough are taken forward, mindful of the sustainability impact identified to date (and as a result of consultations received and evidence gathered) a Regeneration Priority Area policy is now proposed. This identifies Regeneration Priority Areas: Post War Social Housing areas, and the Wilnecote Corridor as a result of them demonstrating high levels of deprivation and/or a poor quality environment. It contains a series of priorities to address in each area and commits the council and its partners to work in partnership to deliver spatial interventions to improve the physical environment and deliver social and economic renewal. Delivering this policy would ensure that a balance is created between relying on Greenfield sites for development and ensuring efficient use of previously developed land through encouraging a comprehensive and co-ordinated intervention.

6.0.22 The policies of the Local Plan are carefully balanced to provide adequate mitigation measures to address potential conflicts. Most of the conflicts are either medium or long term and could be resolved by appropriate mitigation measures.

## **6.1 Significant social, environmental and economic effects of the policies**

6.1.1 The SEA Directive requires consideration of secondary, cumulative and synergistic effects (which together are often called cumulative effects). This is because many problems arise from the accumulation of a large number of small and often indirect effects, rather than a few large and obvious ones.

6.1.2 Secondary effects are indirect effects, for example health effects of air pollution from transport. Cumulative effects are the total result of environmental impact from a number of projects and activities. They arise for instance where several developments each have an insignificant effect, but together have a significant effect, or where several individual effects (e.g. noise, dust and visual) have a combined effect. Synergistic effects are those which interact to produce a total effect greater than the sum of the individual effects, for example progressive fragmentation of a wildlife habitat leading to areas too small to support wildlife.

6.1.3 An assessment of possible cumulative impacts of the Local Plan has been undertaken (see Table 33).

6.1.4 At this strategic level, there is major uncertainty in identifying cumulative effects, and it is only possible to do so in general terms. However it is a useful process which helps to identify potential cumulative effects which need to be considered and monitored, and addressed where appropriate in subsequent LDF Documents.

**Tables 6-31: An assessment of the cumulative, synergistic and temporal effects of each policy**

Policy SP1: A Spatial Strategy for Tamworth																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	+	+	+	+	0	+	+	+	+	+	+	+	+	+	0	+	+	+
<p><b>Summary of assessment/significant effects</b>  Overall the proposed spatial strategy will make a positive contribution to the sustainable development of the borough through providing housing (2) and employment opportunities (9) whilst focusing investment on existing centres, regenerating the borough's most deprived areas and strengthening community access to services (5). Directing development to the most sustainable locations within the existing urban area, whilst delivering a new sustainable urban neighbourhood will help to minimise the loss of greenfield land and makes best use of existing assets (3). However, much depends on the particulars of development proposals; particularly in relation to encouraging sustainable travel modes (18) particularly from and to the proposed Anker Valley Sustainable Urban Neighbourhood and the employment areas. This guiding policy will have a significant relationship with all the other policies, acting as a reference point for how they are interpreted in relation to specific development proposals.</p> <p><b>Short/medium/long term impacts</b>  The benefits of directing development to the most sustainable locations (as measured by key indicators such as use of sustainable transport modes to key services) should become increasingly apparent over the longer term. Careful measurement of these impacts will be required.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Effects should be positive, as the benefits of directing development to the most sustainable locations become apparent over the longer term.</p> <p><b>Summary of mitigation measures</b>  Mitigation of the spatial strategy is not directly required, being supported by a range of policies which seek to deliver sustainable development across the borough. Developers should be encouraged to help provide necessary infrastructure and services to prevent overburdening of existing provision.</p>																			

<b>Policy SP2: Investing in Tamworth Town Centre</b>																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	++	+	+	+	+	+	0	0	++	++	+	0	0	0	0	0	++	+	+
<b>Summary of assessment/significant effects</b>																			
<p>Tamworth Town Centre is a sustainable location for locating developments that attract large numbers of people and should ensure opportunities for retail, leisure, culture and recreation are readily accessible. Development in the strategic sites identified will assist the delivery of a vital and viable town centre (17) and more efficient use of land as these sites are either currently used for car parking or contain vacant or underutilised buildings. The dominant contribution of the Policy to the sustainability performance of the Local Plan is positive. The policy demonstrates support for a range of social, environmental and economic sustainability indicators. Whilst care must be taken to ensure that the character of the town centre is not damaged and that a balanced approach to transport improvement is taken, this option will ensure that Tamworth Town Centre can grow sustainably.</p>																			
<b>Short/medium/long term impacts</b>																			
Sustainability benefits are likely to accrue over both the short and longer term, for instance focusing investment in the town centre should negate the need to travel to alternative less sustainable locations for shopping and leisure.																			
<b>Secondary, cumulative or synergistic effects</b>																			
Supporting the role of Tamworth Town Centre as the key location within the borough for administration, business, entertainment and leisure and shopping is vital to the wider economic prosperity of the borough (9) and in providing accessible services and stronger, sustainable communities.																			
<b>Summary of mitigation measures</b>																			
None required.																			



<b>Policy SP3 Supporting investment in local and neighbourhood centres</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	++	+	+	+	+	+	+	0	++	0	+	+	0	0	0	0	0	+	+
<b>Summary of assessment/significant effects</b>																			
The local and neighbourhood centres are sustainable locations for retail, leisure, employment and other uses serving local needs. Focusing investment in the centres will ensure local communities have access to a range of services (5) therefore negating the need to travel (18) whilst resulting in vibrant and strong neighbourhoods and supporting economic growth(9).																			
<b>Short/medium/long term impacts</b>																			
In the short term the policy should result in short term effects in terms of ensuring community access to services and reducing the need to travel. These should also be longer term positive effects in relation to creating vibrant local neighbourhoods and improvements to health (6) and high quality local places (11) as a consequence of continued investment in the centres..																			
<b>Secondary, cumulative or synergistic effects</b>																			
Regeneration of the local and neighbourhood centres is likely to act as a catalyst to the enhancement of adjoining areas; particularly the Regeneration Priority Areas in which some of the centres are situated.																			
<b>Summary of mitigation measures</b>																			
None required.																			

<b>Policy SP4 Sustainable Economic Growth</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	+	+	0	0	++	0	0	++	0	0	0	0	0	0	0	0	+	++
<p><b>Summary of assessment/significant effects</b></p> <p>If Tamworth's economic prosperity is to be maintained, it is important that a range of employment sites are protected in order to maintain diversity in the local and sub-regional economy. The sustainability impacts of the policy should, on balance, be positive in character, but as with housing development, much depends upon the character and location of the proposals. The re-development and [possible intensification of the areas could reduce the need to travel to work by car (18). However, in principle, securing employment appropriate to the character and needs of its receiving environment will yield positive sustainability impacts, particularly if the development is aimed at providing opportunities for local residents to increase access to jobs and training (6) and will avoid excessive commuting (18).</p> <p><b>Short/medium/long term impacts</b></p> <p>The longer term balancing of housing and job opportunities across the District will help to secure greater self-sufficiency for communities across the borough.</p> <p><b>Secondary, cumulative or synergistic effects</b></p> <p>Notwithstanding the proposals to secure enhancements to public transport provision, some of the proposed employment sites have the potential to generate significant volumes of traffic which could cumulatively exacerbate congestion in parts of the Borough and have associated secondary impacts on air quality and carbon emissions. However, where co-ordinated with measures to mitigate local transport impacts, the sustainability effects should be positive, for example in reducing travel to work distances and increasing access to employment opportunities thus helping to reduce deprivation levels.</p> <p><b>Summary of mitigation measures</b></p> <p>Appropriate implement and monitoring through will help to support the implementation of this policy. The use of travel plans and improvements to sustainable transport modes will be critical to increasing positive sustainable outcomes.</p>																			

<b>Policy SP5 Housing Delivery</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	0	++	+	+	+	0	0	0	0	0	+	0	0	0	0	0	++	+	+
<b>Summary of assessment/significant effects</b>																			
<p>This policy is challenging to score as a consequence of a lack of strategic allocations. The Strategic Housing Land Availability Assessment (SHLAA) indicates that Tamworth's constraints, in respect to a lack of developable land, results in a reliance on small sites located across the borough within the urban area with many within or around the network of centres. This results in only one strategic housing site being identified along with town centre sites and an emphasis on suitable sustainable sites including within the network of centres. Positive impacts associated with the housing distribution include encouraging the renaissance of the town centre (17) and network of centres, supporting vibrant communities and helping to meet local housing needs (2). Most of the negative impacts identified, such as increased pressures on water resources and air quality, would be likely to arise wherever the housing is located in a compact borough such as Tamworth. This places pressure on various types of infrastructure and on townscape character through the cumulative impact of infilling and intensification in the urban area. The only large strategic developments such as Anker Valley SUN provides more opportunities to secure the appropriate infrastructure to support housing than smaller infill developments. Overall, however, working within the environmental constraints to maximise opportunities for housing across the city will be critical. However, it is recognised that Tamworth's constrained nature will require an element of its future housing needs being accommodated outside of its boundary which is a more sustainable option compared to increasing densities within the existing urban area or releasing additional Greenfield sites. It is important to note that the sustainability performance of this policy is greatly dependent upon the precise character and location of the particular developments being proposed. Environmental impacts could be widely varying, but social benefits e.g. access to affordable housing, should accrue. New housing could be accompanied by the provision of new jobs, further enhancing the prospects for securing enhanced sustainability performance across the borough. The effects of the allocation outside of the borough, particularly in Lichfield will need to be assessed through subsequent Sustainability Appraisals of LDF Documents.</p> <p><b>Short/medium/long term impacts.</b> There are potentially significant positive and negative long term impacts depending on the way in which opportunities for advancing the sustainability performance of individual developments are approached.</p> <p><b>Secondary, cumulative or synergistic effects</b> There are significant cumulative effects across social, economic and environmental sustainability indicators from delivering well designed, safe and sustainable new housing. For example new housing provision can be significant in terms of promoting more sustainable patterns of development which would include how natural resources are exploited in both the short and longer terms.</p> <p><b>Summary of mitigation measures</b> Detailed attention to monitoring the impacts of development will be necessary to ensure that the developments that come forward are making a genuine contribution to sustainable development in the borough, probably as part of the plan monitoring exercise.</p>																			

<b>Policy SP6 Anker Valley</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment of Preferred Policy	+	+	-	+	++	+	+	0	+	-	+	-	++	+	0	+	++	-	
Assessment of Policy without the inclusion of supporting facilities/infrastructure																			
<p>This appraisal has assessed the effects of the policy against an alternative which includes Anker Valley allocation being delivered without associated facilities and supporting infrastructure.</p> <p><b>Summary of assessment/significant effects</b></p> <p>The Anker Valley allocation represents the only strategic housing allocation which is capable of being planned to accommodate not only housing but community and transport related infrastructure, contributions to affordable housing and significant environmental infrastructure as a consequence of its size and economies of scale. The appraisal has highlighted a number of positive impacts on the sustainability objectives including contributing to the town centre regeneration (17) as a result of the proposed linkages, improvements to housing mix, new/improved community facilities such as schools, health and education (5), and recreation and new/improved transport infrastructure as well as those SA objectives related to energy efficiency (14) and reducing the need to travel (18) Negative impacts relate to the impact on the historic assets (10), biodiversity impacts arising from a Greenfield allocation (12), and impact on flood risk (13)). Well designed developments with carefully thought out layouts, spaces and urban design principles could as a result contribute towards reducing the likelihood and fear of crime (8). The alternative would result in less supporting infrastructure being provided to support and mitigate the proposal. Whilst it could increase the number of homes provided (2), this would result in environmental impacts being extremely negative with few opportunities to introduce mitigation measures.</p> <p><b>Short/medium/long term impacts</b></p> <p>There may be a number of negative short term impacts arising from the development of a Greenfield site but the medium and long term impacts should be positive as a result of the allocation supporting the town centre regeneration, the provision of sustainable transport and green infrastructure and a well designed high quality place (11).</p> <p><b>Secondary, cumulative or synergistic effects</b></p> <p>The policy is a significant element of the policy approach for accommodating the strategic housing requirement for the borough. The policy therefore has the potential to significantly affect the form of development across the whole borough including ensuring there are sufficient homes to accommodate employees to help deliver sustainable economic growth. The close proximity to the town centre should create positive effects in supporting town centre regeneration.</p> <p><b>Summary of mitigation measures</b></p> <p>Due to the size of the development it would lead to the loss of a substantial area of greenspace which could affect local habitats. Development would have to be planned carefully to mitigate these issues and include an area of appropriate green space with the opportunity to deliver suitable alternative biodiversity opportunity sites. The linkages to the town centre, open countryside and the provision of sustainable modes of transport to and through the allocation along with community facilities and a neighbourhood centre, together with exploiting any potential to deliver renewable energy provision and SuDs would help mitigate against the negative effects associated with flood risk.</p>																			

<b>Policy SP7 Regeneration Priority Areas</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment of policy	++	++	++	++	++	++	+	0	++	0	+	0	0	+	0	0	0	+	+
Assessment of not having a policy	0	0	0	-	-	-	-	0	-	0	0	0	0	0	0	0	0	-	-
<p>This policy has been assessed against not having a policy which advocates a co-ordinated approach to areas at need of regeneration.</p> <p><b>Summary of assessment/significant impacts</b>  The comprehensive approach to targeting co-ordinated regeneration and interventions in the most deprived, and in the case of Wilneote where the physical environment is poor results in positive sustainability effects. In addition to focusing on re-suing previously developed land (making the most efficient use of land and resources(3), this policy would have significant sustainability benefits in terms of improving the existing housing stock; to meet the needs of the whole community (2), reducing poverty and social exclusion (4) and encouraging the renaissance of these areas; delivering strong and vibrant neighbourhoods through encouraging access to education, jobs and training (6) whilst in the case of Wilneote Corridor helping to deliver sites for economic activity. In addition, the development of transport and green infrastructure i.e. promote walking, cycling and public transport and open space and corridor enhancements, will also have a positive effect in terms of health objectives (7). The appraisal of the alternative demonstrates less positive effects which justifies the inclusion of the policy.</p> <p><b>Short/medium/long term impacts</b>  The impacts will be mostly long term and will come into force as the regeneration initiatives gain momentum.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Regeneration of these deprived areas will potentially lead to wider economic renaissance of nearby neighbourhoods, , promote social inclusion, improve living conditions and tackle deprivation. The proposals to improve the Borough's local and neighbourhood centres that are within the defined. Regeneration priority Areas could lead to enhanced vitality and viability of these centres. This would have the secondary benefit of improving perceptions of the area. Care should be taken that it does not merely lead to the displacement of those suffering deprivation by new more prosperous occupants, with the result that the deprivation problem is moved to a new area.</p> <p><b>Summary of mitigation measures</b>  None identified.</p>																			



<b>Policy SP8 Environmental Assets</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	+	+	+	+	++	0	0	0	++	++	+	0	0	0	++	+	+
<p><b>Summary of assessment/significant impacts</b>  The policy supports the protection, enhancement and promotion of green and blue infrastructure, including open spaces, green linkages and waterways and the green belt and countryside. Protecting existing green infrastructure and delivery of new will have the benefit of maintaining and improving accessibility to recreation facilities and improving their health and well-being (7) whilst protecting and enhancing biodiversity and nature conservation (12). The protection of and new provision of green infrastructure and in particular green corridors will ensure that sustainable modes of travel such as walking and cycling remain attractive alternatives to car travel (18).. The policy will protect existing green infrastructure in the district and new provision will increase the number of green spaces available borough wide (77). The policy is linked to the green infrastructure strategy which aims to preserve and enhance the district's assets, including historic assets (10). The protection of existing and provision of new green infrastructure will help to ensure that development is resilient to the effects of climate change. Open green spaces (particularly with trees) in close proximity to towns and villages will provide an urban cooling effect. Where appropriate, green infrastructure can also be combined with sustainable drainage systems to help reduce the risk of flooding (13). Green infrastructure can also attract tourists to the district so helping develop a sustainable tourism sector and encourage a high quality and locally distinct Tamworth as the place (11)</p>																			
<p><b>Short/medium/long term impacts</b>  The effects will be a combination.</p>																			
<p><b>Secondary, cumulative or synergistic effects</b>  A number of positive effects are anticipated from this policy, particularly on environmental sustainability objectives. Synergistic effects are anticipated with a number of policies in the Local Plan, particularly the spatial strategy and strategic allocations. Synergies are also anticipated with the spatial housing policy. The policy is anticipated to work together with the biodiversity policy, and also with the heritage and design policy, with cumulative effects likely to occur particularly with regard to biodiversity, flora and fauna, and open spaces</p>																			
<p><b>Summary of mitigation measures</b>  None identified.</p>																			

<b>Policy SP9 Sustainable Infrastructure</b>																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	0	0	0	++	++	0	++	0	0	0	0	0	0	0	+	++	++	++
<b>Summary of assessment/significant impacts</b>																			
<p>This policy will reiterate guidance in national transport objectives, which aim to promote sustainable transport choices for both people and freight, promote accessibility to jobs, facilities and services by the provision of sustainable transport facilities, reduce the need to travel, especially by car and ensure that development and transport strategies complement each other. The policy is targeted at ensuring development provides all necessary facilities that reduce the need to travel, particularly to access work opportunities. It is likely to generate positive social and environmental effects in particular, as a consequence of reducing traffic volumes on the road, and providing residents with a choice of working environments within the borough.</p>																			
<b>Short/medium/long term impacts</b>																			
<p>This policy will generate increasingly positive effects over time for transport owing to the policy seeking to actively reduce travel impact and reduce car dependency. Increasingly positive effects are also anticipated over time on the landscape and townscape as minimising the distances people need to travel are likely to reduce vehicular traffic volumes, and also people will be more likely to use town centres close to home to access services and facilities.</p>																			
<b>Secondary, cumulative or synergistic effects</b>																			
<p>Synergistic effects are anticipated with a number of other policies in the Local Plan, and in particular with the town centre and network of centres policies, housing and employment policies</p>																			
<b>Summary of mitigation measures.</b>																			
<p>Policy provision for the necessary infrastructure to support the delivery of the strategy will enable adverse development impacts to be mitigated and for sustainable growth to be delivered.</p>																			

<b>Policy CP1 Retail &amp; Leisure Hierarchy</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	0	+	+	+	+	0	0	+	0	0	0	0	0	0	0	++	++	++
<p><b>Summary of assessment/significant effects</b>            Tamworth's centres are sustainable locations for locating developments that serve the borough and beyond (the town centre) and local neighbourhoods (the network of local and neighbourhood centres) and should ensure opportunities for appropriate scale of retail, leisure, culture and recreation are readily accessible to meet identified needs. Development in the town centre will assist the delivery of a vital and viable town centre (17) and more efficient use of land (3) whilst supporting community access to jobs and services (5 &amp; 6). The dominant contribution of the Policy to the sustainability performance of the Core Strategy is positive. The policy demonstrates support for a range of social, environmental and economic sustainability indicators. Whilst care must be taken to ensure that the character of the town centre is not damaged and that a balanced approach to transport improvement is taken, this option will ensure that centres can grow sustainably.</p> <p><b>Short/medium/long term impacts</b>            Sustainability benefits are likely to accrue over both the short and longer term, for instance focusing investment in the town centre should negate the need to travel to alternative less sustainable locations for shopping and leisure. Investment in centres will have a positive impact on encouraging high quality places and overall a thriving town centre should contribute towards a diverse and competitive economy to provide sustainable economic growth (9) in the medium to long term.</p> <p><b>Secondary, cumulative or synergistic effects</b>            Supporting the role of Tamworth Town Centre as the key location within the borough for administration, business, entertainment and leisure and shopping is vital to the wider economic prosperity of the borough (9) and in providing accessible services and stronger, sustainable communities.; in both the town and local and neighbourhood centres.</p> <p><b>Summary of mitigation measures</b>            None required</p>																			

<b>Policy CP2 Economic Growth &amp; Enterprise</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	+	+	+	0	++	0	0	++	0	0	0	0	0	0	0	0	+	++
<p><b>Summary of assessment/significant effects</b>            If Tamworth's economic prosperity is to be maintained, it is important that a range of employment sites are protected in order to maintain diversity in the local and sub-regional economy. The sustainability impacts of the policy should, on balance, be positive in character, but as with housing development, much depends upon the character and location of the proposals. The re-development and [possible intensification of the areas could reduce the need to travel to work by car (18). However, in principle, securing employment appropriate to the character and needs of its receiving environment will yield positive sustainability impacts, particularly if the development is aimed at providing opportunities for local residents to increase access to jobs and training (6) and will avoid excessive commuting (18).</p> <p><b>Short/medium/long term impacts</b>            The longer term balancing of housing and job opportunities across the borough will help to secure greater self-sufficiency for communities across the borough. Transport, Employment, Enterprise and Innovation and creation of a modern and diverse economy will contribute towards sustainable economic development (9) whilst the policy approach will strongly influence the location of new business development, impacting on the form of development across the borough. Redevelopment and possible extension of employment sites could supply units for small start up firms as well as high-value-added jobs in the innovative and knowledge based economy (objective 15). Enhancement of this would depend on the final design and the level of employment land delivered through this policy</p> <p><b>Secondary, cumulative or synergistic effects</b>            Notwithstanding the proposals to secure enhancements to public transport provision, some of the proposed employment sites have the potential to generate significant volumes of traffic which could cumulatively exacerbate congestion in parts of the Borough and have associated secondary impacts on air quality and carbon emissions. However, where co-ordinated with measures to mitigate local transport impacts, the sustainability effects should be positive, for example in reducing travel to work distances and increasing access to employment opportunities thus helping to reduce deprivation levels.</p> <p><b>Summary of mitigation measures</b>            Appropriate implement and monitoring through will help to support the implementation of this policy. The use of travel plans and improvements to sustainable transport modes will be critical to increasing positive sustainable outcomes.</p>																			

<b>Policy CP3 Culture &amp; Tourism</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment of included policy	0	0	+	0	+	0	0	0	++	++	+	0	0	0	0	0	++	++	++
Assessment of not having a policy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
This policy has been assessed against not having a specific policy on culture and tourism.																			
<p>This policy would have significant benefits in terms of creating opportunities for culture, leisure and recreation and promoting a sustainable tourism sector. It is essential, however, that adequate public transport links are established and maintained existing and new tourism attractions. Promoting major growth in tourism outside of the town centre could result in adverse environmental impacts in terms of traffic growth and air pollution.</p>																			
<p><b>Summary of assessment/significant effects</b>  Assessment illustrates that the policy will create a positive impact on the vitality and viability of the town centre (17) as the majority of tourism and cultural based activities are situated in the town centre. These are, in the main, accessible by sustainable modes of transport thus reducing the need to travel (18) and will help protect existing historic assets like the castle, assembly rooms, riverside gardens and church whilst the increase in income generated should help contribute towards a divers and competitive economy (9). For facilities outside of sustainable locations, effects related to increased car borne transport will require addressing. The assessment of the situation without the policy shows less positive effects which justifies the inclusion of the policy.</p>																			
<p><b>Short/medium/long term impacts</b>  The impacts should be short, medium and long term as tourism and culture facilities are enhanced and promoted.</p>																			
<p><b>Secondary, cumulative or synergistic effects</b>  The secondary effects from tourist growth in particular locations could be significant because of, for example, related support for local services and wider economic development therefore delivering town centre regeneration. Limiting development to accessible locations would restrict significant tourism development from taking place in the more unsustainable locations although it is recognised that in practice, the non centre locations have developed as a result of their location of a natural resource.</p>																			
<p>Summary of mitigation measures  Potential detrimental impacts arising from increased access to recreation and culture and upon biodiversity would require mitigation. Transport impacts would require measures to promote access by public transport.</p>																			



<b>Policy CP4 Affordable Housing</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	++	++	0	+	0	0	0	0	0	0	0	0	0	+	+	0	+	0	0
<p><b>Summary of assessment/significant effects</b>  This policy allows the Council to deliver Affordable Housing across the borough. Allowing for local and site circumstance to be taken on board it is strongly in support of in particular the social sustainability appraisal objectives. The policy allows the Council to deliver a good mix of tenure and type of affordable housing that significantly supports a number of the social sustainability indicators.</p> <p><b>Short/medium/long term impacts</b>  This policy results in immediate and sustained impacts in terms of meeting the needs of the whole community (2)</p> <p><b>Secondary, cumulative or synergistic effects</b>  Allowing for the maximum level of affordable housing provision across the borough is identified as having the significant impact on reducing social exclusion and supporting the social sustainability indicators; in particular (4). By securing a tenure mix that reflects local housing need the option is identified as having the potential for a significant impact on reducing deprivation and supporting vibrant neighbourhoods. The ability to meet all housing needs of the community could help deliver effects in relation to delivering sustainable economic growth by ensuring the workforce required is able to live locally within the borough and therefore also reducing the need to travel.</p> <p><b>Summary of mitigation measures</b>  None required</p>																			

<b>Policy CP5 Housing Needs</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	++	+	+	0	0	0	0	0	0	0	0	0	+	+	0	+	0	0
<p><b>Summary of assessment/significant effects</b>  The policy of ensuring that a balanced mix of housing is provided across Tamworth, is the most sustainable approach that would meet the housing needs of the whole community (2) resulting in strong and vibrant neighbourhoods, reducing deprivation (4). In recent years the majority of new dwellings have been small 1 and 2 bed flats. Improving the mix would deliver more family dwellings but may reduce the overall number of dwellings.</p> <p><b>Short/medium/long term impacts</b>  The impacts would be short, medium and long term.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Enabling the whole community to have their housing needs delivered will help reduce deprivation and provide housing to accommodate a workforce required to support economic growth (9).</p> <p><b>Summary of mitigation measures</b>  None required although measures to increase the energy efficiency of new houses and reduce materials and encourage recycling would help increase the environmental orientated sustainability effects.</p>																			

<b>Policy CP6 Housing Density</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	++	0	++	0	+	+	0	0	0	0	0	0	0	0	0	0	++	+	+
<p><b>Summary of assessment/significant effects</b>  This approach will ensure that an efficient use is made of available land (3). Slightly less housing may be delivered through the lower density ranges, however, this is counterbalanced by the fact that it will provide more flexibility in sensitive locations such as conservation areas, which will contribute towards the provision of a range of homes to meet community needs. Ensuring higher densities in the town centre and in local and neighbourhood centres will contribute towards improving travel choice and reducing the need to travel (18) as more housing will be located close to town centre services and facilities to help increase the viability and vitality of the centres (17).The density ranges will contribute towards the efficient use of land although the lower density range may result in more greenfield land being developed (13).</p> <p><b>Short/medium/long term impacts</b>  The impacts would be continuous.</p> <p><b>Secondary, cumulative or synergistic effects</b>  High density housing in sustainable locations such as transport nodes and centres will reduce the need to travel, whilst supporting local services and facilities resulting in a more sustainable pattern of development being delivered.</p> <p><b>Summary of mitigation measures</b>  None required.</p>																			

<b>Policy CP7 Gypsies, Travellers &amp; Travelling Showpeople</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	-	+	?	+	+	+	?	+	0	-	+	+	+	?	+	0	0	+	+
<p><b>Summary of assessment/significant effects</b>  This option will facilitate the delivery of new pitches to help meet local housing need (2) in sustainable locations within the borough, support services and employment opportunities particularly supporting social and economic sustainability indicators whilst having a neutral impact upon the environmental indicators. Particular support is identified in terms of developing social capital through the creation and reinforcing of links with existing communities</p> <p><b>Short/medium/long term impacts</b>  This is difficult to predict as it will depend on when demand for sites arises.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Positive environmental effects are also anticipated as the policy requires the minimisation of visual intrusion and environmental impacts. this policy will ensure that travellers sites continue to be provided, which is an important part of ensuring sustainable communities, whilst ensuring that the provision of other policies are complied with.</p> <p><b>Summary of mitigation measures</b>  None identified.</p>																			

<b>Policy CP8 Sport &amp; Recreation</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	+	+	0	0	++	0	0	0	0	0	0	0	0	0	0	+	+
<p><b>Summary of assessment/significant effects</b>  This policy could help to make a significant contribution to sustainability in the borough through the provision of appropriate opportunities for sport and play facilities, whilst encouraging active and healthier lifestyles (7) through providing accessible networks of recreational facilities for example. This should ensure that all of Tamworth's population has equal access to such facilities in appropriate, sustainable locations (5) mitigating the need to travel to access services and facilities (18).</p> <p><b>Short/medium/long term impacts</b>  Impacts could be measured over the short, medium and longer term, although some will be intangible.</p> <p><b>Secondary, cumulative or synergistic effects</b>  A complementary policy to others concerning service provision and the enhancement of access to open spaces, community facilities and other recreational opportunities.</p> <p><b>Summary of mitigation measures</b>  None required apart from monitoring and cross-reference to complementary Local Plan Policies</p>																			



<b>Policy CP9 Open Space</b>																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	0	0	+	+	+	++	0	0	0	+	++	+	0	0	0	0	+	+
<p><b>Summary of assessment/significant effects</b>  The policy has substantial sustainability benefits in terms of recreational provision, protecting Tamworth's network of high quality open space to encourage active and healthier lifestyles (7) whilst protecting and enhancing biodiversity and sites of nature conservation (12) Providing adequate green space is an important part of improving the quality of people's environment and providing for their recreational needs as well as contributing to addressing poor physical and mental health and well being. Whilst there are significant tangible benefits across a range of indicators associated with enabling greater recreation opportunities, there can be costs associated with increased use of the car and damage to habitats, for example.</p> <p><b>Short/medium/long term impacts</b>  Key impacts, for example on wildlife, and health are likely to be discernible only over the medium to long term.</p> <p><b>Secondary, cumulative or synergistic effects</b>  None immediate although attractive, high quality open space could increase the overall attractiveness of Tamworth to both employers and employees thus helping to secure economic growth (9). High quality open space provision is an important element of both encouraging high quality and locally distinct places and spaces (11) and delivering the urban green linkages across the borough therefore increasing access to the town centre and employment areas (6).</p> <p><b>Summary of mitigation measure</b>  The inclusion of management measures within the policy to help mitigate adverse impacts at a site level.</p>																			

<b>Policy CP10 Design of New Development</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	+	0	0	0	+	+	0	+	++	0	0	0	0	0	++	0	0
<p><b>Summary of assessment/significant effects</b>  The promotion of high quality design will serve to increase the sustainability performance of the borough through placing a responsibility on developers to demonstrate that their proposals will make a positive contribution to the character and quality of life in the borough to create high quality places and spaces (1). It will be particularly important to ensure that attention is paid to the influence of this policy over a range of Sustainability Objectives, including reductions in energy consumption and efficiency (14, 15) and the protection of historic heritage (10).</p> <p><b>Short/medium/long term impacts</b>  Short-term effects will be hard to determine, but the progressive implementation of higher standards should be measurable over the longer term, and be demonstrated through a more attractive and well-functioning built environment.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Through actively promoting good design, the opportunity to secure higher standards of development and hence sustainability can be taken, and not simply ensuring that minimum standards are met. Ensuring high quality designed plans and spaces will particularly contribute to making a vibrant Tamworth Town Centre (17).</p> <p><b>Short/medium/long term impacts</b>  The impacts could be immediate and longer term</p> <p><b>Summary of mitigation measures</b>  None required, apart from accompanying detailed policies in the proposed place making SPD to ensure detailed implementation and monitoring arrangements. These will ensure the aspirations for good and better quality design are delivered.</p>																			

<b>Policy CP11 Protecting Historic Assets</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	0	0	0	0	0	0	0	++	++	0	0	0	0	0	0	0	0
<p><b>Summary of assessment/significant effects</b>  The policy has mostly neutral or positive impacts on the sustainability objectives. The reuse of Listed Buildings for housing or employment use could help to deliver economic growth in the borough whilst encouraging the reuse of historic buildings could have an impact on reducing both crime and the fear of crime whilst helping to secure town centre regeneration objectives through increasing its overall attractiveness and vitality. Whilst the policy has a significant positive effect on protecting and enhancing historic assets (10), the tendency for the majority of assets to be located within the town centre results in positive effects being recorded in relation to creating a vibrant town centre (17). Positive social effects are anticipated from maintaining local residents a sense of attachment to their local area and their local pride. It could also assist to enhance the quality of housing by offering grants to restore and enhance historic buildings. Positive environmental effects are considered through retaining and enhancing the special character of the existing environment.</p> <p><b>Short/medium/long term impacts</b>  Impacts are short, medium and long term.</p> <p><b>Secondary, cumulative or synergistic effects</b>  None of significance identified.</p> <p><b>Summary of mitigation measures</b>  None identified.</p>																			

<b>Policy CP12 protecting &amp; Enhancing Biodiversity</b>																				
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																				
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	
Assessment	+	0	0	0	0	0	0	0	0	0	+	++	+	0	0	0	0	+	0	0
<p><b>Summary of assessment/significant effects</b>  This policy is considered to contribute significantly to biodiversity enhancements (12), the quality of places (11) including landscapes, townscapes and open spaces and other environmental effects including encouraging healthier and active lifestyles (7). In principle, environmental protection and enhancement should directly support most of the sustainability objectives either directly, such as through safeguarding assets, or indirectly through encouraging active recreation, for example. However, compromises might be required where development is needed. Much will depend upon the location and detail of specific proposals, although strong development control policies will ensure that any potentially damaging proposals are closely scrutinised.</p> <p><b>Short/medium/long term impacts</b>  Over the longer term, environmental protection should be reinforced as environmental assets are better recorded (such as through the use of Green &amp; Blue Infrastructure Strategies) and their relationship between one another is better defined.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Synergistic effects<sup>19</sup> are anticipated with a number of other policies in the Local Plan and in particular with the Environmental Assets policy and mitigating against climate change policy. The positive impacts should be reinforced over time as the intention and strength of the policy is tested as development proposals are steered to appropriate locations and any potential negative impacts mitigated accordingly.</p> <p><b>Summary of mitigation measures</b>  No direct mitigation The focus of these policies on management and enhancement should encourage the maintenance and improvement of natural assets. Close monitoring of the performance of the policy will also be required, which might include liaison with statutory bodies such as the Environment Agency, Natural England and English Heritage to ensure that any problematic issues are identified early on.</p>																				

<b>Policy CP13 Sustainable Development &amp; Climate Change Mitigation</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	0	0	0	0	0	0	+	0	0	0	0	++	+	0	0	0	0
<b>Summary of assessment/significant effects</b>																			
<p>Effects are assessed as either neutral or positive as a result of the policy which directly seeks the inclusion of sustainable development principles across the wide-ranging remit of the Local Plan. The result should be major positive impacts across a number of sustainability objectives, Where a lesser positive impact has been recorded, this reflects uncertainty over the ability of the policy to directly influence their achievement. The policy is likely to have a significant positive effect to address climate change adaptation and mitigating (14) through encouraging zero carbon development, the use of energy efficiency technologies in new development and also through encouraging climate change adaptation. Local mineral resources are important to the local economy by supplying construction materials and providing jobs in the extraction and building industries therefore resulting in a positive effect (9). The measures outlined in the policy are likely to provide safer and more secure communities by managing the risks associated with climate change. The use of on-site renewable technologies and the encouragement of low or zero carbon development may also enhance the level of wellbeing of residents by facilitating quality housing that costs less to live in through energy efficiency and sustainable design and construction techniques used in development. This policy is likely to significantly influence development as provided for in other policies, particularly strategic housing and employment allocations, that sought in the area based policies. Achieving prescribed Code Levels will contribute toward the delivery of decent, energy efficient and sustainable homes and also contribute towards improved health and well-being. The combination of requiring a proportion of the energy demand of new development to come from renewable sources and the energy efficiency standards required through the Code will result in a reduction of CO2 emissions from new development (objectives Energy recovery from waste is a renewable / low carbon energy source and the Code specifically deals with household waste recycling, recycling construction waste and composting (14)</p> <p><b>Short/medium/long term impacts</b> Positive impacts should accumulate over the longer term as the sustainable development agenda becomes increasingly embedded in policy and practice, and there are tangible effects on the quality of life in the borough, including such measures as access to local services, opportunities to use sustainable forms of transport, and changes in energy use and generation (such as micro-renewable).</p> <p><b>Secondary, cumulative or synergistic effects</b> Close attention will have to be paid to whether there are instances of conflicting objectives and/or policies, or the occurrence of unintended consequences arising from policy implementation. The policy will strongly influence the form of development that takes place across the borough and would be significant in promoting a more sustainable form of development that in particular exploits natural resources and utilises energy more efficiently.</p> <p><b>Summary of mitigation measures</b> None directly, but close monitoring of policy performance using its specified criteria will be required to ensure that there is genuine advancement of sustainability interests across a wide range of topics, and that potential conflict between sustainability objectives is minimised.</p>																			



<b>Policy CP14 Water Management</b>																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	0	0	0	0	0	0	0	0	0	0	0	++	0	0	0	0	0	0
<p><b>Summary of assessment/significant effects</b>  The level of housing and employment growth could increase the risk of flooding i.e. rates of water run-off and development in areas of flood risk. However, the spatial strategy seeks to avoid development taking place in areas identified as being at high risk of flooding.</p> <p><b>Short/medium/long term impacts</b>  The effects, in particular in relation to minimising flood risk (13) will be both short and medium-long term as it refers to development throughout the lifetime of the Local Plan.</p> <p><b>Secondary, cumulative or synergistic effects</b>  Given the level of development proposed in the housing and economy, the secondary and cumulative impacts of development in flood risk areas or increasing run-off could be very significant, and accentuate flooding elsewhere in Tamworth.</p> <p><b>Summary of mitigation measures</b>  Provided the policy is implemented consistently, flooding should not be accentuated by the Local Plan. However, sustainable drainage systems often need more land than conventional drainage systems. For example, swales and detention basins. It is important that allowance is made for their inclusion in development sites.</p>																			

<b>Policy CP15 New Development &amp; sustainable transport modes</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	0	+	+	+	+	0	0	0	0	0	0	0	0	+	+	0	+
<b>Summary of assessment/significant effects</b>																			
The promotion of measures to promote and deliver sustainable transport, in terms of location and modal shift, has the potential to make an important contribution to improving the sustainability performance of Tamworth. In particular, ensuring development is served by sustainable transport modes will increase community access (5,6) thus reducing deprivation (4) whilst generating positive health impacts (7). E Tackling car generated congestion and its causes could create positive impacts in terms of helping economic growth (9) but onerous restrictions on car use without appropriate alternatives could reduce the attractiveness of Tamworth to employers and employees and will require careful balancing																			
<b>Short/medium/long term impacts</b>																			
Changes in transport habits and provision will have tangible effects over the short, medium and longer term.																			
<b>Secondary, cumulative or synergistic effects</b>																			
Transport provision binds together housing, employment, retail and service provision, with a significant potential contribution to be made to the advancement of sustainable development if suitable co-ordination can be made.																			
<b>Summary of mitigation measures</b>																			
None, apart from appropriate cross referencing related policies relating to housing and employment provision																			

<b>Policy CP16 Community Infrastructure</b>																			
<b>Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain</b>																			
<b>SA Objective</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
Assessment	+	0	+	++	++	+	0	0	0	0	0	0	0	0	0	0	0	++	++
<p><b>Summary of assessment/significant effects</b>            In the absence of this policy, further (or a steeper) decline in local and neighbourhood service provision could occur. As such, positive effects result in equal community access to services and facilities (5) which in turn help reduce deprivation (4) and reduce the need to travel to access such services (18). The encouragement of dual use provision results in a more efficient use of land (3).</p> <p><b>Short/medium/long term impacts</b>            Over the longer term, supporting appropriately located service provision will help to secure more sustainable communities and vibrant neighbourhoods.</p> <p><b>Secondary, cumulative or synergistic effects</b>            Policy provision for community facilities supports the creation of sustainable communities. Promotion of a mix of uses and prioritising community infrastructure will have a synergistic impact through the creation of vibrant neighbourhoods.</p> <p><b>Summary of mitigation measures</b>            None required</p>																			

<b>Policy CP17 Infrastructure &amp; Developer Contributions</b>																			
Key to Effects: ++ Major positive + Minor positive 0 Neutral - Minor negative -- Major Negative ? Uncertain																			
SA Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Assessment	+	0	+	++	++	+	0	0	0	0	0	0	0	0	0	0	0	++	++
	-	-	0	-	-	-	-	-	-	-	-	-	-	-	-	0	-	-	-
This policy has been assessed against not having a specific policy on Infrastructure & Developer Contributions.																			
<b>Summary of assessment/significant effects</b>																			
Ensuring that necessary infrastructure is provided to support new development combined with avoiding the loss of existing facilities will contribute towards maintaining and improving accessibility to services and facilities (5). The policy will ensure a sufficient provision of services and facilities. This will contribute towards improving people's health and well being and community cohesion therefore reducing deprivation (4). Requiring new infrastructure to accompany new development and avoiding the loss of existing facilities should ensure services are located closer to residents. This will reduce the need to travel longer distances by car and will reduce vehicle emissions (18 & 19). Having a developer contributions policy would appear to have a positive impact pnm many of the sustainability criteria compared to not having a policy. For example providing new and enhanced facilities would help improve the viability and sustainability of communities																			
<b>Short/medium/long term impacts</b>																			
Impacts are more likely to be felt in the medium and long term as development comes forward.																			
<b>Secondary, cumulative or synergistic effects</b>																			
This policy and the associated Infrastructure Delivery Plan are anticipated to generate synergistic effects with all the other policies in the Local Plan, such that it is likely the policy will increase the positive effects anticipated from these policies. In particular, synergistic effects are anticipated with the spatial strategy policy, regeneration priority area policy and Anker Valley S.U.N.																			
<b>Mitigation required</b>																			
None identified.																			





### Cumulative Impacts of Local Plan policies & Mitigation measures

The appraisal of policies includes an assessment of the cumulative impacts of each policy. Whilst it is recognised that each individual policy might have their respective impacts; collectively they could add up to a more significant effects either positively or negatively. The assessment of the cumulative impacts looks at the overall impacts of the Pre-Submission Publication Local Plan on the elements of the SA Framework rather than individual impacts of each policy. Table 2 shows what the overall impacts of the implementation of the Local Plan would be on the elements of the SA Framework. Whilst the individual policies were not appraised against how well they meet national planning policies, the cumulative impacts on these have been assessed to demonstrate the requirement to ensure that the Local Plan is in general conformity with the provisions. The first row of the table deals with this particular matter. The appraisal of the cumulative impacts is included within the table overleaf:

**Table 32: impacts and mitigation**

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA1	To meet national policy in the most appropriate and sustainable way for Tamworth	Impacts will be positive in the short, medium and long term because policies seek to meet national policy requirements. It provides sufficient land for housing and jobs and identify adequate infrastructure to support development. It seeks high standards for environmental improvements and protects sensitive sites. Most of these impacts will be permanent.	Positive	None required	Indicators for objective 2-19 contribute to this one
SA2	To meet the housing needs of the whole community	The Local Plan makes suitable provision to meet the needs of the specific groups including the elderly, Gypsies, Travellers and Travelling Showpeople. It sets a specific target for affordable housing provision. It specifies its objectives on the mix of housing. It does so by focusing the majority of new housing within Anker Valley S.U.N and within centres and at other sustainable locations across the borough. It will therefore have a long term positive impacts of housing provision.	Positive	None required	Number and type of housing completions Number of affordable housing completions Households on the Housing Register

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA3	To encourage the efficient use of land	There will be positive impacts through focusing development within the town centre and the regeneration priority areas. However, as a result of limited supply of developable land within the urban area, there will be a substantial amount of development on Greenfield land.	Neutral	Associated negative impacts will be mitigated through sustainable transport policies and open space enhancement policies, density policy proposing higher densities on sustainable locations and sustainable development policies. The focus on regeneration priority areas-all sited within the urban area will contribute to ensuring the most efficient use of land is achieved through co-ordinated interventions to deliver the comprehensive redevelopment of strategic Brownfield sites.	Percentage of development on previously developed land Density of new housing development
SA4	To reduce deprivation	The regeneration priority area policies, combined with the housing, employment, infrastructure, community facilities, centres and transport policies of the Local Plan will combine to improve access to housing, employment and education, health facilities to improve the well being of communities and through a co-ordinated intervention tackle causal factors of deprivation. This will be a long term positive impact of the implementation of the Local Plan	Positive	None required.	Proportion of population who live in areas that rank within the most deprived 10% and 20% of areas in the country

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA5	To ensure equal access to community services and facilities	As above.	Positive	None required	Amount of new residential development within 30 minutes public transport time of: a GP, a hospital, a primary school, a secondary school, areas of employment and a major retail centre
SA6	To encourage equal access to education, jobs and training	As above.	Positive	None required	Unemployment rate (Job Seeker Allowance Claimant Figures)
SA7	To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities	Policies to enhance and protect existing green and blue linkages between neighbourhoods, facilities and the town centre, along with the protection-enhancement of existing high quality and delivery of new sport-recreation facilities will contribute towards achieving this, thus delivering positive effects.	Positive	None required.	Total number of visits to the main sport and leisure facilities in Tamworth Loss of open spaces and playing pitches
SA8	To make communities safer by reducing crime, fear of crime and anti-social behaviour	The Local Plan can enhance community safety through design. However, real gains will happen when the Council work with other agencies to ensure community safety	Positive	None required	Domestic burglaries, violent offences and vehicle crime per 1,000 population Percentage of residents feeling 'fairly safe' or 'very safe' outside during

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA9	To encourage a diverse and competitive economy that will provide sustainable economic growth	It provides sufficient land for and job and safeguard existing employment sites. It identifies adequate infrastructure to support development. Most of these impacts will be permanent. It seeks high standards for environmental improvements and protects sensitive sites. Most of these impacts will be permanent.	Positive	None required	the day/after dark Unemployment rate (Job Seeker Allowance Claimant Figure) Amount of employment development (Use Class B) completed in previous year Land available for employment development
SA10	To protect and enhance historic assets	Effects are likely to be broadly positive.	Positive	The Anker valley S.U.N and potential broad locations will be required to incorporate mitigation measures to reduce their impact on Amington Hall Conservation Area.	<i>Number of listed building and conservation area consent applications approved/refused</i> Details about conservation grants given in previous year Number of listed buildings re-used/brought back into use Number of enforcement cases against unauthorised work to listed buildings resolved successfully
SA11	To encourage high quality and locally distinct places, spaces and buildings	Policies seek to protect and enhance local assets including spaces and buildings resulting in a positive impact in the short, medium and long term.	Positive	None required	Whilst it is possible to assess aspects such as connectivity, safety, integration with surroundings, use of

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA12	To protect and enhance biodiversity and sites of nature conservation value	The Local Plan seeks to protect biodiversity and sensitive sites. It allows scope to enhance the biodiversity of the area through supporting creation of alternative sites/habitats and seeks appropriate mitigation to minimise any impacts of development on sensitive sites.	Positive	None required	<p>technologies and creation of mixed communities, the assessment of character and quality of design are very subjective.</p> <p>Quality of statutory and non-statutory nature conservation sites</p> <p>Achievement of targets for habitats and species contained in Staffordshire (and local) Biodiversity Action Plans</p> <p>Number of local nature reserves in Tamworth Borough.</p> <p>Conservation and enhancement of landscape features which, by virtue of their linear and continuous structure or by their function as stepping stones, are essential for the migration, dispersal and genetic exchange of wild species</p>
SA13	To minimise flood risk	The overall impacts are expected to be positive as policies direct development away from areas at substantial risk of flooding whilst encouraging water management measures such as SUDs.	Positive	None required	Number of planning permissions granted contrary to the advice of the Environment Agency on flood defence grounds



Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
SA14	To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources	There will be significant positive impacts on energy efficiency and use of renewable energy through encouraging low and zero rated development .	Positive	None required	Renewable energy capacity installed by type Homes improved for energy efficiency and affordable warmth
SA15	To encourage the reduction, re-use and recycling of waste and water	The Local Plan does not include policies for the management of waste. This is the responsibility of the County Council. This will have positive impacts. However, whilst the consumption per head might be reducing, absolute consumption might rise due to the scale of anticipated growth.	Neutral.	Tamworth Borough Council will work in partnership with the County Council to ensure effective management of waste in the Borough	Waste collected per head of population Percentage of waste recycled, composted, used to recover heat, power and other energy sources Percentage of waste landfill
SA16	To minimise pollution including air, water, land contamination and noise	Overall pollution could be slightly worse than the current situation in the short to medium. In the long term it is possible that the effects will be neutral when all the proposed actions are implemented. The sustainable transport policies will have positive impacts on emissions from transport.	Neutral.	Further detailed policies may be required to be produced.	Number of Air Quality Management Areas designated in the Borough Number of planning permissions granted contrary to the advice of the Environment Agency on water quality Number of noise complaints notified to the Council.
SA17	To make Tamworth town	Policies direct new town centre uses towards the town centre and provide sufficient land for a range of town centre	Positive.	None required.	Number of vacant retail units in the town centre

Sustainability Appraisal Objective Reference	Sustainability Appraisal Objective	Cumulative Local Plan Policy Impacts	Overall Scoring	Mitigation Measures Required	Indicators to measure impact
	centre the heart of the borough by creating a vibrant and attractive environment	and edge of centre uses and jobs and identifies adequate infrastructure to support development. It recognises the changes that will occur at the town and identifies it as a centre for significant change and culture-tourism whilst restricting out of centre growth in retail and leisure floorspace.			Uses within retail frontages Number of visitors to Tamworth Castle, the Assembly Rooms and the Tourist Information Centre.
SA18	To reduce the need to travel and encourage sustainable modes of transport	The Local Plan encourages the use of public transport, walking and cycling. It also promotes Travel Plans to manage the travel needs of local businesses. Furthermore, a significant amount of new commercial development is concentrated in the town centre and other centres that are accessible by public transport with also most services and community facilities nearby. This will reduce the need to travel	Positive.	None required.	Proportion of people who travel to work by car and alternative modes
SA19	To make best use of the existing transport infrastructure and seek improvements	Policies which seek to address congestion hot spots and traffic management will ensure, particularly in the medium to long term that most appropriate use of existing networks is achieved.	Positive.	None required.	Number of new Travel Plans for significant new development secured Implementation of Travel Plans

## **6.2 Cross Boundary Effects**

6.2.1 Any housing and economic growth could have an effect on neighbouring areas through an increase in traffic and associated environmental and social impacts. Housing and employment development, particularly the Anker Valley Sustainable Urban Neighbourhood could have an effect on Lichfield and North Warwickshire.

6.2.2 The proposed housing allocation north of Anker Valley within Lichfield will require appropriate cross boundary infrastructure improvements to both support and mitigate the effects of future growth. Further work, through Lichfield's LDF will need to consider the required level of infrastructure to ensure effects on the natural and physical environment are adequately addressed. A Sustainability Appraisal/SEA is likely to be required.

6.2.3 Likewise, the effects of North Warwickshire agreeing to accommodate an element of Tamworth's future housing growth will also need to be assessed through the production of subsequent LDF Documents.

6.2.4 Increasing employment opportunities in Tamworth may provide jobs for communities located outside of the Borough, within the immediate sub-region.

6.2.5 Due to the inter-connected nature of the water environment which links many rivers, streams and groundwater, any negative effects on water resources could be felt in the surrounding areas. Joint working with adjoining authorities has been taking place on water cycle issues. A number of other pieces of technical work have been undertaken jointly with other authorities to ensure that cross-boundary issues are assessed, for example housing and transportation studies.

## **6.3 Summary Conclusions & Recommended Mitigation/enhancement**

- Retail, leisure and office development should be located within the town centre to contribute towards delivering the regeneration of the town centre and capitalising on its existing accessibility from sustainable transport modes and the network of green and blue linkages.
- Transport policy should emphasise the use of public transport, walking and cycling. Employers should be encouraged to prepare Travel Plans to manage the travel needs of their staff; particularly in employment sites.
- Furthermore, development should be supported by adequate infrastructure to minimise the need to travel and distance travelled.
- The proposed Anker Valley Sustainable Urban Extension's low sustainability impacts should be mitigated through initiatives which deliver a sustainable neighbourhood and assist the regeneration of the town centre as a result of its location.
- The Regeneration Priority Areas represent an important measure to mitigate the impact of Greenfield development and will ensure the most efficient use of land is delivered through their focus on urban regeneration on Brownfield sites.
- Any release of Greenfield land to meet potential future development needs of The Borough should ensure that it does not undermine its overall purpose.
- Strategic Flood Risk Assessments should be a central requirement as a matter of principle to guide the allocation of sites for development.
- Development impacts on sensitive sites such as designated biodiversity sites and conservation areas should be adequately mitigated.
- There should be effective policies to minimise the impacts of development on climate change.

- Development, in particular, housing provision should be designed to meet the needs of all sections of the community when it is justified by evidence.

### **Section 7.2 Proposals for monitoring the effects of the Local Plan**

The Local Plan must have clear arrangements for monitoring and reporting results of its implementation. The monitoring framework sets out how each policy of the Local Plan includes a section that sets out how it will be monitored and reviewed. These indicators and targets will continuously be refined as new techniques and information emerges. The outcome of the monitoring will be reported in the Council's Monitoring Reports and will be made available to the public by publishing it on the website. It will inform any future review of the Local Plan and determine any necessary action that might be required to address any concerns.

### **Next Stages of the process**

This SA Report will be published alongside the Local Plan Pre-Submission Publication document for public consultation between xxx.

This will be to allow the public the opportunity to comment on the SA Report and to highlight any new information that need to be taken into account. All comments will be submitted to the Inspector for Independent Examination.

When the Local Plan is adopted, all statutory consultees and the public will be informed about how the SA has influenced the policies of the Local Plan. This will be set out in the form of a report that will be in the public domain.

### **Conclusion**

The SA Report is fundamental to the preparation of the Local Plan. The Council has a statutory duty to prepare an SA of the Local Plan. This SA has been prepared to meet the requirements of the EU Directive and the Planning and Compulsory Purchase Act. It addresses all the key stages and tasks in the Sustainability Appraisal of Regional Spatial Strategies and Local Development Framework (ODPM, November 2005). The SA has been prepared as an integral part of the Local Plan process and its outcomes has helped define and refine the policies of the Local Plan. The policies that formed the basis of the policies of the Local Plan were assessed using the SA Framework. The Council is satisfied that the appraisal achieves its central goal of striking a good balance between the environmental, economic and social implications of the Local Plan.

The outcome of the SA has demonstrated that the Local Plan will make a positive contribution towards achieving sustainable development in the Borough. Where there are conflicts, appropriate mitigations measures are suggested, which are taken into account in developing the policies of the Local Plan. Overall, the implementation of the Local Plan will help deliver sustainable development in Tamworth.

**Appendix 1**  
**Revised Sustainability Appraisal Framework**

SA1	To meet national policy in the most appropriate and sustainable way for Tamworth
SA2	To meet the housing needs of the whole community
SA3	To encourage the efficient use of land
SA4	To reduce deprivation
SA5	To ensure equal access to community services and facilities
SA6	To encourage equal access to education, jobs and training
SA7	To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities
SA8	To make communities safer by reducing crime, fear of crime and anti-social behaviour
SA9	To encourage a diverse and competitive economy that will provide sustainable economic growth
SA10	To protect and enhance historic assets
SA11	To encourage high quality and locally distinct places, spaces and buildings
SA12	To protect and enhance biodiversity and sites of nature conservation value
SA13	To minimise flood risk
SA14	To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources
SA15	To encourage the reduction, re-use and recycling of waste and water
SA16	To minimise pollution including air, water, land contamination and noise
SA17	To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment
SA18	To reduce the need to travel and encourage sustainable modes of transport
SA19	To make best use of the existing transport infrastructure and seek improvements



## Appendix 2: The sustainability impacts of having no Local Plan Policies

This table has been produced on the assumption that no local policies exist and national guidelines would apply.

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>SP1: Spatial Strategy for Tamworth</b>		This provides a guide to how the spatial vision and strategic objectives will be achieved in practical terms. The role of the spatial strategy is to set out how much development there will be, broadly where it will go, when it will take place and who will deliver it. It emphasises the 'centres first' objective, spatial direction for delivering housing and employment needs whilst identifying key spatial priorities for infrastructure and environmental improvements	<p>This would allow a certain proportion (or all) of housing/employment needs of the town to be met within the existing urban area (or Greenfield sites).</p> <p>However, this is likely to be contrary to the national planning guidelines and the local well being priorities set out in the SCS. This may reduce the councils ability to; divert development to the most sustainable locations and promote more sustainable modes of transport; protect/enhance sites of nature/biodiversity importance (i.e. Greenfield); promote a good mix of housing and create mixed communities; enhance/deliver infrastructure (i.e. smaller sites coming forward on a windfall basis) protect employment sites and encourage the regeneration of the town.</p>	--
<b>SP2: Supporting investment in Tamworth Town Centre</b>		Identifies strategic sites and opportunities for retail, leisure, culture/tourism & office development along with encouraging higher density residential and improved linkages within the town centre and to the out of centre retail areas. It also identifies the key gateway sites and introduces design and conservation principles.	<p>This may attract high levels of investment into the town centre.</p> <p>However, this is likely to reduce the council's ability to; divert different types of development/ uses to the most sustainable locations and adequately address the needs of local businesses/communities or create jobs, promote sustainable modes of transport and enhance/preserve the built environment.</p> <p>This may also have an adverse impact on the viability/vitality of the town centre.</p>	--

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>SP3: Supporting investment in local &amp; neighbourhood</b>		Sets out guidance for achieving environmental and accessibility improvements and where applicable linked to delivering community regeneration objectives	This may continue to attract investment into the local/neighbourhood centres.  However, this may reduce the councils ability to pursue a proactive regeneration strategy for the centres which may adversely impact the economic/physical regeneration of the centres, promote connectivity (via sustainable modes of transport), and promote the right types of development/uses in the most sustainable locations in order to address local needs.	-
<b>SP4: Sustainable economic growth</b>		Identifies the employment land requirement along with main employment sites, and introduces a proposed two tiered approach; 'strategic sites' and 'local sites' to ensure Tamworth has sufficient capacity to serve need whilst offering a degree of flexibility over allowing future housing development in the more poorly performing local sites. The policy also sets out environmental and accessibility related improvements required to regenerate and enhance employment sites.	This may continue to attract investment into strategic/local employment areas and may result in the reuse of existing Brownfield sites.  However, this may adversely impact the council's ability to protect employment sites from alternatives uses, promote environmental improvements and promote more sustainable modes to/from employment areas.  Overall, this may negatively impact the SA objective of creating a diverse economy/employment market and encouraging sustainable economic growth.	-
<b>SP5: Housing delivery</b>		This policy will set out the overall future housing need release of land to achieve a balanced delivery over the plan period to meet identified housing need including the criteria for achieving high quality development in sustainable locations.	This is likely to reduce the council's ability to proactively address the housing needs of local communities, create mixed sustainable communities and divert development to the most sustainable locations.	-
<b>SP6: Anker Valley Sustainable Urban</b>		Includes a criteria based policy for delivering the proposed strategic housing site including the housing numbers and associated infrastructure required to deliver a	The Strategic Allocation at Anker Valley may be delivered.  But this may not lead to the most sustainable outcome because it may be more difficult to ensure that the right	-

Local Plan Policy	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>Neighbourhood</b>	new sustainable neighbourhood.	types of development are delivered to address local needs, as well as ensure all the supporting infrastructure is secured/delivered.	
<b>SP7: Regeneration Priority Areas</b>	Identifies Regeneration Priority Areas: Post War Social Housing areas, and the Wilnecote Corridor as a result of them demonstrating high levels of deprivation and/or a poor quality environment. Sets out a series of priorities to address in each area and commits the council and its partners to work in partnership to deliver spatial interventions to improve the physical environment and deliver social and economic renewal	This is likely to undermine the effectiveness of the council's housing/economic led regeneration strategy for addressing the causes/impacts of deprivation in certain areas of the town. This is in terms of increasing accessibility of services/facilities, increasing connectivity (via sustainable means of transport), and encouraging investment/development to address local housing/economic needs, etc within the deprived areas.	-
<b>SP8: Environmental Assets</b>	Maps green and blue infrastructure and identifies a series of priority areas and schemes and policy principles to deliver enhancements and improvements. These include improving and enhancing the network of green linear linkages across the town, and to the, canal and river network.	This is likely to have an adverse impact on the council's ability to protect, enhance and manage the network of sites of biodiversity/nature conservation importance, within the town.  It could also have a negative impact on the well being of local communities, in terms of accessing green spaces, opportunities for living healthier lifestyles (i.e. encouraging exercise, walking).	-
<b>SP9: Sustainable transport</b>	Identifies key strategic locations for transport improvements including to A5 junctions, Anker Valley Linkages, Tamworth & Wilnecote stations, cycle and pedestrian routes along with general principles for improving accessibility and sustainability.	This would be contrary to the national guidelines and the well being priorities set out in the SCS.  The negative impacts of this are, it will undermine the council's proactive approach to reducing congestion and encouraging more sustainable modes of transport, promoting the connectivity of the town and accessibility to services/facilities, diverting development to the most sustainable locations and securing developer contributions.	-

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>CP1: Hierarchy of centres</b>	Reinforces the 'centre first' approach to delivering identified future convenience and comparison retail need and defines the Hierarchy of centres and sets out acceptable uses in each tier of centre. Sets out the approach to retail & leisure proposals outside of centres including floor space thresholds as a basis to undertake impact assessments. Sets out restrictions on future retail/leisure expansion at out of town retail parks.	This will be contrary to national guidelines, which aim to divert major retail/leisure development to the most sustainable/accessible locations and maintain/increase the vitality/viability of town centre/local centres.	-	
<b>CP2: Economic Growth &amp; Enterprise</b>	This policy defines the acceptable uses within the employment areas- B1 (b,c), B2 & B8.Provides detail of environmental and accessibility improvements. Promotes preferred location for offices as being the town centre and edge of centre locations and refers to identified strategic sites. Also introduces Local Development Orders as potential delivery mechanisms for strategic sites	This is contrary to the national guidelines. This could have an adverse impact on the council's ability to identify /protect employment sites from alternative uses, address the needs of businesses, create jobs, promote a diverse competitive economy and encourage development in the most sustainable location in order to reduce congestion /promote more sustainable modes of transport to/from places and services/facilities.	-	
<b>CP3: Supporting growth in culture &amp; tourism</b>	Sets out support for tourism and culture led development; in particular related to the town centre and its proposed leisure zone. Identified supporting infrastructure including hotels and accessibility improvements including to Drayton Manor	The potential negative aspects of this are: it may result in a less focused strategy for promoting cultural/tourism facilities in the town. It could result in dispersing facilities across a wider area of the town which could undermine the viability/vitality of the town centre. This may also reinforce unsustainable patterns of development and modes of transport	-	
<b>CP4: Affordable Housing</b>	This policy will establish thresholds and the level of developer contribution towards the provision of affordable housing target.	This will potentially undermine the delivery of affordable housing because it will be difficult to secure to negotiate/secure contributions (i.e. no threshold/targets) from a large number of smaller sites that are likely to come forward, without adversely impacting their viability.	-	

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
			This could have a negative impact on addressing housing needs homelessness and deprivation in the town.	
<b>CP5: Housing needs</b>	The policy will establish standards for new housing development including the size and type of units, specific types based on evidence arising from the ongoing update of the Housing Needs Study.	Although housing sites may continue to come forward, this policy, this is likely to result in the wrong types of housing being delivered in the wrong locations. This is likely to undermine the council of objective of encouraging the delivery of a large mix/type of housing to address local housing needs and create mixed sustainable communities.	-	
<b>CP6: Housing density</b>	This will contain a banded density target for particular borough wide locations including a higher density target for centres, transport nodes and a lower target for elsewhere whilst respecting the local context	The council may continue to promote an efficient/effective use of land and the most appropriate densities for new development which reflects the character/quality of their location, through existing development management processes.  However, there is a potential risk that this less focused approach may lead to inconsistencies, inappropriate densities in the wrong locations and an inefficient use of land. This may also increase pressure on developing green field sites etc which may harm the character of the built/natural environment.	?	
<b>CP7: Gypsy &amp; Traveller provision</b>	Whilst not allocating specific sites, this policy establishes criteria for assessing applications for site proposals.	Overall, the impact depends upon how national density guidelines are applied by stakeholders.  This policy would be contrary to the national guidelines. It is likely to reduce the council's ability to proactively address the housing needs of Gypsy and Traveller Communities, create mixed sustainable communities and divert development to the most sustainable locations.	-	
<b>CP8: Sport &amp; Recreation</b>	This provides and promotes a network of high quality sport and recreation facilities across the borough to meet needs.	This policy would be contrary to the national guidelines. It has the potential to undermine the council's objectives of protecting/enhancing existing facilities and making new	--	



Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
		whilst aiming to protect existing facilities.	provisions in the most accessible/sustainable locations, in order to address local needs.	
<b>CP9 Space Open</b>	This seeks to protect the existing network of high quality open space across the borough and sets out criteria for assessing proposals which involve a loss of open space.	<p>This would be contrary to the national guidelines. It has the potential to undermine the council's objectives to protect/enhance open spaces, seek contributions to increase quantity/quality of them, create new provisions or make them accessible.</p> <p>It could also have a negative impact on the health and well being of local communities, particularly those living in the most deprived areas of the town.</p>	<p>This would be contrary to the national guidelines. It has the potential to undermine the council's objectives to protect/enhance open spaces, seek contributions to increase quantity/quality of them, create new provisions or make them accessible.</p> <p>It could also have a negative impact on the health and well being of local communities, particularly those living in the most deprived areas of the town.</p>	--
<b>CP10: Design of new development</b>	This policy introduces a number of principles to achieve high quality buildings and places.	<p>The council may continue to promote good design in new development which reflects the character/quality of their location, through existing development management processes.</p> <p>However, there is a potential risk that a less focused approach may lead to inconsistencies and poorly designed developments which may harm the quality/character of the build and natural environment.</p> <p>Overall, the impact depends upon how national design guidelines are applied at a local level, by stakeholders.</p>	<p>The council may continue to promote good design in new development which reflects the character/quality of their location, through existing development management processes.</p> <p>However, there is a potential risk that a less focused approach may lead to inconsistencies and poorly designed developments which may harm the quality/character of the build and natural environment.</p> <p>Overall, the impact depends upon how national design guidelines are applied at a local level, by stakeholders.</p>	?
<b>CP11: Protecting historic Assets</b>	This includes a list of principles to be considered when proposing development which impacts on the historic environment including listed buildings, Conservation Area & scheduled monuments.	<p>This would be contrary to the national guidelines.</p> <p>The council may continue to protect, enhance the character/appearance of historic assets and settings of heritage assets (i.e. Historic buildings, conservation areas),</p>	<p>This would be contrary to the national guidelines.</p> <p>The council may continue to protect, enhance the character/appearance of historic assets and settings of heritage assets (i.e. Historic buildings, conservation areas),</p>	?

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
			<p>through existing development management processes.</p> <p>However, there is a risk that this less focused approached may lead to inconsistencies and poorly designed developments may harm the character/setting of the heritage assets.</p> <p>Overall, the impact depends upon how the national guidelines for conserving/enhancing the historic environment are applied at a local level, by stakeholders</p> <p>This would be contrary to the national guidelines.</p>	
<p><b>CP12:</b>  <b>Protecting and enhancing biodiversity</b></p>	<p>This aims to preserve sites and species, reinforce links between habitats and ensure appropriate consideration to development depending on status of sites i.e. national and local. It also encourages habitat restoration and creation, with emphasis on community led initiatives and list priority schemes.</p>	<p>The council may continue to protect, enhance the sites of biodiversity importance, through existing development management processes.</p> <p>However, there is a risk that a less focused approached may lead to inconsistencies and development may harm the biodiversity of the area (i.e. habitat restoration). .</p> <p>Overall, the impact depends upon how the national guidelines for conserving/enhancing biodiversity are applied at a local level, by stakeholders</p> <p>This would be contrary to the national guidelines.</p> <p>Sustainable development and climate change mitigation measures can continue to be encouraged in new development schemes, through existing development management processes.</p> <p>However, the impact of this largely depends upon how the national guidelines are implemented at a local level, by stakeholders.</p>	<p>?</p>	
<p><b>CP13:</b>  <b>Sustainable Development &amp; Mitigating the effects of climate change</b></p>	<p>This supports measures to achieve carbon zero development including renewable energy proposals and resource management.</p>	<p>This would be contrary to the national guidelines.</p> <p>Sustainable development and climate change mitigation measures can continue to be encouraged in new development schemes, through existing development management processes.</p> <p>However, the impact of this largely depends upon how the national guidelines are implemented at a local level, by stakeholders.</p>	<p>?</p>	

Local Plan Policy	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>CP14: Water management</b>	This policy requires new development to consider areas susceptible to fluvial and pluvial flooding including the application of SuDs and sustainable urban design	<p>This would be contrary to the national guidelines.</p> <p>Measures to divert development to areas at low risk of flooding and reduce the vulnerability of it can be promoted, through existing development management processes.</p> <p>However, the impact of this largely depends upon how the national guidelines are implemented at a local level, by stakeholders.</p>	?
<b>CP15: New development to be accessible by sustainable transport modes</b>	The policy sets out priority measures for improving accessibility and linkages, particularly by public transport, walking and cycling on a borough wide basis and to/from strategic development sites. and sets out the criteria for the requirements for transport assessments and travel plans.	<p>This would be contrary to the national guidelines.</p> <p>The council may continue to promote sustainable modes of transport measures through existing development management processes.</p> <p>However, there is a risk that this a place focused approached may lead to inconsistencies and new development may increase car use and undermine sustainable transport measures.</p> <p>Overall, the impact depends upon how the national transport guidelines are applied at a local level, by stakeholders.</p>	?
<b>CP16: Providing and protecting community infrastructure</b>	This sets out support for community facilities and infrastructure to be located in accessible locations and encourages dual use to be considered where appropriate in sustainable locations.	<p>This would be contrary to the national guidelines.</p> <p>This could have a potential adverse impact on the council's ability to protect, enhance and increase the provision of community infrastructure.</p> <p>This will also undermine the council's objectives to create sustainable communities, promote facilities in the most accessible locations, reduce inequalities and the causes/impacts of deprivation.</p>	--

Local Policy	Plan	Policy Description	Potential sustainability impacts if policy did not exist	Overall Scoring
<b>CP17 Infrastructure &amp; Developer Contributions</b>		This policy includes the key infrastructure required to deliver the strategy and introduces the Infrastructure Delivery Plan	<p>This would be contrary to the national guidelines because it would undermine the council's ability to protect, enhance and increase the provision of infrastructure and other obligations (i.e. affordable housing) in order to support the sustainable development of the town.</p> <p>Overall, this is likely to have an adverse impact on promoting sustainable modes of transport, tackling the sources/causes of deprivation and making the town an attractive location for business investment/creating employment.</p>	--

### Appendix 3: SA Objectives, targets and monitoring indicators

	Sustainability Appraisal Objective	Alignment to Core Strategy Strategic Spatial Priority	To be delivered by CS policy(s)	Cs Indicator SA indicator
SA1	To meet national policy in the most appropriate and sustainable way for Tamworth.		SP1	The indicators, targets and contingency planning measures identified for the policies below collectively contribute to the delivery of SP1.
SA2	To meet the housing needs of the whole community.	S5: To provide a range of affordable, adaptable and high quality housing that meets the needs of Tamworth residents	SP5, SP7, CP4, CP5, CP6, CP7	Total no of net additional dwellings in Tamworth  % of completions by size and type  Number of affordable housing completions  Housing supply to be monitored in relation to the five year tranches in order to ensure there remains a flexible supply of developable and deliverable land for homes  Number of additional Gypsy & Traveller pitches granted permission
SA3	To encourage the efficient use of land.	S1: Making the most efficient and sustainable use of the Borough's limited supply of land and recognising that delivery will require the co-operation of neighbouring authorities  S4: To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the	SP1, SP2, SP3, SP4, SP5, SP6, SP7, SP9  CP1, CP2, CP6.	Households on Housing Register % residential completions at specified dph  Net Count of good quality open spaces lost to development  % of development on previously developed land
SA4	To reduce deprivation.		SP1, SP2, SP3, SP4, SP5, SP7, CP4, CP16	Extent of deprivation in Tamworth relative to all areas nationally  Number of affordable housing completions  % of properties achieving Decent Homes



		most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported.		<b>standard in Regeneration Priority Areas</b> %of population of working age claiming key benefits
SA5	To ensure equal access to community services and facilities.	S4 To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported	SP2, SP3, SP7, SP9, CP1, CP8, CP9, CP13, CP16	<b>Amount of retail floorspace (within 'A' use class within existing Local and Neighbourhood Centres Provision and improvements of local facilities</b> Amount of new residential development within a 30minute public transport time of a GP, hospital, primary and secondary schools, areas of employment and retail centre
SA6	To encourage equal access to education, jobs and training.	S4 To facilitate the provision of convenient and accessible services and community infrastructure across the Borough, particularly in the most deprived neighbourhoods where initiatives that provide additional support, information and services to residents will be encouraged and supported	SP2, SP3, SP4, SP7, SP9, CP1, CP2, CP13, CP16	Proportion of pupils achieving 5 GCSEs A*-C Unemployment rate (job seeker Allowance Claimant figures)
SA7	To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities.	S7: To encourage active and healthier lifestyles by providing a network of high quality, accessible green and	SP1, SP6, SP8, CP9, CP10	<b>Loss of playing pitches</b> <b>% increase in participation</b>

		blue linkages and open spaces and formal indoor and outdoor recreation facilities that meet identified need and link neighbourhoods to each other and the wider countryside.		Life expectancy at birth Total number of visits to the main sport and leisure facilities in Tamworth Borough Council
SA8	To make communities safer by reducing crime, fear of crime and anti-social behaviour.	S2: To make Tamworth town centre a priority for regeneration to create a safe and attractive place for residents, businesses and visitors by strengthening and diversifying the town centre offer, optimising development opportunities and increasing its liveability and by making the most of the town's tourism and cultural offer, thus creating a positive image for the borough.	SP7, CP10	Domestic burglaries, violent offences and vehicle crime per 1000 population
SA9	To encourage a diverse and competitive economy that will provide sustainable economic growth.	S3: To create a diverse local economy, including regeneration of employment areas and provide appropriate education and training that will provide local job opportunities and will reduce the need for residents to travel outside of the Borough.	SP1, SP4, CP1, CP2, CP3	<b>Total amount of additional floorspace/land by use class</b> <b>Total number of employee jobs in the Borough</b> <b>Loss of employment land</b> <b>Number of tourism related jobs</b> <b>Amount of new comparison retail development located within the Town Centre, Local and Neighbourhood Centres Boundaries</b>

					<b>Amount of vacant floorspace in the town centre, local centres and neighbourhood centres</b> Total number of VAT registered businesses in the borough Unemployment rate <b>Number of heritage assets at risk</b> <b>Number of planning applications resulting in a positive enhancement of a locally designated heritage asset</b> <b>Number of listed buildings re-used/brought back into use</b>
SA10	To protect and enhance historic assets.	S9: To protect and enhance historic assets by ensuring that proposals for change respect the historic character of the borough including street layout, surviving historic buildings and street furniture, archaeology and open spaces	SP2, SP8, CP11		
SA11	To encourage high quality and locally distinct places, spaces and buildings.	S10: To create safe, high quality places that reflect Tamworth's small-scale and domestic character using a blend of traditional and innovative design and techniques.	SP8, CP9, CP10, CP11		<b>Number of applications refused on design grounds</b> <b>% of Open Space classed as high quality</b>
SA12	To protect and enhance biodiversity and sites of nature conservation value.	S8: To protect and enhance statutory and non-statutory areas of nature conservation and landscape value on the doorstep of Tamworth residents, for their biodiversity, geological, historical and visual value and for the opportunities they provide for education and leisure.	SP8, CP12		<b>Change in areas of Biodiversity importance</b> Number and quality of designated sites
SA13	To minimise flood risk.	S11 To minimise the causes	SP1, SP9, CP14,		<b>No of Planning Applications granted</b>

		and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies.	CP15	<p>permission contrary to EA's Advice on flood defence grounds.</p> <p>% of new developments incorporating SUDs</p>
SA14	To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources.	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies.	SP9, CP14	<p>% of residential development being conditioned to provide 10% onsite renewable energy generation</p> <p>development incorporating renewable energy generation</p> <p>% of new development assessed as carbon zero</p> <p>Amount of off-site contribution secured</p>
SA15	To encourage the reduction, re-use and recycling of waste and water.	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies.	SP9, CP14, CP15	<p>development incorporating renewable energy generation</p> <p>% of new developments incorporating SUDs</p> <p>Waste collected per head of population</p>
SA16	To minimise pollution including air, water, land contamination and noise.	S11 To minimise the causes and adapt to the effects of climate change by encouraging high standards of energy efficiency, sustainable use of resources and use of low carbon/renewable energy technologies.	SP9, CP13, CP14	<p><b>Ecological status of River Tame, Anker &amp; Bournebrook</b></p> <p>No. of air Quality Management Areas designated within the borough</p> <p>Number of planning permissions granted contrary to the advice of the Environment Agency on water quality</p>

SA17	To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment.	technologies. S2 To make Tamworth town centre a priority for regeneration to create a safe and attractive place for residents, businesses and visitors by strengthening and diversifying the town centre offer, optimising development opportunities and increasing its liveability and by making the most of the town's tourism and cultural offer, thus creating a positive image for the borough.	SP1, SP2, CP1	<p><b>Residential completions on previously developed land within the town centre</b></p> <p><b>Amount of new town centre use floor space</b></p> <p><b>Amount of new Office development located within of on the edge of Tamworth Town Centre</b></p> <p><b>Amount of new comparison retail development located within the Town Centre boundary.</b></p>
SA18	To reduce the need to travel and encourage sustainable modes of transport	S12 To promote sustainable transport modes for all journeys by improving walking, cycling and public transport facilities throughout the Borough and to neighbouring areas and beyond	SP1, SP2, SP3, SP6, SP9, CP1, CP10, CP13, CP16	<p><b>Travel Plans secured for major development</b></p> <p><b>Delivery of Local Transport Plan Priorities</b></p> <p>Amount of new residential development within a 30minute public transport time of a GP, hospital, primary and secondary schools, areas of employment and retail centre</p>
SA19	To make best use of the existing transport infrastructure and seek improvements.	S6 To ensure that appropriate infrastructure, including ICT, is in place to support the delivery of development across the borough.	SP9, CP17	<p><b>Travel Plans secured for major development</b></p> <p><b>Delivery of Local Transport Plan Priorities</b></p> <p><b>Timely delivery of infrastructure required to support the delivery of development</b></p>



**Appendix 4: Sustainability Appraisal Matrix of the Policies contained within the Pre-Submission Publication Local Plan**

	SAO1	SAO2	SAO3	SAO4	SAO5	SAO6	SAO7	SAO8	SAO9	SAO10	SAO11	SAO12	SAO13	SAO14	SAO15	SAO16	SAO17	SAO18	SAO19	
SP1: A Spatial Strategy for Tamworth																				
SP2: Supporting Investment in Tamworth's Town Centre																				
SP3: Supporting Investment in Local and Neighbourhood Centres																				
SP4: Sustainable Economic Growth																				
SP5: Housing																				
SP6: Anker Valley Sustainable Urban Neighbourhood																				
SP7: Regeneration Priority Areas																				
SP8: Environmental Assets																				
SP9: Sustainable Infrastructure																				

	SAO1	SAO2	SAO3	SAO4	SAO5	SAO6	SAO7	SAO8	SAO9	SAO10	SAO11	SAO12	SAO13	SAO14	SAO15	SAO16	SAO17	SAO18	SAO19
CP1: Hierarchy of centres for retail and leisure proposals																			
CP2: Economic Development																			
CP3: Culture and Tourism																			
CP4: Affordable Housing																			
CP5: Housing Needs																			
CP6: Housing Density																			
CP7: Gypsies, Travellers and Travelling Showpeople																			
CP8: Sport and Recreation																			
CP9: Open Space																			
CP10: Design of new development																			
CP11: Protecting the Historic Environment																			
CP12: Protecting and Enhancing Biodiversity																			
CP13: Delivering Sustainable Transport																			
CP14: Sustainable Development and Climate Change Mitigation																			
CP15: Water management																			
CP16 Providing and protecting community infrastructure																			
CP17: Infrastructure and Developer Contributions																			

## Appendix 5: Sustainability Appraisal of Proposed Spatial Strategy

Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>	
+	Focus is on the urban area on brownfield sites for housing and employment, plus town centre and neighbourhood regeneration. Some greenfield releases to accommodate limited amount of new employment sites and Anker Valley urban extension. However the latter will be intensified and its location close to town centre will reduce the need to travel.
<b>SA2: To meet the housing needs of the whole community</b>	
+	Intensification of the Anker Valley provides opportunities for mixed communities. Use of brownfield sites within the urban area will help to disperse development around the Borough but the quantum will not be as great.
<b>SA3: To encourage the efficient use of land</b>	
0	A proportion of development will be on brownfield sites within the urban area including housing, employment, neighbourhood renewal and town centre regeneration. However, still involves development of greenfield land for Anker Valley and new employment sites.
<b>SA4: To reduce deprivation</b>	
++	Development within the urban area will involve neighbourhood renewal, town centre regeneration and provision of a new leisure centre in the east of the Borough, in the area of greatest need.
<b>SA5: To ensure equal access to community services and facilities</b>	
+	Focus is on neighbourhood renewal and the town centre, which is the most accessible location. The Anker Valley will be required to provide a range of services and facilities.
<b>SA6: To encourage equal access to education, jobs and training</b>	
+	The Anker Valley is close to the Learning Zone and the town centre. Locality working in the disadvantaged neighbourhoods will incorporate advice services. Redevelopment of existing employment areas will be in accessible locations and new employment sites are proposed close to the A5 corridor.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>	
+	The strategy will protect green space corridors and take the opportunity for enhancement, it also proposes a site for a new leisure centre in the area of greatest need. There is the potential for loss of green space through the Anker Valley development and development within the urban area will put pressure on the existing network.

<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>	0	Distribution of development will have no direct impact on this objective, although new development will be expected to create safe places.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>	+	Strategy involves town centre regeneration and a combination of regeneration of existing sites and new employment land. Some of the sites are relatively small and it would be potentially more difficult to achieve economic growth on these.
<b>SA10: To protect and enhance historic assets</b>	-	Anker Valley development could have a negative impact on the Amington Hall Estate Conservation Area. Town centre redevelopment would potential impact on the historic environment.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>	+	All new development should be of high quality. Town centre regeneration will lead to a more distinctive environment and improve the quality and image of the town.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>	-	Strategy of Anker Valley urban extension and development within the urban area could put pressure on sites of biodiversity importance.
<b>SA13: To protect and enhance open spaces and the green space network</b>	-	Intensification of the Anker Valley and development within the urban area could put pressure on the green space network.
<b>SA14: To minimise flood risk</b>	-	Development and intensification of the Anker Valley will create additional impermeable surfaces. This will be partly offset by brownfield development within the urban area.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>	+	There are opportunities to incorporate energy efficient design and renewable technologies in new developments.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>	+	There are opportunities to incorporate water and waste recycling facilities in new developments.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>		

0	Focusing development within the urban area and at the Anker Valley could lead to less motorised travel and therefore less air pollution. Development of substantial greenfield site at Anker Valley will result in more impermeable surfaces and potential for water pollution.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>	
++	Town centre regeneration is a key element of the strategy.
<b>SA19: To reduce the need to travel</b>	
+	Locating development within the urban area and in the Anker Valley close to the town centre will reduce the need to travel, although it could lead to more localised journeys.
<b>SA20: To encourage alternatives to the car</b>	
+	Locating development within the urban area will promote greater use of public transport. Strategic development at the Anker Valley could make public transport services more viable and encourage use of the train. The proposed leisure centre is located in a highly accessible location, that can be accessed by foot, cycle and public transport.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>	
+	New development within the urban area will utilise existing infrastructure. The Anker Valley development will require substantial new road infrastructure to be provided but its location close to the town centre and station will enable improvements to existing facilities, including rail services. Greenfield employment development will require also require extensions to existing infrastructure.

<b>Final Sustainability Appraisal Scores for Options</b>									
Proposed Spatial Strategy	12	I&O Option 1	12	I&O Option 2	10	I&O Option 3	5	I&O Option 4	6



## Appendix 2 Sustainability Appraisal of Policies

### Policy TC1 Town Centre Development

Option 1: Expansion of town centre boundary, focus retail and office development within town centre		Option 2: Allow retail and office development outside town centre (major development)	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
++	In accordance with RSS	--	Contrary to the RSS
<b>SA2: To meet the housing needs of the whole community</b>			
+	Part of housing needs will be met within the town centre	-	If retail and offices are allowed outside the town centre it is unlikely to result in mixed use schemes. Competition for land outside the town centre for these uses will reduce the amount of land available for housing.
<b>SA3: To encourage the efficient use of land</b>			
++	Town centre redevelopment will make use of previously developed land	-	Development outside the town centre will be competing with other uses such as housing and employment. Whilst some development may take place on brownfield land it is likely to lead to greater pressure on greenfield land.

<b>SA4: To reduce deprivation</b>			
++	Town centre regeneration will create jobs in the most accessible part of the borough.	+	New retail and offices could be provided in deprived areas.
<b>SA5: To ensure equal access to community services and facilities</b>			
++	Development will take place in the most accessible part of the borough. Strategy aims to improve accessibility from neighbourhoods into the town centre.	-	Dispersed out of town centre development is unlikely to be in highly accessible locations.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Focusing development and sustainable transport improvements on the town centre will improve access jobs and the learning zone.	-	Dispersed out of town centre development is unlikely to be in highly accessible locations.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	The town centre provides a range of green spaces, the focus of which is the Castle Grounds.	-	This would put pressure on open spaces for development.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Town centre regeneration will result in an increased number and range of uses, particularly in the evening. This will increase feeling of safety, particularly at night.	-	Dispersed out of town centre development may be subject to less natural surveillance.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Town centre regeneration will increase the range of retailers, businesses and jobs.	++	Dispersed out of town centre development could still support the economy.

<b>SA10: To protect and enhance historic assets</b>			
0	There is potential for conflict between new development and the historic environment; however, this also provides opportunities for sensitive innovative design and re-use of historic buildings.	+	Dispersed out of town centre development is less likely to impact on the historic environment, although this would be dependent on the location of any development.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	The need for new development to respect the historic environment provides opportunities for positive locally distinct new development.	+	May lead to high quality environments but this is less likely to be locally distinctive without the background of the historic town centre.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	There are few known sites of biodiversity value in and around the town centre	-	More likely to impact on sites of biodiversity value.
<b>SA13: To protect and enhance open spaces and the green space network</b>			
0	Important town centre spaces will be protected, but there is limited scope to create new spaces.	-	More likely to impact on the green space network.
<b>SA14: To minimise flood risk</b>			
0	Part of the extended town centre boundary to the east is within the flood zone.	-	More likely to impact on the flood zone because of a lack of available land. There is a greater likelihood that open spaces will be developed, which would lead to a reduction in permeable surfaces and a consequent increase in surface run-off.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			

+	New development will offer opportunities to incorporate these technologies.	+	New development will offer opportunities to incorporate these technologies.		
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>					
+	New development will offer opportunities to incorporate these technologies.	+	New development will offer opportunities to incorporate these technologies.		
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>					
0	Concentrating development within the town centre will reduce car journeys which will reduce air pollution, however, an increase in the number and range of uses in the town centre may result in more noise.	-	Dispersing development outside the town centre would lead to increased numbers of car journeys and therefore more pollution.		
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>					
++	The town centre and its regeneration is the focus of the core strategy. An increase in the number of units and businesses will lead to more jobs and visitors.	--	Contrary to RSS, would lead to a decline in the town centre.		
<b>SA19: To reduce the need to travel</b>					
++	An improved town centre with an enhanced retail and leisure offer, combined with enhanced accessibility will encourage local people to visit Tamworth rather than go elsewhere.	--	Dispersed development would lead to an increased need to travel as it is unlikely to be as well served by public transport.		
<b>SA20: To encourage alternatives to the car</b>					
++	The focus on enhanced accessibility to the town centre will encourage greater use of sustainable alternatives.	--	Dispersed development would lead to an increased need to travel by car as it is unlikely to be as well served by public		





<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
++	Concentrating development within the town centre offers the opportunity to use and make improvements to existing infrastructure.	0	Dispersing development around the borough is less likely to result in comprehensive infrastructure improvements but might lead to local improvements.

<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>26</b>	<b>Option 2</b>	<b>-12</b>

## Policy TC2 Town Centre Environment

<b>Option 1:</b> <b>Creation of more attractive town centre environment, enhancements to key gateways, linkages and protection and enhancement of historic assets</b>			
Rating	Commentary/Explanation		
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
++	Supports RSS policy.		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact, no quantum of development specified.		
<b>SA3: To encourage the efficient use of land</b>			
+	Seeks sympathetic re-use of historic buildings.		
<b>SA4: To reduce deprivation</b>			
0	No impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Improvements to important linkages will improve access to town centre services and facilities.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Improvements to important linkages		

	will improve access to town centre services and facilities.				
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
+	Seeks improvements to public spaces which link into wider green space network.				
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
+	Seeks the delivery of safe public spaces.				
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
+	An enhanced town centre environment will encourage regeneration and investment.				
<b>SA10: To protect and enhance historic assets</b>					
++	Central theme of policy is to improve the town centre environment, whilst protecting and enhancing historic assets.				
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
++	Central theme of policy is to encourage high quality design in new development.				
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
0	There are few known sites of biodiversity value in and around the town centre				
<b>SA13: To protect and enhance open spaces and the green space network</b>					

+	Important town centre spaces will be protected and enhanced.				
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<b>SA14: To minimise flood risk</b>				
0	No impact.			
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>				
0	No impact.			
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>				
0	No impact.			
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>				
+	Improved linkages will encourage walking, which will reduce air pollution.			
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>				
++	Policy aims to improve the town centre environment, which will encourage more investment, diverse uses, jobs and visitors.			
<b>SA19: To reduce the need to travel</b>				
+	Improved linkages and gateways will encourage walking and use of public transport			
<b>SA20: To encourage alternatives to the car</b>				
+	Improved linkages and gateways will encourage walking and use of public transport			
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>				



+	Policy promotes improvements to key gateways and linkages within the town centre and to edge of centre locations				
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<b>Final Sustainability Appraisal Scores for Option</b>					
<b>Option 1</b>	<b>19</b>				

## Policy H2 Housing Delivery

Option 1: Urban Area and Anker Valley urban extension		Option 2: Urban containment only		Option 3: Urban Area and Green Belt sites (as identified in Joint Infrastructure Study)	
Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>					
+	Urban area and Anker Valley can meet RSS requirement, although will result in release of Greenfield land.	0	Will be able to achieve a proportion of the RSS requirement within urban area, but a lack of deliverable sites means that it is unlikely to be met in full. There would be more pressure on employment sites and open space to develop for housing. Balanced by no loss of greenfield land outside the urban area.	0	Would meet RSS requirement but on Green Belt land rather than greenfield, contrary to the RSS. There would be less pressure on use of employment sites for housing.
<b>SA2: To meet the housing needs of the whole community</b>					
+	Combination of urban containment and a large urban extension will offer greater opportunities to provide mixed communities.	-	Urban sites are generally smaller which will limit the housing mix that would come forward.	+	Combination of urban containment and urban extensions will offer greater opportunities to provide mixed communities, however, split over more than one site.
<b>SA3: To encourage the efficient use of land</b>					
0	This option makes more intensive use of land in the Anker Valley but still involves use of green field land rather than previously developed land.	+	Would encourage the intensive use of previously developed land.	0	Intensive use of land, however, this would be on green field rather than previously developed land.
<b>SA4: To reduce deprivation</b>					

-	Development within urban area may result in regeneration of deprived areas, but option is not specifically targeted at these neighbourhoods.	++	Would facilitate the regeneration of disadvantaged neighbourhoods.	-	Development within urban area may result in regeneration of deprived areas, but option is not specifically targeted at these neighbourhoods. Green Belt is not located near the disadvantaged areas.
<b>SA5: To ensure equal access to community services and facilities</b>					
+	Development within the urban area will utilise existing services and facilities. Anker Valley development will generate a need for new on-site services and facilities, which could be used by residents outside the site.	+	Development would be close to existing services and facilities.	0	Development spread over more than one site is unlikely to deliver a range of new services and facilities. It would be more likely to use existing services.
<b>SA6: To encourage equal access to education, jobs and training</b>					
+	Development within urban area and Anker Valley is close to existing education and employment areas in the north and east of the borough.	0	Development would be close to existing education and job opportunities. However, there would be pressure on employment land for housing.	+	Development within the urban area and greenfield sites are in close proximity to education and employment in the south of the borough.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
0	Anker Valley development will incorporate open space and recreation facilities at the outset. Links will be provided to the open countryside. High density development could limit the provision of open space and private garden size.	0	Development would be close to existing networks of open space and recreation facilities. However, lack of development sites could lead to pressure to develop open spaces. Urban sites are generally smaller which will limit the amount of open space that can be provided on site.	0	Development could incorporate open space and recreation facilities at the outset. Links will be provided to the open countryside. High density development could limit the provision of open space and private garden size.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
0	No evidence to show link between location of new development and	0	No evidence to show link between location of new development and impact on crime	0	No evidence to show link between location of new development and

	impact on crime levels.			levels.		impact on crime levels.
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<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Using greenfield land for an urban extension will reduce pressure on existing employment land for other uses.	-	Lack of development sites could lead to pressure to develop employment areas for other uses.
		+	Greenfield urban extensions will reduce pressure on existing employment land for other uses.
<b>SA10: To protect and enhance historic assets</b>			
-	Potential for negative impact on character and setting of Amington Hall Estate Conservation Area and listed buildings.	-	Potential for negative impact on conservation areas and listed buildings within urban area.
		-	Potential for negative impact on character and setting of Dosthill Conservation Area and listed buildings.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	Large urban extension provides the opportunity to plan for a high quality and distinctive new community.	+	Could result in high quality urban developments.
		+	Urban extensions provide the opportunity to plan for high quality and distinctive new communities.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
-	Anker Valley site is in close proximity to a SBI and BAS and could potentially have an adverse impact on biodiversity.	-	Urban development could lead to negative impact on urban sites of biodiversity value.
		-	Sites are in close to proximity to a SBI and RIGS which could have an impact on their quality and integrity.
<b>SA13: To protect and enhance open spaces and the green space network</b>			
-	Intensive development in the Anker Valley would reduce the scope to incorporate large areas of on-site open space.	-	Lack of development sites could lead to negative impact on urban green space.
		-	Would lead to loss of green space network to west of Dosthill.
<b>SA14: To minimise flood risk</b>			
--	Intensive development in the Anker Valley would result in an increase of impermeable surfaces in close	+	Most urban sites have been previously developed, which would not significantly increase the amount of impermeable
		-	Development at one of the sites would result in an increase in impermeable surfaces in close



	proximity to the River Anker floodplain.		surfaces.		proximity to the River Tame floodplain.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					
++	Intensive development in the Anker Valley should increase the scope for incorporating energy efficient design at the outset.	0	Smaller dispersed urban sites are less likely to be viable.	+	Development should increase the scope for incorporating energy efficient design at the outset, but less scope because sites are split.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>					
+	Intensive development in the Anker Valley should increase the scope for incorporating water and waste recycling facilities at the outset.	0	It is less likely that this would be achieved on smaller sites.	+	Development should increase scope at the outset, but less scope because sites are split.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>					
0	Location of development close to the town centre will reduce the need to travel, but proximity to floodplain could increase danger of water pollution.	0	Development located within the urban area and close to the town centre, impact will depend on specific site details.	-	The sites are at the furthest extent from the town centre, which will necessitate a need to drive to facilities, which would lead to increased traffic pollution.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>					
++	Anker Valley site is very close to the town centre and will support regeneration.	0	There will be some new housing development in the town centre, which would assist regeneration, however, other development will be dispersed around the borough.	--	Sites are not close to the town centre, which would not directly support regeneration.
<b>SA19: To reduce the need to travel</b>					
+	Location of development close to the town centre and provision of community facilities and school on-site will reduce the need to travel.	+	Development within urban area is close to existing jobs and services and would reduce the need to travel.	--	The sites are at the furthest extent from the town centre, which will necessitate a need to drive to facilities. A new railway station in the location would address this but

						is unlikely that the development would fund it.
<b>SA20: To encourage alternatives to the car</b>						
+	Location of development close to the town centre, station and new links to Learning Zone will encourage use of public transport, walking and cycling.	+	Development within urban area is close to existing jobs and services and could lead to greater use of public transport, walking and cycling.	-		The sites are at the furthest extent from the town centre, which will necessitate a need to drive to facilities, however, they relatively close to proposed rail improvements at Wilnecote Station, and the new station, which would still require a car to access. It is unlikely that the development would fund this.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>						
+	Development would utilise existing infrastructure and will need significant improvements. More dwellings or a large development would make this more viable.	+	Urban development would use existing infrastructure, but smaller dispersed sites are unlikely to achieve large scale improvements.	0		Sites are split and there are fewer opportunities for improvements. They are relatively close to Wilnecote Station and the proposed new station, which could support improvements, but due to the size of the sites it is unlikely that they would make a financial contribution towards delivery.

<b>Final Sustainability Appraisal Scores for Options</b>		
<b>Option 1</b>	<b>8</b>	<b>Option 2</b>
		<b>4</b>
		<b>Option 3</b>
		<b>-5</b>

## Policy H2 Anker Valley

Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure		Option 2: Anker Valley housing with no associated facilities or infrastructure	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Urban area and Anker Valley can meet RSS requirement, although will result in release of Greenfield land.	+	Urban area and Anker Valley can meet RSS requirement, although will result in release of Greenfield land.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Combination of urban containment and a large urban extension will offer opportunities to provide mixed communities. However, provision of other infrastructure will limit the amount of affordable units.	++	Utilising the whole of the Anker Valley for housing would enable more units to be provided as part of a larger mixed community.
<b>SA3: To encourage the efficient use of land</b>			
+	A high density scheme in the Anker Valley will make efficient use of this site.	++	Utilising the whole of the Anker Valley for housing would enable more units to be provided at a higher density.
<b>SA4: To reduce deprivation</b>			
-	Development in the Anker Valley will not specifically target the deprived neighbourhoods.	-	Development in the Anker Valley will not specifically target the deprived neighbourhoods.

<b>SA5: To ensure equal access to community services and facilities</b>			
++	Anker Valley development will be supported by a range of on-site services and facilities as set out in the policy. It is also close to the town centre	--	There would be no provision of on-site facilities and services and no physical links to existing facilities although it is close to the town centre.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	A primary school would be provided on-site. The Anker Valley is also close to the town centre, Learning Zone and employment areas in the north of the town. Physical links would be made to the Learning Zone and town centre.	-	Site is close to Learning Zone but this option would not provide any physical links. There would be no on-site jobs provided and poor links to employment areas and the town centre.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	The development will incorporate some open space and recreation space and also provide links to the open countryside. It is possible that the Anker Valley Link Road will result in loss of an existing playing field at Rene Road.	--	No open space provided as part of this option.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	Will not address the issue of community safety within existing communities. New development will be designed to create a safe environment.	0	Will not address the issue of community safety within existing communities. New development will be designed to create a safe environment.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	New on-site services and facilities will provide local jobs. Proximity of the site	-	There would be no on-site jobs provided. Poor access to the town centre and

	to the town centre will support regeneration.		employment areas.	
<b>SA10: To protect and enhance historic assets</b>				
-	Potential for negative impact on character and setting of Amington Hall Estate Conservation Area and listed buildings.	-	Potential for negative impact on character and setting of Amington Hall Estate Conservation Area and listed buildings.	
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>				
+	Large urban extension provides the opportunity to plan for a high quality and distinctive new community.	-	Housing development alone could be high quality but is unlikely to result in a distinctive place or community.	
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>				
-	Anker Valley site is in close proximity to a SBI and BAS and could potentially have an adverse impact on biodiversity.	-	Anker Valley site is in close proximity to a SBI and BAS and could potentially have an adverse impact on biodiversity.	
<b>SA13: To protect and enhance open spaces and the green space network</b>				
+	The development will incorporate some open space and recreation space, whilst also providing links to the open countryside.	-	No sizeable areas of public green spaces would be provided as part of the development under this option.	
<b>SA14: To minimise flood risk</b>				
-	Intensive development in the Anker Valley would result in an increase of impermeable surfaces in close proximity to the River Anker floodplain. However, there is scope to minimise the risk of flooding through SUDS.	--	More intensive development with limited public open space in the Anker Valley would result in an increase of impermeable surfaces in close proximity to the River Anker floodplain.	
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>				



++	Development provides the opportunity to incorporate renewable energy technology. Proximity to the town centre will cut down on travel generated energy consumption.	+	Development provides the opportunity to incorporate renewable energy technology, although there would be less scope because it would not be mixed use.	
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>				
+	Development provides the opportunity to incorporate waste reduction and recycling facilities.	+	Development provides the opportunity to incorporate waste reduction and recycling facilities.	
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>				
0	Proximity to the town centre should reduce car journeys. However, there is potential for water pollution into the Anker through surface water run off.	-	More intensive development without the necessary road infrastructure will lead to more car journeys using the existing road network. There is potential for water pollution into the Anker because of additional hard surfaces leading to greater volumes of run off.	
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>				
+	Site is close to the town centre and provide links to it and development will support regeneration.	-	Lack of links to the town centre would not assist regeneration.	
<b>SA19: To reduce the need to travel</b>				
++	Proximity and access to the town centre, railway station and provision of on-site facilities and services will reduce the need to travel.	--	More intensive development without on-site services and facilities, the necessary road infrastructure and links to the town centre and railway station will lead to more car journeys.	
<b>SA20: To encourage alternatives to the car</b>				
0	Links to the town centre, Learning Zone and on-site facilities will	--	More intensive development without on-site facilities, the necessary road	

	encourage non-car based journeys. However, it will necessitate major new transport infrastructure.		infrastructure and links to the town centre and railway station will lead to more car journeys.		
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>					
0	Development will necessitate major new transport infrastructure but will also support improvements to rail provision and existing road infrastructure.	+	Development would use existing transport infrastructure and is likely to necessitate improvement.		

<b>Final Sustainability Appraisal Scores for Options</b>					
Option 1	12	Option 2	-11		

## Policy H4 Gypsies, Travellers and Travelling Showpeople

Option 1: No specifically allocated sites, policy to deal with applications		Option 2: Allocated sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
-	Not allocating specific sites is contrary to the Gypsy and Traveller Accommodation Needs Assessment (GTAA)	++	Allocating sites would be in accordance with the GTAA.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy would allow provision to be met and would allow flexibility regarding location.	+	Allocating sites would provide greater certainty to site provision.
<b>SA3: To encourage the efficient use of land</b>			
?	Unknown because of lack of specific allocations.	?	Unknown because of lack of specific allocations.
<b>SA4: To reduce deprivation</b>			
+	Policy would require proximity to services and facilities.	?	Unknown because of lack of specific allocations.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Policy would require proximity to services and shops.	?	Unknown because of lack of specific allocations.
<b>SA6: To encourage equal access to education, jobs and training</b>			

+	Policy would require proximity to schools.	?	Unknown because of lack of specific allocations.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
?	Policy does not make reference to provision of open space.	?	Unknown because of lack of specific allocations.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
+	The intention is that any site would be integrated into the community.	?	Unknown because of lack of specific allocations.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
0	Unlikely to have any impact.	?	Unknown because of lack of specific allocations.		
<b>SA10: To protect and enhance historic assets</b>					
-	No mention of historic assets in policy.	?	Unknown because of lack of specific allocations.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
+	Could help to achieve sustainable mixed communities.	?	Unknown because of lack of specific allocations.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
+	Specific reference to consideration of impact on sites of biodiversity importance.	?	Unknown because of lack of specific allocations.		
<b>SA13: To protect and enhance open spaces and the green space network</b>					
0	No reference to open space provision. Reference to consideration of sites of landscape importance.	?	Unknown because of lack of specific allocations.		
<b>SA14: To minimise flood risk</b>					

+	Reference to avoidance of flood zones 2 and 3.	?	Unknown because of lack of specific allocations.		
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<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
?	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water.</b>			
+	Policy requires provision of adequate waste facilities.	?	Unknown because of lack of specific allocations.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
0	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA19: To reduce the need to travel</b>			
+	Sites will be required to be located within or adjacent to the urban area and close to services and shops.	?	Unknown because of lack of specific allocations.
<b>SA20: To encourage alternatives to the car</b>			
+	Sites will be required to be located within or adjacent to the urban area and close to services and shops.	?	Unknown because of lack of specific allocations.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Sites will be required to be located within or adjacent to the urban area and close to services and shops.	?	Unknown because of lack of specific allocations.
<b>Final Sustainability Appraisal Scores for Options</b>			

Option 1	10	Option 2	3		
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**Note on assessment of Policy H4**

We have tried to score an allocated sites option, however, due to the lack of suitable or deliverable sites, it is very difficult to score on the criteria because the locations are unknown. Allocated sites in sustainable locations would give a higher score than a criteria based policy.

## Policy EC2 Location of New Employment Development

Option 1: Combination of redevelopment of existing sites and new sites		Option 2: New allocations only		Option 3: Redevelopment only	
Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>					
+	Would meet RSS requirements.	0	A lack of land in Tamworth would necessitate identification of additional land outside the borough, but this would rely on others for delivery.	-	Uncertainty over availability and deliverability of all previously developed land, therefore target is unlikely to be achieved.
<b>SA2: To meet the housing needs of the whole community</b>					
0	Less pressure on land that is more suitable for housing.	-	May need to consider sites that are better suited for housing.	+	No competition for housing use on greenfield land.
<b>SA3: To encourage the efficient use of land</b>					
+	Will involve redevelopment of existing sites as well as greenfield release.	--	Need for additional greenfield sites.	++	Would involve use of previously developed land only, no need for additional Greenfield sites.
<b>SA4: To reduce deprivation</b>					
+	Additional jobs will be provided in accessible locations.	-	Locations more likely to be further away from disadvantaged locations.	+	Additional jobs will be provided in accessible locations.
<b>SA5: To ensure equal access to community services and facilities</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA6: To encourage equal access to education, jobs and training</b>					

+	Additional jobs will be provided in accessible locations.	-	Locations more likely to be further away from disadvantaged locations.	+	Additional jobs will be provided in accessible locations.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
+	Will provide additional sites for new businesses or expansion.	+	New allocations likely to be on larger sites, which offer greater potential for a positive image and wider range of businesses.	+	Will provide additional sites for new businesses or expansion.
<b>SA10: To protect and enhance historic assets</b>					
-	Potential impact of new sites on the historic landscape, particularly to the west of Borough.	-	Potential impact of new sites on the historic landscape, particularly to the west of Borough.	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
0	No impact.	-	More likely to impact on sites of biodiversity importance due to larger greenfield land take than option 1.	+	Less likely to impact on sites of biodiversity importance because no Greenfield land involved.
<b>SA13: To protect and enhance open spaces and the green space network</b>					
0	No impact.	-	Likely to impact on sites within the greenspace network outside the urban area.	+	Less likely to impact on open space because no Greenfield land involved.
<b>SA14: To minimise flood risk</b>					

-	Some of the sites are in the floodplain.	--	There would be greater pressure to develop on the floodplain. Increase in impermeable surfaces would result in increased surface water run-off.	+	Unlikely to impact on flood plain because no Greenfield land involved and there would be negligible increase in impermeable surfaces because land is already previously developed.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>					
-	New sites in greenfield locations will lead to an increase in car journeys with potential for increased air pollution.	-	New sites in greenfield locations will lead to an increase in car journeys with potential for increased air pollution.	0	No impact.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA19: To reduce the need to travel</b>					
-	New sites in greenfield locations will lead to an increase in car journeys.	--	A higher proportion of new sites are in greenfield locations, which would lead to an increase in car journeys.	+	Development involves redevelopment of existing employment areas. Will not lead to less accessible locations being developed.
<b>SA20: To encourage alternatives to the car</b>					
0	New development enables alternatives to be promoted, however, greenfield sites will be located on the edge of the urban	0	New development enables alternatives to be promoted, however, greenfield sites will be located on the edge of the urban area.	+	Presents opportunities to improve existing public service services and walking/cycling routes.



	area.				
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>					
+	Option will utilise existing transport infrastructure and will require some extension and improvements.	0	Will require extension and improvements to existing transport infrastructure.	++	Development involves redevelopment of existing employment areas and will therefore make use of existing infrastructure, with improvements as necessary.

<b>Final Sustainability Appraisal Scores for Options</b>					
Option 1	2	Option 2	-12	Option 3	12

## Policy EC3 Offices

Option 1: Town centre office provision		Option 2: Out of town centre office provision	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
0	Targeting offices to the town centre would be in accordance with the RSS, however, due to a lack of land it is unlikely that the whole requirement would be met in this location.	0	Contrary to RSS but more likely to accommodate requirement.
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>			
+	Would utilise previously developed land.	-	Would increase pressure on available land with other uses, likely to lead to pressure to use greenfield land.
<b>SA4: To reduce deprivation</b>			
+	Would provide town centre based jobs in an accessible location.	+	Would provide jobs, which could potentially be close to disadvantaged areas, but may not be as accessible.
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.	0	No impact.

<b>SA6: To encourage equal access to education, jobs and training</b>			
+	The town centre is a highly accessible location within the borough.	+	Would provide jobs, which could potentially be close to disadvantaged areas, but may not be as accessible as the town centre.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	An increase in town centre office uses will bring in additional employees which would increase vitality.	0	No change.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	An increase in town centre office uses will contribute towards regeneration, but the limited range of site types provided by infill/redevelopment sites and re-use of existing buildings would restrict the market of potential users. The restrictions relating to adaptation of historic buildings would also influence their attraction.	++	Sites outside the town centre are more likely to have a greater capacity to accommodate a range of potential users because of unit size and lack of restrictions over adaptation. More likely to be attractive to businesses.
<b>SA10: To protect and enhance historic assets</b>			
0	Provision of a large quantum of office space in the town centre may adversely impact the historic environment. Historic buildings have more restrictions over re-use, but offer the opportunity to bring new viable uses to the town centre and	0	Less likely to impact on the historic environment.

	represent a productive use of underused assets.							
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<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
+	Development in the town centre will provide the opportunity to make it a high quality distinct place with attractive spaces and buildings.	0 Outside the town centre there is the opportunity to create quality spaces and buildings but it is unlikely to encourage place making as sites are likely to be in existing employment areas.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
0	No impact.	Greater potential to impact on sites of biodiversity value.
<b>SA13: To protect and enhance open spaces and the green space network</b>		
0	No impact.	Greater potential to impact on open spaces.
<b>SA14: To minimise flood risk</b>		
-	Sites towards the east of the town centre are in the flood zone.	0 Uncertain although there is greater potential to use Greenfield sites, which would result in an increase in surface water run-off through an increase in impermeable surfaces.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>		
+	There are opportunities, particularly in new build, to incorporate these technologies.	+
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>		
+	There are opportunities, particularly in new build, to incorporate these technologies.	+
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>		
0	No impact.	0 No impact.



<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	An increase in town centre office uses will contribute towards regeneration and bring in additional employees which would increase vitality.	--	Out of centre location will not contribute towards town centre regeneration.
<b>SA19: To reduce the need to travel</b>			
++	Town centre based offices would be highly accessible which would reduce the need to travel.	-	Out of centre sites will lead to an increase in the need to travel.
<b>SA20: To encourage alternatives to the car</b>			
++	Town centre based offices would reduce the need to travel and enable the use of sustainable modes of transport.	-	Out of centre sites could lead to an increase in car journeys although opportunities to make financial contributions to providing alternatives.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
++	Town centre based offices would enable existing infrastructure to be used and to make necessary improvements.	-	Out of centre sites will be able to use some existing infrastructure but is more likely to need additional infrastructure.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	15	Option 2	-2

## Policy EC4 Skills and Training

<b>Option 1:</b>			
Rating	Commentary/Explanation		
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
0	No impact		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact		
<b>SA3: To encourage the efficient use of land</b>			
0	No impact		
<b>SA4: To reduce deprivation</b>			
++	Policy aims to up-skill the local workforce to raise educational attainment and to enable them to take up local job opportunities. The locality working initiative, which will include provision of training, is focussed in the disadvantaged neighbourhoods.		
<b>SA5: To ensure equal access to community services and facilities</b>			
++	The locality working initiative, which will include provision of training, is focussed in the disadvantaged neighbourhoods.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
++	Policy is directed at increasing		

	educational attainment and up-skilling the local workforce to be able to take up local employment opportunities.				
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
0	No impact				
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
0	No impact				
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
+	A skilled workforce will be available to take up local job opportunities, which will contribute towards sustainable economic growth.				
<b>SA10: To protect and enhance historic assets</b>					
0	No impact				
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
0	No impact				
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
0	No impact				
<b>SA13: To protect and enhance open spaces and the green space network</b>					
0	No impact				
<b>SA14: To minimise flood risk</b>					
0	No impact				
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					

0	No impact							
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<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact		
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact		
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	The Learning Zone, with new 6 <sup>th</sup> Form Academy is close to the town centre and will support regeneration of the town centre.		
<b>SA19: To reduce the need to travel</b>			
+	Provision of training facilities through locality working will reduce travel distances from home and the need to travel.		
<b>SA20: To encourage alternatives to the car</b>			
0	No impact		
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No impact		
<b>Final Sustainability Appraisal Scores for Option</b>			
Option 1	9		



## Policy SN1 Local Centres and SN2 Neighbourhood Centres

Option 1: Protect local and neighbourhood centres		Option 2: Do not protect local and neighbourhood centres	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
++	Tamworth is identified as a Local Regeneration Area in the RSS and enhancement of the local and neighbourhood centres will help to address issues of deprivation. In accordance with RSS policy.	--	Could lead to loss of centres and facilities in long term which would lead to disadvantaged neighbourhoods becoming more disadvantaged. This is not in accordance with RSS policy.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy would facilitate this in allowing housing above ground floor which would cater for a particular housing need.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>			
+	Would encourage re-use of units for retail or community facilities.	+	Not protecting centres could release land for alternative uses.
<b>SA4: To reduce deprivation</b>			
++	Tamworth is identified as a Local Regeneration Area in the RSS Focusing services and facilities in disadvantaged areas will help to address issues of deprivation.	--	Could lead to loss of centres and facilities in long term which would lead to disadvantaged neighbourhoods becoming more disadvantaged.

<b>SA5: To ensure equal access to community services and facilities</b>			
++	Protection and enhancement of accessible facilities in disadvantaged areas would help to address issues of deprivation.	--	Could lead to loss of centres and facilities in long term which would lead to disadvantaged neighbourhoods becoming more disadvantaged.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Maintaining local centres will provide local employment opportunities.	-	Loss of centres may lead to loss of local jobs.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact	0	No impact
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Policy refers to environmental improvements which would include lighting, which would improve the feeling of safety.	-	Not protecting centres could result in units becoming vacant or run down. Such an environment is unlikely to feel safe.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Will retain local businesses.	-	Would lead to loss of local businesses.
<b>SA10: To protect and enhance historic assets</b>			
0	No impact.	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	Policy looks to improve the environment of centres.	-	Not protecting centres could result in units becoming vacant or run down resulting in a poor environment.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			

0	No impact.		0	No impact.		
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<b>SA13: To protect and enhance open spaces and the green space network</b>			
0	No impact.	0	No impact.
<b>SA14: To minimise flood risk</b>			
0	No impact.	0	No impact.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
+	Extension/new build could provide opportunities to incorporate these technologies.	0	No impact.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
+	Extension/new build could provide opportunities to incorporate these technologies.	0	No impact.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
+	Maintaining local facilities will reduce the need to travel and therefore minimise air pollution.	-	Loss of centres would lead to closure of shops and facilities which would increase the need to travel elsewhere.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Policy is about provision of local services and facilities, which complement rather than compete with the town centre.	-	No policy could lead to town centre uses moving out to centres, which would be contrary to RSS and town centre strategy.
<b>SA19: To reduce the need to travel</b>			
++	Maintaining centres will retain local shops and services, which will reduce the need to travel elsewhere.	-	Loss of centres would lead to closure of shops and facilities which would increase the need to travel elsewhere.

<b>SA20: To encourage alternatives to the car</b>			
++	Maintaining centres will retain local shops and services in close proximity to homes, which will encourage use of sustainable forms of transport.	-	Loss of centres would lead to closure of shops and facilities which would increase the need to travel elsewhere. More likely to have to travel by car to access these.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No impact.	0	No impact.

<b>Final Sustainability Appraisal Scores for Options</b>		
Option 1	20	-13
Option 2		



## Policy SN3 Green Space

Option 1: Protect green space		Option 2: Do not protect green space	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
++	Protection and enhancement of open space is in accordance with RSS policy.	--	Not in accordance with RSS.
<b>SA2: To meet the housing needs of the whole community</b>			
-	Protecting all green space will limit the amount of land that will be available within the urban area for development.	+	Allowing some green spaces to be released for development would help to meet housing needs within urban area.
<b>SA3: To encourage the efficient use of land</b>			
-	Protecting all green space may not represent the best use of land.	+	Allowing some green spaces to be released for development may be a more efficient use of land. Depends on specific sites involved
<b>SA4: To reduce deprivation</b>			
+	Provision of a high quality green space network within disadvantaged areas can contribute to a better quality of life and will provide opportunities for healthier lifestyles.	-	Development of green spaces would lead to fewer opportunities for recreation which would promote healthy lifestyles.
<b>SA5: To ensure equal access to community services and facilities</b>			

+	A high quality green space network provides a sustainable means of accessing services and facilities.	-	Loss of green spaces could have a detrimental impact on the network of sustainable pathways.	
<b>SA6: To encourage equal access to education, jobs and training</b>				
+	A high quality green space network provides a sustainable means of accessing education, jobs and training.	-	Loss of green spaces could have a detrimental impact on the network of sustainable pathways.	
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>				
++	Provision of a high quality green space network within disadvantaged areas can contribute to healthier lifestyles by encouraging participation in formal or informal recreation.	--	Loss of green spaces would lead to fewer opportunities for formal or informal recreation close to homes.	
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>				
0	No impact, although well designed, high quality green space should feel safe.	0	No impact.	
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>				
+	A high quality green space network can provide a varied and attractive setting for businesses.	-	Loss of green spaces would lead to more built development, which would provide a less attractive setting for businesses.	
<b>SA10: To protect and enhance historic assets</b>				
+	Within the conservation areas, some green spaces are recognised as important features in themselves or they provide a setting for historic assets. Retention and enhancement is important to protect the setting of historic assets.	-	Loss of important green spaces in historic settings would lead to an erosion of character.	

<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	Retention and enhancement of the green space network would create attractive environments.	-	Loss of green spaces could lead to a less varied and attractive environment.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
++	Retention, enhancement and appropriate management of the green space network would encourage biodiversity.	--	Loss of green spaces would lead to a fragmented network, which would have a detrimental impact on biodiversity.
<b>SA13: To protect and enhance open spaces and the green space network</b>			
++	Fully supported by the policy.	--	Loss of green spaces would lead to a fragmented network, which is of less value than a comprehensive network.
<b>SA14: To minimise flood risk</b>			
++	The permeable surfaces offered by a network of green spaces, including some forms of SUDS, will absorb rainwater and minimise run-off.	--	Loss of green spaces would lead to more hard development and impermeable surfaces, which would lead to increased surface water run-off.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	No impact.	0	No impact.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
+	Maintaining a network of green spaces can reduce air pollution because plants absorb carbon dioxide and trap dust particles.	-	Loss of green spaces would reduce the amount of plant cover, which could lead to an increase in air pollution. It would also lead to a fragmented green space network,

	Using the green space network to travel around on foot or cycle will reduce journeys made by car and therefore air pollution.		which would reduce the ability to travel on foot or cycle and could lead to an increase in car use and therefore air pollution.		
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<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The town centre contains a number of important green spaces, which provide a setting for historic assets, recreation space and a venue for outdoor events.	--	Loss of important green spaces in the town centre would lead to an erosion of character, recreation space and venue for outdoor events.
<b>SA19: To reduce the need to travel</b>			
+	Maintaining a network of green spaces will enable local journeys to be made on foot or cycle.	-	Loss of green spaces would lead to a fragmented green space network. This would have a detrimental impact on the network of paths and could lead to longer journeys on foot or cycle or greater use of the car.
<b>SA20: To encourage alternatives to the car</b>			
+	A high quality green space network provides a sustainable means of travelling around the borough.	-	Loss of green spaces would lead to a fragmented green space network. This would have a detrimental impact on the network of paths and could lead to longer journeys on foot or cycle or greater use of the car.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No impact.	0	No impact.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	20	Option 2	-19



## Policy SN4 Sport and Recreation (potential locations for community sports centre)

Option 1: Tamworth Athletics Stadium		Option 2: QEMS/College campus		Option 3: Tamworth Football Club		Option 4: Odeon Cinema	
Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>							
++	Provision of community sports centre in this location would be in accordance with RSS policies UR4 and PA10 because it would be located in the area of greatest need.	+	Provision of community sports centre would be in accordance with RSS policies UR4 and PA10.	+	Provision of community sports centre would be in accordance with RSS policies UR4 and PA10.	+	Provision of community sports centre would be in accordance with RSS policies UR4 and PA10.
<b>SA2: To meet the housing needs of the whole community</b>							
0	No impact	0	No impact	0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>							
-	Within urban area adjacent to existing education centre and sports provision. However, would involve development of greenfield land as part of existing playing fields would be required to facilitate development.	-	Within urban area adjacent to existing school. However, would involve development of greenfield land as part of existing playing fields would be required to facilitate development.	+	Within urban area on brownfield land.	+	Within urban area adjacent to existing leisure provision. Would involve development of brownfield land, but site is unlikely to be large enough.

<b>SA4: To reduce deprivation</b>							
++	Location is in close proximity to the disadvantaged areas-limiting long term illness, poor health and lower socio-economic groups. Large catchment of population within 10 minute walk.	+	Catchment area is not classified as being disadvantaged, although it has the highest proportion of adults suffering from a limiting long term illness.	+	Not a particularly large catchment, although a relatively high proportion of adults are in lower socio-economic groups.	0	Not a particularly large catchment, although a high proportion of those do not have access to a car. Existing provision at Snowdome already caters for demand/need in health and fitness and swimming pool provision, although the former is not available on a pay and play basis.
<b>SA5: To ensure equal access to community services and facilities</b>							
++	Close to residential areas, largest catchment of population within a 10 minute walk.	+	Close to residential areas and just north of town centre. Potential for larger catchment area providing links with Anker Valley development are made. Not easily accessible from other parts of the borough.	-	Edge of town centre location with a relatively small catchment. Not easily accessible from other parts of the borough.	+	Edge of town centre location with a relatively small catchment although easily accessible from other parts of the borough.
<b>SA6: To encourage equal access to education, jobs and training</b>							
0	Presume no impact but location directly adjacent to two education establishments. Opportunities for co-location and dual use.	0	Presume no impact but location directly adjacent to existing educational establishment offers opportunities for co-location and dual use.	0	No impact.	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>							

++	Provision of community sports centre in this location would meet local needs in terms of addressing a high quantitative deficiency in health and fitness and swimming pool provision. Would increase participation in sports and recreation in an area of high levels of limiting long term illness, poor health and lower socio-economic groups.	+	Provision of community sports centre in this location would meet local needs in terms of addressing a high quantitative deficiency in health and fitness and swimming pool provision. Would increase participation in sports and recreation in an area with high levels of poor health.	+	Provision of community sports centre in this location would meet local needs in terms of addressing access and quantitative deficiencies in sports hall provision. Would help to increase participation.	0	Provision of community sports centre in this location with affordable activities would help to increase participation. However, there is a quantitative surplus in this part of the borough in terms of health and fitness and swimming pool provision, it is therefore a low priority area for additional provision.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>							
0	No impact.	0	No impact.	0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>							
+	Sports centre would offer a range of employment opportunities.	+	Sports centre would offer a range of employment opportunities.	+	Provision of this type of facility in close proximity to the town centre would support regeneration. Sports centre would offer a range of employment opportunities.	+	Provision of this type of facility within the town centre would support regeneration. Sports centre would offer a range of employment opportunities.
<b>SA10: To protect and enhance historic assets</b>							
0	No impact.	0	No impact.	0	No impact.	0	Located adjacent to town centre conservation areas, impact of development would have to be carefully considered.

<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>							
+	New build scheme would offer the opportunity to create a high quality distinctive development.	+	Scheme will be in close proximity to existing school buildings and will offer the opportunity to create a high quality distinctive development	+	Scheme will offer the opportunity to create a high quality distinctive development	+	Historic setting provides the opportunity to create a high quality distinctive development.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>							
0	No impact.	0	No impact.	0	No impact.	0	In close proximity to Egg Meadow SBI, but unlikely to have a negative impact as site already developed.
<b>SA13: To protect and enhance open spaces and the green space network</b>							
-	Would involve partial development of playing fields and therefore loss of existing greenspace. This would be partly offset by provision of new built recreation facility.	-	Would involve partial development of playing fields and therefore loss of existing greenspace. This would be partly offset by provision of new built recreation facility.	0	No impact.	0	No impact.
<b>SA14: To minimise flood risk</b>							
-	Would involve partial development of playing fields, which would result in an increase in impermeable surfaces and lead to greater surface water run-off.	-	Would involve partial development of playing fields, which would result in an increase in impermeable surfaces and lead to greater surface water run-off.	0	Would involve development of brownfield land, which would not impact on the amount of impermeable surfaces.	-	Would involve development of brownfield land, which would not impact on the amount of impermeable surfaces. However, site is located in the floodplain.

<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>							
++	New build scheme alongside existing educational facility would offer the opportunity to incorporate these technologies.	++	Co-location alongside existing educational facility would offer opportunities to incorporate these technologies.	+	Dependent upon whether site would be wholly redeveloped for leisure centre or if it will share site with football club. May be opportunities to incorporate these technologies.	+	New build scheme in a town centre location may offer opportunities to incorporate these technologies, however, physically separated by road.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>							
++	New build scheme would offer the opportunity to incorporate these technologies.	++	New build scheme would offer the opportunity to incorporate these technologies.	++	New build scheme would offer the opportunity to incorporate these technologies.	++	New build scheme would offer the opportunity to incorporate these technologies.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>							
++	Site has a large catchment of population within a 10 minute walk. A reduction in car journeys will reduce air pollution. A central location adjacent to the A5 and the strategic road network would make access by public transport relatively easy from the rest of the borough.	+	Location just north of the town centre will reduce car journeys which will reduce air pollution.	+	Location south east of the town centre will reduce car journeys which will reduce air pollution.	++	Development within the town centre will reduce car journeys which will reduce air pollution.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>							
0	No impact.	+	Location is a short distance to the north of the town centre.	+	Provision of this type of facility in close proximity to the town centre would improve its attractiveness	++	Provision of this type of facility within the town centre would support regeneration by



												improving its attractiveness to investment and visitors.
<b>SA19: To reduce the need to travel</b>												
+	Site has a large catchment of population within a 10 minute walk. A central location adjacent to the A5 and the strategic road network would make access by public transport relatively easy from the rest of the borough.	+	Located just north of town centre, in close proximity to residential areas, but not easily accessible from all parts of the borough.	+	Location is in close proximity to the town centre, which is an accessible location.	++	Town centre is a highly accessible location from all parts of the borough.					
<b>SA20: To encourage alternatives to the car</b>												
+	Site has a large catchment of population within a 10 minute walk. Users from outside this catchment likely to have to travel by car.	0	Located just north of town centre in close proximity to residential areas, but not easily accessible from all parts of the borough. Most users would probably have to travel by car.	+	Location is in close proximity to the town centre, which is highly accessible.	++	Located in the most accessible part of the borough in terms of availability of sustainable modes of travel.					
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>												
+	Within urban area so will be able to use existing infrastructure with necessary improvements.	+	Within urban area so will be able to use existing infrastructure with necessary improvements.	+	Within urban area so will be able to use existing infrastructure with necessary improvements.	+	Within urban area so will be able to use existing infrastructure with necessary improvements.					
<b>Final Sustainability Appraisal Scores for Options</b>												
<b>Option 1</b>	<b>16</b>	<b>Option 2</b>	<b>11</b>	<b>Option 3</b>	<b>13</b>	<b>Option 4</b>	<b>16</b>					

## Policy DH1 Design

Option 1: Locally distinctive policy		Option 2: Relying on national policy		Option 3: Setting specific standards	
Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>					
++	Policy aims to meet national and RSS policy in a way that is specific to Tamworth.	0	Would meet national policy but not necessarily in an appropriate way to Tamworth's issues.	++	Would be appropriate and tailored to meet Tamworth's needs.
<b>SA2: To meet the housing needs of the whole community</b>					
+	Policy aims to promote well designed and inclusive mixed communities and accessible and flexible spaces to meet changing needs.	0	National policy promotes inclusive mixed communities but requires local planning authorities to do this through their own policies. Would not be sufficiently detailed or locally distinctive.	0	Not relevant because standards for housing types would be in a housing policy.
<b>SA3: To encourage the efficient use of land</b>					
0	Not relevant.	0	Not relevant.	0	Not relevant.
<b>SA4: To reduce deprivation</b>					
+	Well designed and safe buildings and spaces will help to reduce deprivation by improving quality of life.	0	Covered by national and regional policy but not specific to Tamworth.	0	Not relevant.
<b>SA5: To ensure equal access to community services and facilities</b>					
+	Policy promotes connections between new development and community	+	Covered by national and regional policy but not specific to Tamworth.	0	Not relevant.



<b>SA6: To encourage equal access to education, jobs and training</b>			
0	Not specifically covered in this policy.	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Policy promotes walking and cycling links and healthy lifestyles.	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Policy promotes safe new developments.	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Policy aims to improve the image of the borough through high quality new development.	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.
<b>SA10: To protect and enhance historic assets</b>			
+	Development will be required to respect and safeguard character and identity.	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	Whole policy is aimed at increasing the standards of design in new development.	+	Covered by national and regional policy but not specific to Tamworth.
			+
			Existing standards like Building for Life and Lifetime Homes are specifically aimed at housing and we are unsure of their lifespan.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
+	Development will be required to respect and safeguard the landscape setting, although there is no specific	+	Covered by national and regional policy but not specific to Tamworth.
			0
			Not relevant.

	reference to sites of biodiversity value.						
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<b>SA13: To protect and enhance open spaces and the green space network</b>			
0	Not referred to in this policy.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA14: To minimise flood risk</b>			
0	Not relevant.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	Not referred to in this policy.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
0	Not referred to in this policy.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
++	Development will be required to minimise the emission of pollutants into the wider environment.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Policy is aimed at increasing the standards of design in new development and improving the image of the borough.	+	Covered by national and regional policy but not specific to Tamworth.
			0
<b>SA19: To reduce the need to travel</b>			
+	Policy promotes permeable and accessible developments and spaces that are well connected to facilities.	+	Covered by national and regional policy but not specific to Tamworth.
			0

<b>SA20: To encourage alternatives to the car</b>			
+	Policy promotes connections between new development and community facilities by all means of transport with specific reference to walking, cycling and public transport.	+	Covered by national and regional policy but not specific to Tamworth.
0	Not relevant.	0	Not relevant.

<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
0	Not relevant.	0	Not relevant.

<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	17	Option 2	16
		Option 3	3

## Policies DH2 and DH3 Historic Assets and Conserving and Enhancing Conservation Areas

Option 1: Locally distinctive policy		Option 2: Rely on national policy	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Policy aims to interpret national and regional policy with a way that is specific to Tamworth.	+	This is promoted through national policy
<b>SA2: To meet the housing needs of the whole community</b>			
0	Not relevant.	0	Not relevant.
<b>SA3: To encourage the efficient use of land</b>			
+	Policy encourages re-use of historic buildings.	0	National policy promotes the re-use of historic buildings.
<b>SA4: To reduce deprivation</b>			
0	Not relevant.	0	Not relevant.
<b>SA5: To ensure equal access to community services and facilities</b>			
0	Not relevant.	0	Not relevant.
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	Not relevant.	0	Not relevant.

<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
+	Policy promotes retention of important open spaces in conservation areas, which form part of the green space network.	+ This is promoted through national policy
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>		
0	Not relevant.	0 Not relevant.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>		
+	Policy promotes the re-use of historic buildings for a range of uses, including employment generating uses in the town centre.	+ Historic environment very much linked to economic growth in national policy.
<b>SA10: To protect and enhance historic assets</b>		
++	Policy in full support of this objective.	++ National and regional policies fully support this objective.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
++	Need to respect architectural and historic character will result in distinctive places.	+ National and regional policies fully support this objective.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
0	Policy refers to important open spaces, but not specifically sites of biodiversity importance.	+ National and regional policies fully support this objective.
<b>SA13: To protect and enhance open spaces and the green space network</b>		
+	Policy refers to retaining important open spaces.	+ National and regional policies fully support this objective.

<b>SA14: To minimise flood risk</b>			
0	Not relevant.	+	National and regional policies fully support this objective.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	Installation of these technologies on historic buildings could adversely affect their character and appearance and that of conservation areas, although current policy aims to safeguard historic assets and conservation areas.	+	National and regional policies fully support this objective with regard to historic assets.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
0	Not relevant.	0	Not relevant.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
0	Not relevant.	0	Not relevant.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	Policy promotes high quality development. There is specific reference to the town centre in order to make it an attractive, vibrant place.	+	National and regional policies fully support this objective.
<b>SA19: To reduce the need to travel</b>			
0	Not relevant.	0	Not relevant.
<b>SA20: To encourage alternatives to the car</b>			
0	Not relevant.	0	Not relevant.



SA21: To make best use of the existing transport infrastructure and seek improvements			
0	Not relevant.	0	Not relevant.

Final Sustainability Appraisal Scores for Options			
Option 1	11	Option 2	11

## Policy SRM1 Sustainable Resource Management and Climate Change

Option 1: Aspirational policy with no standards		Option 2: Set specific standards		Option 3: Rely on national policy	
Rating	Commentary/Explanation	Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>					
+	Principles are in accordance with the RSS.	+	Would be in accordance with the RSS.	0	May not provide a locally distinctive solution.
<b>SA2: To meet the housing needs of the whole community</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>					
+	In accordance with this objective.	+	In accordance with this objective.	+	In accordance with this objective.
<b>SA4: To reduce deprivation</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA5: To ensure equal access to community services and facilities</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA6: To encourage equal access to education, jobs and training</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					

0	No impact.	0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA10: To protect and enhance historic assets</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
+	Use of sustainable design and technologies would make new developments more distinct.	+	Use of sustainable design and technologies would make new developments more distinct.	-	May not provide a locally distinctive solution.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA13: To protect and enhance open spaces and the green space network</b>					
+	Making efficient use of land and buildings would reduce the need to use Greenfield sites.	+	Making efficient use of land and buildings would reduce the need to use Greenfield sites.	+	Making efficient use of land and buildings would reduce the need to use Greenfield sites.
<b>SA14: To minimise flood risk</b>					
+	High water efficiency standards and use of SUDS would reduce flood risk.	+	High water efficiency standards and use of SUDS would reduce flood risk.	+	High water efficiency standards and use of SUDS would reduce flood risk.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					
++	Requiring high standards of energy efficiency is in full accordance with this objective.	++	Requiring high standards of energy efficiency is in full accordance with this objective.	++	Requiring high standards of energy efficiency is in full accordance with this objective.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>					
++	Fully in accordance with this objective.	++	Fully in accordance with this objective.	++	Fully in accordance with this objective.

<b>SA17: To minimise pollution including air, water, land contamination and noise</b>					
+	Reducing consumption of energy will minimise pollution, use of SUDS will reduce water pollution.	+	Reducing consumption of energy will minimise pollution, use of SUDS will reduce water pollution.	+	Reducing consumption of energy will minimise pollution, use of SUDS will reduce water pollution.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA19: To reduce the need to travel</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA20: To encourage alternatives to the car</b>					
0	No impact.	0	No impact.	0	No impact.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>					
0	No impact.	0	No impact.	0	No impact.
<b>Final Sustainability Appraisal Scores for Options</b>					
<b>Option 1</b>	<b>10</b>	<b>Option 2</b>	<b>10</b>	<b>Option 3</b>	<b>7</b>

## Policy SRM2 Minerals Safeguarding

Option 1: Safeguard potential future minerals sites		Option 2: Do not safeguard potential future minerals sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
++	In conformity with the Staffordshire Minerals Core Strategy Issues and Options 2.	--	Would not be in conformity with the Staffordshire Minerals Core Strategy Issues and Options 2.
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>			
0	No impact.	0	No impact.
<b>SA4: To reduce deprivation</b>			
0	No impact.	0	No impact.
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.	0	No impact.
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No impact.	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact.

<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Local mineral resources are important to the local economy by supplying construction materials and providing jobs in the extraction and building industries.	--	Not protecting the minerals resources could lead to sterilisation, which would have a detrimental impact on the local economy.
<b>SA10: To protect and enhance historic assets</b>			
--	Safeguarded minerals site in north east of the borough is located in close proximity to the Amington Hall Estate Conservation Area. Working it could have a detrimental impact on the character and appearance of the conservation area.	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
--	Safeguarded minerals site in north east of borough is directly adjacent to both the Alvecote Pools SSSI and Decoy SBI and in close proximity to the River Anker BAS. Working it is likely to have a detrimental impact on the integrity of these important biodiversity sites.	0	No impact.



<b>SA13: To protect and enhance open spaces and the green space network</b>		
-	Safeguarded minerals site in north east of borough is located within the green space network. Extraction of minerals would impact on the character of the network.	0 No impact.
<b>SA14: To minimise flood risk</b>		
0	No impact.	0 No impact.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>		
--	Safeguarded minerals site in north east of borough is for coal for the energy industry.	0 No impact.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>		
0	No impact.	0 No impact.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>		
--	Extraction of coal via open cast methods likely to generate air and noise pollution. Site in north east of borough may also lead to water pollution of the Anker.	0 No impact.
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>		
0	No impact.	0 No impact.
<b>SA19: To reduce the need to travel</b>		
0	No impact.	0 No impact.

<b>SA20: To encourage alternatives to the car</b>			
0	No impact.	0	No impact.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Both sites could make use of existing infrastructure, with necessary improvements.	+	Both sites could make use of existing infrastructure, with necessary improvements.

<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	-4	Option 2	-3

## Policy SRM3 Green Belt

Option 1: Retain Green Belt in its current form		Option 2: Partial or full review of Green Belt	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	RSS requirements can be met within the urban area and the sustainable urban extension at the Anker Valley. No need to review Green Belt boundary.	-	RSS requirements can be met within the urban area and the sustainable urban extension at the Anker Valley. No need to review Green Belt boundary. Development in the south of the borough would be a less sustainable location in terms of proximity to the town centre.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Combination of urban containment and a large urban extension will offer greater opportunities to provide mixed communities.	+	Development in the Green Belt would provide opportunities for mixed communities.
<b>SA3: To encourage the efficient use of land</b>			
+	Retaining the Green Belt focuses development on previously developed land first and enables a higher proportion of development on within the urban area on brownfield sites.	-	Would lead to lower proportion of development being achieved on brownfield sites.
<b>SA4: To reduce deprivation</b>			
+	Retaining the Green Belt increases the likelihood of urban sites being	-	Green belt is not located near to disadvantaged neighbourhoods and

	developed which could assist in regenerating the deprived areas.		development would not contribute towards regeneration of these areas.	
<b>SA5: To ensure equal access to community services and facilities</b>				
++	Development within urban area and in the Anker Valley would be close to existing services and facilities and the town centre.	+	Development in the Green Belt would be close to services and facilities in the south of the borough.	
<b>SA6: To encourage equal access to education, jobs and training</b>				
+	Development within urban area and Anker Valley is close to existing education and employment areas in the north and east of the borough.	+	Green Belt sites would be close to education and employment in the south of the borough.	
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>				
+	Part of the Green Belt is open countryside which provides some opportunities for informal recreation.	-	Release of Green Belt would lead to loss of open countryside.	
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>				
0	No impact.	0	No impact.	
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>				
0	No impact.	0	No impact.	
<b>SA10: To protect and enhance historic assets</b>				
0	No impact.	-	Release of Green Belt for development could have a negative impact on character and setting of the Dosthill Conservation Area and listed buildings.	
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>				
0	No impact.	0	No impact.	

<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
+	Retaining the Green Belt would ensure the protection of the SBI and RIGS.	-	Green Belt contains a SBI and RIGS, which could be damaged by development.
<b>SA13: To protect and enhance open spaces and the green space network</b>			
0	Retaining the Green Belt will protect the integrity of the green space network, however, could lead to pressure on remaining greenfield land elsewhere.	-	Land to west of A51 also forms part of the green space network. Release of this part of the Green Belt would potentially damage the integrity of the green space network.
<b>SA14: To minimise flood risk</b>			
+	Retaining the Green Belt will minimise the potential for flooding of land to the west of the A51, which lies within the flood zone.	-	Land to west of A51 is located in the flood zone. Development in this location would increase the amount of impermeable surfaces and subsequent run off within the floodplain.
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	No impact.	0	No impact.
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact.
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>			
+	Retaining the Green Belt will enable development to come forward in other locations with more sustainable transport links.	-	Green Belt is located at the southern extent of the borough. Development in this location would necessitate a need to drive to facilities, which could lead to an increase in traffic pollution.

<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Retaining the Green Belt will enable development to come forward in locations closer to the town centre which will support town centre regeneration.	-	Green Belt is located at the southern extent of the borough. Development in this location would not directly support town centre regeneration.
<b>SA19: To reduce the need to travel</b>			
+	Retaining the Green Belt will enable development to come forward in locations that are close to existing facilities and the town centre.	-	Could provide on-site facilities to provide for local needs. However, would still need to travel to the town centre to access other facilities and services.
<b>SA20: To encourage alternatives to the car</b>			
+	Retaining the Green Belt will encourage development to come forward on sites that can make use of sustainable modes of transport.	-	The sites are at the furthest extent from the town centre, which will necessitate a need to drive to facilities, however, they relatively close to proposed rail improvements at Wilnecote Station, and the new station, which would still require a car to access. It is unlikely that the development would fund this.
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Retaining the Green Belt will encourage development to come forward on site that will make better use of existing transport infrastructure.	0	Release of Green Belt could bring forward new transport infrastructure.
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option</b>		<b>Option</b>	



1	15	2	-9		
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## Policy SRM4 Flooding

<p><b>Option 1:</b> Presumption against inappropriate development with the floodplain (no other option considered because it would be contrary to national policy)</p>		
Rating	Commentary/Explanation	
<p><b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b></p>		
++	Would be in accordance with the RSS and national policy.	
<p><b>SA2: To meet the housing needs of the whole community</b></p>		
-	Floodplain is a constraint and reduces availability of large sites.	
<p><b>SA3: To encourage the efficient use of land</b></p>		
+	Likely to direct development towards urban brownfield sites.	
<p><b>SA4: To reduce deprivation</b></p>		
0	No impact.	
<p><b>SA5: To ensure equal access to community services and facilities</b></p>		
0	No impact.	
<p><b>SA6: To encourage equal access to education, jobs and training</b></p>		
0	No impact.	

<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>				
+	The floodplain frequently coincides with the greenspace network. Protecting the floodplain will also safeguard this network.			
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>				
0	No impact.			
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>				
0	No impact.			
<b>SA10: To protect and enhance historic assets</b>				
0	No impact.			
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>				
0	No impact.			
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>				
+	The floodplain frequently coincides with the greenspace network and sites of biodiversity value. Protecting the floodplain will also safeguard this network.			
<b>SA13: To protect and enhance open spaces and the green space network</b>				
+	The floodplain frequently coincides with the greenspace network. Protecting the floodplain will also safeguard this network.			
<b>SA14: To minimise flood risk</b>				
++	Fully accords with this objective because it directs development away from the			

	floodplain and requires appropriate mitigation measures.				
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					
0	No impact.				
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>					
+	Policy requires the appropriate use of SUDS.				
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>					
+	Appropriate use of SUDS and surface water drainage strategy would reduce water pollution.				
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>					
0	No impact.				
<b>SA19: To reduce the need to travel</b>					
0	No impact.				
<b>SA20: To encourage alternatives to the car</b>					
0	No impact.				
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>					
0	No impact.				
<b>Final Sustainability Appraisal Scores for Option</b>					
<b>Option 1</b>	<b>9</b>				

## Policy SRM5 Natural Assets and Biodiversity

<b>Option 1: Protect sites of biodiversity importance and encourage enhancements</b>			
Rating	Commentary/Explanation		
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	This is in accordance with national and regional policy.		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No impact.		
<b>SA4: To reduce deprivation</b>			
0	No impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No impact.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Many sites of biodiversity value coincide with the greenspace network. Protecting		

	biodiversity sites will also safeguard this network.				
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>					
0	No impact.				
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>					
0	No impact.				
<b>SA10: To protect and enhance historic assets</b>					
0	No impact.				
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>					
+	Sites of national and local biodiversity value help to create locally distinct environments.				
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>					
++	Fully in accordance with this objective.				
<b>SA13: To protect and enhance open spaces and the green space network</b>					
+	Many sites of biodiversity value coincide with the greenspace network. Protecting biodiversity sites will also safeguard this network.				
<b>SA14: To minimise flood risk</b>					
+	Protecting biodiversity sites will assist in reducing surface water run off, thereby reducing flood risk.				
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>					
0	No impact.				



<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>				
0	No impact.			
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>				
0	No impact.			
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>				
0	No impact.			
<b>SA19: To reduce the need to travel</b>				
0	No impact.			
<b>SA20: To encourage alternatives to the car</b>				
0	No impact.			
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>				
0	No impact.			
<b>Final Sustainability Appraisal Scores for Option</b>				
<b>Option</b>				
<b>1</b>			<b>7</b>	

## Policy ST1 Sustainable Transport

Option 1: Strategy based on a range of sustainable transport choices, including provision of new road infrastructure and highway improvements		Option 2: Public transport improvement only strategy without new roads	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Fully in accordance with policy.	+	Focussing only on public transport is in accordance with policy.
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>			
0	No impact.	0	No impact.
<b>SA4: To reduce deprivation</b>			
+	An efficient transport network offering a number of modes would provide choice.	+	Providing a high quality and comprehensive public transport network would enable residents in disadvantaged areas access services and facilities.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	A transport network offering a number of modes would provide choice of how to access services and facilities.	+	Providing a high quality and comprehensive public transport network would enable residents in disadvantaged areas access services and facilities.

<b>SA6: To encourage equal access to education, jobs and training</b>		
+	A transport network offering a range of modes would provide choice of how to access education, jobs and training.	+
		Providing a high quality and comprehensive public transport network would enable residents in disadvantaged areas access education, jobs and training.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
+	Promoting a range of modes, including walking and cycling would encourage healthy and active lifestyles.	++
		May reduce car use and encourage greater walking or cycling to use public transport facilities.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>		
0	No impact.	0
		No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>		
0	No impact.	0
		No impact.
<b>SA10: To protect and enhance historic assets</b>		
0	No impact.	0
		No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
0	No impact.	0
		No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
0	No impact.	0
		No impact.
<b>SA13: To protect and enhance open spaces and the green space network</b>		
0	No impact.	0
		No impact.
<b>SA14: To minimise flood risk</b>		

0	No impact.	0	No impact.	
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>				
0	No impact.	0	No impact.	
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>				
0	No impact.	0	No impact.	
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>				
+	Reducing the use of the car would reduce carbon emissions. New roads may lead to more car journeys.	+	Reducing the use of car would reduce carbon emissions.	
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>				
+	New park and ride at train station and improved links with Ventura/Jolly Sailor retail parks will help to improve the town centre.	+	New park and ride at train station and improved links with Ventura/Jolly Sailor retail parks will help to improve the town centre.	
<b>SA19: To reduce the need to travel</b>				
0	No impact.	0	No impact.	
<b>SA20: To encourage alternatives to the car</b>				
+	Improvements around the train station and use of alternative modes will offer realistic alternatives to the car. However, construction of new roads related to Anker Valley development will facilitate car use.	++	Public transport improvements, including the train station, will offer realistic alternatives to the car.	
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>				
+	Will use existing transport infrastructure, but need for	+	Will use existing transport infrastructure, but would require significant investment.	

	substantial new road infrastructure related to Anker Valley.						
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Final Sustainability Appraisal Scores for Options				
Option	9	Option	11	
Option 1		Option 2		



## Policy DEVMAN Development Management

Option 1: High quality development to meet a range of physical, social, economic and environmental considerations		Option 2: No policy	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Policy aims to meet national and RSS policy in a way that is specific to Tamworth.	0	Would meet national policy but not necessarily in an appropriate way to Tamworth's issues.
<b>SA2: To meet the housing needs of the whole community</b>			
0	Not relevant.	0	Not relevant.
<b>SA3: To encourage the efficient use of land</b>			
0	Not relevant.	0	Not relevant.
<b>SA4: To reduce deprivation</b>			
+	Well designed and safe buildings and spaces will help to reduce deprivation by improving quality of life.	+	Covered by national and regional policy but not specific to Tamworth.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Policy promotes accessible environments.	+	Covered by national and regional policy but not specific to Tamworth.
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	Policy promotes accessible environments, but no specific	+	Covered by national and regional policy but not specific to Tamworth.

	reference to these aspects.										

<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
+	Policy refers to securing a framework of well managed open spaces.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>		
+	Policy refers to the creation of safe environments and open spaces.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>		
0	Not relevant.	0 Not relevant.
<b>SA10: To protect and enhance historic assets</b>		
+	Policy refers to protection, conservation and enhancement of historic assets.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
++	Whole policy is aimed at increasing the standards of design in new development.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
+	Policy refers to protection, conservation and enhancement of sites of nature conservation importance.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA13: To protect and enhance open spaces and the green space network</b>		
+	Policy refers to securing a framework of well managed open spaces.	+ Covered by national and regional policy but not specific to Tamworth.
<b>SA14: To minimise flood risk</b>		

+	Policy refers to reducing flood risk.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA15: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>				
+	Policy refers to the use of renewable energy sources.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA16: To encourage the reduction, re-use and recycling of waste and water</b>				
+	Policy refers to the incorporation of waste recycling facilities.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA17: To minimise pollution including air, water, land contamination and noise</b>				
+	Policy refers to minimising emission of pollutants.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA18: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>				
+	Policy is aimed at achieving high quality development.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA19: To reduce the need to travel</b>				
+	Policy refers to making new developments accessible.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA20: To encourage alternatives to the car</b>				
+	Policy refers to development being served by a range of sustainable forms of transport.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>SA21: To make best use of the existing transport infrastructure and seek improvements</b>				
0	Not relevant.	+	Covered by national and regional policy but not specific to Tamworth.	
<b>Final Sustainability Appraisal Scores for Options</b>				
Option		Option		

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1	17	2	16		
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## Appendix 6: Sustainability Appraisal of Housing Policies Policy Document

### H1 Housing Delivery-meeting Tamworth's housing needs in neighbouring authorities

Option 1: Identifying broad locations within neighbouring authorities to meet Tamworth's future housing needs		Option 2: Not Identifying broad locations within neighbouring authorities to meet Tamworth's future housing needs	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	<p>Allocating sites is in accordance with national and regional planning policy as the approach could ensure a flexible, responsive supply of land is delivered for housing which is available, suitable and achievable. It complies with the requirement to illustrate flexibility to deal with changing circumstances</p> <p>Sites identified, particularly within North Warwickshire scored highly against sustainability and viability criteria in the Joint Development &amp; Infrastructure Study.</p>	-	<p>If the requirement for additional housing growth is confirmed, the inability of the Core Strategy to identify sufficient locations to accommodate need would result in the document being found 'unsound'. Subsequently Tamworth would not have an up to date development plan in place resulting in housing sites being allowed on a piecemeal basis through the appeal process and impacting on the ability to deliver sustainability targets which could also place additional pressure on Tamworth's infrastructure. It could also place pressure to release green belt locations, employment sites and/or open space which could fail to deliver sustainable benefits for Tamworth whilst potentially resulting in the loss of important green spaces and natural boundaries to adjoining settlements.</p>
<b>SA2: To meet the housing needs of the whole community</b>			
+	<p>Ensuring adequate large sites to accommodate future housing needs should ensure that economy of scale benefits are realised. This could increase the viability to deliver a mixture of housing types including affordable housing.</p>	-	<p>Not allocating sufficient sites could reduce the ability to deliver an appropriate mixture of housing types and the lack of larger sites could negate the ability to provide a sufficient supply of affordable housing to meet Tamworth's needs.</p>



<b>SA3: To encourage the efficient use of land</b>		
0	Allocating larger sites should enable sites to be planned holistically to encourage the most efficient use of land and incorporate higher densities. However, overall benefits would only arise if all existing brownfield sites had been developed prior to the release of these sites.	0 Tamworth's spatial strategy emphasises the 'brownfield site' first principle which should result in the most efficient use of land and appropriate density levels. If further housing needs are confirmed, not identifying sites could place pressure on greenbelt and Greenfield locations and employment sites therefore reducing the efficient use of land within the borough.
<b>SA4: To reduce deprivation</b>		
0	Will not have any direct impact.	0 Will not have any direct impact on deprivation although the inability to meet housing need could reduce the availability of appropriate number and type of housing therefore increasing the number of people living in inappropriate accommodation.
<b>SA5: To ensure equal access to community services and facilities</b>		
0	Will not have any direct impact.	0 Will not have any direct impact.
<b>SA6: To encourage equal access to education, jobs and training</b>		
0	Will not have any direct impact on ensuring equal access to education, jobs and training although the scale of the sites would result in a contribution towards delivering educational facilities..	0 Will not have any direct impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
+	Larger sites could be planned to accommodate open spaces, paths and formal recreation facilities and/or offer financial contributions towards improvements to existing provision.	0 Will not have any direct impact on providing accessible networks although these could come under pressure for future housing if a need is confirmed and no locations are identified.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>		
0	Will not have any direct impact on making communities safer. However, the scale of the sites would allow designs to incorporate the majority of designing out crime principles	0 Will not have any direct impact on making communities safer

<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>		
0	Would not have any direct impact.	0 Would not have any direct impact.
<b>SA10: To protect and enhance historic assets</b>		
0	None of the sites contain or are adjacent to historic assets so no direct impact.	0 No direct impact on historic assets.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
+	Larger sites may offer an opportunity to create diverse range of buildings and spaces which in turn may deliver locally distinct places, spaces and buildings. The economy of scale benefits may increase the viability of larger sites therefore resulting in higher design standards.	0 Relying on smaller sites may be able to deliver high quality and locally distinct places, spaces and buildings but reduced economies of scale may reduce site viability and less contributions and may impact on achieving higher standards.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
0	Several sites are located close to sites of nature conservation value but no direct impacts are likely given the distance to the designations.	0 No direct impact on protecting sites of nature conservation and the protection of biodiversity.
<b>SA13: To minimise flood risk</b>		
+	Several locations are sited outside of flood risk areas.	0 Existing housing sites have been identified on the basis of them having a low risk of flooding and individual applications may require a flood risk assessment to assess the risk which would have to be either mediated or the proposal refused.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>		
+	The scale of the locations offers the potential for the incorporation of renewable and low carbon forms of energy supply.	0 Reliance on smaller sites may reduce the viability of delivering higher standards but all would be expected to incorporate a minimum level of energy efficiency measures.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>		

+	The scale of new and enhanced infrastructure required to service the locations would result in greater efficiency measures being incorporated so contributing towards potentially increased reductions.	0	Reliance on smaller sites may reduce the viability of delivering higher reductions but all would be expected to incorporate a minimum level of forms of measures to reduce water use and increase recycling.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact	0	No direct impact
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No direct impact	0	No direct impact
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
0	No direct impact	0	No direct impact
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No direct impact	0	No direct impact
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	8	Option 2	-2

## Policy H3 Affordable Housing

Option 1: Seek to provide a target of 43 affordable housing units pa with banded delivery thresholds based on site size (number of dwellings)		Option 2: Seek to provide a target of 43 affordable housing units pa but no specific site based thresholds	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Setting an overall target and range of circumstances including minimum site size thresholds is compliant with PPS3 and is based on a robust local assessment of need.	+	Whilst setting an overall target partly complies with PPS3 guidance, the lack of site threshold may impact on delivery particularly on smaller sites.
<b>SA2: To meet the housing needs of the whole community</b>			
++	The overall target and thresholds should enable adequate level of affordable housing to be delivered across Tamworth to meet local needs.	+	Whilst the overall target should assist the delivery of affordable housing not having thresholds could potentially result in provision being on a less structured basis with an over reliance on individual negotiation.
<b>SA3: To encourage the efficient use of land</b>			
0	No impact on ensuring the efficient use of land has been identified.	0	No impact on ensuring the efficient use of land has been identified
<b>SA4: To reduce deprivation</b>			
+	Ensuring that adequate numbers of affordable housing is provided to meet local needs should ensure that communities have access to appropriate housing which is affordable thus reducing deprivation created by inappropriate housing provision.	+	The affordable housing target should ensure that needs are addressed therefore impacting positively on reducing deprivation caused by inadequate access to housing.
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No direct impact has been identified.	0	No direct impact has been identified.

<b>SA6: To encourage equal access to education, jobs and training</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA10: To protect and enhance historic assets</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA13: To minimise flood risk</b>	
0	No direct impact has been identified. 0 No direct impact has been identified.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>	
+	Affordable housing provided by Registered Social Landlords tend to achieve higher energy efficiency standards. + Affordable housing provided by Registered Social Landlords tend to achieve higher energy efficiency standards.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>	
+	Affordable housing provided by Registered Social Landlords tend to + Affordable housing provided by Registered Social Landlords tend to

	Landlords tend to achieve higher standards		achieve higher standards
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact has been identified	0	No direct impact has been identified
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	The spatial strategy will encourage the provision of new housing, which in accordance with the site threshold approach will deliver affordable housing in and around the town centre. This, in turn, will increase the town centre population therefore increasing demand for town centre services and contributing to its economy.	+	The spatial strategy will encourage the provision of new housing, which in accordance with affordable housing target may deliver affordable housing in and around the town centre. This, in turn, will increase the town centre population therefore increasing demand for town centre services and contributing to its economy
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
0	No direct impact has been identified	0	No direct impact has been identified
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No direct impact has been identified	0	No direct impact has been identified
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	8	Option 2	6



## Policy H4 Housing needs

Option 1: Provide a range of housing types and sizes and address local needs by setting proportional targets for dwelling size, with an emphasis on smaller dwellings		Option 2: Provide a range of housing types and sizes but do not specify targets for dwelling size or type	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Providing a range of dwelling types in order to build mixed communities is in line with PPS3.	+	Providing a range of dwelling types in order to build mixed communities is in line with PPS3.
<b>SA2: To meet the housing needs of the whole community</b>			
++	Using evidence specific to Tamworth to set targets for dwelling size will address local housing needs.	+	Whilst a range of housing types and sizes will address some local needs, a lack of targets means that Tamworth's specific housing needs are not addressed.
<b>SA3: To encourage the efficient use of land</b>			
+	Smaller dwellings should occupy less land, enabling higher densities to be achieved.	0	No impact.
<b>SA4: To reduce deprivation</b>			
+	Providing a larger proportion of smaller dwellings will help address issues of affordability.	+	Providing a range of housing types should address issues of affordability.
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.	0	No impact.
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No impact.	0	No impact.

<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>	
0	No impact.
0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>	
0	No impact.
0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>	
0	No impact.
0	No impact.
<b>SA10: To protect and enhance historic assets</b>	
0	No impact.
0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>	
0	No impact.
0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>	
0	No impact.
0	No impact.
<b>SA13: To minimise flood risk</b>	
0	No impact.
0	No impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>	
+	Smaller dwellings will be more efficient to run.
0	No impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>	
+	Smaller dwellings should reduce the amount of waste produced and water used.
0	No impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>	
0	No impact.
0	No impact.

<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>		
+	Additional small dwellings built in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.	+ Additional dwellings built in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>		
0	No impact.	0 No impact.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>		
0	No impact.	0 No impact.
<b>Final Sustainability Appraisal Scores for Options</b>		
Option 1	8	Option 2 4

**Policy H4(a) Flexicare housing provision (new separate policy, currently part of H4)**

<b>Option 1: Targets for flexi care accommodation by tenure.</b>		<b>Option 2: No targets</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Providing housing specifically for older people is in line with PPS3 because it adds to the range of housing types and addresses known local need.	-	Not setting targets will mean that the needs of a whole sector of the community will not be addressed, which is contrary to PPS3.
<b>SA2: To meet the housing needs of the whole community</b>			
+	There is a demonstrated need for specialist housing for the growing elderly population in Tamworth, as an alternative to residential care.	-	Not setting targets will mean that the needs of a whole sector of the community will not be addressed.
<b>SA3: To encourage the efficient use of land</b>			
0	No impact.	0	No impact.
<b>SA4: To reduce deprivation</b>			
+	Providing care for elderly people in their own homes will help to reduce deprivation, particularly in terms of mental and physical health and living conditions.	-	Not providing specialist housing for the elderly could lead to an increase in deprivation amongst this population.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Flexi-care schemes will by definition incorporate some on-site services and facilities, which will be easy to access.	0	No impact.
<b>SA6: To encourage equal access to education, jobs and training</b>			

0	No impact.	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No impact.	0	No impact.
<b>SA10: To protect and enhance historic assets</b>			
0	No impact.	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.	0	No impact.
<b>SA13: To minimise flood risk</b>			
0	No impact.	0	No impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	No impact.	0	No impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.	0	No impact.

<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>		
0	No impact.	No impact.
0		0
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>		
0	No impact.	No impact.
0		0
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>		
0	No impact.	No impact.
0		0

<b>Final Sustainability Appraisal Scores for Options</b>		
Option 1	4	Option 2
		-3



## Policy H5 Density

Option 1: Average density of 40 dph, higher in intensive locations, but no specific targets		Option 2: Banded density targets for different parts of borough	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Setting local density targets is in line with PPS3 and is based on a robust local assessment of need.	++	Setting local density targets is in line with PPS3. Providing evidence supports it, specifying a range of densities may be appropriate to reflect local circumstances.
<b>SA2: To meet the housing needs of the whole community</b>			
0	Setting density targets does not guarantee that housing needs will be met.	0	Setting density targets does not guarantee that housing needs will be met.
<b>SA3: To encourage the efficient use of land</b>			
++	Relatively high densities will make efficient use of land.	++	Relatively high densities will make efficient use of land.
<b>SA4: To reduce deprivation</b>			
0	Will not have any impact on deprivation.	0	Will not have any impact on deprivation.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Locating higher density housing close to existing facility hubs in the town centre and other centres will make use of those facilities and services. It could also put pressure on them but should help to sustain and encourage new services.	+	Locating higher density housing close to existing facility hubs in the town centre and other centres will make use of those facilities and services. It could also put pressure on them but should help to sustain and encourage new services.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Locating higher density housing close to existing facility	0	No impact.

	and employment hubs in the town centre and other centres will improve access to jobs.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No impact.	0	No impact.
<b>SA10: To protect and enhance historic assets</b>			
0	High density development in the town centre could have a negative impact on the historic character. However, design policies will ensure new development in sensitive locations is appropriate in scale and appearance.	0	High density development in the town centre could have a negative impact on the historic character. However, design policies will ensure new development in sensitive locations is appropriate in scale and appearance.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.	0	No impact.
<b>SA13: To minimise flood risk</b>			
0	No impact.	0	No impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of renewable energy sources</b>			
0	No impact.	0	No impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact.

<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.	0	No impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	Building high density dwellings in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.	++	Building high density dwellings in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services. Being more prescriptive about density targets will not make any difference.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Requiring higher densities around intensive locations and transport routes will reduce the need to travel and encourage the use of public transport, walking and cycling.	+	Requiring higher densities around intensive locations and transport routes will reduce the need to travel and encourage the use of public transport, walking and cycling. Being more prescriptive about density targets will not make any difference.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Requiring higher densities around intensive locations and transport routes will make use of the existing infrastructure. It is likely that improvements will be required, which will be predominantly developer funded.	+	Requiring higher densities around intensive locations and transport routes will make use of the existing infrastructure. It is likely that improvements will be required, which will be predominantly developer funded. Being more prescriptive about density targets will not make any difference.

<b>Final Sustainability Appraisal Scores for Options</b>		
<b>Option 1</b>	<b>10</b>	<b>Option 2</b>
		<b>9</b>

## Appendix 7: Detailed SA of individual Local Plan policies

### SP1 Spatial Strategy for Tamworth

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Complies with existing policies whilst recognising impact of emerging national policy and the removal of the RSS.		
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy aims to accommodate the Borough's housing needs through the allocation of a strategic site and within the urban area		
<b>SA3: To encourage the efficient use of land</b>			
+	Policy will require all developments to make efficient use of land.		
<b>SA4: To reduce deprivation</b>			
+	Policy focuses regeneration on the most deprived neighbourhoods.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Investment in local and neighbourhood centres will improve the availability of services in the local area. Improvements to access within the town will also make it easier to access local services and facilities.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	Policy promotes sustainable economic growth, but does not refer to education or training.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Retaining and enhancing green spaces and links will provide the opportunity for informal recreation.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Referenced within in the green linkages paragraph.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Policy positively promotes sustainable economic growth and regeneration of the town centre and employment areas.		
<b>SA10: To protect and enhance historic assets</b>			
+	The policy aims to minimise the impact of development on the historic environment.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	Policy requires development to be high quality.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
+	The policy aims to minimise the impact of development on the natural environment and natural resources.		
<b>SA13: To minimise flood risk</b>			
+	Areas at risk of flooding have been identified and development in those areas will not be permitted.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
+	Encourages sustainable development including measures to mitigate and adapt to climate change		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
+	Encourages sustainable development including minimising pressures on natural resources		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	Not currently referred to		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Town centre regeneration is a key theme of the policy.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Policy promotes accessibility by sustainable modes of transport.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Policy refers to infrastructure improvements to all modes of transport and rail in particular.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>17</b>	<b>Option 2</b>	



## SP2 Investing in Tamworth Town Centre

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Focusing town centre uses within the town centre is in accordance with policies.		
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy promotes the development of high density, high quality residential uses. This will cater for a particular section of the community.		
<b>SA3: To encourage the efficient use of land</b>			
+	In promoting higher density housing development in the town centre, the policy encourages the efficient use of land.		
<b>SA4: To reduce deprivation</b>			
+	The town centre is accessible to all communities and a thriving centre will be the focus for regeneration, including improving the range of facilities and services to support employment opportunities.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Retail, leisure and cultural uses will be focussed in the town centre, which is the borough's transport hub.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	The town centre accommodates a wide range of higher		

Option 1:	Option 2: N/A
level employment generating service and retail uses which are accessible from the rest of the borough.	
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>	
+ The town centre already has good pedestrian and cycle links with the rest of the borough and the policy aims to improve links through enhancements to the walking and cycling routes.	
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>	
0 Not referred to	
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>	
++ The town centre is the main focus for regeneration to attract investment in retail, leisure and office uses to generate economic activity.	
<b>SA10: To protect and enhance historic assets</b>	
++ The town centre contains the greatest concentration of historic assets in the borough. The policy requires development to protect and enhance the town centre's historic setting and character.	
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b> ++ In light of the town centre's historic setting and character, the policy requires developments to make the most of these assets by requiring high quality design solutions.	

Option 1:	Option 2: N/A
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>	
+	Promotes the protection and enhancement of green linear links and green spaces.
<b>SA13: To minimise flood risk</b>	
0	No direct impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>	
0	No direct impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>	
0	No direct impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>	
0	No direct impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>	
++	The town centre is the main priority regeneration area in the borough and the policy gives it due recognition by placing it at the top of the retail hierarchy and making it the focus for retail, leisure, cultural and office development. Encouraging housing development and more residents to live in the town centre will also add to its vibrancy.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>	
+	The town centre already benefits from good road, cycle and footpath connections to the wider town. The policy promotes improvements to the networks, in particular to

<b>Option 1:</b>		<b>Option 2: N/A</b>	
	walking, cycling and public transport..		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	The town centre already benefits from good road, cycle and footpath connections to the wider town. The policy promotes improvements to the networks, in particular to walking, cycling and public transport.		

<b>Final Sustainability Appraisal Scores for Options</b>	
<b>Option 1</b>	<b>Option 2</b>
19	

## SP3 Supporting investment in the network of centres

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Focusing town centre uses within local/neighbourhood centres is in accordance with policies.		
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy promotes the development of high density, high quality residential uses. This will cater for a particular section of the community.		
<b>SA3: To encourage the efficient use of land</b>			
+	In promoting higher density housing development in the centres, the policy encourages the efficient use of land.		
<b>SA4: To reduce deprivation</b>			
+	The deprived neighbourhoods will be the focus for regeneration, including improving the range of facilities and services in local and neighbourhood centres.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Retail, leisure and cultural uses will be focussed in the centres, which provide local service and facilities. All are accessible by a choice of means of transport.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	. The local centres provide local level employment.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	The centres tend to have good pedestrian and cycle links with their surrounding catchment and the policy aims to improve links through enhancements to the walking and cycling routes.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	Not referred to		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Successful centres can be a focus for regeneration to attract investment in retail and community services to generate economic activity.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct linkages		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	, the policy requires developments to make the most of these assets by requiring high quality design solutions.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
+	Promotes the protection and enhancement of green linear links and green spaces.		
<b>SA13: To minimise flood risk</b>			

To age 300



Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	.No direct impact		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	The centres already benefits from good road, cycle and footpath connections. The policy promotes improvements to the networks, in particular to walking, cycling and public transport..		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	The centres already benefits from good road, cycle and footpath connections to the wider town. The policy promotes improvements to the networks, in particular to walking, cycling and public transport.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>14</b>	<b>Option 2</b>	

## SP4 Sustainable Economic Growth

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Meets policy requirements to identify sufficient land /floorspaceto meet identified need		
<b>SA2: To meet the housing needs of the whole community</b>			
+	The potential long term release of some local employment sites for housing will help to meet the housing needs of the whole community.		
<b>SA3: To encourage the efficient use of land</b>			
+	The provision of employment sites will be on a combination of greenfield and brownfield land featuring the redevelopment of existing employment areas.		
<b>SA4: To reduce deprivation</b>			
+	Provision of sufficient employment sites within accessible locations will provide access to jobs which should generate greater income for individuals.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
++	Provision of sufficient employment sites in accessible locations should provide jobs and associated training.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Provision of a range of employment sites will support a diverse and competitive economy.		
<b>SA10: To protect and enhance historic assets</b>			
0	No impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.		
<b>SA13: To minimise flood risk</b>			
0	No impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No impact.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Focusing employment sites on existing employment areas which utilise existing sustainable transport links should encourage the use of sustainable modes of transport.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	Focusing employment sites in existing employment areas will ensure existing transport infrastructure is used and regeneration of existing employment areas is considered to lead to improvements to associated infrastructure.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>11</b>	<b>Option 2</b>	

## SP5 Housing Delivery

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
0	Urban area and Anker Valley and broad locations outside of the borough can meet RSS requirements although relies on Greenfield land release.		
<b>SA2: To meet the housing needs of the whole community</b>			
++	Policy aims to achieve a housing mix in terms of size, type, affordability and tenure that will meet local needs.		
<b>SA3: To encourage the efficient use of land</b>			
+	Policy focuses on making the most effective use of urban brownfield sites to deliver housing growth.		
<b>SA4: To reduce deprivation</b>			
+	Policy will address deprivation by providing a mix of housing that meets local needs. High quality living conditions will also help to address deprivation.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Policy expects new housing development to be located in sustainable locations that have good access to community services and facilities.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No direct impact.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b> No direct impact		
0	<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b> no reference to safety.		
0	<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b> No direct impact		
0	<b>SA10: To protect and enhance historic assets</b> No direct impact		
+	<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b> Policy expects new housing development to contribute towards sustainable communities and to be of high quality and design.		
0	<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b> No direct impact		
0	<b>SA13: To minimise flood risk</b> No direct impact		
	<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>		



Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The policy does not specifically refer to introducing housing into the town centre although it directs new housing to the urban area and locations with good public transport accessibility.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	New housing development will be directed towards locations with good accessibility to public transport and other sustainable methods of transport.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	New housing development will be directed towards locations with good accessibility to public transport and other sustainable methods of transport.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>10</b>	<b>Option 2</b>	

## SP6 Anker Valley

Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure		Option 2: Anker Valley housing with no associated facilities or infrastructure	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Urban area and Anker Valley can meet RSS requirement, although will result in release of Greenfield land.	+	Urban area and Anker Valley can meet RSS requirement, although will result in release of Greenfield land.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Combination of urban containment and a large urban extension will offer opportunities to provide mixed communities. However, provision of other infrastructure will limit the amount of affordable units.	++	Utilising the whole of the Anker Valley for housing would enable more units to be provided as part of a larger mixed community.
<b>SA3: To encourage the efficient use of land</b>			
+	A high density scheme in the Anker Valley will make efficient use of this site.	++	Utilising the whole of the Anker Valley for housing would enable more units to be provided at a higher density.
<b>SA4: To reduce deprivation</b>			

<b>Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure</b>		<b>Option 2: Anker Valley housing with no associated facilities or infrastructure</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
-	Development in the Anker Valley will not specifically target the deprived neighbourhoods.	-	Development in the Anker Valley will not specifically target the deprived neighbourhoods.
<b>SA5: To ensure equal access to community services and facilities</b>			
++	Anker Valley development will be supported by a range of on-site services and facilities as set out in the policy. It is also close to the town centre	--	There would be no provision of on-site facilities and services and no physical links to existing facilities although it is close to the town centre.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	A primary school would be provided on-site. The Anker Valley is also close to the town centre, Learning Zone and employment areas in the north of the town. Physical links would be made to the Learning Zone and town centre.	-	Site is close to Learning Zone but this option would not provide any physical links. There would be no on-site jobs provided and poor links to employment areas and the town centre.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	The development will incorporate some open space and recreation space and also provide links to the open	--	No open space provided as part of this option.

<b>Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure</b>		<b>Option 2: Anker Valley housing with no associated facilities or infrastructure</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	<p>countryside. It is possible that the Anker Valley Link Road will result in loss of an existing playing field at Rene Road.</p>		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	<p>Will not address the issue of community safety within existing communities. New development will be designed to create a safe environment.</p>	0	<p>Will not address the issue of community safety within existing communities. New development will be designed to create a safe environment.</p>
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	<p>New on-site services and facilities will provide local jobs. Proximity of the site to the town centre will support regeneration.</p>	-	<p>There would be no on-site jobs provided. Poor access to the town centre and employment areas.</p>
<b>SA10: To protect and enhance historic assets</b>			
-	<p>Potential for negative impact on character and setting of Amington Hall Estate Conservation Area and listed buildings.</p>	-	<p>Potential for negative impact on character and setting of Amington Hall Estate Conservation Area and listed buildings.</p>
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			

<b>Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure</b>		<b>Option 2: Anker Valley housing with no associated facilities or infrastructure</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
+	Large urban extension provides the opportunity to plan for a high quality and distinctive new community.	-	Housing development alone could be high quality but is unlikely to result in a distinctive place or community.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
-	Anker Valley site is in close proximity to a SBI and BAS and could potentially have an adverse impact on biodiversity.	-	Anker Valley site is in close proximity to a SBI and BAS and could potentially have an adverse impact on biodiversity.
<b>SA13: To minimise flood risk</b>			
-	Intensive development in the Anker Valley would result in an increase of impermeable surfaces in close proximity to the River Anker floodplain. However, there is scope to minimise the risk of flooding through SUDS.	--	More intensive development with limited public open space in the Anker Valley would result in an increase of impermeable surfaces in close proximity to the River Anker floodplain.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
++	Development provides the opportunity to incorporate renewable energy technology. Proximity to the town centre will cut down on travel generated energy consumption.	+	Development provides the opportunity to incorporate renewable energy technology, although there would be less scope because it would not be mixed use.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			

<b>Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure</b>		<b>Option 2: Anker Valley housing with no associated facilities or infrastructure</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
+	Development provides the opportunity to incorporate waste reduction and recycling facilities.	+	Development provides the opportunity to incorporate waste reduction and recycling facilities.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	Proximity to the town centre should reduce car journeys. However, there is potential for water pollution into the Anker through surface water run off.	-	More intensive development without the necessary road infrastructure will lead to more car journeys using the existing road network. There is potential for water pollution into the Anker because of additional hard surfaces leading to greater volumes of run off.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Site is close to the town centre and provide links to it and development will support regeneration.	-	Lack of links to the town centre would not assist regeneration.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
++	Proximity and access to the town centre, railway station and provision of on-site facilities and services will reduce the need to travel.	--	More intensive development without on-site services and facilities, the necessary road infrastructure and links to the town centre and railway station will lead to more car journeys.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			



<b>Option 1: Anker Valley housing plus range of community facilities and services and physical infrastructure</b>		<b>Option 2: Anker Valley housing with no associated facilities or infrastructure</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
-	Anker Valley development is a green field extension to the urban area. Substantial new infrastructure will be required, but it will use existing road infrastructure and extensions to public transport. On-site provision of community facilities and proximity to the town centre will reduce the need to travel on shorter journeys.	-	Anker Valley development is a green field extension to the urban area. Substantial new infrastructure will be required, but it will use existing road infrastructure and extensions to public transport.
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>			<b>Option 2</b>

## SP7 Regeneration Priority Areas

Option 1: Focus a co-ordinated approach to development in areas experiencing either high levels of deprivation or a poor quality physical environment.		Option 2: Not having a co-ordinated approach to these areas in terms of future development.	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	National planning policy focuses development in most sustainable locations including brownfield first.	0	No focus on previously developed land.
<b>SA2: To meet the housing needs of the whole community</b>			
++	The post war neighbourhoods will be targeted for improvements to the quality and mix of the housing stock.	0	development may not come forward in a targeted manner but rather in a piecemeal approach with a risk that the mix of housing types and size may not be delivered during the plan period.
<b>SA3: To encourage the efficient use of land</b>			
++	Regeneration and redevelopment of the priority areas will make good use of brownfield sites.	0	Development may not take place in these areas which are currently unattractive to investors due to low land values and a plethora of land ownerships. A targeted, focussed approach may bring confidence to investors resulting in development being brought forward in these areas.
<b>SA4: To reduce deprivation</b>			
++	In targeting the post war planned neighbourhoods, the policy gives priority to the most deprived areas. Improvements to the quality and mix of the housing stock, public realm, local centres and services and facilities will bring about social renewal.	-	No intervention would perpetuate the existing levels of deprivation and poor quality environment.
<b>SA5: To ensure equal access to community services and facilities</b>			

Option 1: Focus a co-ordinated approach to development in areas experiencing either high levels of deprivation or a poor quality physical environment.		Option 2: Not having a co-ordinated approach to these areas in terms of future development.	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
++	The policy targets post war planned neighbourhoods for improvements to the quality and mix of the housing stock, public realm, local centres and services and facilities.	-	No intervention and co-ordination of the delivery of services would perpetuate the existing levels of deprivation and poor quality environment
<b>SA6: To encourage equal access to education, jobs and training</b>			
++	The Wilneccote Corridor will be targeted for rationalisation, environmental/public realm/improvements, to provide an improved environment for investment to occur. The post war planned neighbourhoods approach will ensure that access to education, jobs and training are addressed as a priority.	-	No intervention would perpetuate the existing levels of deprivation and poor access to education, jobs and training.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	The policy promotes improvements to open spaces and footpaths to encourage walking and cycling.	-	No intervention would perpetuate the existing levels of deprivation and low quality physical environment.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
	No specific reference to safety.	0	No intervention would perpetuate the existing poor environment but link with crime and safety unclear.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Improvements to the Wilneccote Corridor will improve the employment offer.	-	No intervention would perpetuate the existing poor quality employment offer.
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.	0	No direct impact

Option 1: Focus a co-ordinated approach to development in areas experiencing either high levels of deprivation or a poor quality physical environment.		Option 2: Not having a co-ordinated approach to these areas in terms of future development.	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
	Not specifically referred to although the policy's regeneration intentions include the improvement of the physical environment.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.	0	No direct impact.
<b>SA13: To minimise flood risk</b>			
0	No direct impact.	0	No direct impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
+	Opportunities to retro-fit renewables/low carbon technologies will be considered as part of the renewal of public sector housing in the post war planned neighbourhoods.	0	No direct impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.	0	No direct impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.	0	No direct impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No direct impact.	0	No direct impact.

Option 1: Focus a co-ordinated approach to development in areas experiencing either high levels of deprivation or a poor quality physical environment.		Option 2: Not having a co-ordinated approach to these areas in terms of future development.	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	The policy aims to comprehensively improve the priority areas through measures that include increasing accessibility by sustainable forms of transport.	-	No intervention would perpetuate the existing deprivation through failing to address accessibility constraints.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	The policy aims to increase accessibility of the priority areas by sustainable forms of transport. In addition, the Wilneote Corridor will be the subject of improvements to the railway station.	-	No intervention would perpetuate the existing deprivation through failing to address accessibility constraints.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	18	Option 2	-7

## SP9 Sustainable Movement

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Fully in accordance with policies.		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No direct impact.		
<b>SA4: To reduce deprivation</b>			
0	No direct impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
++	Improved access between neighbourhoods, employment areas and the town centre will bring facilities and services within easier reach of the borough's communities.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
++	Improved access between neighbourhoods, employment areas and the town centre will bring jobs within easier reach of the borough's communities.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
++	The policy promotes sustainable transport, including		



	walking and cycling, using the existing networks with improvements to quality and access.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
	No specific reference to safety.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	Policy promotes convenient and high quality physical access between employment areas, surrounding neighbourhoods and strategic connections outside the borough. Good connections are vital for a competitive economy.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No direct impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			

+	Encouraging sustainable modes of transport will reduce air and noise pollution.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The town centre is the borough's transport hub and this policy will ensure that it is well connected to the surrounding neighbourhoods by car and sustainable forms of transport.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
++	The policy strongly promotes public transport and sustainable modes of transport using a high quality pedestrian and cycle network between all parts of the borough.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	The policy promotes sustainable transport including walking and cycling using the existing networks with improvements to quality and access.		
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	16	Option 2	

## Policy SP8: Environmental Assets

Option 1		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	In accordance as it designates and protects countryside outside of site allocations and greenbelt		
<b>SA2: To meet the housing needs of the whole community</b>			
0	Will not have any direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
+	Protecting the Green Belt and countryside areas will minimise the amount of non urban Greenfield land used for development. Protecting urban open space according to its value to the local community means that spaces that are not of high value to the community could be considered for alternative uses.		
<b>SA4: To reduce deprivation</b>			
+	Provision of open spaces and green links within and linking neighbourhoods encourages exercise which will improve health.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Green and blue links between neighbourhoods and services will enable pedestrian and cycle access.		
<b>SA6: To encourage equal access to education, jobs and training</b>			

Option 1		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
+	Green and blue links between neighbourhoods, jobs and training establishments will enable pedestrian and cycle access.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
++	Provision of high quality open spaces, recreation grounds, green and blue links within and between neighbourhoods will promote both informal and formal exercise.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	Will not have any direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	Will not have any direct impact. However, a network of high quality spaces will help with economic growth by providing an attractive setting for business investment.		
<b>SA10: To protect and enhance historic assets</b>			
0	Will not have any direct impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	Provision of high quality open spaces is integral to this objective.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
++	Sites of biodiversity value are an integral part of the green spaces network. The aim is to protect and enhance the most valuable sites and reinforce links		

Option 1		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	between them to enable migration.		
<b>SA13: To minimise flood risk</b>			
+	Green spaces hold surface water and reduce the runoff, which will reduce the impact of heavy rain events. Protecting the floodplains		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	Will not have any direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	Will not have any direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	Will not have any direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	Green and blue spaces form an integral part of the town centre. It is important that they are of high quality in order to provide an attractive setting for the historic environment and all the activities that take place in the town centre.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Footpaths and cycleways are part of the extensive network of green and blue spaces. They provide a sustainable way of moving about the borough.		

Option 1		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	New development will be able to link into the extensive network of footpaths and cycleways within the green and blue spaces. Improvements to access and quality of the footpaths and cycleways will be sought through developer contributions.		
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	16	Option 2	



## CP2: Economic Growth & enterprise

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	In accordance with policy as set out in SP4		
<b>SA2: To meet the housing needs of the whole community</b>			
+	The potential long term release of some local employment sites for housing will help to meet the housing needs of the whole community.		
<b>SA3: To encourage the efficient use of land</b>			
+	The provision of employment sites will be on a combination of greenfield and brownfield land featuring the redevelopment of existing employment areas.		
<b>SA4: To reduce deprivation</b>			
+	Provision of sufficient employment sites within accessible locations will provide access to jobs which should generate greater income for individuals.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
++	Provision of sufficient employment sites in accessible locations should provide jobs and associated training.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b> No impact.		
0	<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b> No impact.		
++	<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b> Provision of a range of employment sites will support a diverse and competitive economy.		
0	<b>SA10: To protect and enhance historic assets</b> No impact.		
0	<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b> No impact.		
0	<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b> No impact.		
0	<b>SA13: To minimise flood risk</b> No impact.		
0	<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b> No impact.		
0	<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b> No impact.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No impact.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Focusing employment sites on existing employment areas which utilise existing sustainable transport links should encourage the use of sustainable modes of transport.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	Focusing employment sites in existing employment areas will ensure existing transport infrastructure is used and regeneration of existing employment areas is considered to lead to improvements to associated infrastructure.		
<b>Final Sustainability Appraisal Scores for Options</b>			
11			

## CP1 Retail & Leisure hierarchy

Option 1:		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Hierarchy proposed is in accordance with national and regional policy		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.		
<b>SA3: To encourage the efficient use of land</b>			
+	Directing retail uses into the existing town, local and neighbourhood centres will make efficient use of land within the urban area and reduce development outside these centres.		
<b>SA4: To reduce deprivation</b>			
+	Directing retail uses into the existing town, local and neighbourhood centres will ensure that retail and other services are available in accessible and sustainable locations.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Directing retail uses into the existing town, local and neighbourhood centres will ensure that retail and other services are available in accessible and sustainable locations.		

Option 1:		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Directing retail uses into the existing town, local and neighbourhood centres will ensure that retail related jobs are available in accessible and sustainable locations.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Directing retail uses into the existing town, local and neighbourhood centres will help to sustain them.		
<b>SA10: To protect and enhance historic assets</b>			
0	No impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.		
<b>SA13: To minimise flood risk</b>			
0	No impact.		

Option 1:		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The town centre is a highly sustainable location and directing retailing to locate here will bring more people into the centre which will support regeneration.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
++	The town centre is a highly sustainable location and encouraging retailing and other services to locate here will reduce the need to travel.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	The town centre, local and neighbourhood centres are highly sustainable locations and encouraging retailing and other services to locate here will make good use of the existing infrastructure.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>12</b>	<b>Option 2</b>	



## CP3 Culture and tourism

Option 1:		Option 2: No specific policy to support growth of tourism and culture	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
0	No obvious linkages	0	No obvious linkages
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.	0	No impact.
<b>SA3: To encourage the efficient use of land</b>			
+	Directing cultural uses into the town, local and neighbourhood centres will make efficient use of land within the urban area and reduce development outside these centres.	0	A lack of focus on the town centre could result in cultural facilities being located outside of the centre thus failing to make the most efficient use of existing brownfield urban land.
<b>SA4: To reduce deprivation</b>			
0	Promotion of cultural activities could increase the participation of Tamworth's communities.	0	Unable to ascertain impact
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Directing cultural uses into the existing town will ensure that these uses are available in accessible and sustainable locations.	0	A lack of focus on the town centre could result in cultural facilities being located outside of the centre thus impacting on access to facilities.
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No impact.	0	No impact.

Option 1:		Option 2: No specific policy to support growth of tourism and culture	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No impact.	0	No impact
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.	0	No impact
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
++	The cultural and tourism sector is a significant part of Tamworth's service economy and developing the sector; with its associated spin offs, will help diversify the local economy.	0	Not encouraging this sector may result in existing resources not being exploited to their potential and therefore restricting their growth and contribution to diversifying the local economy.
<b>SA10: To protect and enhance historic assets</b>			
++	The concentration of cultural and tourism facilities within the town centre will capitalise on the historic setting and character and make best use of historic assets.	0	Not encouraging growth may result in less investment in historic assets.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	The concentration of cultural and tourism facilities within the town centre will support a locally distinct town centre.	0	Not encouraging growth may result in less investment in historic assets impacting on the creation of a locally distinct town centre.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.	0	No impact
<b>SA13: To minimise flood risk</b>			
0	No impact.	0	No impact
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			

Option 1:		Option 2: No specific policy to support growth of tourism and culture	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No impact.	0	No impact
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.	0	No impact
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The concentration of cultural and tourism facilities within the town centre will bring more people into the centre which will support regeneration.	0	Not encouraging growth may result in less investment in historic town centre assets therefore reducing the potential regeneration spin offs.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
++	The town centre is a highly sustainable location and encouraging cultural services and other services to locate there will reduce the need to travel.	0	A lack of focus on the town centre could result in cultural facilities being located outside of the centre thus impacting on delivering sustainable transport.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	The town centre is a highly sustainable location and encouraging cultural services to locate there will make good use of the existing infrastructure.	0	Unable to ascertain impact.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	13	Option 2	0

## CP4 Affordable Housing

Option 1: Seek to provide a target of affordable housing units pa with banded delivery thresholds based on site size (number of dwellings)		Option 2: Seek to provide a target of affordable housing units pa but no specific site based thresholds	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Setting an overall target and range of circumstances including minimum site size thresholds is compliant with PPS3 and is based on a robust local assessment of need.	+	Whilst setting an overall target partly complies with PPS3 guidance, the lack of site threshold may impact on delivery particularly on smaller sites.
<b>SA2: To meet the housing needs of the whole community</b>			
++	The overall target and thresholds should enable adequate level of affordable housing to be delivered across Tamworth to meet local needs.	+	Whilst the overall target should assist the delivery of affordable housing not having thresholds could potentially result in provision being on a less structured basis with an over reliance on individual negotiation.
<b>SA3: To encourage the efficient use of land</b>			
0	No impact on ensuring the efficient use of land has been identified.	0	No impact on ensuring the efficient use of land has been identified
<b>SA4: To reduce deprivation</b>			
+	Ensuring that adequate numbers of affordable housing is provided to meet local needs should ensure that communities have access to appropriate housing which is affordable thus reducing deprivation created by inappropriate housing provision.	+	The affordable housing target should ensure that needs are addressed therefore impacting positively on reducing deprivation caused by inadequate access to housing.
<b>SA5: To ensure equal access to community services and facilities</b>			

Option 1: Seek to provide a target of affordable housing units pa with banded delivery thresholds based on site size (number of dwellings)	Option 2: Seek to provide a target of affordable housing units pa but no specific site based thresholds	
Rating	Commentary/Explanation	Rating
0	No direct impact has been identified.	0
<b>SA6: To encourage equal access to education, jobs and training</b>		
0	No direct impact has been identified.	0
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
0	No direct impact has been identified.	0
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>		
0	No direct impact has been identified.	0
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>		
0	No direct impact has been identified.	0
<b>SA10: To protect and enhance historic assets</b>		
0	No direct impact has been identified.	0
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>		
0	No direct impact has been identified.	0
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>		
0	No direct impact has been identified.	0
<b>SA13: To minimise flood risk</b>		
0	No direct impact has been identified.	0

Option 1: Seek to provide a target of affordable housing units pa with banded delivery thresholds based on site size (number of dwellings)		Option 2: Seek to provide a target of affordable housing units pa but no specific site based thresholds	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
+	Affordable housing provided by Registered Social Landlords tend to achieve higher energy efficiency standards.	+	Affordable housing provided by Registered Social Landlords tend to achieve higher energy efficiency standards.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
+	Affordable housing provided by Registered Social Landlords tend to achieve higher standards	+	Affordable housing provided by Registered Social Landlords tend to achieve higher standards
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact has been identified	0	No direct impact has been identified
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	The spatial strategy will encourage the provision of new housing, which in accordance with the site threshold approach will deliver affordable housing in and around the town centre. This, in turn, will increase the town centre population therefore increasing demand for town centre services and contributing to its economy.	+	The spatial strategy will encourage the provision of new housing, which in accordance with affordable housing target may deliver affordable housing in and around the town centre. This, in turn, will increase the town centre population therefore increasing demand for town centre services and contributing to its economy
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
0	No direct impact has been identified	0	No direct impact has been identified
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No direct impact has been identified	0	No direct impact has been identified



Final Sustainability Appraisal Scores for Options	
Option 1	Option 2
8	6

### CP5 Housing needs

Option 1: Provide a range of housing types and sizes and address local needs by setting proportional targets for dwelling size, with an emphasis on smaller dwellings	Option 2: Provide a range of housing types and sizes but do not specify targets for dwelling size or type
Rating	Commentary/Explanation
Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>	
+	Providing a range of dwelling types in order to build mixed communities is in line with PPS3.
+	Providing a range of dwelling types in order to build mixed communities is in line with PPS3.
<b>SA2: To meet the housing needs of the whole community</b>	
++	Using evidence specific to Tamworth to set targets for dwelling size will address local housing needs.
+	Whilst a range of housing types and sizes will address some local needs, a lack of targets means that Tamworth's specific housing needs are not addressed.
<b>SA3: To encourage the efficient use of land</b>	
+	Smaller dwellings should occupy less land, enabling higher densities to be achieved.
0	No impact.
<b>SA4: To reduce deprivation</b>	
+	Providing a larger proportion of smaller dwellings will help address issues of affordability.
+	Providing a range of housing types should address issues of affordability.
<b>SA5: To ensure equal access to community services and facilities</b>	
0	No impact.
0	No impact.

Option 1: Provide a range of housing types and sizes and address local needs by setting proportional targets for dwelling size, with an emphasis on smaller dwellings	Option 2: Provide a range of housing types and sizes but do not specify targets for dwelling size or type		
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA6: To encourage equal access to education, jobs and training</b>	0	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>	0	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>	0	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>	0	0	No impact.
<b>SA10: To protect and enhance historic assets</b>	0	0	No impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>	0	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>	0	0	No impact.
<b>SA13: To minimise flood risk</b>	0	0	No impact.

<b>Option 1: Provide a range of housing types and sizes and address local needs by setting proportional targets for dwelling size, with an emphasis on smaller dwellings</b>		<b>Option 2: Provide a range of housing types and sizes but do not specify targets for dwelling size or type</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
+	SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources Smaller dwellings will be more efficient to run.	0	No impact.
+	SA15: To encourage the reduction, re-use and recycling of waste and water Smaller dwellings should reduce the amount of waste produced and water used.	0	No impact.
0	SA16: To minimise pollution including air, water, land contamination and noise No impact.	0	No impact.
+	SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment Additional small dwellings built in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.	+	Additional dwellings built in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.
0	SA18: To reduce the need to travel and encourage sustainable modes of transport No impact.	0	No impact.
0	SA19: To make best use of the existing transport infrastructure and seek improvements No impact.	0	No impact.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1		Option 2	

## CP6 Density

Option 1: Average density of 40 dph, higher in intensive locations, but no specific targets		Option 2: Banded density targets for different parts of borough	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	Setting local density targets is in line with PPS3 and is based on a robust local assessment of need.	++	Setting local density targets is in line with PPS3. Providing evidence supports it, specifying a range of densities may be appropriate to reflect local circumstances.
<b>SA2: To meet the housing needs of the whole community</b>			
0	Setting density targets does not guarantee that housing needs will be met.	0	Setting density targets does not guarantee that housing needs will be met.
<b>SA3: To encourage the efficient use of land</b>			
++	Relatively high densities will make efficient use of land.	++	Relatively high densities will make efficient use of land.
<b>SA4: To reduce deprivation</b>			
0	Will not have any impact on deprivation.	0	Will not have any impact on deprivation.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Locating higher density housing close to existing facility hubs in the town centre and other centres will make use of those facilities and services. It could also put pressure on them but should help to sustain services.	+	Locating higher density housing close to existing facility hubs in the town centre and other centres will make use of those facilities and services. It could also put pressure on them but should help to sustain and encourage new services.

Option 1: Average density of 40 dph, higher in intensive locations, but no specific targets		Option 2: Banded density targets for different parts of borough	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Locating higher density housing close to existing facility and employment hubs in the town centre and other centres will improve access to jobs.	0	No impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No impact.	0	No impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.	0	No impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No impact.	0	No impact.
<b>SA10: To protect and enhance historic assets</b>			
0	High density development in the town centre could have a negative impact on the historic character. However, design policies will ensure new development in sensitive locations is appropriate in scale and appearance.	0	High density development in the town centre could have a negative impact on the historic character. However, design policies will ensure new development in sensitive locations is appropriate in scale and appearance.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.	0	No impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.	0	No impact.
<b>SA13: To minimise flood risk</b>			

Option 1: Average density of 40 dph, higher in intensive locations, but no specific targets		Option 2: Banded density targets for different parts of borough	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No impact.	0	No impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No impact.	0	No impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.	0	No impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact.	0	No impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	Building high density dwellings in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services.	++	Building high density dwellings in the town centre will increase the population in this part of the town and create a market for a more diverse range of activities and services. Being more prescriptive about density targets will not make any difference.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Requiring higher densities around intensive locations and transport routes will reduce the need to travel and encourage the use of public transport, walking and cycling.	+	Requiring higher densities around intensive locations and transport routes will reduce the need to travel and encourage the use of public transport, walking and cycling. Being more prescriptive about density targets will not make any difference.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Requiring higher densities around intensive locations and	+	Requiring higher densities around intensive locations and transport



<b>Option 1: Average density of 40 dph, higher in intensive locations, but no specific targets</b>		<b>Option 2: Banded density targets for different parts of borough</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	transport routes will make use of the existing infrastructure. It is likely that improvements will be required, which will be predominantly developer funded.		routes will make use of the existing infrastructure. It is likely that improvements will be required, which will be predominantly developer funded. Being more prescriptive about density targets will not make any difference.
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>		<b>Option 2</b>	

## CP7 Gypsies, Travellers and Travelling Showpeople

Option 1: No specifically allocated sites, policy to deal with applications		Option 2: Allocated sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
-	Not allocating specific sites is contrary to the Gypsy and Traveller Accommodation Needs Assessment (GTAA)	++	Allocating sites would be in accordance with the GTAA.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Policy would allow provision to be met and would allow flexibility regarding location.	+	Allocating sites would provide greater certainty to site provision.
<b>SA3: To encourage the efficient use of land</b>			
?	Unknown because of lack of specific allocations.	?	Unknown because of lack of specific allocations.
<b>SA4: To reduce deprivation</b>			
+	Policy would require proximity to services and facilities.	?	Unknown because of lack of specific allocations.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Policy would require proximity to services and shops.	?	Unknown because of lack of specific allocations.

Option 1: No specifically allocated sites, policy to deal with applications		Option 2: Allocated sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Policy would require proximity to schools.	?	Unknown because of lack of specific allocations.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
?	Policy does not make reference to provision of open space.	?	Unknown because of lack of specific allocations.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	The intention is that any site would be integrated into the community.	?	Unknown because of lack of specific allocations.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	Unlikely to have any impact.	?	Unknown because of lack of specific allocations.
<b>SA10: To protect and enhance historic assets</b>			
-	No mention of historic assets in policy.	?	Unknown because of lack of specific allocations.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	Could help to achieve sustainable mixed communities.	?	Unknown because of lack of specific allocations.

Option 1: No specifically allocated sites, policy to deal with applications		Option 2: Allocated sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
+	Specific reference to consideration of impact on sites of biodiversity importance.	?	Unknown because of lack of specific allocations.
<b>SA13: To minimise flood risk</b>			
+	Reference to avoidance of flood zones 2 and 3.	?	Unknown because of lack of specific allocations.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
?	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water.</b>			
+	Policy requires provision of adequate waste facilities.	?	Unknown because of lack of specific allocations.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No known impact.	?	Unknown because of lack of specific allocations.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			

Option 1: No specifically allocated sites, policy to deal with applications		Option 2: Allocated sites	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
+	Sites will be required to be located within or adjacent to the urban area and close to services and shops.	?	Unknown because of lack of specific allocations.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Sites will be required to be located within or adjacent to the urban area and close to services and shops.	?	Unknown because of lack of specific allocations.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1		Option 2	

## CP8 Sport and Recreation

Option 1		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	In accordance with national planning policy		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
+	Dual use of school facilities by the community will reduce the need to build new standalone facilities.		
<b>SA4: To reduce deprivation</b>			
+	Policy promotes a network of high quality sport and recreation facilities throughout the borough, which will help to raise standards of health in the deprived neighbourhoods.		
<b>SA5: To ensure equal access to community services and facilities</b>			
++	Policy promotes a network high quality accessible sport and recreation facilities throughout the borough.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No direct impact.		



Option 1		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
++	Policy promotes accessible sport and recreation facilities throughout the borough, which help to raise standards of health amongst the borough's residents.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No direct impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			

Option 1		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No direct impact		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Maintaining existing sport and recreation facilities within the neighbourhoods and locating new facilities in accessible places that can be accessed by sustainable modes of transport will reduce the need to travel.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Maintaining existing sport and recreation facilities within the neighbourhoods and locating new facilities in accessible places will make best use of existing infrastructure.		
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	7	Option 2	

## CP9 Open space

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Protection and enhancement of open space in accordance with RSS and national policy		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact		
<b>SA3: To encourage the efficient use of land</b>			
0	No impact		
<b>SA4: To reduce deprivation</b>			
+	Maintaining a high quality network of open spaces should encourage exercise which will improve health.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	A network of open spaces equipped with paths and cycleways will enable convenient sustainable access to community services and facilities.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	A network of open spaces equipped with paths and cycleways will enable convenient sustainable access to community services and facilities.		

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
++	Provision of a high quality network of open spaces close to where people live will encourage active and healthier lifestyles.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No impact		
<b>SA10: To protect and enhance historic assets</b>			
0	No impact		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	A high quality network of open spaces will provide an attractive setting for built development.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
++	Network of open spaces will provide suitable habitats and green links for biodiversity.		
<b>SA13: To minimise flood risk</b>			
+	Network of green open spaces will soak up flood waters and slow down the rate of surface water run-off from rain.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			

Option 1:		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No impact		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No impact		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	Location of proposed leisure centre to be determined		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	A high proportion of the open spaces in the borough have pathways and cycleways, thereby providing a sustainable way to travel.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+			
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>12</b>	<b>Option 2</b>	

## CP 10 Design of new development

Option 1: Requirement for high quality buildings and places across the borough, particularly in the town centre, conservation areas and priority regeneration areas. Respect existing character or enhance through good design.		Option 2: N/A
Rating	Commentary/Explanation	Rating Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>		
+	Policy aims to meet national and RSS policy in a way which is specific to Tamworth	
<b>SA2: To meet the housing needs of the whole community</b>		
0	No direct impact.	
<b>SA3: To encourage the efficient use of land</b>		
+	Developments can be designed and laid out in a way that makes efficient use of land.	
<b>SA4: To reduce deprivation</b>		
0	No direct impact.	
<b>SA5: To ensure equal access to community services and facilities</b>		
0	No direct impact.	
<b>SA6: To encourage equal access to education, jobs and training</b>		
0	No direct impact.	



<p><b>Option 1: Requirement for high quality buildings and places across the borough, particularly in the town centre, conservation areas and priority regeneration areas. Respect existing character or enhance through good design.</b></p>		<p><b>Option 2: N/A</b></p>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Larger developments will be required to incorporate accessible open spaces and also to link to the wider green space network, which will provide the opportunity for formal and informal physical activity.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Developments will be required to be designed and laid out in a way that creates safe places.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.		
<b>SA10: To protect and enhance historic assets</b>			
+	High quality and sensitive design is essential in areas with a high proportion of historic assets. The policy will ensure that the most important environments are safeguarded by insisting on high standards of design.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	The policy is integral to the achievement of high quality development.		

Option 1: Requirement for high quality buildings and places across the borough, particularly in the town centre, conservation areas and priority regeneration areas. Respect existing character or enhance through good design.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The town centre is a priority area for regeneration. This policy will ensure that high standards of design are achieved in new development with specific reference to the town centre to reflect its importance to the Council.		

<p><b>Option 1: Requirement for high quality buildings and places across the borough, particularly in the town centre, conservation areas and priority regeneration areas. Respect existing character or enhance through good design.</b></p>		<p><b>Option 2: N/A</b></p>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<p><b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b></p>			
0	No direct impact.		
<p><b>SA19: To make best use of the existing transport infrastructure and seek improvements</b></p>			
0	No direct impact.		
<p><b>Final Sustainability Appraisal Scores for Options</b></p>			
Option 1	9	Option 2	

## CP11 Protecting historic assets

Option 1: Conserve the character, appearance and significance of the Borough's heritage assets.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Policy helps to interpret national and regional policy in a way which is specific to Tamworth		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No direct impact.		
<b>SA4: To reduce deprivation</b>			
0	No direct impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No direct impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No direct impact.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No direct impact.		

Option 1: Conserve the character, appearance and significance of the Borough's heritage assets.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.		
<b>SA10: To protect and enhance historic assets</b>			
++	This policy focuses on the protection and enhancement of historic assets, so is fully supportive of this objective.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
++	The historic environment forms some of the Borough's most valued and distinct places. The policy will support this objective by requiring protection and enhancement of the historic environment.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			

Option 1: Conserve the character, appearance and significance of the Borough's heritage assets.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
++	The town centre contains the highest proportion of surviving historic built fabric in the Borough. This policy aims to preserve and enhance historic assets, which would contribute towards the attractiveness of the town centre as a destination for workers, residents and visitors.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
0	No direct impact.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
0	No direct impact.		
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	7	Option 2	



## CP12 Protecting & enhancing biodiversity

Option 1: Preserve biodiversity sites and species, incorporate biodiversity into development and create/reinforce linkages. Protect sites according to their importance. Priority habitat creation and restoration projects.		Option 2: N/A
Rating	Commentary/Explanation	Rating Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>		
+	In accordance with national and regional policies.	
<b>SA2: To meet the housing needs of the whole community</b>		
0	No direct impact.	
<b>SA3: To encourage the efficient use of land</b>		
0	No direct impact.	
<b>SA4: To reduce deprivation</b>		
0	No direct impact.	
<b>SA5: To ensure equal access to community services and facilities</b>		
0	No direct impact.	
<b>SA6: To encourage equal access to education, jobs and training</b>		
0	No direct impact.	
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>		
+	Biodiversity sites form part of the open space network. As well as providing valued habitats they offer the	

Option 1: Preserve biodiversity sites and species, incorporate biodiversity into development and create/reinforce linkages. Protect sites according to their importance. Priority habitat creation and restoration projects.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	opportunity for informal recreation and education.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	High quality biodiversity sites contribute positively to the diversity of the Borough's environment.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
++	The policy fully supports the objective by protecting biodiversity sites and species and promoting linkage between sites.		
<b>SA13: To minimise flood risk</b>			
+	Biodiversity sites form part of the open space network. Green spaces hold water when it rains which will help in reducing the amount of run-off.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			

<p><b>Option 1: Preserve biodiversity sites and species, incorporate biodiversity into development and create/reinforce linkages. Protect sites according to their importance. Priority habitat creation and restoration projects.</b></p>		<p><b>Option 2: N/A</b></p>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
<p><b>SA15: To encourage the reduction, re-use and recycling of waste and water</b></p>			
0	No direct impact.		
<p><b>SA16: To minimise pollution including air, water, land contamination and noise</b></p>			
0	No direct impact.		
<p><b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b></p>			
+	The town centre is relatively green with networks of open space and blue infrastructure. A number of the edge of centre sites are of local importance for biodiversity.		
<p><b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b></p>			
0	No direct impact.		
<p><b>SA19: To make best use of the existing transport infrastructure and seek improvements</b></p>			
0	No direct impact.		
<p><b>Final Sustainability Appraisal Scores for Options</b></p>			
Option 1	7	Option 2	

## CP13 Sustainable development and climate change mitigation

Option 1: Tamworth will strive to meet a realistic proportion of its energy requirements through renewable or low carbon sources.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Principles are in accordance with national and regional policy		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No direct impact.		
<b>SA4: To reduce deprivation</b>			
0	No direct impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No direct impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No direct impact.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No direct impact.		

Option 1: Tamworth will strive to meet a realistic proportion of its energy requirements through renewable or low carbon sources.		Option 2: N/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Local mineral resources are important to the local economy by supplying construction materials and providing jobs in the extraction and building industries.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No direct impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
0	No direct impact.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
++	Policy directly supports this objective.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
+	Policy encourages waste reduction/recycling.		

<b>Option 1: Tamworth will strive to meet a realistic proportion of its energy requirements through renewable or low carbon sources.</b>		<b>Option 2: N/A</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		
0	No direct impact.		
0	No direct impact.		
0	No direct impact.		
0	No direct impact.		
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>6</b>	<b>Option 2</b>	



## CP14 Water management

Option 1: Reduce the impact of surface water flooding through location, design and use of SUDS.		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	Principles are in accordance with national planning policy		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No direct impact.		
<b>SA4: To reduce deprivation</b>			
0	No direct impact.		
<b>SA5: To ensure equal access to community services and facilities</b>			
0	No direct impact.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
0	No direct impact.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	SUDS will be integrated into the green space network.		

Option 1: Reduce the impact of surface water flooding through location, design and use of SUDS.		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.		
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No direct impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.		
<b>SA13: To minimise flood risk</b>			
++	The policy aims to minimise flood risk by locating development away from the floodplain and reducing the amount of rainwater run-off from development.		
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.		

Option 1: Reduce the impact of surface water flooding through location, design and use of SUDS.		Option 2:	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
0	No direct impact.		<b>SA16: To minimise pollution including air, water, land contamination and noise</b>
0	No direct impact.		<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>
0	No direct impact.		<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>
0	No direct impact.		<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	4	Option 2	

## CP15 New development and sustainable transport modes

Option 1: Strategy based on a range of sustainable transport initiatives		Option 2: n/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national and RSS policy in the most appropriate and sustainable way for Tamworth</b>			
+	Fully in accordance with policy.		
<b>SA2: To meet the housing needs of the whole community</b>			
0	No impact.		
<b>SA3: To encourage the efficient use of land</b>			
0	No impact.		
<b>SA4: To reduce deprivation</b>			
+	An efficient transport network offering a number of modes would provide choice.		
<b>SA5: To ensure equal access to community services and facilities</b>			
+	A transport network offering a number of modes would provide choice of how to access services and facilities.		
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	A transport network offering a range of modes would provide choice of		

Option 1: Strategy based on a range of sustainable transport initiatives		Option 2: n/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	how to access education, jobs and training.		
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Promoting a range of modes, including walking and cycling would encourage healthy and active lifestyles.		
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No impact.		
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No impact.		
<b>SA10: To protect and enhance historic assets</b>			
0	No impact.		
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No impact.		
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No impact.		
<b>SA13: To minimise flood risk</b>			
0	No impact.		

Option 1: Strategy based on a range of sustainable transport initiatives		Option 2: n/A	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No impact.		
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No impact.		
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
+	Reducing the use of the car would reduce carbon emissions. New roads may lead to more car journeys.		
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	improved links with Ventura/Jolly Sailor retail parks will help to improve the town centre.		
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
0	No impact.		
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Will use existing transport infrastructure, but need for substantial new road infrastructure related to Anker Valley.		



<b>Option 1: Strategy based on a range of sustainable transport initiatives</b>		<b>Option 2: n/A</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>Final Sustainability Appraisal Scores for Options</b>			
<b>Option 1</b>	<b>9</b>	<b>Option 2</b>	
			Rating
			Commentary/Explanation

### CP16 Community Infrastructure

<b>Option 1:</b>		<b>Option 2: An unco-ordinated approach to service delivery</b>	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
+	In accordance with national planning principles of creating sustainable communities	-	Lack of infrastructure fails to deliver sustainable communities
<b>SA2: To meet the housing needs of the whole community</b>			
0	No direct impact.	0	No direct impact.
<b>SA3: To encourage the efficient use of land</b>			
+	Facilities are encouraged to be located within the urban area within or adjacent to existing centres and dual use provision is encouraged.	-	Facilities could be located outside of existing centres and independently from other related uses resulting in less efficient land use patterns.
<b>SA4: To reduce deprivation</b>			
++	Providing services within the neighbourhoods where	-	Facilities could be located outside of neighbourhoods of most need

Option 1:		Option 2: An unco-ordinated approach to service delivery	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
	they are most needed will help to address deprivation.		which would fail to help reduce inequalities and deprivation.
<b>SA5: To ensure equal access to community services and facilities</b>			
++	Policy aims to direct service provision across the borough to serve local needs.	-	Facilities could be located outside of neighbourhoods of most need which would fail to help reduce inequalities and deprivation
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Provision of services and employment facilities within the neighbourhoods will increase access to local jobs.	-	Services and employment could be located outside of neighbourhoods of most need which would fail to help reduce access inequalities
0	No direct impact.	0	No direct impact.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
0	No direct impact.	0	No direct impact.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
0	No direct impact.	0	No direct impact.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
0	No direct impact.	0	No direct impact.
<b>SA10: To protect and enhance historic assets</b>			
0	No direct impact.	0	No direct impact.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
0	No direct impact.	0	No direct impact.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			
0	No direct impact.	0	No direct impact.

Option 1:		Option 2: An unco-ordinated approach to service delivery	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA13: To minimise flood risk</b>			
0	No direct impact.	0	No direct impact.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
0	No direct impact.	0	No direct impact.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
0	No direct impact.	0	No direct impact.
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	No direct impact.	0	No direct impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
0	No direct impact.	0	No direct impact.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
++	Provision of services and facilities within the neighbourhoods and locating them in accessible places that can be accessed by sustainable modes of transport will reduce the need to travel.	-	Facilities could be located outside of existing centres and independently from other related uses resulting in unsustainable transport patterns.
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
++	Provision of services and facilities within the neighbourhoods and locating them in accessible places will make best use of existing infrastructure.	0	Unable to ascertain impact.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	11	Option 2	-6

**CP17: Infrastructure and Developer Contributions**

Option 1 Set out key strategic and site infrastructure to support development identified to be delivered through developer contributions		Option 2: No infrastructure identified nor role for developer contributions	
Rating	Commentary/Explanation	Rating	Commentary/Explanation
<b>SA1: To meet national policy in the most appropriate and sustainable way for Tamworth</b>			
++	In accordance as it anticipates the infrastructure requirements to deliver the strategy	-	Fails to set out infrastructure required therefore reducing deliverability of strategy.
<b>SA2: To meet the housing needs of the whole community</b>			
+	Sets out the need to deliver affordable housing as site specific infrastructure to deliver strategy	-	Affordable housing requirement not established
<b>SA3: To encourage the efficient use of land</b>			
0	No direct impact	0	No direct impact
<b>SA4: To reduce deprivation</b>			
+	Supporting infrastructure, specifically community facilities and linkages offer the potential to address deprivation.	-	No mechanism for delivering infrastructure will not assist tackling deprivation.
<b>SA5: To ensure equal access to community services and facilities</b>			
+	Supporting infrastructure, and developer contributions specifically community facilities and sport/open space offer the potential to increase access to facilities.	-	No mechanism for delivering infrastructure will not deliver equal access to facilities.
<b>SA6: To encourage equal access to education, jobs and training</b>			
+	Supporting infrastructure and developer contributions,	-	No mechanism for delivering infrastructure will not promote equal

	specifically community facilities and sport/open space offer the potential to increase access to education, jobs and training.		access.
<b>SA7: To encourage active and healthier lifestyles by providing accessible networks of paths, open spaces and formal recreation facilities</b>			
+	Supporting infrastructure and developer contributions, specifically sport/open space offer the potential to increase access to open space and recreational facilities to support healthier lifestyles.	-	No mechanism for delivering infrastructure will not promote access to infrastructure to support healthier, active lifestyles.
<b>SA8: To make communities safer by reducing crime, fear of crime and anti-social behaviour</b>			
+	Supporting infrastructure and developer contributions, specifically community facilities and police stations offer the potential to reduce crime, fear of crime and anti social behaviour	-	No mechanism for delivering infrastructure will not support appropriate facilities to assist communities feel safer.
<b>SA9: To encourage a diverse and competitive economy that will provide sustainable economic growth</b>			
+	Supporting infrastructure and developer contributions, specifically transport and supporting service infrastructure will support delivery of economic growth.	-	No mechanism for delivering infrastructure will fail to support the delivery of economic growth.
<b>SA10: To protect and enhance historic assets</b>			
+	Supporting infrastructure and developer contributions, specifically in relation to the public realm improvements could contribute towards protecting and enhancing historic assets	-	No mechanism for delivering infrastructure will fail to support the protection and enhancement of historic assets.
<b>SA11: To encourage high quality and locally distinct places, spaces and buildings</b>			
+	Supporting infrastructure and developer contributions, specifically in relation to the public realm improvements could contribute towards protecting and enhancing places, spaces and buildings.	-	No mechanism for delivering infrastructure will fail to support the protection and enhancement of places, spaces and buildings.
<b>SA12: To protect and enhance biodiversity and sites of nature conservation value</b>			

+	Supporting infrastructure and developer contributions, specifically in relation to the nature conservation and biodiversity could contribute towards protecting and enhancing biodiversity and sites of nature conservation value.	-	No mechanism for delivering infrastructure will fail to support the protection and enhancement of biodiversity and sites of nature conservation value.
<b>SA13: To minimise flood risk</b>			
+	Supporting infrastructure and developer contributions, specifically in relation to flood risk mitigation could contribute towards minimising flood risk.	-	No mechanism for delivering infrastructure will fail to minimise flood risk.
<b>SA14: To reduce energy consumption by encouraging energy efficiency and use of low carbon/renewable energy sources</b>			
+	Supporting infrastructure and developer contributions, specifically in relation to climate change measures could contribute towards climate change mitigation.	-	No mechanism for delivering infrastructure will fail to support energy consumption and climate change mitigation measures.
<b>SA15: To encourage the reduction, re-use and recycling of waste and water</b>			
+	Supporting infrastructure and developer contributions, specifically in relation to water management measures could contribute towards reducing water.	-	No mechanism for delivering infrastructure will fail to support water reduction
<b>SA16: To minimise pollution including air, water, land contamination and noise</b>			
0	Will not have any direct impact.	0	Will not have any direct impact.
<b>SA17: To make Tamworth town centre the heart of the borough by creating a vibrant and attractive environment</b>			
+	Supporting infrastructure and developer contributions, could contribute collectively to delivering infrastructure improvements making the town centre the heart of the borough	-	No mechanism for delivering infrastructure will fail to support improvements to the town centre, required to deliver its potential.
<b>SA18: To reduce the need to travel and encourage sustainable modes of transport</b>			
+	Supporting infrastructure and developer contributions, could contribute collectively to delivering infrastructure improvements to public transport, walking and cycling	-	No mechanism for delivering infrastructure will fail to support improvements to public transport, walking and cycling therefore failing to reduce the need to travel and encouraging use of sustainable



	therefore reducing the need to travel and encouraging use of sustainable modes of transport		modes of transport
<b>SA19: To make best use of the existing transport infrastructure and seek improvements</b>			
+	Supporting infrastructure and developer contributions, could contribute collectively to delivering infrastructure improvements to existing transport infrastructure to support new development.	-	No mechanism for delivering infrastructure will fail to support improvements delivering infrastructure improvements to existing transport infrastructure to support new development.
<b>Final Sustainability Appraisal Scores for Options</b>			
Option 1	18	Option 2	-17





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## **DRAFT – Memorandum of Understanding**

This memorandum of understanding establishes a framework for co-operation between Tamworth Borough Council, Lichfield District Council and North Warwickshire Borough Council with respect to the delivery of a proportion of Tamworth's future housing requirement.

It is framed within the Localism Act 2011 and the duty to cooperate set out in Section 110.

This sets out the way in which the authorities will consult one another and work together on matters which affect more than one local authority area.

### **PARTIES TO THE MEMORANDUM**

The Memorandum is agreed by the following Councils:

- Tamworth Borough Council
- Lichfield District Council
- North Warwickshire Borough Council

### **LIMITATIONS**

The Local Authorities recognise that there will not always be full agreement with respect to all of the issues on which they have agreed to cooperate. For the avoidance of doubt, this Memorandum shall not fetter the discretion of any of the local authorities in the determination of any planning application, or in the exercise of any of its statutory powers and duties, or in its response to consultations, and is not intended to be legally binding.

### **OBJECTIVES**

The Memorandum has the following broad objectives:

1. For both Lichfield District Council and North Warwickshire Borough Council to agree to deliver a proportion, identified as at least 500 new homes per authority (representing 1000 in total), of Tamworth's future housing needs within their respective administrative boundaries.
2. To agree and approve the number of houses to be accommodated; their broad locations and the phasing mechanism for their delivery.
3. That in the case of Lichfield District Council, the broad location be restricted to land north of the Anker Valley allocation, and that in the case of North Warwickshire Borough Council they will determine the location of the housing in their Site Allocations DPD;
4. To agree that delivery of the 500 new homes within North Warwickshire will not commence until at 75% of the 1150 proposed homes at Anker Valley Sustainable Urban Neighbourhood and 75% of the remaining housing target are completed, or by 2022, whichever represents the later date.

To agree that delivery of new homes within Lichfield District to meet Tamworth's needs will not commence until 2021 or until the necessary linkages have been delivered within Tamworth Borough, whichever represents the later date.

5. To confirm the potential for joint authority mechanisms to deliver the housing growth, through joint LDF Documents; if considered appropriate and deliverable.
6. To agree the mechanisms for collecting and administering monies arising as a consequence of allocating and approving the housing growth. That both Lichfield District and North Warwickshire Borough Councils are the respective sole collecting authorities for the New Homes Bonus and Section 106/CIL monies resulting from delivering the homes within their administrative boundaries. This, however, does not prejudice any future negotiations between all three named authorities in relation to agreeing contributions to infrastructure that may be provided within Tamworth Borough Council's administrative boundary to support the housing development.
7. To ensure that the Tamworth Borough Council, Lichfield District Council and

North Warwickshire Borough Councils reflect the memorandum through agreed policy wording within their respective Local Plans, and any subsequent LDF Documents.

#### **LIAISON**

Member level representatives of the Local Authorities will meet yearly, or more frequently when appropriate, in order to;

- Maintain and update the memorandum, as necessary.
- Monitor the preparation of LDF Documents across the three authorities and discuss strategic issues emerging from them
- Act as a working party to oversee the production of any joint authority LDF documents; should this approach be agreed and will maintain an 'Officer Working Group' to take forward an agreed programme.

#### **TIMESCALE**

The Memorandum of Understanding is intended to run up to 2028 to align with the timescale of the three authorities' respective Local Plans but will be reviewed in April 2015 to establish how effective it has been.



## COUNCIL

17 May 2012

### Report of the Solicitor to the Council and Monitoring Officer

#### REVIEW OF THE CONSTITUTION

##### **Purpose**

To advise members of required changes to the Constitution.

##### **Recommendation**

That the Council :-

- (i) note the changes to the Constitution and
- (ii) approve the changes outlined in Appendix 1 to this report.

##### **Executive Summary**

It is appropriate to review the Constitution on an annual basis to take into account changes in political arrangements, experience to date and legislative changes.

In the past municipal year not only has legislation had an impact on the changes required to the Constitution there has been the Governance Review Group which has made several changes and the recent Senior Management review. As a result the Constitution is attached with the proposed changes tracked for ease of reference. The main changes are as narrated below.

On 15 November 2011 the Localism Act 2011 obtained Royal Assent. The Act will be brought into force at different times using secondary legislation. Appendix 1 reflects the changes that have been implemented thus far from the Localism Act. One of the main changes so far affecting the Constitution being the abolition of the petitions duty. At present whilst the Standards Board for England has disbanded the Government has not yet produced secondary legislation to allow the present regime to be removed from the Constitution. It is envisaged that such regulations will be available later this month. A further report on the changes required to the Constitution as a result will be brought to Council for approval.

Other changes worth noting relate to the Overview and Scrutiny process. The Governance Review Group met on four occasions and as a result new Scrutiny proposals for the Committees have evolved which reflect the corporate priorities, the proposals are contained within the Appendix.

The Governance Review Group also proposes the addition of a new Article - 10A to the Constitution, a Committee to deal with the appointment of Alderman and Freeman nominations.

The remaining changes are mainly a tidying up of clauses etc normally done at this time of year.

**Implications of this report**

The suggestions contained in this report are intended as a pragmatic approach to improve and enhance the Council’s democratic processes.

There are no financial implications.

<b>Background Papers:</b>	The Council’s Constitution
	The Localism Act 2011 <a href="http://www.legislation.gov.uk/ukpga/2011/20/contents">http://www.legislation.gov.uk/ukpga/2011/20/contents</a>

If Members would like further information or clarification prior to the meeting please contact Jane Hackett on 709 258

**Appendix 1**

**PROPOSED CHANGES TO THE CONSTITUTION**  
(as tracked)

# TAMWORTH BOROUGH COUNCIL




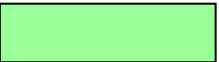
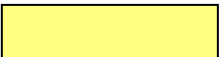


# CONSTITUTION

10th Edition  
As approved at the meeting of the Council on the [17<sup>th</sup> May 2012]

# Constitution of the Council


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# Part 1

## Summary and Explanation

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# Summary and Explanation

## **The Council's Constitution**

Tamworth Borough Council's constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by the law, while others are a matter for the Council to choose.

The Constitution is divided into 16 articles which set out the basic rules governing the Council's business. More detailed procedures and codes of practice are provided in separate rules and protocols at the end of the document.

## **What's in the Constitution?**

Article 1 of the Constitution commits the Council to provide clear transparent and effective community leadership. Articles 2 – 16 explain the rights of citizens and how the key parts of the Council operate. These are:

- Members of the Council (Article 2).
- Citizens and the Council (Article 3).
- The Council meeting (Article 4).
- Chairing the Council (Article 5).
- Overview and scrutiny of decisions (Article 6).
- The executive (Article 7).
- Planning and other committees (Article 8).
- Licensing Committee (Article 9).
- The Audit and Governance Committee (Article 10).
- Nominations Committee (Article 10A)
- The Standards Committee (Article 11).
- Officers (Article 12).
- Decision making (Article 13).
- Finance, contracts and legal matters (Article 14).
- Review and revision of the Constitution (Article 15).
- Suspension, interpretation and publication of the Constitution (Article 16).

## **How the Council operates**

The Council is composed of 30 councillors with one-third elected three years in four. Councillors are democratically accountable to residents of their ward. The overriding duty of councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them.

Councillors have to agree to follow a code of conduct to ensure high standards in the way they undertake their duties. Councillors receive training and advice on the code of conduct.

All councillors meet together as the Council. Meetings of the Council are normally open to the public. Here councillors decide the Council's overall policies and set the budget each year. The Council appoints the Leader of the Council, receives reports from the Leader and its scrutiny committees, answers questions from the public and holds an annual state of Tamworth debate.

### **How Decisions are made**

The executive is the part of the Council which is responsible for most day-to-day decisions. The executive (also referred to in this constitution as the cabinet) is made up of the Leader, who is elected by the Council, and a cabinet of a maximum of nine councillors whom s/he appoints.

When major decisions are to be discussed or made, these are published in the executive's forward plan in so far as they can be anticipated. If these major decisions are to be discussed with council officers at a meeting of the executive, this will generally be open for the public to attend except where personal or confidential matters are being discussed. The executive has to make decisions which are in line with the Council's overall policies and budget. If it wishes to make a decision which is outside the budget or policy framework, this must be referred to the Council as a whole to decide.

### **Overview and Scrutiny**

There are two overview and scrutiny committees who supports the work of the executive and the Council as a whole. They allow citizens to have a greater say in Council matters by holding public inquiries into matters of local concern. These lead to reports and recommendations which advise the executive and the Council as a whole on its policies, budget and service delivery. Overview and scrutiny committees also monitor the decisions of the executive. They can 'call-in' a decision which has been made by the executive but not yet implemented. This enables them to consider whether the decision is appropriate. They may recommend that the executive reconsider the decision. They may also be consulted by the executive or the Council on forthcoming decisions and the development of policy.

### **The Council's Staff**

The Council has people working for it (called 'officers') to give advice, implement decisions and manage the day-to-day delivery of its services. Some officers have a specific duty to ensure that the Council acts within the law and uses its resources wisely. A code of practice governs the relationships between officers and members of the council.

## **Citizens' Rights**

Citizens have a number of rights in their dealings with the Council. These are set out in more detail in Article 3. Some of these are legal rights, whilst others depend on the Council's own processes. The local Citizens' Advice Bureau can advise on individuals' legal rights.

Where members of the public use specific council services, for example as a council tenant, they have additional rights. These are not covered in this Constitution.

Citizens have the right to:

- vote at local elections if they are registered;
- contact their local councillor about any matters of concern to them;
- obtain a copy of the Constitution;
- attend meetings of the Council and its committees except where, for example, personal or confidential matters are being discussed;
- petition to request a referendum on a Mayoral form of executive;
- participate in the Council's question time and contribute to investigations by the overview and scrutiny committees;
- find out, from the executive's forward plan, what major decisions are to be discussed by the executive or decided by the executive or officers, and when;
- attend meetings of the executive where key decisions are being discussed or decided;
- see reports and background papers, and any record of decisions made by the Council and executive;
- complain to the Council through the comments compliment and complaints procedure;
- complain to the Ombudsman if they think the Council has not followed its procedures properly. However, they should only do this after using the Council's own complaints process;
- complain to the Council if they have evidence which they think shows that a councillor has not followed the Council's Code of Conduct; and
- inspect the Council's accounts and make their views known to the external auditor.

The Council welcomes participation by its citizens in its work. For further information on your rights as a citizen, please contact the main switchboard on 01827 709709

# Part 2

## Articles of the Constitution

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# Article 1 – The Constitution

## 1.01 Powers of the Council

The Council will exercise all its powers and duties in accordance with the law and this Constitution.

## 1.02 The Constitution

This Constitution, and all its appendices, is the Constitution of the Tamworth Borough Council.

## 1.03 Purpose of the Constitution

The purpose of the Constitution is to:

1. enable the Council to provide clear leadership to the community in partnership with citizens, businesses and other organisations;
2. support the active involvement of citizens in the process of local authority decision-making;
3. help councillors represent their constituents more effectively;
4. enable decisions to be taken efficiently and effectively;
5. create a powerful and effective means of holding decision-makers to public account;
6. ensure that no one will review or scrutinise a decision in which they were directly involved;
7. ensure that those responsible for decision making are clearly identifiable to local people and that they explain the reasons for decisions; and
8. provide a means of improving the delivery of services to the community.

## 1.04 Interpretation and Review of the Constitution

Where the Constitution permits the Council to choose between different courses of action, the Council will always choose that option which it thinks is closest to the purposes stated above.

The Council will monitor and evaluate the operation of the Constitution as set out in Article 15.

# Article 2 – Members of The Council

## 2.01 **Composition and eligibility**

- (a) **Composition.** The Council will comprise 30 members, otherwise called councillors. The Borough is divided into 10 wards and 3 councillors are elected by the voters of each ward in accordance with a scheme drawn up by the Local Government Commission and approved by the Secretary of State.
- (b) **Eligibility.** Only registered voters of the borough or those living or working there will be eligible to hold the office of councillor.

## 2.02 **Election and terms of councillors**

**Election and terms.** The ordinary election of a third of all councillors will be held on the first Thursday in May in each year beginning in 2003 except that in 2005 and every fourth year after there will be no regular election. The terms of office of councillors will be four years starting on the fourth day after being elected and finishing on the fourth day after the date of the regular election four years later.

## 2.03 **Roles and functions of all councillors**

- (a) **Key roles.** All councillors will:
  - (i) collectively be the ultimate policy-makers and carry out a number of strategic and corporate management functions;
  - (ii) represent their communities and bring their views into the Council's decision-making process, i.e. become the advocate of and for their communities;
  - (iii) deal with individual casework and act as an advocate for constituents in resolving particular concerns or grievances;
  - (iv) balance different interests identified within the ward or electoral division and represent the ward or electoral division as a whole;
  - (v) be involved in decision-making;
  - (vi) be available to represent the Council on other bodies;
  - (vii) maintain the highest standards of conduct and ethics; and



- (viii) have the power to refer to an overview and scrutiny committee by inclusion in the agenda for discussion any local government matters which is relevant to the functions of the committee.

(b) **Rights and duties**

- (i) Councillors will have such rights of access to such documents, information, land and buildings of the Council as are necessary for the proper discharge of their functions and in accordance with the law.
- (ii) Councillors will not make public information which is confidential or exempt without the consent of the Council or divulge information given in confidence to anyone other than a councillor or officer entitled to know it.
- (iii) For these purposes, “confidential” and “exempt” information are defined in the Access to Information Rules in Part 4 of this Constitution.
- (iv) Members of overview and scrutiny committees or a sub-committee of such a committee may refer for inclusion in the agenda for discussion by the committee any matter which is relevant to the functions of the committee.
- (v) A Councillors who is not a member of an overview and scrutiny committee may refer for inclusion on the agenda for discussion at that committee any local government matter which is relevant to the functions of the committee.

**2.04 Conduct**

Councillors will at all times observe the Members’ Code of Conduct and the Protocol on Member/Officer Relations set out in Part 5 of this Constitution.

**2.05 Allowances**

Councillors will be entitled to receive allowances in accordance with the Members’ Allowances Scheme set out in Part 6 of this Constitution.

# Article 3 – Citizens and The Council

## 3.01 Citizens' rights

Citizens have the following rights. Their rights to information and to participate are explained in more detail in the Access to Information Rules in Part 4 of this Constitution:

- (a) **Voting and petitions.** Citizens on the electoral roll for the area have the right to vote and to request a referendum for an elected Mayor form of Constitution. Citizens may request a councillor to present a petition to the Council on their behalf and to receive a response from the Council.
- (b) **Information.** Citizens have the right to:
  - (i) attend meetings of the Council and its committees except where confidential or exempt information is likely to be disclosed, and the meeting is therefore held in private;
  - (ii) attend meetings of the Cabinet when key decisions are being considered;
  - (iii) find out from the Forward Plan what key decisions will be taken by the Cabinet and when;
  - (iv) see reports and background papers, and any records of decisions made by the Council and the Cabinet;
  - (v) inspect the Council's accounts and make their views known to the external auditor; and
  - (vi) seek information held by the Council under the Freedom of Information Act 2000.
- (c) **Participation.** Citizens have the right to participate in the Council's question time and contribute to investigations by overview and scrutiny committees.
- (d) **Complaints.** Citizens have the right to complain to:
  - (i) the Council itself under its comments compliments and complaints scheme;
  - (ii) the Ombudsman after using the Council's own complaints scheme;
  - (iii) the Council about a breach of the Councillor's Code of Conduct.

### 3.02 Citizens' responsibilities

Citizens must not be violent, abusing or threatening to councillors or officers and must not wilfully harm things owned by the council, councillors or officers.

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# Article 4 – The Full Council

## 4.01 Meanings

- (a) **Policy Framework.** The policy framework means the following plans and strategies:-
- Tamworth Strategic Partnership;
  - Community Safety Plan;
  - Plans and strategies which together comprise the Local Plan;
  - The Healthier Housing Strategy;
  - The Housing Revenue Account Business Plan and Investment Plan.
- (b) **Budget.** The budget includes the allocation of financial resources to different services and projects, proposed contingency funds, setting the council tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and the setting of virement limits.
- (c) **Housing Land Transfer.** Housing Land Transfer means the approval or adoption of applications (whether in draft form or not) to the Secretary of State for approval of a programme of disposal of 500 or more properties to a person under the Leasehold Reform, Housing and Urban Development Act 1993 or to dispose of land used for residential purposes where approval is required under sections 32 or 43 of the Housing Act 1985.

## 4.02 Functions of the full Council

Only the Council will exercise the following functions:

- (a) adopting and changing the Constitution;
- (b) approving or adopting the policy framework, the budget and any application to the Secretary of State in respect of any Housing Land Transfer;
- (c) subject to the urgency procedure contained in the Access to Information Procedure Rules in Part 4 of this Constitution, making decisions about any matter in the discharge of an executive function which is covered by the policy framework or the budget where the decision maker is minded to make it in a manner which would be contrary to the policy framework or contrary to/or not wholly in accordance with the budget;
- (d) appointing the Leader;

- (e) agreeing and/or amending the terms of reference for committees, deciding on their composition and making appointments to them (except where the appointment to a committee is required to give effect to the wishes of a political group);
- (f) appointing representatives to outside bodies unless the appointment is an executive function or has been delegated by the Council;
- (g) adopting an allowances scheme under Article 2.05;
- (h) changing the name of the area, conferring the title of honorary alderman or freedom of the borough;
- (i) confirming the appointment of the head of paid service;
- (j) making, amending, revoking, re-enacting or adopting bylaws and promoting or opposing the making of local legislation or personal Bills;
- (k) all local choice functions set out in Part 3 of this Constitution which the Council decides should be undertaken by itself rather than the executive; and
- (l) all other matters which, by law, must be reserved to Council.

#### **4.03 Council meetings**

There are three types of Council meeting:

- (a) the annual meeting;
- (b) ordinary meetings;
- (c) extraordinary meetings.

and they will be conducted in accordance with the Council Procedure Rules in Part 4 of this Constitution.

#### **4.04 Responsibility for functions**

The Council will maintain the tables in Part 3 of this Constitution setting out the responsibilities for the Council's functions which are not the responsibility of the executive.

# Article 5 – Chairing The Council

## 5.01 Role and function of the Mayor

The Mayor and in their absence, the Deputy Mayor will have the following roles and functions:

The Mayor will be elected by the Council annually. The Mayor will have the following responsibilities:

1. to uphold and promote the purposes of the Constitution, and to interpret the Constitution when necessary;
2. to preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of councillors and the interests of the community;
3. to ensure that the Council meeting is a forum for the debate of matters of concern to the local community and the place at which members who are not on the executive are able to hold the executive to account;
4. to promote public involvement in the Council's activities;
5. to be the conscience of the Council; and
6. to attend such civic and ceremonial functions as the Council and s/he determines appropriate.

## 5.02 Council Workplan and Conduct of Meetings

The Solicitor to the Council and Monitoring Officer shall arrange a meeting with the Mayor (or Mayor elect as the case may be) as and when required to agree the workplan for the forthcoming year and to clarify the expected outputs from the mayor as Chair of the Meetings and the behaviour of Councillors.



# Article 6 – Overview and Scrutiny Committees

## 6.01 Terms of reference

The Council will appoint the overview and scrutiny committees and sub-committees set out in the left hand column of the table below to discharge the functions conferred by sections 21 and 21A of the Local Government Act 2000 or regulations under section 32 of the Local Government Act 2000 in relation to the matters set out in the right hand column of the same table. Where one political party has an overall majority of seats, the membership of the committees or sub-committees will be as set out in the left-hand column of the table.

Committee	Primary Scope
<p>Aspire and Prosper Scrutiny</p> <p>(The Committee shall comprise 9 members of the Council)</p>	<p>To provide effective scrutiny of the achievement of the Council's Strategic Priority 1 – "To Aspire and Prosper in Tamworth" by scrutinising the performance of the Cabinet in securing the primary outcome of creating and sustaining a thriving local economy and making Tamworth a more aspirational and competitive place to do business by:-</p> <ul style="list-style-type: none"> <li>• Raising the aspiration and attainment levels of young people;</li> <li>• The creation of opportunities for business growth through developing and using skills and talent;</li> <li>• Promoting private sector growth and the creation of quality employment locally;</li> <li>• The branding and marketing of "Tamworth" as a great place to "live life to the full";</li> <li>• The creation of physical and technological infrastructure necessary to support the achievement of this strategic priority.</li> </ul> <p>To undertake such other scrutiny activities as may be required in relation to the performance of the Council, its governance, financial management and discharge of statutory functions.</p>
<p>Healthier and Safer Scrutiny</p> <p>(The Committee shall</p>	<p>To provide effective scrutiny of the achievement of the Council's Strategic Priority 2 – "To be healthier and safer in Tamworth" in securing the</p>

comprise nine members of the Council and one co-opted member with voting rights being a member nominated by Staffordshire County Council)

primary outcome of creating a safe environment in which local people can reach their full potential and live longer, healthier lives by scrutinising the performance of the Cabinet in:-

- Addressing the causes of poor health in children and young people;
- Improving the health and well being of older people by supporting them to live active, independent lives;
- Reducing the harm and wider consequences of alcohol abuse on individuals, families and society;
- Implementing 'Total Place' solutions to tackling crime and ASB in designated localities;
- Developing innovative early interventions to tackle youth crime and ASB;
- Creating an integrated approach to protecting those most vulnerable in our local communities.

To review and scrutinise the performance and functions of other public bodies, statutory undertakers or other such organisations, including voluntary and not for profit institutions, who provide or facilitate the provision of public services within the Borough.

The Committee shall review and scrutinise matters relating to the planning, provision and operation of health services in the area of the Tamworth local authority aimed at improving the health of the people in Tamworth. The Committee would scrutinise the role of the Councils, together with that of Social Services, the voluntary sector, the Primary Care Trust and other National Health Service providers for each District Council.

To make reports and recommendations on any matter so reviewed or scrutinised in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 (Statutory Instrument 2002 No. 3048)

To aid partnership working, the Committee will have the ability to co-opt partners. This would include representatives from the Health Trusts,

	<p>Social Services, the voluntary sector and other partner organisations.</p> <p>The Committee shall act as the Crime and Disorder Committee for the purposes of section 19 of the Police and Justice Act 2006 and may co-opt additional members subject to the Crime and Disorder Overview and Scrutiny) Regulations 2009.</p> <p>The Committee may make a report or recommendation to the Council with respect to any matter which is a local crime and disorder matter.</p> <p>The Committee shall undertake a review annually of crime and ASB issues in Tamworth.</p> <p>Any member of the Council who is not a member of the Committee may refer a local crime and disorder matter to the Committee by including the matter on the agenda for discussion.</p>
<p><i>For All Committees</i></p>	<ul style="list-style-type: none"> <li>• Policy Development</li> <li>• Service Delivery &amp; Performance</li> <li>• Use of technology to ensure access and equality</li> <li>• Use of Corporate assets</li> <li>• Finance</li> <li>• Local Area Agreements</li> </ul>

## 6.02 General role

Within their terms of reference, overview and scrutiny committees and sub-committees will:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions including consideration at each meeting of the Forward Plan;
- ii) prepare an annual scrutiny work plan covering two successive periods of six months and to make reports and/or recommendations bi-annually to the full Council and/or the executive and/or any policy, joint or area committee in connection with the discharge of any functions;
- iii) consider any matter affecting the area or its inhabitants; and

- iv) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the executive and/or any policy or area committees.
- v) Appoint Task and Finish Groups as and when requires with no more than two operating at any one time. Normally the Chair and Vice-Chair of the Committee would Chair these groups and there would be an expectation that these groups would co-opt external expertise.

### 6.03 **Specific functions**

(a) **Policy development and review.** Overview and scrutiny committees and sub-committees may:

- i) assist the Council and the executive in the development of its budget and policy framework by in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- iv) question members of the executive and committees and chief officers about their views on issues and proposals affecting the area; and
- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.
- vi) Arrange for or carry out best value reviews

(b) **Scrutiny.** Overview and scrutiny committees and sub-committees may:

- i) review and scrutinise the decisions made by and performance of the executive and council officers both in relation to individual decisions and over time;
- ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- iii) question members of the executive and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;

- iv) make recommendations to the executive and Council arising from the outcome of the scrutiny process;
  - v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance; and
  - vi) question and gather evidence from any person with their consent.
- (c) **Finance.** Overview and scrutiny committees and sub-committees may exercise overall responsibility for the finances made available to them.
- (d) **Annual report.** Overview and scrutiny committees must report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate.
- (e) **Officers.** Overview and scrutiny committees and sub-committees may exercise overall responsibility for the work programme of the officers employed to support their work.

#### 6.04 **Proceedings of overview and scrutiny committees and sub-committees**

Overview and scrutiny committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

# Article 7 – The Executive

## 7.01 Role

The executive will carry out all of the local authority's functions which are not the responsibility of any other part of the local authority, whether by law or under this Constitution.

## 7.02 Form and composition

The executive will consist of the executive leader together with not more than nine councillors appointed to the executive by the executive leader.

## 7.03 Leader

The Leader will be a councillor elected to the position of Leader by the Council at the annual Council meeting. The Leader will hold office from the date s/he is elected as leader until the next annual Council meeting or until:

- (a) s/he resigns from the office; or
- (b) s/he is suspended from being a councillor under Part III of the Local Government Act 2000 (although s/he may resume office at the end of the period of suspension); or
- (c) s/he is no longer a councillor; or
- (d) s/he is removed from office by resolution of the Council

## 7.04 Other executive members

The Leader will nominate one member of the Executive as a deputy to exercise the powers of the Leader when the Leader is unable to act or in the event of the office of Leader being vacant.

The Deputy Leader will hold office until the end of the Leader's term of office unless removed from office by the Leader or ceases to hold office as provided in this article.

The Leader shall give notice in writing to the Chief Executive of appointments made of the Deputy Leader and other executive members.

The Deputy Leader and other executive members shall hold office until:

- (a) they resign from office; or

- (b) they are suspended from being councillors under Part III of the Local Government Act 2000 (although they may resume office at the end of the period of suspension); or
- (c) they are no longer councillors; or
- (d) they are removed from office by the Leader who must give written notice of any removal to the Chief Executive. The removal will take effect two working days after receipt of the notice by the Chief Executive.

#### **7.05 Proceedings of the executive**

Proceedings of the executive shall take place in accordance with the Executive Procedure Rules set out in Part 4 of this Constitution.

#### **7.06 Responsibility for functions**

The Leader will maintain a list in Part 3 of this Constitution setting out which individual members of the executive, committees of the executive, officers or joint arrangements are responsible for the exercise of particular executive functions.

#### **7.07 Member Champions**

The Leader may at the Annual meeting of the Council, appoint Members to act as champions in such areas as he deems appropriate.



# Article 8 – Planning Committee

## 8.01 Planning Committee

The Council meeting will establish a Planning Committee.

## 8.02 Composition

(e) **Membership.** The Planning Committee will be composed of:

- 10 Members

(f) **Chairing the Committee.** Any member may chair the committee including a member of the executive.

## 8.03 Role and Function

The Planning Committee will have the roles and functions set out in Part 3 (Responsibility for Functions).

# Article 9 – Licensing Committee

## 9.01 Licensing Committee

The Council meeting will establish a Licensing Committee.

## 9.02 Composition

- (a) **Membership.** The Licensing Committee will be composed of:
- 15 Members
- (b) **Chairing the Committee.** Any member may chair the committee including a member of the executive.

## 9.03 Role and Function

The Licensing Committee will have the following roles and functions:

Those functions conferred on the Council in relation to licensing (including liquor licensing), registration, health & safety as contained in Schedule 1, Part B (1-46, 56-70), Part C (whole), Part I (42) of the Local Government (Functions & Responsibilities) (England) Regulations 2000 (as amended)

To determine matters under the Licensing Act 2003 and Gambling Act 2005.

# Article 10 – Audit & Governance Committee

## 10.01 Audit & Governance Committee

The Council meeting will establish an Audit & Governance Committee.

## 10.02 Composition

(c) **Membership.** The Audit & Governance Committee will be composed of at least:

- five councillors other than a member of the Executive or Chair of any Scrutiny Committee

(d) **Independent members.** The Committee may co-opt up to two independent (non-elected) non-voting persons as and when it deems appropriate, for a period or periods it may determine.

(e) **Chairing the Committee.** The Chairman and Vice-Chairman will be appointed in accordance with Council Procedure Rules.

## 10.03 Role and Function

The Audit & Governance Committee will have the following roles and functions:

### (a) Audit Activity

- Receive, but not direct, internal audit's strategy and audit plan
- Consider reports dealing with the management and performance of Internal Audit
- Consider the head of Internal Audit's annual report and opinion, and the level of assurance Internal Audit can give over the Council's corporate governance arrangements.
- Consider periodic reports from Internal Audit on the main issues arising from their work and "high priority" recommendations not implemented within a reasonable timescale, and seek assurance that action has been taken where necessary.
- Consider the final external audit Annual Audit and Inspection letter and any other relevant reports to "those charged with governance".

### (b) Regulatory Framework

- Maintain an overview of the Council's Constitution, including Contract Standing Orders, Financial Regulations and Codes of Conduct.

- Consider the internal control environment and the level of assurance that may be given as to its effectiveness, to include the review of the Statement on Internal Control and the recommendation to the Council of its adoption.
  - Satisfy itself that the authority's assurance statements, including the Statement on Internal Control, properly reflect the risk environment and any actions required to improve it.
  - Monitor the effectiveness of the authority's risk management arrangements, including the actions taken to manage risks and to receive regular reports on risk management.
  - Monitor the effective development and operation of the corporate governance framework in the Council and to recommend to the Cabinet or the Council, as appropriate, the actions necessary to ensure compliance with best practice.
  - Monitor the effectiveness of the Council's policies and arrangements for anti-fraud and corruption and whistle-blowing, complaints handling, RIPA and Ombudsman investigations.
- (c) Accounts
- Approve the annual statement of accounts, external auditor's opinion and reports to members and monitor management action in response to the issues raised by external audit.
- (d) Reports to Council
- Reports in the form of Minutes detailing action taken by the Committee and recommendations will be submitted to Council.
- (e) Delegated Powers
- The Committee is empowered to deal with the functions detailed above.
- (f) Standards of Conduct

Upon the coming into force of the provisions of Chapter 7 of the Localism Act 2011 relating to standards of conduct and the adoption of a code of conduct under that Act this Committee shall exercise all the functions of the Council relating to standards as provided in the Localism Act 2011 except for those functions which under Chapter 7 of the Localism Act 2011 may only be exercised by the full Council.

# Article 10A – Nominations Committee

The Council will establish a standing committee of five members to:-

1. Consider nominations to be made to the Council pursuant to section 249(1) of the Local Government Act 1972 for conferring the title of honorary aldermen or honorary alderwomen on persons who have, in the opinion of the Council, rendered eminent services to the Council as past members of the Council but who are not at that time members of the Council.
2. Consider nominations to be made to the Council pursuant to section 249(5) of the Local Government Act 1972 to admit to be honorary freemen or honorary freewomen of the Borough of Tamworth persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to the Borough.

The Committee shall be attended by the Monitoring Officer or the Deputy Monitoring Officer.

# Article 11 – Standards Committee

Upon the coming into force of the provisions of Chapter 7 of the Localism Act 2011 relating to standards of conduct and the adoption of a code of conduct by the Council under that Act this Article 11 shall subject to the requirements of any transitional provisions cease to apply.

## 11.01 Standards Committee

The Council meeting will establish a Standards Committee.

## 11.02 Composition

(a) **Membership.** The Standards Committee will be composed of at least:

- five councillors other than the Leader
- four persons who are not a councillor or an officer of the council or any other body having a Standards Committee (an independent member) appointed in accordance with the Standards Committee (England) Regulations 2008;

(b) **Independent members.** Independent members will be entitled to vote at meetings;

- (c) **Sub-committees.** In order to fulfil its statutory function the committee shall appoint sub-committees consisting of three members of which at least one member shall be Independent. The Independent member shall also be the chair of any such sub- committee. No member of an initial assessment sub-committee shall be part of a review sub-committee dealing with the same complaint.
- (d) **Chairing the Committee.** An independent member must chair the committee.

### 11.03 Role and Function

The Standards Committee will have the following roles and functions:

1. promoting and maintaining high standards of conduct by councillors and co-opted members;
2. assisting the councillors, and co-opted members to observe the Members' Code of Conduct;
3. advising the Council on the adoption or revision of the Members' Code of Conduct;
4. monitoring the operation of the Members' Code of Conduct;
5. advising, training or arranging to train councillors, and co-opted members on matters relating to the Members' Code of Conduct;
6. granting dispensations to councillors, and co-opted members from requirements relating to interests set out in the Members' Code of Conduct;
7. dealing with any reports from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter which is referred to the monitoring officer.
8. To discharge such other functions, either general or specific, as the Council may from time to time allocate to the Committee (or the Committee may become responsible for under any relevant legislation) and, without prejudice to the foregoing, to determine:-
  - (i) any matters referred to it by the Monitoring Officer or a complainant;
  - (ii) whether any Member should be sanctioned in accordance with the law;
  - (iii) whether any Members' Allowances should be withheld in the event of a breach of the Code of Conduct for Members being upheld either by the Standards Committee and/or the Adjudication Panel for England;

(iv) on receipt of an application, if any legal representation or legal expenses ought to be paid by the Council to any Member with regard to any breach of the Code of Conduct for Members referred to the First Tier Tribunal and/or the Standards Committee; and

(v) any dispensations and to deal with other powers granted to Standards Committees by relevant legislation (for example, local filtering of complaints against Elected Members).

9. To submit an Annual Report on the work of the Standards Committee and, generally, promoting high standards of ethical conduct and behaviour expected of Members.

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# Article 12 – Officers

## 12.01 Management structure

- (a) **General.** The full Council may engage such staff (referred to as officers) as it considers necessary to carry out its functions.
- (b) **Chief Officers.** The full Council will engage persons for the following posts, who will be designated chief officers:

Post

Chief Executive

Executive Director – Corporate Services  
Solicitor to the Council & Monitoring Officer

Director – Transformation Corporate Performance  
Director – Housing & Health  
Director – Assets & Environment  
Director – Communities, Planning & Partnerships  
Director – Finance  
Director – Technology and Corporate Programmes

- (c) **Head of paid service, monitoring officer and chief financial officer.**  
The Council will designate the following posts as shown:

Post	Designation
Chief Executive	Head of Paid Service
Solicitor to the Council & Monitoring Officer	Monitoring Officer
Executive Director – Corporate Services	Chief Finance Officer

Such posts will have the functions described in Article 12.02–12.04 below.

- (d) **Structure.** The head of paid service will determine and publicise a description of the overall departmental structure of the Council showing the management structure and deployment of officers. This is set out at Part 7 of this Constitution.

## 12.02 Functions of the head of paid service

- (a) **Discharge of functions by the Council.** The head of paid service will report to full Council on the manner in which the discharge of the

Council's functions is co-ordinated, the number and grade of officers required for the discharge of functions and the organisation of officers.

- (b) **Restrictions on functions.** The head of paid service may not be the monitoring officer but may hold the post of chief finance officer if a qualified accountant.

#### 12.03 **Functions of the monitoring officer (to be exercised after consultation with the Head of Paid Service)**

- i. **Maintaining the Constitution.** The monitoring officer will maintain an up-to-date version of the Constitution and will ensure that it is widely available for consultation by members, staff and the public.
- ii. **Ensuring lawfulness and fairness of decision making.** After consulting with the head of paid service and chief finance officer, the monitoring officer will report to the full Council or to the executive in relation to an executive function if s/he considers that any proposal, decision or omission would give rise to unlawfulness or if any decision or omission has given rise to maladministration. Such a report will have the effect of stopping the proposal or decision being implemented until the report has been considered.
- iii. **Supporting the Audit & Governance Committee.** The monitoring officer will contribute to the promotion and maintenance of high standards of conduct through provision of support to the relevant committee.
- iv. **Conducting investigations or other action.** The monitoring officer will conduct investigations or take other action into matters referred by the Standards Committee in accordance with the Standards Committee (England) Regulations 2008 subject to those regulations remaining in force.
- v. **Proper officer for access to information.** The monitoring officer will ensure that executive decisions, together with the reasons for those decisions and relevant officer reports and background papers are made publicly available as soon as possible.
- vi. **Advising whether executive decisions are within the budget and policy framework.** The monitoring officer will advise whether decisions of the executive are in accordance with the budget and policy framework.
- vii. **Providing advice.** The monitoring officer will provide advice on the scope of powers and authority to take decisions, maladministration, financial impropriety, probity and budget and policy framework issues to all councillors.

- viii. **Restrictions on posts.** The monitoring officer cannot be the chief finance officer.

#### 12.04 **Functions of the Chief Finance Officer (to be exercised after consultation with the Head of Paid Service)**

- (a) **Ensuring lawfulness and financial prudence of decision making.** After consulting with the head of paid service and the monitoring officer, the Chief Finance Officer will report to the full Council or to the executive in relation to an executive function – and the Council's external auditor if s/he considers that any proposal, decision or course of action will involve incurring unlawful expenditure, or is unlawful and is likely to cause a loss or deficiency or if the Council is about to enter an item of account unlawfully.
- (b) **Administration of financial affairs.** The Chief Finance Officer will have responsibility for the administration of the financial affairs of the Council.
- (c) **Contributing to corporate management.** The Chief Finance Officer will contribute to the corporate management of the Council, in particular through the provision of professional financial advice.
- (d) **Providing advice.** The Chief Finance Officer will provide advice on the scope of powers and authority to take decisions, maladministration, financial impropriety, probity and budget and policy framework issues to all councillors and will support and advise councillors and officers in their respective roles.
- (e) **Give financial information.** The Chief Finance Officer will provide financial information to the media, members of the public and the community.

#### 12.05 **Duty to provide sufficient resources to the Monitoring Officer and Chief Finance Officer**

The Council will provide the Monitoring Officer and Chief Finance Officer with such officers, accommodation and other resources as are in their opinion sufficient to allow their duties to be performed.

#### 12.06 **Conduct**

Officers will comply with the Officers' Code of Conduct and the Protocol on Officer/Member Relations set out in Part 5 of this Constitution.

## 12.07 Employment

The recruitment, selection and dismissal of officers will comply with the Officer Employment Rules set out in Part 4 of this Constitution.

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# Article 13 – Decision Making

## 13.01 Responsibility for decision making

The Council will issue and keep up to date a record of what part of the Council or individual has responsibility for particular types of decisions or decisions relating to particular areas or functions. This record is set out in Part 3 of this Constitution.

## 13.02 Principles of decision making

All decisions of the Council will be made in accordance with the following principles:

- (a) proportionality (i.e. the action must be proportionate to the desired outcome) and having regard to the Council's Diversity and Equality Scheme;
- (b) due consultation and the taking of professional advice from officers;
- (c) respect for human rights (see below for further details);
- (d) a presumption in favour of openness; and
- (e) clarity of aims and desired outcomes.

## 13.03 Types of decision

- (a) Decisions reserved to full Council. Decisions relating to the functions listed in Article 4.02 will be made by the full Council and not delegated.
- (b) Key decisions.
  - (i) Key decision means any decision to spend or forego income or raise additional income exceeding £50,000 in one financial year or any decision that affects two or more wards
  - (ii) A decision taker may only make a key decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of this Constitution.

## 13.04 Decision making by the full Council

Subject to Article 13.08, the Council meeting will follow the Council Procedures Rules set out in Part 4 of this Constitution when considering any matter.

### **13.05 Decision making by the executive**

Subject to Article 13.08, the executive will follow the Executive Procedures Rules set out in Part 4 of this Constitution when considering any matter.

### **13.06 Decision making by overview and scrutiny committees**

Overview and scrutiny committees will follow the Overview and Scrutiny Procedures Rules set out in Part 4 of this Constitution when considering any matter.

### **13.07 Decision making by other committees and sub-committees established by the Council**

Subject to Article 13.08, other Council committees and sub-committees will follow those parts of the Council Procedures Rules set out in Part 4 of this Constitution as apply to them.

### **13.08 Decision making by Council bodies acting as tribunals**

The Council, a councillor or an officer acting as a tribunal or in a quasi-judicial manner or determining/considering (other than for the purposes of giving advice) the civil rights and obligations or the criminal responsibility of any person will follow a proper procedure which accords with the requirements of natural justice and the right to a fair trial contained in Article 6 of the European Convention on Human Rights and the duties placed on the Council under the Equality Act 2010.

# Article 14 – Finance, Contracts and Legal Matters

## 14.01 Financial management

The management of the Council's financial affairs will be conducted in accordance with the financial rules set out in Part 4 of this Constitution.

## 14.02 Contracts

Every contract made by the Council will comply with the Contracts Procedure Rules set out in Part 4 of this Constitution.

## 14.03 Legal proceedings

The Solicitor to the Council is authorised to institute, defend or participate in any legal proceedings in any case where such action is necessary to give effect to decisions of the Council or in any case where the Solicitor to the Council considers that such action is necessary to protect the Council's interests.

## 14.04 Authentication of documents

Where any document is necessary to any legal procedure or proceedings on behalf of the Council, it will be signed by the Solicitor to the Council or other person authorised by him/her, unless any enactment otherwise authorises or requires, or the Council has given requisite authority to some other person.

Any contract with a value exceeding £50,000 entered into on behalf of the local authority in the course of the discharge of an executive function shall be made in writing. Such contracts must either be signed by at least two officers of the authority or made under the common seal of the council attested by at least one officer.

## 14.05 Common Seal of the Council

The Common Seal of the Council will be kept in a safe place in the custody of the Solicitor to the Council. A decision of the Council, or of any part of it, will be sufficient authority for sealing any document necessary to give effect to the decision. The Common Seal will be affixed to those documents which in the opinion of the Solicitor to the Council should be sealed. The affixing of the Common Seal will be attested by the Chief Executive or the Solicitor to the Council or some other person authorised by either.



# Article 15 – Review and Revision of the Constitution

## 15.01 Duty to monitor and review the constitution

The Solicitor to the Council will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

### **Protocol for monitoring and review of constitution by monitoring officer**

A key role for the monitoring officer is to be aware of the strengths and weaknesses of the Constitution adopted by the Council, and to make recommendations for ways in which it could be amended in order better to achieve the purposes set out in Article 1. In undertaking this task the monitoring officer may:

1. observe meetings of different parts of the member and officer structure;
2. undertake an audit trail of a sample of decisions;
3. record and analyse issues raised with him/her by members, officers, the public and other relevant stakeholders; and
4. compare practices in this authority with those in other comparable authorities, or national examples of best practice.

## 15.02 Changes to the Constitution

**Approval.** Changes to the constitution will only be approved by the full Council after consideration of the proposal by the Solicitor to the Council and the Audit and Governance Committee (as necessary).

# Article 16 – Suspension, Interpretation and Publication of the Constitution

## 16.01 Suspension of the Constitution

- (a) **Limit to suspension.** The Articles of this Constitution may not be suspended. The Rules specified below may be suspended by the full Council to the extent permitted within those Rules and the law.
- (b) **Procedure to suspend.** A motion to suspend any rules will not be moved without notice unless at least one half of the whole number of councillors are present. The extent and duration of suspension will be proportionate to the result to be achieved, taking account of the purposes of the Constitution set out in Article 1.
- (c) **Rules capable of suspension.** The following Rules may be suspended in accordance with this Article:

The Council's Procedure Rules to the extent provided in paragraph 23 (Part D of the Constitution).

## 16.02 Interpretation

The ruling of the Mayor as to the construction or application of this Constitution or as to any proceedings of the Council shall not be challenged at any meeting of the Council. Such interpretation will have regard to the purposes of this Constitution contained in Article 1.

## 16.03 Publication

- (a) The Chief Executive will give a printed copy of this Constitution to each member of the authority upon delivery to him/her of that individual's declaration of acceptance of office on the member first being elected to the Council.
- (b) The Solicitor to the Council will ensure that copies are published on the Council's web site and made available for inspection at council offices, libraries and other appropriate locations, and can be purchased by members of the local press and the public on payment of a reasonable fee.

# Schedule 1: Description of Executive Arrangements

The following parts of this Constitution constitute the executive arrangements:

1. Article 6 (Overview and Scrutiny committees) and the Overview and Scrutiny Procedure Rules;
2. Article 7 (The Executive) and the Executive Procedure Rules;
3. Article 11 (Decision making) and the Access to Information Procedure Rules;
4. Part 3 (Responsibility for Functions).

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# **Part 3**

## **Responsibility for Functions**

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# Responsibility for Functions

The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended or replaced) specify which functions are not the responsibility of the executive, functions which may be the responsibility of the executive (local choice functions) and functions which are partly the responsibility of the executive and partly the Council.

## 1. RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS

The following local choice functions shall be the responsibility of the executive:-

Appointments under paragraph 19 of Schedule 2 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended or replaced).

All other local choice functions shall be the responsibility of the Council but may be delegated to committees.

## 2. RESPONSIBILITY FOR COUNCIL FUNCTIONS

Committee	Membership	Functions	Delegation of functions
<b>Planning</b>	<b>Ten members</b>	<b>Planning and conservation</b> Functions conferred on the Council relating to town and country planning, development control, highways and environmental protection as specified in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended):  Schedule 1 Part A 1-27 Schedule 1 Part B 47-55, Part I 1-34, 46-47 Schedule 2 – 10-12, 14-15 and 16,17 and 18 (except the powers reserved to the Cabinet)	<b>Corporate Director – Community and Environment</b>  In accordance with any arrangements approved from time to time by the Planning Committee
<b>Licensing Committee</b>	<b>Fifteen Members</b>	Those functions conferred on the Council in relation to licensing (including liquor	

licensing), registration, health & safety as contained in Schedule 1, Part B (1-46, 56-70), Part C (whole), Part I (42) of the Local Government (Functions & Responsibilities) (England) Regulations 2000 (as amended)

**Appointments and Staffing Committee**

**Five Members**

To appoint the Head of Paid Service and Posts of Chief Officer (including any such Officers on Chief Officer conditions).

To determine the terms and conditions on which all staff hold office including procedures dealing with grievance and dismissal.

In respect of Chief Officers and Officers appointed on Chief Officer conditions, to be the appeal Committee for appeals against decisions made on matters of grievance and discipline by an Investigating Committee or the Chief Officer Conduct Committee.

When the committee is sitting as an appellate committee and a permanent member is precluded from attending a meeting of the committee, for example by virtue of a conflict of interest, such member may nominate a substitute. This would not apply where the

committee is sitting for any other reason than that of hearing an appeal and deals with the potential for a conflict of interest arising from some prior connection or involvement in the case under review.”

**Chief Officer  
Conduct  
Committee**

**Five  
Members to  
which one  
must be a  
member of  
the  
Executive**

To act as the (Investigating Committee or the) first stage Committee to hear the case against an employee appointed in accordance with Joint Negotiating Committee terms for Chief Executives or Chief Officers.

The Committee will not act as an appellate Committee as such provisions are preserved to the Appointment & Staffing Committee.

**Audit &  
Governance  
Committee**

**Five  
Members**

Those functions conferred on the Council in relation to Audit and Governance matters including Audit Activity, Regulatory Framework and Accounts



## RESPONSIBILITY FOR STANDARDS AND CONDUCT

Committee	Membership	Functions	Delegation of functions
<b>Standards Committee</b>	<b>Five members of the authority other than the Leader and four voting co-optees</b>	<p><b>The promotion and maintenance of high standards of conduct within the Council</b></p> <p>To advise the council on the adoption or revision of its Code of Conduct</p> <p>To monitor and advise the council about the operation of its Code of Conduct in the light of best practice and changes in the law.</p> <p><b>These functions of the Committee shall (subject to any transitional provisions) cease to apply upon the commencement of the standards provisions in the Localism Act 2011</b></p>	
			<p>Assistance to members and co-opted members of the authority.</p>

<p>To ensure that all members of the Council have access to training in all aspects of the member Code of Conduct, that this training is actively promoted, and that members are aware of the standards expected from local councillors under the Code</p>
<p><b>Other functions</b></p> <p>Functions relating to standards of conduct of members under any relevant provision of, or regulations made under, the Local Government Act 2000</p>
<p>The Council's complaints procedure</p>

### 3. RESPONSIBILITY FOR EXECUTIVE FUNCTIONS

Executive functions shall subject to the provisions of Section 9E of the Local Government Act 2000 (as amended) be the responsibility of the Leader of the Council who may discharge executive functions or arrange for their discharge by the executive, by another member of the executive, by a committee of the executive or by an officer of the Council.

The Leader shall as required by Article 7.06 maintain a list of delegations of functions which shall form part of this constitution.

Who is responsible	Responsibilities (provided the decision is within any guidance or direction from the Leader and/or the Cabinet)	Onward limits on delegations (provided the decision is within any guidance or direction from the Leader and/or the Cabinet and/or the Portfolio Holder)
Leader		Chief Officers with responsibilities for these functions
Portfolio Holder for <b>Corporate Services &amp; Assets</b>		Chief Officers with responsibilities for these functions
Portfolio Holder for <b>Community Safety</b>		Chief Officers with responsibilities for these functions
Portfolio Holder for <b>Quality of Life</b>		Chief Officers with responsibilities for these functions
Portfolio Holder for <b>Environment and Waste Management</b>		Chief Officers with responsibilities for these functions
Portfolio Holder for <b>Economic Development &amp; Enterprise</b>		Chief Officers with responsibilities for these functions
Cabinet (Grants) Sub Committee	<ul style="list-style-type: none"> <li>To determine applications under the grants to voluntary organisations scheme (small grants)</li> <li>To determine applications under the Arts Grants Fund</li> </ul>	Chief Officers with responsibilities for these functions

# Part 4

## Rules of Procedure

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# Rules of Procedure

## Council Procedure Rules

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## **1. ANNUAL MEETING OF THE COUNCIL**

### **1.1 Timing and business**

In a year when there is an ordinary election of councillors, the annual meeting will take place within 21 days of the retirement of the outgoing councillors. In any other year, the annual meeting will take place in March, April or May.

The annual meeting will:

- (i) elect a person to preside if the Mayor of Council is not present;
- (iii) elect the Mayor of Council;
- (iii) elect the Deputy Mayor of Council;
- (iv) elect the Leader;

## **2. ORDINARY MEETINGS**

There will be at least three ordinary meetings of the Council which will take place in accordance with a programme decided at the Council's annual meeting.

The first of them will take place within no longer than five working days of the Annual meeting. Such meeting will:

- (i) receive any announcements from the Mayor, Leader, Members of the Cabinet or the head of paid service;
- (ii) receive questions from, and provide answers to, the public and Members of the Council in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the Council;
- (iii) receive a report on the appointment of the Cabinet and allocation of responsibilities;
- (iv) receive a report on the review of the Constitution;
- (v) receive a report on the review of the Scheme of Delegation
- (vi) decide which committees to establish for the municipal year;
- (vii) decide the size and terms of reference for those committees;
- (viii) decide the allocation of seats to political groups in accordance with the political balance rules;
- (ix) receive nominations of councillors to serve on each committee; and



- (x) receive the calendar of meetings for the forthcoming municipal year

Ordinary meetings will:

- (i) elect a person to preside if the Mayor and Deputy Mayor are not present;
- (ii) receive petitions presented by members of the Council and to determine the action to be taken in response to each petition;
- (iii) receive questions from, and provide answers to, the public and Members of the Council in relation to matters which in the opinion of the person presiding at the meeting are relevant to the business of the Council;
- (iv) approve the minutes of the last meeting;
- (v) receive any declarations of interest from members;
- (vi) receive any announcements from the chairman, leader, members of the cabinet or the head of paid service;
- (vii) deal with any business from the last Council meeting;
- (viii) receive reports from the executive and receive questions and answers on any of those reports;
- (ix) receive reports about and receive questions and answers on the business of joint arrangements and external organisations;
- (x) consider motions; and
- (xi) consider any other business specified in the summons to the meeting, including consideration of proposals from the executive in relation to the Council's budget and policy framework and reports of the overview and scrutiny committees for debate.

### **3. EXTRAORDINARY MEETINGS**

#### **3.1 Calling extraordinary meetings.**

Those listed below may request the Chief Executive to call Council meetings in addition to ordinary meetings:

- (i) the Council by resolution;
- (ii) the Mayor;
- (iii) the monitoring officer; and

- (iv) any five members of the Council if they have signed a requisition presented to the Mayor and s/he has refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.

#### **4. APPOINTMENT OF SUBSTITUTE MEMBERS OF COMMITTEES AND SUB-COMMITTEES**

##### **4.1 Allocation**

As well as allocating seats on Committees and Sub-Committees, the Council may if it so decides allocate seats in the same manner for substitute Members.

##### **4.2 Number**

For each Committee or Sub-Committee, the Council may if it decides appoint one substitute in respect of each political group per Committee or Sub-Committee with the exception of the Standards Committee, Planning Committee and Licensing Sub-Committees under the Licensing Act 2003.

##### **4.3 Powers and duties**

Substitute Members when acting will have all the powers and duties of any ordinary Member of the Committee but will not be able to exercise any special powers or duties exercisable by the person they are substituting. If the ordinary member named in the notice given in rule 4.4 below is the Chairman of the relevant Committee, then the Vice-Chairman shall preside, or if absent, the first item of business shall be the appointment of a Chairman at the meeting.

##### **4.4 Substitution**

Substitution Members may attend meetings in that capacity only:

- i. to take the place of the ordinary Member for whom they are the designated substitute and for that meeting only;
- ii. where the ordinary Member will be absent for the whole meeting;
- iii. after notifying the Chief Executive at least one working day before the commencement of the meeting of the intended substitution; and
- iv. in the event that the permanent Member attended the meeting and the notification of substitution has been received, the permanent Member would be required to leave.

The Substitution scheme shall not apply to Appointments & Staffing Committee, Audit & Governance Committee, Cabinet, Cabinet (Grants) Sub Committee, Licensing Committee, Planning Committee and Standards Committee.

## **5. TIME AND PLACE OF MEETINGS**

The time and place of meetings will be determined by the Chief Executive and notified in the summons.

## **6. NOTICE OF AND SUMMONS TO MEETINGS**

The Chief Executive will give notice to the public of the time and place of any meeting in accordance with the Access to Information Rules. At least five clear days before a meeting, the Chief Executive will send a summons signed by him or her by post to every member of the Council or leave it at their usual place of residence. The summons will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such reports as are available.

## **7. CHAIR OF MEETING**

The person presiding at the meeting may exercise any power or duty of the chairman. Where these rules apply to committee and sub-committee meetings, references to the chairman also include the chairman of committees and sub-committees.

## **8. QUORUM**

The quorum of a meeting will be one quarter of the whole number of members. During any meeting if the Mayor counts the number of members present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Mayor. If s/he does not fix a date, the remaining business will be considered at the next ordinary meeting.

## **9. DURATION OF MEETING**

### **9.1 Interruption of the meeting**

If the business of the meeting has not been concluded by 8.30 p.m., a bell will be rung and the member speaking must immediately sit down. The Mayor must interrupt the meeting and call for the vote immediately on the item under discussion. The vote will then be taken in the usual way without any further discussion provided no motion under rule 13 is passed.

## **9.2 Motions and recommendations not dealt with**

Subject to 9.1 above, if there are other motions or recommendations on the agenda that have not been dealt with by 8.30 p.m., they are deemed formally moved and seconded (together with any amendments). No speeches will be allowed on these items and the vote will be taken in the usual way.

## **9.3 Recorded vote**

If a recorded vote is called for during this process it will be taken immediately.

## **9.4 Motions which may be moved**

During the process set out in Rules 9.1–9.3 above, the only other motions which may be moved are that a matter be withdrawn or that a matter be delegated or referred to an appropriate body or individual for decision or report.

## **9.5 Close of the meeting**

When all motions and recommendations have been dealt with, the Mayor will declare the meeting closed.

# **10. QUESTIONS BY THE PUBLIC**

## **10.1 General**

Members of the public may ask questions of members of the executive at ordinary meetings of the Council.

## **10.2 Order of questions**

Questions will be asked in the order notice of them was received, except that the Mayor may group together similar questions and may give preference to questions from members of the public who have asked the least number of questions previously

## **10.3 Notice of questions**

A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Chief Executive no later than 5pm two clear

working days before the day of the meeting. Each question must give the name and address of the questioner and must name the member of the Council to whom it is to be put.

#### **10.4 Number of questions**

At any one meeting no person may submit more than two questions and no more than one such question may be asked on behalf of one organisation.

#### **10.5 Scope of questions**

The Chief Executive may reject a question if it:

- is not about a matter for which the local authority has a responsibility or which affects the borough;
- is defamatory, frivolous or offensive;
- is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential or exempt information.

#### **10.6 Record of questions**

The Chief Executive will enter each question in a book open to public inspection and will immediately send a copy of the question to the member to whom it is to be put. Rejected questions will include reasons for rejection.

Copies of all questions will be circulated to all members and will be made available to the public attending the meeting.

#### **10.7 Asking the question at the meeting**

The Mayor will invite the questioner to put the question to the Executive member named in the notice. If a questioner who has submitted a written question is unable to be present, they may ask the Mayor to put the question on their behalf. The Mayor may ask the question on the questioner's behalf, indicate that a written reply will be given or decide, in the absence of the questioner, that the question will not be dealt with.

#### **10.8 Response by Questioner**

Following the answer by the Executive member, the questioner will be given the opportunity to respond to the answer given. The Mayor may require the

questioner to cease such response if it appears to the Mayor that the response is defamatory, frivolous or offensive.

### **10.9 Written answers**

Any question which cannot be dealt with during public question time, either because of lack of time or because of the non-attendance of the member to whom it was to be put, will be dealt with by a written answer.

These answers will:

- as soon as practicable after the meeting, such answers, whether given orally at the meeting or in writing after the meeting, shall be published on the Council website; and
- any written answers provided after the meeting shall be attached to the minutes of that meeting.

### **10.10 Reference of question to the executive**

Unless the Mayor decides otherwise, no discussion will take place on any question, but any member may move that a matter raised by a question be referred to the executive or the appropriate committee or sub-committee. Once seconded, such a motion will be voted on without discussion.

### **10.11 Time limit on questions from members of the public**

The time which the meeting spends upon dealing with questions from members of the public shall be limited to twenty minutes save that the time permitted for dealing with questions may be extended with the approval of the meeting signified without discussion.

## **11. QUESTIONS BY MEMBERS**

### **11.1 On reports of the executive**

A member of the Council may ask the Leader any question without notice upon an item of the report of the executive or a committee when that item is being received or under consideration by the Council.

### **11.2 Questions on notice at Ordinary Meetings of the Council**

Subject to Rule 11.4, a member of the Council may ask:

- a member of the executive;

- the chairman or vice-chair of any committee or sub-committee
- a question on any matter in relation to which the Council has powers or duties or which affects Tamworth.

No members may ask more than two questions at any meeting of the Council

Questions by members will not be permitted at the Annual Meeting, the State of Tamworth Debate meeting or Extraordinary Meetings

### **11.3 Questions on notice at committees and sub-committees**

Subject to Rule 11.4, a member of a committee or sub-committee may ask the chairman of it a question on any matter in relation to which the Council has powers or duties or which affect Tamworth and which falls within the terms of reference of that committee or sub-committee.

### **11.4 Notice of questions**

A member may only ask a question under Rule 11.2 or 11.3 if either:

- they have given at least two clear working days notice in writing of the question to the Chief Executive; or
- the question relates to urgent matters, they have the consent of the member of the Cabinet to whom the question is to be put and the content of the question is given to the Chief Executive by 10.00 a.m. on the day of the meeting.

### **11.5 Response**

An answer may take the form of:

- a direct oral answer;
- where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- where the reply cannot conveniently be given orally, a written answer circulated later to the questioner;
- as soon as practicable after the meeting, such answers, whether given orally at the meeting or in writing after the meeting, shall be published on the Council website; and
- any written answers provided after the meeting shall be attached to the minutes of that meeting.



## **11.6 Supplementary question**

A member asking a question under Rule 11.2 or 11.3 may ask one supplementary question without notice of the member to whom the first question was asked. The supplemental question must arise directly out of the original question or the reply.

## **12. MOTIONS ON NOTICE**

### **12.1 Notice**

Except for motions which can be moved without notice under Rule 13, written notice of every motion, signed by at least two members, must be delivered to the Chief Executive not later than seven clear working days before the date of the meeting. These will be entered in a book open to public inspection.

### **12.2 Motion set out in agenda**

Motions for which notice has been given will be listed on the agenda in the order in which notice was received, unless the member giving notice states, in writing, that they propose to move it to a later meeting or withdraw it.

### **12.3 Scope**

Motions must be about matters for which the Council has a responsibility or which affect Tamworth.

## **13. MOTIONS WITHOUT NOTICE**

The following motions may be moved without notice:

- (a) to appoint a chairman of the meeting at which the motion is moved;
- (b) in relation to the accuracy of the minutes;
- (c) to change the order of business in the agenda;
- (d) to refer something to an appropriate body or individual;
- (e) to appoint a committee or member arising from an item on the summons for the meeting;

- (f) to receive reports or adoption of recommendations of committees or officers and any resolutions following from them;
- (g) to withdraw a motion;
- (h) to amend a motion;
- (i) to proceed to the next business;
- (j) that the question be now put;
- (k) to adjourn a debate;
- (l) to adjourn a meeting;
- (m) that the meeting continue beyond 8.30 p.m. in duration provided rule 9.1 has not been passed;
- (n) to suspend a particular council procedure rule;
- (o) to exclude the public and press in accordance with the Access to Information Rules;
- (p) to not hear further a member named under Rule 21.3 or to exclude them from the meeting under Rule 21.4; and
- (q) to give the consent of the Council where its consent is required by this Constitution.

## **14. RULES OF DEBATE**

### **14.1 No speeches until motion seconded**

No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

### **14.2 Right to require motion in writing**

Unless notice of the motion has already been given, the Mayor may require it to be written down and handed to him/her before it is discussed.

### **14.3 Secunder's speech**

When seconding a motion or amendment, a member may reserve their speech until later in the debate.

### **14.4 Content and length of speeches**

Speeches must be directed to the question under discussion or to a personal explanation or point of order. No speech may exceed 10 minutes without the consent of the Mayor.

#### **14.5 When a member may speak again**

A member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

- (a) to speak once on an amendment moved by another member;
- (b) to move a further amendment if the motion has been amended since s/he last spoke;
- (c) if his/her first speech was on an amendment moved by another member, to speak on the main issue (whether or not the amendment on which s/he spoke was carried);
- (d) in exercise of a right of reply;
- (e) on a point of order; and
- (f) by way of personal explanation.

#### **14.6 Amendments to motions**

(a) An amendment to a motion must be relevant to the motion and will either be:

- (i) to refer the matter to an appropriate body or individual for consideration or reconsideration;
- (ii) to leave out words;
- (iii) to leave out words and insert or add others; or
- (iv) to insert or add words.

as long as the effect of (ii) to (iv) is not to negate the motion.

(b) Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.

(c) If an amendment is not carried, other amendments to the original motion may be moved.

- (d) If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments are moved.
- (e) After an amendment has been carried, the chairman will read out the amended motion before accepting any further amendments, or if there are none, put it to the vote.

#### **14.7 Alteration of motion**

- (a) A member may alter a motion of which s/he has given notice with the consent of the meeting. The meeting's consent will be signified without discussion.
- (b) A member may alter a motion which s/he has moved without notice with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion.
- (c) Only alterations which could be made as an amendment may be made.

#### **14.8 Withdrawal of motion**

A member may withdraw a motion which s/he has moved with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion. No member may speak on the motion after the mover has asked permission to withdraw it unless permission is refused.

#### **14.9 Right of reply**

- (a) The mover of a motion has a right to reply at the end of the debate on the motion, immediately before it is put to the vote.
- (b) If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment, but may not otherwise speak on it.
- (c) The mover of the amendment has no right of reply to the debate on his or her amendment.

#### **14.10 Motions which may be moved during debate**

When a motion is under debate, no other motion may be moved except the following procedural motions:

- (a) to withdraw a motion;

- (b) to amend a motion;
- (c) to proceed to the next business;
- (d) that the question be now put;
- (e) to adjourn a debate;
- (f) to adjourn a meeting;
- (g) to exclude the public and press in accordance with the Access to Information Rules; and
- (h) to not hear further a member named under Rule 21.3 or to exclude them from the meeting under Rule 21.4.

#### **14.11 Closure motions**

- (a) A member may move, without comment, the following motions at the end of a speech of another member:
  - (i) to proceed to the next business;
  - (ii) that the question be now put;
  - (iii) to adjourn a debate; or
  - (iv) to adjourn a meeting.
- (b) If a motion to proceed to next business is seconded and the Mayor thinks the item has been sufficiently discussed, s/he will give the mover of the original motion a right of reply and then put the procedural motion to the vote.
- (c) If a motion that the question be now put is seconded and the Mayor thinks the item has been sufficiently discussed, s/he will put the procedural motion to the vote. If it is passed s/he will give the mover of the original motion a right of reply before putting his/her motion to the vote.
- (d) If a motion to adjourn the debate or to adjourn the meeting is seconded and the Mayor thinks the item has not been sufficiently discussed and cannot reasonably be so discussed on that occasion, s/he will put the procedural motion to the vote without giving the mover of the original motion the right of reply.

#### **14.12 Point of order**

A member may raise a point of order at any time. The chairman will hear them

immediately. A point of order may only relate to an alleged breach of these Council Rules of Procedure or the law. The member must indicate the rule or law and the way in which s/he considers it has been broken. The ruling of the chairman on the matter will be final.

#### **14.13 Personal explanation**

A member may make a personal explanation at any time. A personal explanation may only relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate. The ruling of the chairman on the admissibility of a personal explanation will be final.

#### **14.14 Single Issue Debate Meetings**

With regard to Single Issue Debate meetings, there will be no more than two of these meetings a year. No member will be allowed to speak for longer than 5 minutes with each group speaking in turn. Once each Member of the minority group has spoken, the order for speech to be determined by each Member indicating to the Mayor.

### **15. STATE OF TAMWORTH DEBATE**

#### **15.1 Calling of debate**

The Leader will call a state of Tamworth debate annually to be held during the latter part of September and in a form to be agreed with the Mayor.

#### **15.2 Form of debate**

The Leader will decide the form of the debate with the aim of enabling the widest possible public involvement and publicity. This may include holding conferences, debating forums, workshops and other events prior to or during the state of Tamworth debate.

#### **15.3 Chairing of debate**

The debate will be chaired by the Mayor.

#### **15.4 Results of debate**

The results of the debate will be:

- (i) disseminated as widely as possible within the community and to agencies and organisations in the area; and
- (ii) considered by the Leader in proposing the budget and policy framework to the Council for the coming year.

- (iii) Used to inform the Overview and Scrutiny committees of suggested areas for their work programme.

## **16. PREVIOUS DECISIONS AND MOTIONS**

### **16.1 Motion to rescind a previous decision**

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least two members.

### **16.2 Motion similar to one previously rejected**

A motion or amendment in similar terms to one that has been rejected at a meeting of Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least two members. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.

## **17. VOTING**

### **17.1 Majority**

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those members voting and present in the room at the time the question was put.

### **17.2 Mayor's casting vote**

If there are equal numbers of votes for and against, the Mayor will have a second or casting vote. There will be no restriction on how the Mayor chooses to exercise a casting vote.

### **17.3 Show of hands**

Unless a recorded vote is demanded under Rule 17.4, the Mayor will take the vote by show of hands, or if there is no dissent, by the affirmation of the meeting.

### **17.4 Recorded vote**

If five members present at the meeting demand it, the names for and against the motion or amendment or abstaining from voting will be taken down in writing and entered into the minutes.



### **17.5 Right to require individual vote to be recorded**

Where any member requests it immediately after the vote is taken, their vote will be so recorded in the minutes to show whether they voted for or against the motion or abstained from voting.

### **17.6 Voting on appointments**

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.

## **18. MINUTES**

### **18.1 Signing the minutes**

The Mayor will sign the minutes of the proceedings at the next suitable meeting. The Mayor will move that the minutes of the previous meeting be signed as a correct record. The only part of the minutes that can be discussed is their accuracy.

### **18.2 No requirement to sign minutes of previous meeting at extraordinary meeting**

Where in relation to any meeting, the next meeting for the purpose of signing the minutes is a meeting called under paragraph 3 of schedule 12 to the Local Government Act 1972 (an Extraordinary Meeting), then the next following meeting (being a meeting called otherwise than under that paragraph) will be treated as a suitable meeting for the purposes of paragraph 41(1) and (2) of schedule 12 relating to signing of minutes.

### **18.3 Form of minutes**

Minutes will contain all motions and amendments in the exact form and order the Mayor put them.

## **19. RECORD OF ATTENDANCE**

All members present during the whole or part of a meeting must sign their names on the attendance sheets before the conclusion of every meeting to assist with the record of attendance.

## **20. EXCLUSION OF PUBLIC**

Members of the public and press may only be excluded either in accordance with the Access to Information Rules in Part 4 of this Constitution or Rule 21 (Disturbance by Public).

## **21. MEMBERS' CONDUCT**

### **21.1 Standing to speak**

When a member speaks at full Council they must stand and address the meeting through the Mayor. If more than one member stands, the Mayor will ask one to speak and the others must sit. Other members must remain seated whilst a member is speaking unless they wish to make a point of order or a point of personal explanation.

### **21.2 Mayor standing**

When the Mayor stands during a debate, any member speaking at the time must stop and sit down. The meeting must be silent.

### **21.3 Member not to be heard further**

If a member persistently disregards the ruling of the Mayor by behaving improperly or offensively or deliberately obstructs business, the Mayor may move that the member be not heard further. If seconded, the motion will be voted on without discussion.

### **21.4 Member to leave the meeting**

If the member continues to behave improperly after such a motion is carried, the Mayor may move that either the member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

## **21.5 General disturbance**

If there is a general disturbance making orderly business impossible, the chairman may adjourn the meeting for as long as s/he thinks necessary.

## **21.6 Disclosable pecuniary interests**

A member with a disclosable pecuniary interest as defined by section 30 of the Localism Act 2011 who is prohibited from participating in any discussion of any matter at a meeting or prohibited from participating in any vote, or further vote taken on the matter at the meeting will be excluded from that part of any meeting at which that matter is under consideration unless the member has been granted a dispensation.

A member so excluded shall withdraw from the meeting and shall not remain in the room in which the meeting is taking place or remain in any part of the room reserved for members of the public.

This standing order shall apply only following the commencement of section 31 of the Localism Act 2011.

## **22. DISTURBANCE BY PUBLIC**

### **22.1 Removal of member of the public**

If a member of the public interrupts proceedings, the Mayor will warn the person concerned. If they continue to interrupt, the Mayor will order their removal from the meeting room.

### **22.2 Clearance of part of meeting room**

If there is a general disturbance in any part of the meeting room open to the public, the Mayor may call for that part to be cleared.

## **23. SUSPENSION AND AMENDMENT OF COUNCIL PROCEDURE RULES**

### **23.1 Suspension**

All of these Council Rules of Procedure except Rule 17.6 and 18.2 may be suspended by motion on notice or without notice if at least one half of the whole number of members of the Council are present. Suspension can only be for the duration of the meeting.

## **23.2 Amendment**

Any motion to add to, vary or revoke these Council Rules of Procedure will, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council.

## **24. APPLICATION TO COMMITTEES AND SUB-COMMITTEES**

All of the Council Rules of Procedure apply to meetings of full Council. None of the rules apply to meetings of the executive. Only Rules 4– 9, 11–14, 16–18, 22–24 (but not Rule 21.1) apply to meetings of committees and sub-committees.

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# Access to Information Procedure Rules

## 1. SCOPE

These rules apply to all meetings of the Council, overview and scrutiny committees, the Standards Committee, Regulatory Committee and public meetings of the executive (together called meetings).

## 2. ADDITIONAL RIGHTS TO INFORMATION

These rules do not affect any more specific rights to information contained elsewhere in this Constitution or the law.

## 3. RIGHTS TO ATTEND MEETINGS

Members of the public may attend all meetings subject only to the exceptions in these rules.

## 4. NOTICES OF MEETING

The council will give at least five clear days notice of any meeting by posting details of the meeting at its main offices.

## 5. ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING

The Council will make copies of the agenda and reports open to the public available for inspection at its main offices at least five clear days before the meeting. If an item is added to the agenda later, the revised agenda (where reports are prepared after the summons has been sent out, the Chief Executive shall make each such report available to the public as soon as the report is completed and sent to councillors) will be open to inspection for the time the item was added to the agenda.

## 6. SUPPLY OF COPIES

The Council will supply copies of:

- (a) any agenda and reports which are open to public inspection;
- (b) any further statements or particulars necessary to indicate the nature of the items in the agenda; and
- (c) if the Chief Executive thinks fit, copies of any other documents supplied to

councillors in connection with an item to any person on payment of a charge for postage and any other costs.

## **7. ACCESS TO MINUTES ETC AFTER THE MEETING**

The Council will make available copies of the following for six years after a meeting:

- (a) the minutes of the meeting or records of decisions taken, together with reasons, for all meetings of the executive, excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information;
- (b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
- (c) the agenda for the meeting; and
- (d) reports relating to items when the meeting was open to the public.

## **8. BACKGROUND PAPERS**

### **8.1 List of background papers**

The Chief Executive will set out in every report a list of those documents (called background papers) relating to the subject matter of the report which in his/her opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of a political advisor.

### **8.2 Public inspection of background papers**

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

## 9. SUMMARY OF PUBLIC'S RIGHTS

A written summary of the public's rights to attend meetings and to inspect and copy documents must be kept at and available to the public at Marmion House, Lichfield Street, Tamworth, Staffordshire, B79 7BZ.

## 10. EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS

### 10.1 Confidential information – requirement to exclude public

The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed.

### 10.2 Exempt information – discretion to exclude public

The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed.

Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

### 10.3 Meaning of confidential information

Confidential information means information given to the Council by a Government Department on terms which forbid its public disclosure or information which cannot be publicly disclosed by Court Order.

### 10.4 Meaning of exempt information

Exempt information means information falling within the following 10 categories (subject to any condition):

## PART 1

### DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).



4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes  (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or  (b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**PART 2  
QUALIFICATIONS: ENGLAND**

8	Information falling within paragraph 3 above is not exempt information by virtue of that paragraph if it is required to be registered under  (a) the Companies Acts (as defined in section 2 of the Companies Act 2006);  (b) the Friendly Societies Act 1974  (c) the Friendly Societies Act 1992;  (d) the Industrial and Provident Societies Acts 1965 to 1978;  (e) the Building Societies Act 1986; or  (f) the Charities Act 1993.
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9	Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to Regulation 3 of the Town and Country Planning General Regulations 1992.
10	Information which  (a) falls within any of paragraphs 1 to 7 above; and  (b) is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

#### 11. EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS

If the Chief Executive thinks fit, the Council may exclude access by the public to reports which in his or her opinion relate to items during which, in accordance with Rule 10, the meeting is likely not to be open to the public. Such reports will be marked "Not for publication" together with the category of information likely to be disclosed.

#### 12. APPLICATION OF RULES TO THE EXECUTIVE

Rules 13 – 24 apply to the executive and its committees. If the executive or its committees meet to take a key decision then it must also comply with Rules 1 – 11 unless Rule 15 (general exception) or Rule 16 (special urgency) apply. A key decision is as defined in Article 11.03 of this Constitution.

If the executive or its committees meet to discuss a key decision to be taken collectively, with an officer other than a political assistant present, within 28 days of the date according to the forward plan by which it is to be decided, then it must also comply with Rules 1 – 11 unless Rule 15 (general exception) or Rule 16 (special urgency) apply. A key decision is as defined in Article 11.03 of this Constitution. This requirement does not include meetings, whose sole purpose is for officers to brief members.

#### 13. PROCEDURE BEFORE TAKING KEY DECISIONS

Subject to Rule 15 (general exception) and Rule 16 (special urgency), a key decision may not be taken unless:

- (a) a notice (called here a forward plan) has been published in connection with the matter in question;
- (b) at least three clear days have elapsed since the publication of the forward plan; and
- (c) where the decision is to be taken at a meeting of the executive or its committees, notice of the meeting has been given in accordance with Rule 4 (notice of meetings).

## **14. THE FORWARD PLAN**

### **14.1 Period of forward plan**

Forward plans will be prepared by the Leader to cover a period of four months, beginning with the first day of any month. They will be prepared on a monthly basis and subsequent plans will cover a period beginning with the first day of the second month covered in the preceding plan.

### **14.2 Contents of forward plan**

The forward plan will contain matters which the Leader has reason to believe will be the subject of a key decision to be taken by the executive, a committee of the executive, individual members of the executive, officers, area committees or under joint arrangements in the course of the discharge of an executive function during the period covered by the plan. It will describe the following particulars in so far as the information is available or might reasonably be obtained:

- (a) the matter in respect of which a decision is to be made;
- (b) where the decision taker is an individual, his/her name and title, if any and where the decision taker is a body, its name and details of membership;
- (c) the date on which, or the period within which, the decision will be taken;
- (d) the identity of the principal groups whom the decision taker proposes to consult before taking the decision;
- (e) the means by which any such consultation is proposed to be undertaken;
- (f) the steps any person might take who wishes to make representations to the executive or decision taker about the matter in respect of which the decision is to be made, and the date by which those steps must be taken; and

- (g) a list of the documents submitted to the decision taker for consideration in relation to the matter.

The forward plan must be published at least 14 days before the start of the period covered. The Chief Executive will publish once a year a notice in at least one newspaper circulating in the area, stating:

- (a) that key decisions are to be taken on behalf of the Council;
- (b) that a forward plan containing particulars of the matters on which decisions are to be taken will be prepared on a monthly basis;
- (c) that the plan will contain details of the key decisions to be made for the four month period following its publication;
- (d) that each plan will be available for inspection at reasonable hours free of charge at the Council's offices;
- (e) that each plan will contain a list of the documents submitted to the decision takers for consideration in relation to the key decisions on the plan;
- (f) the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed in the forward plan is available;
- (g) that other documents may be submitted to decision takers;
- (h) the procedure for requesting details of documents (if any) as they become available; and
- (i) the dates on each month in the following year on which each forward plan will be published and available to the public at the Council's offices.

Exempt information need not be included in a forward plan and confidential information cannot be included.

## 15. GENERAL EXCEPTION

If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Rule 16 (special urgency), the decision may still be taken if:

- (a) the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- (b) the Chief Executive has informed the Leader, appropriate Portfolio Holder and Chair of a relevant Overview and Scrutiny Committee, or if there is no such person, each member of that committee in writing, by notice, of the matter to which the decision is to be made;
- (c) the Chief Executive has made copies of that notice available to the public at the offices of the Council; and
- (d) at least three clear days have elapsed since the Chief Executive complied with (a) and (b).

Where such a decision is taken collectively, it must be taken in public.

## 16. SPECIAL URGENCY

If by virtue of the date by which a decision must be taken Rule 15 (general exception) cannot be followed, then the decision can only be taken if the decision taker (if an individual) or the chair of the body making the decision, obtains the agreement of the Leader, appropriate Portfolio Holder and chair of a relevant overview and scrutiny committee that the taking of the decision cannot be reasonably deferred. If there is no chair of a relevant overview and scrutiny committee, or if the chair of each relevant overview and scrutiny committee is unable to act, then the agreement of the Mayor, or in his/her absence the Deputy Mayor will suffice.

## 17. REPORT TO COUNCIL

### 17.1 When an overview and scrutiny committee can require a report

If an overview and scrutiny committee thinks that a key decision has been taken which was not:

- (a) included in the forward plan; or
- (b) the subject of the general exception procedure; or

- (c) the subject of an agreement with a relevant overview and scrutiny committee chair, or the chairman/vice chairman of the Council under Rule 16;

the committee may require the executive to submit a report to the Council within such reasonable time as the committee specifies. The power to require a report rests with the committee, but is also delegated to the Chief Executive, who shall require such a report on behalf of the committee when so requested by (the chairman or any five members). Alternatively the requirement may be raised by resolution passed at a meeting of the relevant overview and scrutiny committee.

## **17.2 Executive's report to Council**

The executive will prepare a report for submission to the next available meeting of the Council. However, if the next meeting of the Council is within seven days of receipt of the written notice, or the resolution of the committee, then the report may be submitted to the meeting after that. The report to Council will set out particulars of the decision, the individual or body making the decision, and if the Leader is of the opinion that it was not a key decision the reasons for that opinion.

## **17.3 Quarterly reports on special urgency decisions**

In any event the Leader will submit quarterly reports to the Council on the executive decisions taken in the circumstances set out in Rule 16 (special urgency) in the preceding three months. The report will include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken.

## **18. RECORD OF DECISIONS**

After any meeting of the executive or any of its committees, whether held in public or private, the Chief Executive or monitoring officer or person acting on their behalf will produce a record of every decision taken at that meeting as soon as practicable. The record will include a statement of the reasons for each decision and any alternative options considered and rejected at that meeting.

## **19. EXECUTIVE MEETINGS RELATING TO MATTERS WHICH ARE NOT KEY DECISIONS**

The executive will decide whether meetings relating to matters which are not key decisions will be held in public or private.

## **20. NOTICE OF PRIVATE MEETING OF THE EXECUTIVE**

Members of the executive or its committees will be entitled to receive three clear working days notice of a meeting to which they are summoned, unless the meeting is convened at shorter notice as a matter of urgency.

## **21. ATTENDANCE AT PRIVATE MEETINGS OF THE EXECUTIVE**

- 1) All members of the executive will be served notice of all private meetings of committees of the executive, whether or not they are members of that committee.
- 2) All members of the executive are entitled to attend a private meeting of an executive committee although they may not speak unless the members of the committee/sub-committee agree.
- 3) Notice of private meetings of the executive and its committees will be served on the chairs of all overview and scrutiny committees and sub-committees, at the same time as notice is served on members of the executive. Where an overview and scrutiny committee does not have a chair, the notice will be served on all the members of that committee.
- 4) Where a matter under consideration at a private meeting of the executive, or a committee of it, is within the remit of an overview and scrutiny committee/sub-committee, the chair of that committee or in his/her absence the vice chair may attend that private meeting with the consent of the person presiding, though not speak unless those present agree.
- 5) The head of the paid service, the monitoring officer and the chief financial officer, and their nominees are entitled to attend any meeting of the executive and its committees.

In all of the above examples, the provisions of Rule 18 (recording and publicising decisions) will apply.

## **22. DECISIONS BY INDIVIDUAL MEMBERS OF THE EXECUTIVE**

### **22.1 Reports intended to be taken into account**

Where an individual member of the executive receives a report which s/he intends to take into account in making any key decision, then s/he will not make the decision until at least three clear days after receipt of that report.

### **22.2 Provision of copies of reports to overview and scrutiny committees**

On giving of such a report to an individual decision maker, the person who prepared the report will give a copy of it to the chair of every relevant overview



and scrutiny committee as soon as reasonably practicable, and make it publicly available at the same time.

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### **22.3 Record of individual decision**

As soon as reasonably practicable after an executive decision has been taken by an individual member of the executive or a key decision has been taken by an officer, the Chief Executive, monitoring officer or a person acting on their behalf will prepare a record of the decision, a statement of the reasons for it and any alternative options considered and rejected. The provisions of Rules 7 and 8 (inspection of documents after meetings) will also apply to the making of decisions by individual members of the executive. This does not require the disclosure of exempt or confidential information or advice from a political or Mayor's assistant.

## **23. OVERVIEW AND SCRUTINY COMMITTEES ACCESS TO DOCUMENTS**

### **23.1 Rights to copies**

Subject to Rule 23.2 below, an overview and scrutiny committee (including its sub-committees) will be entitled to copies of any document which is in the possession or control of the executive or its committees and which contains material relating to

- (a) any business transacted at a public or private meeting of the executive committees; or
- (b) any decision taken by an individual member of the executive.

### **23.2 Limit on rights**

An overview and scrutiny committee will not be entitled to:

- (a) any document that is in draft form;
- (b) any part of a document that contains exempt or confidential information, unless that information is relevant to an action or decision they are reviewing or scrutinising or intend to scrutinise; or
- (c) the advice of a political adviser.

## **24. ADDITIONAL RIGHTS OF ACCESS FOR MEMBERS**

### **24.1 Material relating to previous business**

All members will be entitled to inspect any document which is in the possession or under the control of the executive or its committees and contains material relating to any business previously transacted at a private meeting unless either (a) or (b) below applies.

(a) it contains exempt information falling within paragraphs 1 to 7 of the categories of exempt information; or

(b) it contains the advice of a political adviser.

#### **24.2 Material relating to key decisions**

All members of the Council will be entitled to inspect any document (except those available only in draft form) in the possession or under the control of the executive or its committees which relates to any key decision unless paragraph (a) or (b) above applies.

#### **24.3 Nature of rights**

These rights of a member are additional to any other right s/he may have.

#### **24.4 Rights of Members to attend meetings when exempt information is being considered**

All Members are entitled to attend a meeting of the Council or its committees or sub committees, where they are not an ordinary member, when exempt information is being considered. Exceptions to this entitlement will be made at the discretion of the respective Chair and/or the Chief Executive or the Solicitor to the Council and Monitoring Officer depending on the nature of the exempt information, for example staffing issues, licensing appeals and standards and ethics issues.

# Budget and Policy Framework Procedure Rules

## 1. The framework for executive decisions

The Council will be responsible for the adoption of its budget and policy framework as set out in Article 4. Once a budget or a policy framework is in place, it will be the responsibility of the executive to implement it.

## 2. Process for developing the framework

The process by which the budget and policy framework shall be developed is:

- (a) Not less than four months before a plan/strategy/budget forming a constituent element of the budget and policy framework needs to be adopted, the executive will publish initial proposals for the plan/strategy/budget, having first canvassed the views of local stakeholders as appropriate and in a manner suitable to the matter under consideration. Details of the executive's consultation process shall be included in relation to each of these matters in the forward plan and made available on the Council's web page. Any representations made to the executive shall be taken into account in formulating the initial proposals, and shall be reflected in any report dealing with them. If the matter is one where an overview and scrutiny committee has carried out a review of policy, then the outcome of that review will be reported to the executive and considered in the preparation of initial proposals.
- (b) The executive's initial proposals shall be referred to the relevant overview and scrutiny committee for further advice and consideration. The proposals will be referred by sending a copy to the Chief Executive who will forward them to the chair of the relevant overview and scrutiny committee. If there is no such chair, a copy must be sent to every member of that committee. The overview and scrutiny committee shall canvass the views of local stakeholders if it considers it appropriate in accordance with the matter under consideration, and having particular regard not to duplicate any consultation carried out by the executive. The overview and scrutiny committee shall report to the executive on the outcome of its deliberations. The overview and scrutiny committee shall have six weeks to respond to the initial proposals of the executive unless the executive considers that there are special factors that make this timescale inappropriate. If it does, it will inform the overview and scrutiny committee of the time for response when the proposals are referred to it.
- (c) Having considered the report of the overview and scrutiny committee, the executive, if it considers it appropriate, may amend its proposals before submitting them to the council meeting for consideration. It will also report to Council on how it has taken into account any recommendations from the overview and scrutiny committee.

- (d) The Council will consider the proposals of the executive and may adopt them, amend them, refer them back to the executive for further consideration, or substitute its own proposals in their place. In considering the matter, the Council shall have before it the executive's proposals and any report from any relevant overview and scrutiny committee.
- (e) The Council's decision will be publicised in accordance with Article 4 and a copy shall be given to the Leader. The notice of decision shall be dated and shall state either that the decision shall be effective immediately if the Council accepts the executive's proposals without amendment or if the executive's proposals are not accepted without amendment, that the Council's decision will become effective on the expiry of five working days after the publication of the notice of decision, unless the Leader objects to it in that period.
- (f) If the Leader objects to the decision of the Council, s/he shall give written notice to the Chief Executive to that effect prior to the date upon which the decision is to be effective. The written notification must state the reasons for the objection. Where such notification is received, the Chief Executive shall convene a further meeting of the Council to reconsider its decision and the decision shall not be effective pending that meeting.
- (g) The Council meeting must take place within ten working days of the receipt of the Leader's written objection. At that Council meeting, the decision of the Council shall be reconsidered in the light of the objection, which shall be available in writing for the Council.
- (h) The Council shall at that meeting make its final decision on the matter on the basis of a simple majority. The decision shall be made public in accordance with Article 4, and shall be implemented immediately.
- (i) In approving the budget and policy framework, the Council will also specify the extent of virement within the budget and degree of in-year changes to the policy framework which may be undertaken by the executive, in accordance with paragraphs 5 and 6 of these Rules (virement and in-year adjustments). Any other changes to the budget and policy framework are reserved to the Council.

### **3. Decisions outside the budget or policy framework**

- (a) Subject to the provisions of paragraph 5 (virement) the executive, committees of the executive, individual members of the executive and any officers, or joint arrangements discharging executive functions may only take decisions which are in line with the budget and policy framework. If any of these bodies or persons wishes to make a decision which is contrary to the policy framework, or contrary to or not wholly in accordance with the budget approved by full council, then that decision may only be taken by the Council, subject to 4 below.

- (b) If the executive, committees of the executive, individual members of the executive and any officers, or joint arrangements discharging executive functions want to make such a decision, they shall take advice from the monitoring officer and the chief financial officer as to whether the decision they want to make would be contrary to the policy framework, or contrary to or not wholly in accordance with the budget. If the advice of either of those officers is that the decision would not be in line with the existing budget and/or policy framework, then the decision must be referred by that body or person to the Council for decision, unless the decision is a matter of urgency, in which case the provisions in paragraph 4 (urgent decisions outside the budget and policy framework) shall apply.

#### **4. Urgent decisions outside the budget or policy framework**

- (a) The executive, a committee of the executive, an individual member of the executive or officers, or joint arrangements discharging executive functions may take a decision which is contrary to the Council's policy framework or contrary to or not wholly in accordance with the budget approved by full Council if the decision is a matter of urgency. However, the decision may only be taken:
- i) if it is not practical to convene a quorate meeting of the full Council; and
  - ii) if the chair of a relevant overview and scrutiny committee agrees that the decision is a matter of urgency.

The reasons why it is not practical to convene a quorate meeting of full Council and the chair of the relevant overview and scrutiny committees' consent to the decision being taken as a matter of urgency must be noted on the record of the decision. In the absence of the chair of a relevant overview and scrutiny committee the consent of the Mayor, and in the absence of both the Deputy Mayor, will be sufficient.

- (b) Following the decision, the decision taker will provide a full report to the next available Council meeting explaining the decision, the reasons for it and why the decision was treated as a matter of urgency.

#### **5. Virement**

Steps taken by the executive, a committee of the executive an individual member of the executive or officers, or joint arrangements discharging executive functions to implement Council policy shall not exceed those budgets allocated to each budget head as determined by the Council. There will be no limit on the number of occasions when virement across budget heads may take place. However the cumulative value of virements

within one budget head shall not exceed £50,000. Beyond that limit, approval to any virement across budget heads shall require the approval of the full Council.

## **6. In-year changes to policy framework**

The responsibility for agreeing the budget and policy framework lies with the Council, and decisions by the executive, a committee of the executive or an individual member of the executive or officers, or joint arrangements discharging executive functions must be in line with it. No changes to any policy and strategy which make up the policy framework may be made by those bodies or individuals except those changes:

- (a) necessary to ensure compliance with the law, ministerial direction or government guidance;
- (b) in relation to the policy framework in respect of a policy which would normally be agreed annually by the Council following consultation, but where the existing policy document is silent on the matter under consideration.

## **7. Call-in of decisions outside the budget or policy framework**

- (a) Where an overview and scrutiny committee is of the opinion that an executive decision is, or if made would be, contrary to the policy framework, or contrary to the Council's budget, then it shall seek advice from the monitoring officer and chief financial officer.
- (b) In respect of functions which are the responsibility of the executive, the monitoring officer's report and chief financial officer's report shall be to the executive with a copy to every member of the Council. Regardless of whether the decision is delegated or not, the executive must meet to decide what action to take in respect of the monitoring officer's report and to prepare a report to Council in the event that the monitoring officer or the chief financial officer conclude that the decision was a departure, and to the overview and scrutiny committee if the monitoring officer or the chief financial officer conclude that the decision was not a departure.
- (c) If the decision has yet to be made, or has been made but not yet implemented, and the advice from the monitoring officer and the chief financial officer is that the decision is or would be contrary to the policy framework or contrary to or not wholly in accordance with the budget, the overview and scrutiny committee may refer the matter to Council. In such cases, no further action will be taken in respect of the decision or its implementation until the Council has met and considered the matter. The Council shall meet within ten days of the request by the overview and scrutiny committee. At the meeting it will receive a report of the decision or proposals and the advice of the monitoring officer and the chief financial officer. The Council may either:



- i) endorse a decision or proposal of the executive decision taker as falling within the existing budget and policy framework.

Or

- ii) amend the council's budget or policy framework to encompass the decision or proposal of the body or individual responsible for that executive function and agree to the decision with immediate effect.

Or

- iii) where the Council accepts that the decision or proposal is contrary to the policy framework or contrary to the budget, and does not amend the existing framework to accommodate it, require the executive to reconsider the matter.

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# Executive Procedure Rules

## 1.1 Persons making executive decisions

The arrangements for the discharge of executive functions may be set out in the executive arrangements adopted by the Council. If they are not set out there, then the Leader may decide how they are to be exercised. In either case, the arrangements or the Leader may provide for executive functions to be discharged by:

- i) the executive as a whole;
- ii) a committee of the executive;
- iii) an individual member of the executive;
- iv) an officer;
- v) an area committee;
- vi) joint arrangements; or
- vii) another local authority.

## 1.2 Delegation by the Leader

At the annual meeting of the Council, the Leader will present to the Council a written record of delegations made by him/her for inclusion in the Council's scheme of delegation at Part 3 to this Constitution. The document presented by the Leader will contain the following information about executive functions in relation to the coming year:

- i) the names, addresses and wards of the people appointed to the executive by the Leader;
- ii) the extent of any authority delegated to executive members individually, including details of the limitation on their authority;
- iii) the terms of reference and constitution of such executive committees as the Leader appoints and the names of executive members appointed to them;
- iv) the nature and extent of any delegation of executive functions to any other authority or any joint arrangements and the names of those executive members appointed to any joint committee for the coming year; and

- vi) the nature and extent of any delegation to officers with details of any limitation on that delegation, and the title of the officer to whom the delegation is made.

### **1.3 Sub-delegation of executive functions**

- (a) Where the executive, a committee of the executive or an individual member of the executive is responsible for an executive function, they may delegate further to joint arrangements or an officer.
- (b) Unless the Council directs otherwise, if the Leader delegates functions to the executive, then the executive may delegate further to a committee of the executive or to an officer.
- (c) Unless the Leader directs otherwise, a committee of the executive to whom functions have been delegated by the Leader may delegate further to an officer.
- (d) Even where executive functions have been delegated, that fact does not prevent the discharge of delegated functions by the person or body who delegated.

### **1.4 The Council's scheme of delegation and executive functions**

- (a) Subject to (b) below the Council's scheme of delegation will be subject to adoption by the Council and may only be amended by the Council. It will contain the details required in Article 7 and set out in Part 3 of this Constitution.
- (b) If the Leader is able to decide whether to delegate executive functions, s/he may amend the scheme of delegation relating to executive functions at any time during the year. To do so, the Leader must give written notice to the Chief Executive and to the person, body or committee concerned. The notice must set out the extent of the amendment to the scheme of delegation, and whether it entails the withdrawal of delegation from any person, body, committee or the executive as a whole. The Chief Executive will present a report to the next ordinary meeting of the Council setting out the changes made by the Leader.
- (c) Where the Leader seeks to withdraw delegation from a committee, notice will be deemed to be served on that committee when s/he has served it on its chair.

## **1.5 Conflicts of Interest**

- (a) Where the Leader has a conflict of interest this should be dealt with as set out in the Council's Code of Conduct for Members in Part 5 of this Constitution.
- (b) If every member of the executive has a conflict of interest this should be dealt with as set out in the Council's Code of Conduct for Members in Part 5 of this Constitution.
- (c) If the exercise of an executive function has been delegated to a committee of the executive, an individual member or an officer, and should a conflict of interest arise, then the function will be exercised in the first instance by the person or body by whom the delegation was made and otherwise as set out in the Council's Code of Conduct for Members in Part 5 of this Constitution.

## **1.6 Executive meetings**

The executive will meet every three weeks commencing at 6.00 p.m. at Marmion House or at such other times and place as it shall from time to time agree.

## **1.7 Quorum**

The quorum for a meeting of the executive, or a committee of it, shall be one quarter of the total number of members of the executive (including the Leader), or three for the purposes of which the Leader will be included, whichever is the larger.

## **1.8 Decisions to be taken by the executive**

- (a) Executive decisions which have been delegated to the executive as a whole will be taken at a meeting convened in accordance with the Access to Information Rules in Part 4 of the Constitution.
- (b) Where executive decisions are delegated to a committee of the executive, the rules applying to executive decisions taken by them shall be the same as those applying to those taken by the executive as a whole.

## **2.1 Person presiding**

If the Leader is present s/he will preside. In his/her absence, then a person appointed to do so by those present shall preside.

## **2.2 Business**

At each meeting of the executive the following business will be conducted:

- i) consideration of the minutes of the last meeting;
- ii) declarations of interest, if any;
- iii) matters referred to the executive (whether by an overview and scrutiny committee or by the Council) for reconsideration by the executive in accordance with the provisions contained in the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules set out in Part 4 of this Constitution;
- iv) consideration of reports from overview and scrutiny committees; and
- v) matters set out in the agenda for the meeting, and which shall indicate which are key decisions and which are not in accordance with the Access to Information Procedure rules set out in Part 4 of this Constitution.

## **2.3 Consultation**

All reports to the executive from any member of the executive or an officer on proposals relating to the budget and policy framework must contain details of the nature and extent of consultation with stakeholders and relevant overview and scrutiny committees, and the outcome of that consultation. Reports about other matters will set out the details and outcome of consultation as appropriate. The level of consultation required will be appropriate to the nature of the matter under consideration.

## **2.4 Placing items on the executive agenda**

The Leader may put on the agenda of any executive meeting any matter which s/he wishes, whether or not authority has been delegated to the executive, a committee of it or any member or officer in respect of that matter. The Chief Executive will comply with the Leader's requests in this respect.

Any member of the executive may require the Chief Executive to make sure that an item is placed on the agenda of the next available meeting of the executive for consideration. If s/he receives such a request the Chief Executive will comply.

The Chief Executive will make sure that an item is placed on the agenda of the next available meeting of the executive where a relevant overview and scrutiny committee or the full Council have resolved that an item be considered by the executive. However, there may only be up to two such items on any one agenda.

There will be a standing item on the agenda of each meeting of the executive for matters referred by overview and scrutiny committees. However there may only be up to two such items per executive meeting.

Any member of the Council may ask the Leader to put an item on the agenda of an executive meeting for consideration, and if the Leader agrees the item will be considered at the next available meeting of the executive. The notice of the meeting will give the name of the Councillor who asked for the item to be considered. This individual will be invited to attend the meeting, whether or not it is a public meeting. However, there may only be up to two such items per executive meeting.

The monitoring officer and/or the chief financial officer may include an item for consideration on the agenda of an executive meeting and may require the Chief Executive to call such a meeting in pursuance of their statutory duties. In other circumstances, where any two of the head of paid service, monitoring officer and chief financial officer are of the opinion that a meeting of the executive needs to be called to consider a matter that requires a decision, they may jointly include an item on the agenda of an executive meeting. If there is no meeting of the executive soon enough to deal with the issue in question, then the person(s) entitled to include an item on the agenda may also require that a meeting be convened at which the matter will be considered.

# Overview and Scrutiny Procedure Rules

1. The Council will have the overview and scrutiny committees and sub-committees set out in Article 6 and will appoint to them as it considers appropriate from time to time. Such committees may appoint sub-committees. Overview and scrutiny committees may also be appointed for a fixed period, on the expiry of which they shall cease to exist.
2. The terms of reference of the overview and scrutiny committees and sub-committees will be as set out in Article 6.
3. All councillors except members of the executive may be members of an overview and scrutiny committee or sub-committee. However, no member may be involved in scrutinising a decision which s/he has been directly involved.
4. Each overview and scrutiny committee shall be entitled to recommend to Council the appointment of a number of people as non-voting co-optees.

## 5. **Meetings of the overview and scrutiny committees**

There shall be at least four ordinary meetings of each overview and scrutiny committee in each year. In addition, extraordinary meetings may be called from time to time as and when appropriate. An overview and scrutiny committee or sub-committee meeting may be called by the chair of the relevant overview and scrutiny committee or sub-committee, by any three members of the committee or by the Chief Executive if s/he considers it necessary or appropriate.

## 6. **Quorum**

The quorum for an overview and scrutiny committee or sub-committee shall be as set out for committees in the Council Procedure Rules in Part 4 of this Constitution.

## 7. **Chairs of Scrutiny Committees**

Chairs of overview and scrutiny committees/sub-committees will be drawn from among the councillors sitting on the committee/sub-committee, and subject to this requirement the committee/sub-committee may appoint such a person as it considers appropriate as chair.

## 8. **Work programme**

The overview and scrutiny committees/sub-committees will subject to the requirements of any Scrutiny Co-ordinating Committee be responsible for setting their own work programme and in doing so they shall take into account



wishes of members on that committee who are not members of the largest political group on the Council.

## **9. Questions by Members of the Public**

Members of the public may ask questions at meetings of Overview and Scrutiny committees.

A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the relevant office by no later than midday two clear working days before the day of the meeting. Each question must give the name and address of the questioner.

One supplementary question may be asked by the questioner to clarify and matter raised in the original response.

Overview and Scrutiny committees may co-opt members to its meetings to provide advice and information on specific points as required.

## **10. Agenda items**

Any member of an overview and scrutiny committee or sub-committee shall be entitled to give notice to the Chief Executive that s/he wishes an item relevant to the functions of the committee to be included on the agenda for the next available meeting of the committee. On receipt of such a request the Chief Executive will ensure that it is included on the next available agenda.

The overview and scrutiny committees and sub-committees shall also respond, as soon as their work programme permits, to requests from the Council and if it considers it appropriate the executive to review particular areas of Council activity. Where they do so, the overview and scrutiny committee or sub-committees shall report their findings and any recommendations back to the executive and/or Council. The Council and/or the executive shall consider the report of the overview and scrutiny committee or sub-committee within one month of receiving it.

## **11. Policy review and development**

- (a) The role of the overview and scrutiny committees and sub-committees in relation to the development of the Council's budget and policy framework is set out in detail in the Budget and Policy Framework Procedure Rules.
- (b) In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, overview and scrutiny committees and sub-committees may make proposals to the executive for developments in so far as they relate to matters within their terms of reference.
- (c) Overview and scrutiny committees and sub-committees may hold enquiries and investigate the available options for future direction in policy

development and may appoint advisers and assessors to assist them in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

## **12. Reports from overview and scrutiny committee**

- (a) Once it has formed recommendations on proposals for development, overview and scrutiny committees and sub-committees will prepare a formal report and submit it to the Chief Executive for consideration by the executive (if the proposals are consistent with the existing budgetary and policy framework), or to the Council as appropriate (e.g. if the recommendation would require a departure from or a change to the agreed budget and policy framework).
- (b) If an overview and scrutiny committee or sub-committee cannot agree on one single final report to the Council or executive as appropriate, then up to one minority report may be prepared and submitted for consideration by the Council or executive with the majority report.
- (c) The Council or executive shall consider the report of the overview and scrutiny committee or sub-committee within one month of it being submitted to the Chief Executive.

## **13. Meetings of Executive**

- (a) The agenda for executive meetings shall include an item entitled 'Issues arising from overview and scrutiny'. The reports of overview and scrutiny committees and sub-committees referred to the executive shall be included at this point in the agenda (unless they have been considered in the context of the executive's deliberations on a substantive item on the agenda) within two months of the overview and scrutiny committee or sub-committee completing its report/recommendations.
- (b) Only one report every six months period may be submitted by each overview and scrutiny committee or sub-committee to the executive.
- (c) Overview and scrutiny committees and sub-committees will in any event have access to the executive's forward plan and timetable for decisions and intentions for consultation. Even where an item is not the subject of detailed proposals from an overview and scrutiny committee or sub-committee following a consideration of possible policy/service developments, the committee or sub-committee will at least be able to respond in the course of the executive's consultation process in relation to any key decision.

**14. Rights of overview and scrutiny committee and sub-committee members to documents**

- (a) In addition to their rights as councillors, members of overview and scrutiny committees and sub-committees have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (b) Nothing in this paragraph prevents more detailed liaison between the executive and overview and scrutiny committee and sub-committees as appropriate depending on the particular matter under consideration.

**15. Members and officers giving account**

- (a) Any overview and scrutiny committee or sub-committee may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions. As well as reviewing documentation, in fulfilling the scrutiny role, it may require any member of the executive the head of paid service and/or any senior officer to attend before it to explain in relation to matters within their remit:
  - i) any particular decision or series of decisions;
  - ii) the extent to which the actions taken implement Council policy; and/or
  - iii) their performance.

and it is the duty of those persons to attend if so required.

- (b) Where any member or officer is required to attend an overview and scrutiny committee or sub-committee under this provision, the chair of that committee or sub-committee will inform the Chief Executive. The Chief Executive shall inform the member or officer in writing giving at least three working days' notice of the meeting at which s/he is required to attend. The notice will state the nature of the item on which s/he is required to attend to give account and whether any papers are required to be produced for the committee or sub-committee. Where the account to be given to the committee will require the production of a report, then the member or officer concerned will be given sufficient notice to allow for preparation of that documentation.
- (c) Where, in exceptional circumstances, the member or officer is unable to attend on the required date, then the overview and scrutiny committee or sub-committee shall in consultation with the member or officer arrange an alternative date for attendance to take place within a maximum of 15 working days from the date of the original request.

**16. Attendance by others**

An overview and scrutiny committee or sub-committee may invite people other than those people referred to in paragraph 14 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and members and officers in other parts of the public sector and shall invite such people to attend.

**17. Call-in**

Call-in should only be used in exceptional circumstances. These are where members of the appropriate overview and scrutiny committee or sub-committee have evidence which suggest that the executive did not take the decision in accordance with the principles set out in Article 11 (Decision Making).

- (a) When a decision is made by the executive, an individual member of the executive or a committee of the executive, or a key decision is made by an officer with delegated authority from the executive, or under joint arrangements, the decision shall be published, including where possible by electronic means, and shall be available at the main offices of the Council normally within five working days of being made. All Members will be sent copies of the records of all such decisions within the same timescale, by the person responsible for publishing the decision.
- (b) That notice will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of seven working days after the publication of the decision, unless an overview and scrutiny committee or sub-committee calls it in.
- (c) During that period, the Chief Executive shall call-in a decision for scrutiny by the committee or sub-committee if so requested in writing or by email by the chair or any two members of the committee or sub-committee, and shall then notify the decision-taker of the call-in. Such request shall provide specific details for the reason for call-in together with the areas requested to be examined. The Chief Executive in consultation with the Solicitor to the Council & Monitoring Officer shall have the right to require such requests if they are frivolous, unsubstantial or repetitious. S/he shall call a meeting of the committee or sub-committee on such date as s/he may determine, where possible after consultation with the chair of the committee or sub-committee, and in any case within seven working days of the decision to call-in. The relevant Portfolio holder from the Executive shall attend the Overview & Scrutiny Committee to assist that committee in considering the call-in item.
- (d) If, having considered the decision, the overview and scrutiny committee or sub-committee is still concerned about it, then it may refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns or refer the matter to full Council. If referred to the decision maker they shall then reconsider within a further seven working days, amending the decision or not, before adopting a final

decision. If the matter is referred to Council, a meeting of the Council shall be convened within seven working days.

- (e) If following an objection to the decision, the overview and scrutiny committee or sub-committee does not meet in the period set out above, or does meet but does not refer the matter back to the decision making person or body, the decision shall take effect on the date of the overview and scrutiny meeting, or the expiry of that further seven working day period, whichever is the earlier.
- (f) If the matter was referred to full Council and the Council does not object to a decision which has been made, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if the Council does object, it has no locus to make decisions in respect of an executive decision unless it is contrary to the policy framework, or contrary to or not wholly consistent with the budget. Unless that is the case, the Council will refer any decision to which it objects back to the decision making person or body, together with the Council's views on the decision. That decision making body or person shall choose whether to amend the decision or not before reaching a final decision and implementing it. Where the decision was taken by the executive as a whole or a committee of it a meeting will be convened to reconsider within five working days of the Council request. Where the decision was made by an individual, the individual will reconsider within five working days of the Council request.
- (g) If the Council does not meet, or if it does but does not refer the decision back to the decision making body or person, the decision will become effective on the date of the Council meeting or expiry of the period in which the Council meeting should have been held, whichever is the earlier.

## **EXCEPTIONS**

- (j) In order to ensure that call-in is not abused, nor causes unreasonable delay, certain limitations are to be placed on its use. These are:
  - i) that an overview and scrutiny committee or sub-committee may only call-in three decisions per year;
  - ii) only decisions involving expenditure or reductions in service over a value of £50,000 may be called in;
  - iii) the chair or two members of an overview and scrutiny committee or sub-committee are needed for a decision to be called in;
  - iv) once a member has signed a request for call-in under paragraph 16 (call-in) above and such call-in was not refused, s/he may not do so again until a period of six months has expired.

## **CALL-IN AND URGENCY**

- (k) The call-in procedure set out above shall not apply where the decision being taken by the executive is urgent. A decision will be urgent if any delay likely to be caused by the call in process would for example – seriously prejudice the Council’s or the public’s interests. The record of the decision, and notice by which it is made public shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in. The Mayor must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. In the absence of the Mayor the Deputy Mayor’s consent shall be required. In the absence of both, the head of paid service or his/her nominee’s consent shall be required. Decisions taken as a matter of urgency must be reported to the next available meeting of the Council, together with the reasons for urgency.
- (l) The operation of the provisions relating to call-in and urgency shall be monitored annually, and a report submitted to Council with proposals for review if necessary.

### **18. The party whip**

When considering any matter in respect of which a member of an overview and scrutiny committee or sub-committee is subject to a party whip in respect of that particular item the member must declare the existence of the whip, and the nature of it before the commencement of the committee’s deliberations on the matter. The declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.

### **19. Procedure at overview and scrutiny committee and sub-committee meetings**

- (a) Overview and scrutiny committees and sub-committees shall consider the following business:
- i) minutes of the last meeting;
  - ii) declarations of interest (including whipping declarations);
  - iii) consideration of any matter referred to the committee or sub-committee for a decision in relation to call in of a decision;
  - iv) responses of the executive to reports of the overview and scrutiny committee or sub-committee; and
  - v) the business otherwise set out on the agenda for the meeting.

- (b) Where the overview and scrutiny committee or sub-committee conducts investigations (e.g. with a view to policy development), the committee or sub-committee may also ask people to attend to give evidence at committee meetings which are to be conducted in accordance with the following principles:
- i) that the investigation be conducted fairly and all members of the committee or sub-committee be given the opportunity to ask questions of attendees, and to contribute and speak;
  - ii) that those assisting the committee or sub-committee by giving evidence be treated with respect and courtesy; and
  - iii) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis.
- (c) Following any investigation or review, the committee or sub-committee shall prepare a report, for submission to the executive and/or Council as appropriate and shall make its report and findings public.

20. **Matters within the remit of more than one overview and scrutiny committee**

Where a matter for consideration by an overview and scrutiny committee also falls within the remit of one or more other overview and scrutiny committees, the decision as to which overview and scrutiny committee will consider it will be resolved by the parent overview and scrutiny committee.



# Financial Procedure Rules

- 1 All employees and all Members must at all times when engaged on Council activities act in the interests of the Council as a whole.
- 2 All employees and all Members must comply at all times with these regulations wherever they apply.
- 3 All employees and all Members must act reasonably and within the spirit of the financial regulation framework.
- 4 All relevant financial interests must be declared to the Monitoring Officer.
- 5 All activities must be in accordance with:
  - a) legislation;
  - b) approved service plans or corporate plans;
  - c) approved service net revenue budgets or capital programmes;
  - d) relevant Council policies and adopted codes of practice.

Any material departures (actual or potential) must be reported formally to Members as soon as practicable.

- 6 Where practicable all activities should be in accordance with accepted best practice.
- 7 Best value and value for money must be sought in all activities, including the procurement of goods and services
- 8 Budgets at an appropriate level of detail must be prepared by the start of each financial year for all activities and units of the Council.
- 9 Material changes to financial policy or the distribution of resources must be referred to Cabinet for approval.
- 10 Service managers have primary responsibility for the control and management of all resources of all kinds made available to them.
- 11 All managers must ensure and regularly check that there is a full set of controls in every system under their management, including an adequate segregation of duties and an assessment of risk in all activities and decisions.
- 12 All employees must consider the need to seek appropriate views, advice and guidance before embarking on a course of action and particularly on a new course of action. This includes seeking advice from managers in other services, for example consulting the IS

Manager on the procurement of information technology or the Accountancy Manager on the arrangement of leases.

- 13 All managers must ensure that all assets and personnel must be adequately secured or protected and appropriate insurance arranged where necessary.
- 14 Adequate records must be maintained of all transactions in all systems (a complete audit trail) and unrestricted access must be allowed to all assets and records for:
  - a) the Chief Executive
  - b) the Chief Finance Officer
  - c) the Internal Audit Manager
  - d) the Monitoring Officer
  - e) external auditors and other statutory inspectors
  - f) officers designated by any of the above.

Employees must supply information to those officers on request.

- 15 Managers must routinely monitor all activities under their control and report on any significant variations from expected standards.
- 16 Managers must report at regular intervals on performance on planned activities and on financial performance against approved budgets.
- 17 All employees and all Members must report any suspected:
  - a) failure in any system;
  - b) failure to comply with financial regulations;
  - c) suspected criminal act, including fraud or corruption.

The report should normally be made to the line manager. Full guidance is provided in the Council's confidential reporting policy.

Any manager who suspects such an occurrence must take any immediate action necessary to rectify any failure in a control system and report the position to a relevant senior manager, who may include the Chief Executive, Chief Finance Officer, Monitoring Officer or Internal Audit Manager.

- 18 The Chief Finance Officer shall, with the agreement of the Chief Executive and Monitoring Officer, issue detailed guidance on procedures to be followed in compliance with these regulations.
- 19 All employees must comply with any applicable instructions or responsibilities specified in the guidance. In other respects all employees must act reasonably, having regard to the guidance and within the spirit of the guidance.

# Contracts Procedure Rules

1. All employees must comply with these standing orders, the relevant regulations relating to Public Contracts and with financial regulations when procuring goods and services.
2. All Directors have primary responsibility for ensuring compliance within their service areas.
3. Best value and value for money must be sought in all procurement activities. Competition must be sought in accordance with issued guidance.
4. Where the value of the goods and services is likely to be £50,000 or more the following requirements apply:
  - a) tenders must be sought from suitably qualified suppliers
  - b) the supply must be governed by a written contract.

The only exception to these requirements shall be where the Cabinet has given authority in order to achieve best value.

5. Reasonable steps must be taken to manage risk throughout the procurement process and employees must have regard to the guidance that is issued for this purpose.
6. All potential suppliers of goods and services must be treated equitably.
7. In all procurement activities, arrangements must be clear regarding:
  - a) the goods or services to be supplied and the supply mechanisms;
  - b) the amount to be paid and the payment mechanisms;
  - c) the rights and responsibilities of all parties.
8. Employees must consider the need to seek appropriate views, advice and guidance before making a decision or embarking on a course of action related to procurement.
9. The Chief Finance Officer shall, with the agreement of the Chief Executive and Monitoring Officer, issue detailed guidance on procedures to be followed in compliance with these standing orders. Such guidance shall include procedures for securing competition, for regulating the manner in which tenders are invited and for managing risk.
10. Employees must comply with any applicable instructions or responsibilities specified in the guidance. In other respects employees must act reasonably, having regard to the guidance and within the spirit of the guidance.

# Officer Employment Procedure Rules

## 1. Recruitment and appointment

### (a) Declarations

- (i) The Council will draw up a statement requiring any candidate for appointment as an officer to state in writing whether they are the parent, grandparent, partner, child, stepchild, adopted child, grandchild, brother, sister, uncle, aunt, nephew or niece of an existing councillor, or officer of the Council; or of the partner of such persons.
- (ii) No candidate so related to a councillor or an officer will be appointed without the authority of the Chief Executive or an officer nominated by him/her.

### (b) Seeking support for appointment.

- (i) The Council will disqualify any applicant who directly or indirectly seeks the support of any councillor for any appointment with the Council. The content of this paragraph will be included in any recruitment information.
- (ii) No councillor will seek support for any person for any appointment with the Council.

## 2. Recruitment of head of paid service and chief officers

Where the Council proposes to appoint a head of paid service or a chief officer and it is not proposed that the appointment be made exclusively from among their existing officers, the Council will:

### (a) draw up a statement specifying:

- (i) the duties of the officer concerned; and
- (ii) any qualifications or qualities to be sought in the person to be appointed;

(b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; and

(c) make arrangements for a copy of the statement mentioned in paragraph (a) (i) to be sent to any person on request.

### 3. **Appointment of head of paid service**

- (a) The full council will approve the appointment of the head of paid service following the recommendation of such an appointment by an Appointments and Staffing committee of the Council consisting of five members appointed at the annual meeting. That committee must include at least one member of the executive.
- (b) The full Council may only approve the appointment of the head of paid service where no well-founded objection has been made by any member of the executive.

### 4. **Appointment of chief officers**

- (a) The appointments committee appointed by the Council will appoint chief officers. That committee must include at least one member of the executive.
- (b) An offer of employment as a chief officer shall only be made where no well-founded objection from any member of the executive has been received.

### 5. **Other appointments**

- (a) **Officers below chief officer.** Appointment of officers below chief officer (other than assistants to political groups) is the responsibility of the head of paid service or his/her nominee, and may not be made by councillors.
- (b) **Assistants to political groups.** Appointment of an assistant to a political group shall be made in accordance with the wishes of that political group.

### 6. **Disciplinary action**

- (a) **Suspension.** The head of paid service, monitoring officer and chief finance officer may be suspended whilst an investigation takes place into alleged misconduct. That suspension will be on full pay and last no longer than two months.
- (b) **Independent person.** No other disciplinary action may be taken in respect of any of those officers except in accordance with a recommendation in a report made by a designated independent person.
- (c) Councillors will not be involved in the disciplinary action against any officer below chief officer except where such involvement is necessary for any investigation or inquiry into alleged misconduct, though the Council's disciplinary, capability and related procedures, as adopted from time to

time may allow a right of appeal to members in respect of disciplinary action.

## 7. **Dismissal**

Councillors will not be involved in the dismissal of any officer below chief officer except where such involvement is necessary for any investigation or inquiry into alleged misconduct, though the Council's disciplinary, capability and related procedures, as adopted from time to time may allow a right of appeal to members in respect of dismissals.

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# Part 5

## Codes and Protocols

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# Members' Code of Conduct

## PART 1

### GENERAL PROVISIONS

#### 1. Introduction and Interpretation

- 1.1 This Code applies to **you** as a Member of Tamworth Borough Council.
- 1.2 You should read this Code together with the general principles prescribed by the Secretary of State. A copy of the general principles is attached at Appendix 1 for your information.
- 1.3 It is your responsibility to comply with the provisions of this Code.

1.4 In this Code:

“Council” means Tamworth Borough Council

“Meeting” means any *formal or informal* meeting of:

- (a) the Council
- (b) the Executive (Cabinet)
- (c) any of the Council's or the Cabinet's committees, sub-committees, joint committees, joint sub-committees or area committees

“Member” includes a co-opted member and an appointed member;

“Relevant Authority” means a county council, a county borough council, a district council, a parish council, a police authority and such other authority or organisation as is identified in Section 49(6) of the Local Government Act 2000.

#### 2. Scope

- 2.1 Subject to sub-paragraphs 2 to 5, you must comply with this code whenever you:
- (a) conduct the business of the Council (which, in this Code, includes the business of the office to which you are elected or appointed); or
  - (b) act, claim to act or give the impression you are acting as a representative of the Council

and reference to your official capacity are constructed accordingly.

- 2.2 Subject to sub paragraphs 2.3 and 2.4, this Code does not have effect in relation to your conduct other than where it is in your official capacity.
- 2.3 In addition to having effect in relation to conduct in your official capacity, paragraphs 3.2(c), 5 and 6(a) also have effect, at any other time, where that conduct constitutes a criminal offence for which you have been convicted.
- 2.4 Conduct to which this Code applies (whether that is conduct in your official capacity or conduct mentioned in sub-paragraph 2.3) includes a criminal offence for which you are convicted (including an offence you committed before the date you took office, but for which you are convicted after that date).
- 2.5 Where you act as a representative of the Council:
  - (a) on another relevant authority, you must, when acting for that other authority, comply with that other authority's code of conduct; or
  - (b) on any other body, you must, when acting for that other body, comply with the Council's code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

### **3. General Obligations**

- 3.1 You must treat others with respect
- 3.2 You must not:
  - (a) do anything which may cause the Council to breach any of the equality enactments (as defined in Section 33 of the Equality Act 2006);
  - (b) bully any person;
  - (c) intimidate or attempt to intimidate any person who is or is likely to be:
    - (i) a complainant;
    - (ii) a witness; or
    - (iii) involved in the administration of any investigation or

proceedings, in relation to an allegation that a member (including yourself) has failed to comply with his or her Council's Code of Conduct; or

- (d) do anything which compromises or which is likely to compromise the impartiality of those who work for, or on behalf of, the Council

**4. You must not:**

- (a) disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where:

- (i) you have the consent of a person authorised to give it;

- (ii) you are required by law to do so;

- (iii) the disclosure is made to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person; or

- (iv) the disclosure is:

- (aa) reasonable and in the public interest; and

- (bb) made in good faith and in compliance with the reasonable requirements of the Council

- (b) prevent another person from gaining access to information to which that person is entitled by law.

**5. You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or the Council into disrepute.**

**6. You:**

- (a) must not use or attempt to use your position as a Member improperly to confer on or secure for yourself or any other persons, an advantage or disadvantage; and

- (b) must, when using or authorising the use by others of the resources of the Council:

- (i) act in accordance with the Council's reasonable requirements: and

- (ii) ensure that such resources are not used improperly for political purposes (including party political purposes); and
- (c) must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

7.1 When reaching decisions on any matter you must have regard to any relevant advice provided too you by:

- (a) the Council's Chief Finance Officer; or
- (b) the Council's Monitoring Officer

where that officer is acting pursuant to his or her statutory duties.

7.2 You must give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by the Council.

## **PART 2**

### **INTERESTS**

#### **8. Personal Interests**

8.1 You have a personal interest in any business of the Council where either:

(a) it relates to or is likely to affect:

- i. any body of which you are a member or in a position of control or management and to which you are appointed or nominated by the Council;
- ii. any body:
  - (aa) exercising functions of a public nature;
  - (bb) directed to charitable purposes; or
  - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

- iii. any employment or business carried on by you;
- iv. any person or body who employs or has appointed you;

- v. any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
- vi. any person or body who has a place of business or land in the Council's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
- vii. any contract for goods, services or works made between the Council and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph vi;
- viii. the interest of any person from whom you have received a gift or hospitality with an estimated value of at least £25.00;
- ix. any land in the Council's area in which you have a beneficial interest;
- x. any land where the landlord is the Council and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the descriptions specified in paragraph vi. is, the tenant
- xi. any land in the Council's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer; or

(a) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of:

- i. (in the case of authorities with electoral divisions or wards) other council tax payers, ratepayers, or inhabitants of the electoral division or ward, as the case may be, affected by the decision;
- ii. (in the case of the Greater London Authority) other council tax payers, ratepayers or inhabitants of the Assembly constituency affected by the decision; or
- iii. (in all other cases) other council tax payers, ratepayers or inhabitants of your authority's area.

8.2 In sub-paragraph 8.1(b), a relevant person is:

- (a) A member of your family or any person with whom you have a close association; or

- (b) Any person or body who employs or has appointed such persons, any firm in which they have a partner, or any company of which they are directors;
- (c) Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or
- (d) Any body of a type described in sub-paragraph 8.1(a) i. or ii.

## **9. Disclosure of Personal Interest**

- 9.1 Subject to sub-paragraph 9.2 to 9.7, where you have a personal interest in any business of the Council and you attend any meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- 9.2 Where you have a personal interest in any business of the Council which relates to or is likely to affect a person described in paragraph 8.1(a) i. or 8.1(a) ii. (aa), you need only disclose to the meeting the existence and nature of that interest when you address the meeting on that business.
- 9.3 Where you have a personal interest in any business of the Council of the type mentioned in paragraph 8.1(a) viii., you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- 9.4 Sub-paragraph 9.1 only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.
- 9.5 Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in the council's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.
- 9.6 Subject to paragraph 12.1(b), where you have a personal interest in any business of the Council and you have made an executive decision in relation to that business, you must ensure that any written statement of that decision records the existence and nature of that interest.
- 9.7 In this paragraph 'executive decision' is to be construed in accordance with any regulations made by the Secretary of State under Section 22 of the Local Government Act 2000.

## **PREJUDICIAL INTERESTS GENERALLY**

- 10.1 Subject to sub-paragraph 10.2, where you have a personal interest in any business of the Council you also have a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant fact would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- 10.2 You do not have a prejudicial interest in any business of the Council where that business:
- (a) does not affect your financial position or the financial position of a person or body described in paragraph 8;
  - (b) does not relate to the determining of any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or
  - (c) relates to the functions of the Council in respect of:
    - i. housing, where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease;
    - ii. school meals or school transport and travelling expenses, where you are a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
    - iii. statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of, such pay;
    - iv. an allowance, payment or indemnity given to Members;
    - v. any ceremonial honour given to Members, and
    - vi. setting council tax or a precept under the Local Government Finance Act 1992.

## **OVERVIEW AND SCRUTINY COMMITTEES**

- 11.1 You also have a prejudicial interest in any business before an overview and scrutiny committee of the Council (or a sub-committee, panel or working group of such a committee), where:
- (a) that business relates to a decision made (whether implemented or not) or action taken by Cabinet or a Cabinet committee, sub-committee, joint committee or joint sub-committee; and



- (b) at the time the decision was made or action was taken, you were a member of Cabinet, committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph 11.1(a) and you were present when that decision was made or action was taken.

## **EFFECT OF PREJUDICIAL INTERESTS ON PARTICIPATION**

12.1 Subject to sub-paragraph 12.2, where you have a prejudicial interest in any business of the Council:

- (a) you must withdraw from the room or chamber where a meeting is being held:
  - i. in a case where sub-paragraph 12.2 applies, immediately after making representations, answering questions or giving evidence;
  - ii. in any other case, whenever it becomes apparent that the business is being considered at that meeting;

unless you have obtained a dispensation from the Council's Standards Committee;

- (b) you must not exercise executive functions in relation to that business; and
- (c) you must not seek improperly to influence a decision about that business.

12.2 Where you have a prejudicial interest in any business of the council, you may attend a meeting (including a meeting of the overview and scrutiny committee of the Council or of a sub-committee or panel of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

## **PART 3**

### **REGISTRATION OF MEMBERS' INTEREST**

#### **Registration of Members' Interests**

13.1 Subject to paragraph 14, you must within 28 days of:

- (a) This Code being adopted by or applied to your authority; or
- (b) Your election or appointment to office (where that is later),

register in the Council's Register of Members' Interests (maintained under section 81(1) of the Local Government Act 2000) details of your personal interest where they fall within a category mentioned in paragraph 8.1(a), by providing written notification to the council's Monitoring Officer.

- 13.2 Subject to paragraph 14, you must within 28 days of becoming aware of any new personal interest or change to any personal interest registered under paragraph 13.1, register details of that new personal interest or change by providing written notification to the Council's Monitoring Officer.

### **SENSITIVE INFORMATION**

- 14.1 Where you consider that the information relating to any of your personal interest is sensitive information, and the Council's Monitoring Officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to that interest under paragraph 13.
- 14.2 You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under paragraph 14.1 is no longer sensitive information, notify the Council's Monitoring Officer asking that the information be included in the Council's Register of Members' Interests.
- 14.3 In this Code, "sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

## **THE GENERAL PRINCIPLES**

### **Selflessness**

Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

### **Honesty and integrity**

Member should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour.

### **Objectivity**

Members should make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

### **Accountability**

Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

### **Openness**

Members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

### **Personal judgement**

Members may take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them and act in accordance with those conclusions.

### **Respect for others**

Members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees.

### **Duty to uphold the law**

Members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.

### **Stewardship**

Members should do whatever they are able to do to ensure that their authorities use their resources prudently and in accordance with the law.

### **Leadership**

Members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.

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# OFFICERS' CODE OF CONDUCT

To be inserted when available

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# PROTOCOL FOR MEMBER/OFFICER RELATIONS

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2. The role of members
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## **1. Underlying Principles**

*Members and officers are bound by their respective Codes of Conduct which seek to promote the highest ethical standards. This protocol supports those codes and is intended to promote mutual respect between members and officers with regard to their respective roles as set out below and in the Council's Constitution.*

## **2. The role of Members**

### **2.1 *To promote the social, economic and environmental well-being of the community.***

2.2 Collectively be the ultimate policy makers and decision makers and carry out a number of strategic and corporate functions.

2.3 Represent their communities and bring their views into the Council's decision-making process, i.e. become the advocate of and for their communities.

2.4 Deal with individual casework and act as an advocate for constituents in resolving particular concerns or grievances.

2.5 Balance different interests identified within the ward and represent the ward as a whole.

2.6 Be involved in decision making.

2.7 Be available to represent the Council on other bodies.

2.8 To promote the highest standards of conduct and ethics.

2.9 To act collectively as the employer of the staff.

2.10 To act in a specific capacity listed below where appointed so to do by the Council in accordance with the Constitution.

- Chairman of the Council
- Leader of the Executive
- Executive member
- Portfolio holder (with or without delegated authority)
- Chairman of a Scrutiny Committee
- Member of a Scrutiny Committee
- Chairman of a committee other than Scrutiny
- Representing the Council on outside bodies

## **3. The role of officers**

3.1 To initiate and to implement the policies set and the decisions made by members.



- 3.2 To provide professional and technical advice to members.
- 3.3 To carry out those functions delegated to officers.
- 3.4 To provide reasonable help, support and advice to all members.
- 3.5 To represent the Council on outside bodies.
- 3.6 To act in a specific capacity listed below where appointed so to do by the Council.

- The Head of Paid Service (as defined by the Local Government and Housing Act 1989 section 4) has the following functions and duties:

to prepare proposals for the consideration of the Council as to the co-ordination of the discharge of the Council's functions; the number and grades of staff that are required to discharge those functions; the organisation of the Council's staff; and the appointment and proper management of the Council's staff.

- The Monitoring Officer (as defined by the Local Government and Housing Act 1989 section 5) has the following functions and duties:

to prepare reports for the consideration of the Council where it appears to her/him that any proposal, decision or omission by the Council, a committee, sub-committee, or officer has given rise or is likely to give rise to a contravention of any statute or maladministration or injustice as mentioned in Part III of the Local Government Act 1974.

- The Chief Financial Officer (as defined by the Local Government Act 1972 section 151) has the following functions and duties:

to prepare reports for the consideration of the Council where it appears to him that any committee, sub-committee, or officer has or is about to make a decision which involves or would involve the Council incurring expenditure which is unlawful; or has taken or is about to take a course of action which, if pursued to its conclusion, would be unlawful and is likely to cause a loss deficiency to the Council; or is about to enter an item of account, the entry of which would be unlawful.

#### **4. The Relationship between officers and members**

- 4.1 The relationship between officers and members should be characterised by mutual respect which is essential to good local government.***

- 4.2 Close personal familiarity between individual members and officers can damage professional relationships and prove embarrassing to other members and officers. Situations should be avoided that could give rise to suspicion and any appearance of improper conduct. This includes excessive socialising between members and officers.
- 4.3 Any dealing between members and officers should be conducted with courtesy and respect and neither party should seek to take unfair advantage of their position. In particular, members should recognise and pay due regard to their role as an employer in their dealings with officers.
- 4.4 The Council has statutory duties with regard to equalities issues to positively promote equality. Members and officers shall not by their behaviour or speech be discriminatory with regard to a person's ethnicity, gender, disability or sexual orientation. Such principles shall apply to the implementation of all personnel policies, recruitment and promotion as they apply to day to day operations.
- 4.5 Members should not raise matters relating to the conduct or capability of a Council employee or of the employees collectively at meetings held in public or the Press. Employees have no means of responding to criticism like this in public. (If members feel they have not been treated with proper respect, courtesy or have any concern about the conduct or capability of a Council employee they should raise the matter with the Chief Officer of the department concerned if they fail to resolve it through direct discussion with the employee.)
- 4.6 Members should not require any officers to change their professional advice nor to take any action which the officer considers unlawful or illegal or which would amount to maladministration or breach of a statutory code of conduct.
- 4.7 Members should consult with the Monitoring Officer and the Chief Finance Officer about legality, maladministration, financial impropriety and probity or where they have any doubt as to whether the particular decisions were or are likely to be contrary to the policy framework or budget.
- 4.8 In seeking advice and support members should have due regard to the seniority of the officer with whom they are dealing and the fact that, while those officers owe duties to the Council as their employer such duties are first expressed to their respective manager and the Chief Executive and not to any individual member. For this reason members should not give direct instructions to staff unless authorised so to do by the Constitution. If so authorised instructions shall be given to the relevant chief officer rather than a more junior member of staff.

**5. The relationship between the Overview and Scrutiny Committees and officers (when Executive decisions are being scrutinised)**

- 5.1 The Council's Overview and Scrutiny Committees shall seek the advice of the Monitoring Officer where they consider there is doubt about the legality of Executive decisions or the Monitoring Officer and other appropriate officers where they consider a decision of the Executive might be contrary to the policy framework.
- 5.2 When considering call officers to give evidence the Committee shall not normally, without the consent of the relevant Chief Officer, request the attendance of a junior officer to ensure that more junior officers are not put under undue pressure.
- 5.3 When asking officers to give evidence before the Committee questions should be confined, so far as possible, to questions of fact and explanation and professional opinion relating to policies and decisions.
- 5.4 Where they consider it appropriate the Committee may ask officers to explain advice given to members (of the Executive) prior to decisions being taken and explain decisions they themselves have taken under the Scheme of Delegation.
- 5.5 The Committee shall not question officers in such a manner whereby the nature and frequency of the questions or tone or language used could be considered by a reasonable person to be harassment, discriminatory or otherwise unacceptable nor deal with matters which are of a possible disciplinary/capability nature.
- 5.6 The Committee shall, at all times, respect the political impartiality of the officers and must not expect officers to give a political view.

**6. Officer relationships with party groups**

- 6.1 *It must be recognised by all officers and members that in discharging their duties officers serve the Council as a whole and not exclusively any political group, combination of groups, or any individual members.***
- 6.2 Officers may properly be called upon to support and contribute to the deliberations of political groups but must at all times maintain political neutrality. All officers must, in their dealings with political groups and individual members, treat them in a fair and even-handed manner.
- 6.3 The support provided by officers can take many forms, ranging from a briefing with the Leader of the Executive, the leaders of other political groups, or chairs of committees, to a presentation to a full party group meeting.

6.4 Any request for advice given to a political group or member will be treated with strict confidence by the officers concerned and will not be accessible to any other political groups. Factual information upon which any advice is based will, if requested, be available to all political groups.

6.5 When attendance is requested for political group meetings

**6.5.1 *the request to attend a group meeting must be made through the Chief Executive;***

6.5.2 unless otherwise agreed by the Chief Executive, officers will not attend party group meetings which include persons who are not members of the Council or be present at purely party political discussions;

6.5.3 such a request can only be made in relation to Council business;

6.5.4 officers must respect the confidentiality of any party group discussions at which they are present.

**7. Members in their ward role**

7.1 When acting in their ward role members:

- need to be mindful of their competing roles, i.e. acting for the Council and acting for constituents, and the possible conflicts of interest that can arise and the pressure this can bring on officer time;
- recognise the officer's right to suggest that senior officers, the Executive (Council) or a committee should authorise additional work requested by individual members.

**8. Member access to documents and information**

**8.1 *Save as provided below every member of a committee, sub-committee of the Executive (Council) has a right to inspect documents about the business of that committee, sub-committee or the Executive (Council).***

8.2 A member who is not a member of a specific committee, sub-committee (or the Executive) may have access to any documents of that part of the Council if they satisfy the Council's Monitoring Officer that they reasonably need to see the documents to perform their duties.

8.3 A member is not entitled to inspect any document or have access to any information about a matter in which they have a prejudicial interest or where to do so would be in breach of any statutory provision.

**9. Press releases and correspondence (including e-mails)**

**9.1 *Press releases must operate within the limits of the Local Government Act 1986 which prohibits the Council from publishing material which appears to be designed to affect public support for a political party.***

9.2 Council press releases are drafted by officers and may contain quotations from the Leader of the Executive, a relevant portfolio holder or chair. Press releases about ceremonial events may contain a quotation from the Chair or Vice Chair of the Council. Otherwise quotations will be made by officers.

9.3 All correspondence written on behalf of the Council must be written on the relevant headed paper.

9.4 When members are writing they must make it clear whether they are writing on behalf of the Council or as the ward member.

9.5 All correspondence should be open to the inspection of the public and in accordance with the Council's adopted policies. This does not apply to correspondence written in connection with legal proceedings, contractual matters or any other matter where papers can remain "exempt" within the meaning of Schedule 12A to the Local Government Act 1972, as amended or if it is in conflict with the data protection legislation.

**10. Enforcement**

10.1 Any complaint that an officer has breached the terms of this protocol shall be referred to the Head of Paid Service for appropriate action under the Council's employment procedures.

10.2 Any complaint that a member has breached the terms of this protocol shall be referred to the Monitoring Officer for referral to the Standards Committee if the conduct would otherwise amount to a breach of the Council's Code of Conduct.

10.3 Where a complaint against a member involves conduct that would not otherwise breach the Council's Code of Conduct it will be referred to the Head of Paid Service for discussion with the Leader of the relevant political group. Where it is not possible to resolve a complaint by this means the Head of Paid Service may refer it to the Standards Committee for consideration.

# PRE-ELECTION PROTOCOL

- a) The Local Government Act 1986 – S2 states that:-

“Local Authorities shall not publish material which, in whole or in part, appears to be designed to affect public support for a political party.”

This is interpreted to include that the Council must not give financial or other assistance to a person for publication of such material, and applies at all times.

- b) The Local Government Act 1986 – S4:-

- Allows for a code of practice on publicity, currently being updated.
- The revised wording on elections is:-

“The period between the notice of an election and the election itself should preclude proactive publicity in all its forms of candidates and other politicians involved directly in the election. Publicity should not deal with controversial issues or report views, proposals or recommendations in such a way that identifies them with individual members or groups of members. However, it is acceptable for the authority to respond in appropriate circumstances to events and legitimate service enquiries provided their answers are factual and not party political. Members holding key political or civic positions should be able to comment in an emergency or where there is a genuine need for a member level response to an important event outside the authority’s control. Proactive events arranged in this period should not involve members likely to be standing for election.”

- c) This means that the Council's resources must not be or even appear to an observer to be used for party political ends, including publicity, in this period of heightened political sensitivity.

- d) In order to comply with this, the Standards Committee has indicated that:-

- Press releases about any policy matter, service delivery, service developments or scrutiny should not include quotes from or mentions of individual councillors or party groups.
- No press releases should be issued on local or other issues promoted by or involving individual members.

- Enquiries from the media will be directed towards appropriate officers only.
- No links be added from the Council's web site to any site which may be construed as political

EXCEPT that

- Where absolutely necessary for the purpose of responding to outside events or to a crisis, the appropriate Councillor, committee chairman or Leader of the Council can be quoted, speaking on behalf of the Council.
- e) At all times the following points must be considered:-
- Is there a valid reason for the Councillor concerned to represent the Council on this issue/at this event?
  - Is there a good reason why the event/announcement should be happening now, rather than after the elections?
- f) This does not mean that party groups or individual members themselves may not issue press releases, as long as they are clearly identified as coming from them and not from the Council. It should be noted, though, that this is subject to the rules governing election expenses.
- g) **Use of Council property for public meetings**  
There is provision within the Representation of the People Act 1983 for candidates in an election to have free use of certain rooms for holding public meetings, in the electoral division in which they are standing. This entitlement is from the last day for the publication of the notice of elections until the day proceeding the day of elections.
- h) A candidate is entitled – for purpose of holding public meetings in furtherance of her/his candidature – to the free use at reasonable times of a room in a school or other Council building. The person using the room must pay the costs of preparing the room, heating, lighting and cleaning.
- i) Permitting the use of these facilities does not breach this protocol provided the local authority does not publicise the meeting.
- j) This provision does not allow a candidate to hold surgery-type meetings or to use such rooms as his/her committee rooms, which is illegal.
- k) If any clarification is required or difficulties encountered, advice should be sought from Democratic Services.
- l) This guidance can be varied by the Returning Officer in consultation with the Monitoring Officer, according to circumstances.



# PROTOCOL ON MEMBER INVOLVEMENT IN COMMERCIAL TRANSACTIONS

## Background

This protocol is designed to support members in their work within the community which is an invaluable part of explaining the intentions of the Council at a local level and which assists in maintaining the Council's responsiveness to legitimate interest groups.

## Principles

The protocol will be based upon the following principles.

- Protecting the personal integrity of Council members and officers.
- Ensuring the financial and probity interests of the Council are protected.
- Ensuring decisions are based on complete and sound information and advice from appropriate professional staff.
- Ensuring decisions are in accordance with the Council's agreed processes and standards.
- Protecting the Council, its members and officers from undue pressure or inappropriate contact from contractors and parties with a commercial interest in a transaction.

## Protocol

**The Council is engaged at any one time in a large number of commercial transactions, which range from such matters as the procurement of goods, services and works, the purchase or sale of land or the disposal of surplus property to such matters as the provision of advice and/or grant aid to companies, partnerships or individuals, the negotiation of partnership and joint venture arrangements and the management of such commercial relationships.**

Councillors frequently have a substantial and very constructive involvement in such commercial transactions. That involvement is not limited to taking the decision in Council and Committee as to whether to enter into such contracts and arrangements and in exercising their scrutiny functions to ensure that such arrangements complied with the Council's requirements in terms of propriety and are designed and managed so as to provide the Council with the best possible value for money. Such involvement also extends to their role within the community in making the public aware of the services which the Council can make available, and in effecting introductions between such interested parties and the officers who are responsible for administering and delivering those services. Because of their very close involvement with the community which the Council serves, Councillors may also be come aware of

opportunities for the Council to act to benefit that community, opportunities to buy land, or commercial or voluntary organisations who could expand their activities if the Council were able to secure the opportunity for them to extend their premises, or local businesses who provide high quality goods or services of a sort which the Council requires, and who might benefit from an opportunity to compete to supply the Council. In addition, the political leadership of the Council provides an overall direction for the officers of the Council in their administration and delivery of such commercial services, and provides an opportunity for officers to seek informal, and confidential, guidance at an exploratory stage of a transaction, before the matter is sufficiently advanced for the relevant officers to report the matter to the Council or the appropriate Committee as a formal proposal for authorisation to proceed.

However, such commercial transactions also carry significant responsibilities. These include:

- the obligation to secure the best possible value for money for the Council;
- the legal obligation on the Council to secure “best consideration” on the disposal of its land, unless it obtains the consent of the Secretary of State;
- the Best Value obligations to secure the continuous improvement in all Council services, whether delivered directly or externally procured;
- the need to comply with relevant law, and in particular with:
  - Public Procurement regulations
  - the Human Rights Act 1998
  - the Local Government (Contracts) Act 1997
  - the Contracts (Rights of Third Parties) Act 1999
- the need to ensure that a commercial transaction is drafted and documented in such a manner that it can be enforced, for example if the other party defaults or under-performs, or if the goods supplied or the work carried out subsequently prove to be defective;
- the requirement that the transaction and all matters leading up to the final transaction, should be fully and clearly recorded, so that it can be audited both by the Council’s internal auditors and by the external auditors, and other inspectorates, to ensure propriety in the procurement process; and
- compliance with the requirements of the Council’s Local Code for Councillors and the national code for officers.

In addition, there is the danger that an individual Councillor or officer will be misrepresented by the advocates or opponents of a particular proposal who may, innocently or otherwise, claim that the Councillor or officer has given incorrect information or advice or misrepresented the proposal.

Failure to comply with these requirements can result in serious penalties for the Council, for individual Councillors involved in the transaction and for officers. Such penalties include:

- For the Council:
- direct financial loss from entering into contracts which are not good value for money for the Council, for example as a result of commitment to buy goods which are not of an appropriate standard, or to buy land where we

have failed to establish that there are large liabilities for repairs or for clearing contamination;

- inability to enforce the contract or to recover damages for breach;
- liability to third parties, for example if the Council were to enter contracts for road-works or construction without appropriate nuisance and contamination conditions, or without securing appropriate indemnities from the contractor against damage to third parties;
- liabilities where a decision made by or on behalf of the Council is overturned on judicial review because it is held to have been unlawful or unreasonable, or in breach of the Human Rights Act;
- Adverse Court judgements, findings of maladministration, or Public Interest reports from the Council's Auditor;
- the continuing cost of carrying out maintenance and repairs which could have been made the responsibility of the contractor, or of higher insurance premiums; and
- the loss of the Council's reputation as an organisation dedicated to the interests of the community which it serves.

➤ For individual Councillors:

- suspension or disqualification from office for breach of the Council's Code of Conduct;
- personal liability, in the event of a Councillor's negligence or reckless or deliberate misconduct causing loss to the Council. (Note that the pending abolition of the law of surcharge does not remove the ability, indeed the duty, upon the Council to seek to recover loss from individual Councillors in the event that the loss is caused by their negligence or reckless or deliberate misconduct); and
- prosecution for corruption or, shortly, for Misuse of Public Office. (Note that it is for the recipient of any gift or hospitality from a tenderer or contractor with the Council to prove that it was not an inducement or reward for anything which the recipient has done in their public position).

➤ For an officer:

- disciplinary proceedings by the Council, possibly leading to dismissal;
- personal liability to the Council for any loss caused by their negligence or reckless or deliberate misconduct. (Note that the Council chooses to insure itself against such losses, but such insurance will not cover fraud or deliberate misconduct, and the Council, or its insurers, can still seek to recover the loss from the individual in appropriate cases);
- prosecution for corruption or, shortly, for Misuse of Public Office.

These risks will be increased by the introduction of executive government under the Local Government Act 2000, as hitherto individual Councillors have not been able to bind the Council by their actions, whereas the new law will enable members of the new Executives to take binding decisions on behalf of their local authorities. It is therefore particularly relevant to set out the following ground-rules, for the protection of the Council, of Councillors and of officers.

## **1. Declaration and Registration of Interests**

### **1.1 Councillors**

The legal position or the declaration of Councillors' interests is set out in the Council's Code of Conduct for Members. Every member will have given a written undertaking that in performing their functions they will observe the code. It is the responsibility of each Councillor to identify when they have a declarable interest and to declare it. Where officers are aware of matters which suggest that a Councillor is likely to have a declarable interest, they will prompt the Councillor to consider the point, but Councillors should not rely upon being prompted. A failure by one or more Councillors to declare an interest can lead to a finding of Maladministration, to a standards complaint against the Councillor, and to the decision of the Council being invalidated.

A declarable interest can arise not only because the Councillor, or a member of their family, stands to gain or lose from the Council's decision on the matter (as where a member of the Councillor's family is employed by the applicant for a grant from the Council) but also where the circumstances are such that the Councillor cannot consider the matter impartially (for example where they have already publicly committed themselves to supporting or opposing the application) or where a reasonable member of the public in possession of the facts might reasonably believe that the Councillor's involvement could affect the way in which the Councillor might speak or vote on the matter. If a Councillor is in any doubt about whether they have a declarable interest, they should seek the advice of the Monitoring Officer or, in his absence, the Chief Executive before taking any part in the consideration of the matter.

Where a Councillor has declared an interest, they must withdraw entirely from any part of a meeting at which that matter is under consideration and take no part in that consideration unless the matter falls within a dispensation which they have obtained or the declarable interest is non-pecuniary, is not significant in its scope, and the Committee has been advised of the interest and invited the Councillor to remain.

These requirements for declaration and withdrawal apply to informal meetings and contacts just as much as they apply to formal meetings of the Council and its Committees. A Councillor who has a declarable interest in a proposed development matter should therefore not attend any meeting between the developer or his agents and officers or Councillors.

### **1.2 Officers**

Section 117 of the Local Government Act 1972 requires an officer to declare any pecuniary interest in any contract or proposed contract, and failure to do so is a criminal offence. In addition, his/her conditions of employment require declaration of any other conflict of interest. These provisions are shortly to be reinforced by a mandatory national code of

conduct for officers which will form part of all officers' terms and conditions of employment and will be enforceable by the employing authority through the disciplinary process.

2. Lobbying

It is a natural part of a political process that those who may be affected by a proposed decision of a local authority should seek to influence that decision. In many cases they will approach their local Councillor, as the interface between the Council and the local community, or the Chair of the relevant Committee, as the person who is seen as being responsible for the processing of the decision, or a relevant officer. The Council wishes to be an authority which is responsive to the community which it serves, and therefore wishes there to be clear and accessible channels for such approaches, but also to ensure that this process of lobbying does not imperil the decision-making process or the decision-takers.

Councillors must be seen to determine matters on their merits. A Councillor or officer who has given a personal commitment to support or oppose a particular proposal will have committed themselves before the full issues have been explored, which exploration occurs from discussion of the officer's report and recommendation in the Council or Committee meeting. Accordingly, when approached by an advocate or opponent of a particular proposal, a Councillor has to decide whether:

- 2.1 They will remain impartial, in which case they must limit themselves to listening politely to the arguments put forward, declining to state a personal position and advising the person making the approach of the proper channel for making such representations. When they attend any Council, Committee or other meeting at which the proposal is considered, they should report to the meeting that they have received such representations.
- 2.2 They will take sides on the issue by declaring their support or opposition to the proposal. In that case, they are either an advocate or an opponent of the proposal and are no longer impartial. As a result, they should declare an interest and withdraw from any such meeting at which the matter is under consideration. The only exception to this rule is that, where a local Councillor has received and supports strong representations from local residents in his/her ward, that Councillor may be allowed to report those representations to the Committee in declaring an interest at the commencement of discussion of the matter and immediately before withdrawing from the meeting.
- 2.3 No officer should meet and hear advocates or opponents of a proposal on his/her own, but should wherever possible arrange that another officer is present and make a contemporaneous record of the meeting, which should be kept on the matter file and included as a background document, and should report the meeting to the Council or Committee meeting where any matter which is material to the determination of the proposal has arisen.

- 2.4 Where a Councillor is of the opinion that a person or organisation have legitimate representations to make, he/she should advise them that they may make those representations in writing to the relevant officer, and the officer should ensure that any relevant representations which he/she receives are fairly report to the meeting of the Council or Committee at which the matter is considered.
- 2.5 In some cases, it will be appropriate for the advocate or opponent to have a face-to-face meeting with the Council. Where a Councillor is of the view that such a meeting is appropriate, he/she should request the relevant officer to arrange such a meeting. The officer will consider, in consultation with the relevant Committee Chairman as appropriate, whether such a meeting will be constructive and whether it should be at officer or at member level. Where it is at member level, the officer will agree the appropriate Councillor representation and ensure that the relevant Councillors are invited to attend by the Executive Director Corporate Services. All such meetings will be attended by the officer of the Council who is responsible for the matter, or his/her representative, and the officers attending shall make a contemporaneous note of the course of the meeting and ensure that the fact of the meeting and any material issues which came out of it are reported to the meeting of the Council or Committee at which the matter is considered.

### **3. Gifts and Hospitality**

Gifts and hospitality provide a particularly difficult area where local government rules are sharply at odds with private sector business practice. Recent events in national politics illustrate how careful local government Councillors and officers have to be to avoid the suspicion of impropriety, for their own protection as much as for the protection of their authority.

The Bribery Act provides that it is a serious criminal offence for anyone who has or seeks a contract with a local authority to offer, and for any Councillor or officer to receive, any gift or consideration as an inducement to, or reward for, doing anything or declining to do anything in respect of any matter before the Council. What is more, where any Councillor or officer has received any gift or consideration, the legal presumption is that it was given and received corruptly unless the contrary is proved. So, while modest gifts and hospitality may form a normal part of private sector commercial practice, in local government it is up to the Councillor or officer to prove that the gift or consideration was entirely innocent. It is also an offence for an officer to receive anything beyond the proper recompense for doing his/her job.

The best way to demonstrate such innocence is to be totally open about the matter, and it is for this reason that every local authority maintains a register of gifts and hospitality for Councillors and officers, and the National

Code of Local Government Conduct stresses the need to declare not only the receipt but also the offer of any such gift or hospitality. That is not to say that Councillors and officers should never receive modest gifts or hospitality. A working lunch may be the most efficient way of transacting in a busy schedule. Equally, a contractor may reasonably wish to celebrate the completion of a project with a formal launch, and may wish to include some hospitality in such a launch. Whilst it is important not to offend by ungraciously refusing such an invitation, if innocently offered, it is more important to ensure that the Council's reputation is protected and not to give the impression that a Councillor's or officer might be swayed in the performance of his/her public duties by such an offer.

The simple ground rules are as follows:

- 3.1 always declare to the Monitoring Officer at the earliest opportunity any offer or receipt of a gift or hospitality from any person or organisation which has, or seeks to have, any commercial relationship with the Council;
- 3.2 if you have any suspicion that the offer of a gift or hospitality might have been made from improper motive, to influence you in, or to reward you for the performance of, your public duties you should politely but firmly decline the offer and advise the Monitoring Officer of your suspicions;
- 3.3 any gift or hospitality offered should be appropriate in scale and nature to the occasion. In particular, any offer which is made at a time when an issue relating to the person offering the gift or hospitality is before the Council for determination should be viewed with particular care;
- 3.4 where you accept a gift or hospitality which has a commercial value, such as an invitation to a commercial sports event, you should always ensure that you pay the full commercial price (and not just the face value of the ticket) to the person providing the gift or hospitality, and that you declare this to the Monitoring Officer;
- 3.5 whenever possible, you should put any invitation on an official footing by advising the Monitoring Officer of the offer and requesting her/him to accept or decline the offer on your behalf;

**4. Professional Advice:**

Councillors are elected to act as community representatives, to give political and strategic direction to the Council and its services, to take critical decisions in the best interests of the community which they serve and to ensure that proper standards of conduct are maintained by officers and Councillors alike in the performance of their duties. Individual Councillors may have very considerable experience and expertise in particular fields, and the knowledge and experience which they have gained from their lives outside the Council can add a valuable extra dimension to the discharge of Council functions and help to keep the Council in touch with the reality of the community which it



serves, as well as being able to articulate the political will of the Council.

The Council is a very big and complex business which operates within a legal and regulatory framework which is significantly more complex than that which applies in most of the private sector. It employs specialist officers whose job it is to ensure that the Council secures the best possible value for money in the discharge of its functions. These officers are trained professionals in their specialist fields.

It is therefore important that the Council should ensure that it obtains the advice of the relevant officers, including the advice of the three statutory officers (the Head of Paid Service in terms of the co-ordination and direction of the Council's staff and resources, the Monitoring Officer in respect of legality and ethical probity and the Chief Finance Officer with regard to financial probity and administration) before taking decisions which affect the community. This is so whether the decision is being taken at Councillor or at officer level.

One area of special sensitivity relates to commercial negotiations, where the Council's public service objectives may conflict with the profit motivation of the other party to the negotiation, and where it is accordingly essential to ensure that the end result of the negotiation secures value for money for the Council and does not leave it exposed to excessive liability or risk.

There will be occasions when Councillors can play an invaluable part in such negotiations, not least in expressing to the other party the commitment of the Council to a particular project, or the political constraints within which the transaction occurs. However, given the risks to Councillors from involvement in such negotiations, it must be the general rule that Councillors should never undertake any commercial negotiation without appropriate officers present, and should only undertake such negotiations, even with officers present, where there are clear reasons to conclude that their involvement in the negotiation, rather than in setting the political framework and approving or disapproving the final deal, will add real value to the process.

At present an individual Councillor does not have authority to bind the Council, so that any transaction must be completed by the appropriate officer of the Council, and the Council's Contract Standing Orders and Financial Regulations set out the degree of formality which is required according to the value and nature of the transaction.

The Local Government Act 2000 enables individual members of a Council's Executive to bind the authority and when the provision is used it will be especially important to ensure, before concluding any such negotiation, ensure that the appropriate officers are satisfied that the transaction is lawful and represents value for money for the authority, by means of consideration of a written report and recommendation from the relevant officers.

**5. Proper Authority:**

The Council operates within a strict legal regulatory framework and can only do those things which it has statutory authority to do. Equally the law prescribes the decision-making process within the Council, and a decision which is outside the Council's powers or which is taken without following the due process can be invalid and can give rise to substantial liabilities. It is therefore important, before entering into any commercial negotiation, to ensure that the Council has the legal power to enter into the transaction and that the process will lead to a formal decision by a decision-taker who has authority to take that decision and is within the relevant policies and budget of the Council.

**6. Confidentiality:**

Commercial transactions, by their nature, involve the commercial activities of one or more party other than the Council. They will involve the disclosure to the Council of matters of commercial confidentiality, such as the business plans, performance standards or pricing structures of commercial organisations, disclosure of which to a competitor or to the market could be very detrimental. This is all the more so as Best Value encourages the development of Partnership and Open Book transactions. The maintenance of confidentiality is essential both to maintain the integrity of a competitive procurement process and to ensure that those who have commercial dealings with the Council know that they can rely upon the Council to protect their commercial secrets, and are therefore able to be open with the Council.

It is important that Councillors should have access to the information necessary to enable them to understand the business of the Council and to ensure that it is being conducted in accordance with the policies and budgets of the Council and to the highest standards of propriety. The Council will ensure that all Councillors have the information necessary to enable them to perform their duties, but the corollary to that is that Councillors should only request access to confidential information where there are clear reasons why they need access to that information for the performance of their obligations, and should ensure that they do not disclose confidential information to unauthorised persons or organisations. Officers are instructed that if they are concerned that a Councillor's request for access to confidential information may be inappropriate, they are to seek the advice of the Monitoring Officer or the Chief Executive before releasing the information.

*[N.B. References to the Monitoring Officer in this document should in her absence be referred to the Deputy Monitoring Officer.]*

# PROTOCOL ON THE USE OF COUNCIL FACILITIES, PRINTING AND POSTAGE

## INTRODUCTION

**The Council only has power to provide facilities that assist Members in discharging their role as Members of the Council. Services can therefore only be used on Council business and never in connection with party political or electoral campaigning activity or for private purposes.**

This Protocol covers the use of facilities provided under the Members' Services budget and has been approved by the Standards Committee.

## PRINTING

### Basis of Provision

**Printing facilities are available to Members of the Council in their capacity as Ward Councillors for the purpose of the provision of information to constituents in their Wards about**

- The work of the Council, its Committees and Sub Committees
- Services in the area provided by the Council or joint authorities [e.g. health]
- How to contact their local Councillors or MP and raise issues
- Meetings, consultation and local initiatives for the area organised by or on behalf of the Council.

The facilities are not available for the production of material which in whole or in part appears to be designed to affect public support for or to promote

- A political party
- A candidate or group of candidates in an election
- An electoral or party political campaign

### Detailed Arrangements

**Quantity** Entitlement is for a maximum of 100 A4 copies per Member per calendar month with sufficient materials and postage to complete the request.

Materials	<b>Standard range of white/tinted paper or card stocked by Democratic Services will be available for use. Produced in black ink with option of including one other colour.</b>
Content	Under no circumstances can the name of a political party appear on the printed material. <b>Slogans, title or phrases which are associated with a political party cannot be part of the text.</b>
Layout	<b>There is no prescribed format for the layout.</b>
Logos	<b>Material produced should include an indication that it has been printed by the Council under the arrangements for members printing. This can be by use of the Coat of Arms or Logo or the acknowledgement 'Printed by Tamworth Borough Council'</b>
Names	<b>In addition to the names of Members of the Council printed material can contain the name of the MP or MEP for the area and the names of relevant officers of the Council shall not be included, only job titles will be permitted with prior consent of the Officer.</b>
Photos	<b>These can be incorporated on the same basis as that which applies to the inclusion of names.</b>

### **Processing of Requests**

Printing requests should be submitted to Democratic Services for approval under the above arrangements. Any decision not to process the request will be advised to the Member.

The opportunity will be available to discuss any aspect further with Democratic Services. In the event of any unresolved issue the matter can be further considered by the Solicitor to the Council.

### **PHOTOCOPIERS**

Short run copying facilities are provided in Group Offices for use on a self service basis by Members of the Council in connection with Council business only. Members will be provided with controlled access to these facilities and use will be monitored on an individual and overall basis.

With the obvious exception of the print quantity the principles under which these facilities can be used are the same as apply to requests for printing via Democratic Services already described in this guidance note.

## **COAT OF ARMS**

The Coat of Arms and the Council's logo are only available for use in connection with Council business.

Use by Members of the Council is only acceptable on material produced under the arrangements for Members printing, or on Members personalised stationery.

Under no circumstances should the Coat of Arms or the Council logo be used as part of material produced by or on behalf of Members of the Council outside of the approved arrangements described above.

## **PERSONALISED LETTERHEAD AND BUSINESS CARDS**

A template is available for Members to print direct from their laptops. A colour printer is available in the Members' Room.

Personalised business cards can include details of advice bureaux or reference to other representative roles undertaken where that role arises from being a Member of Tamworth Borough Council

## **POSTAGE**

### **Basis of Provision**

**Facilities are available to Members of the Council on the basis of posting individual letters for the purpose of**

- Responding to individual or small groups of constituents on specific matters raised by them
- Communication with other organisations as a part of dealing with issues raised by constituents
- Providing information on a one off basis to new electors in the Ward on the work of the Council, its Committees and Sub Committees, services in the area provided by the Council or joint authorities [e.g. health] and how to contact their local Councillors or MP.

**The facilities are not available for mail shots, the distribution of leaflets or the posting of general information to constituents other than in the circumstances described above.**

**They are also not available for posting any material which could not be printed by the Council.**

Clarification on any proposed use of postal facilities can be obtained from Democratic Services.

## Business Reply/Freepost Service

The Freepost Licence can be used by Members

- To facilitate responses to individual letters of the type that could be posted by the Council
- On cards which have been produced under the arrangements for Members printing set out in this guidance note

### **RECORD OF USAGE**

A record of each Members usage of these provisions will be maintained by Democratic Services

DRAFT

# GIFTS AND HOSPITALITY

The acceptance of gifts and hospitality by Councillors is not merely an administrative issue. It reflects directly upon the perception of Councillors and of the authority as acting in the public interest or as acting for the personal advantage of friends and for what personal benefit Councillors can get out of their position.

The law on the acceptance of gifts and hospitality is set out in the authority's Code of Conduct for Members and in the Bribery Act. These requirements are then supplemented by the procedures which have been adopted by this authority, to provide a clear set of rules for the protection of both Councillors and the authority. Acceptance of a gift or hospitality in breach of the Code, or failure to declare receipt of such a gift or hospitality, can lead to disqualification from holding any public office for a period of up to five years. Corrupt acceptance of a gift or hospitality can lead to a heavy fine or up to 7 years' imprisonment.

This Protocol of Conduct sets out:

- (a) the principles which you should apply whenever you have to decide whether it would be proper to accept any gift or hospitality
- (b) a procedure for obtaining consent to accept a gift or hospitality, when you consider that it would be proper to accept it
- (c) a procedure for declaring any gift or hospitality which you receive and for accounting for any gift to the authority

This Protocol does not apply to the acceptance of any facilities or hospitality which may be provided to you by this authority.

## 1 General Principles

In deciding whether it is proper to accept any gift or hospitality, you should apply the following principles. Even if the gift or hospitality comes within one of the general consents set out below, you should not accept it if to do would be in breach of one or more of these principles:

- (a) **Never accept a gift or hospitality as an inducement or reward for anything you do as a Councillor**

As a Councillor, you must act in the public interest and must not be swayed in the discharge of your duties by the offer, prospect of an offer, or the non-offer of any inducement or reward for discharging those duties in a particular manner.

The Bribery Act 2010 provides that if you accept any gift, loan, fee, reward or advantage whatsoever as an inducement to or



reward for doing or forbearing to do anything in respect of any matter or transaction in which the authority is concerned, you commit a criminal offence carrying a maximum term of imprisonment of 7 years.

Further, the authority's Code of Conduct for Members provides that you must act in the public interest, serving the authority and the whole community, rather than acting in the interests of any particular individual or section of the community, and that it is a breach of the Code improperly to confer any advantage or disadvantage on any person, including yourself.

**(b) You should only accept a gift or hospitality if there is a commensurate benefit to the authority.**

The only proper reason for accepting any gift or hospitality is that there is a commensurate benefit for the authority which would not have been available but for acceptance of that gift or hospitality.

Acceptance of hospitality can confer an advantage on the authority, such as an opportunity to progress the business of the authority expeditiously through a working lunch, or to canvass the interest of the authority and its area at a meeting.

Acceptance of a gift is much less likely to confer such an advantage.

But unless the benefit to the authority is clear, and is commensurate with the value of the gift or hospitality, the presumption must be that the gift or hospitality is purely for your personal benefit.

As set out above, the authority's code provides that you must not improperly confer any advantage on anyone, including yourself. Acceptance as a Councillor of a gift or hospitality for your own benefit or advantage, rather than for the benefit to the authority, would be a breach of the Code.

**(c) Never accept a gift or hospitality if acceptance might be open to misinterpretation.**

The appearance of impropriety can be just as damaging to the authority and to you as a Councillor as actual impropriety. The authority's ability to govern rests upon its reputation for acting fairly and in the public interest. You must therefore consider whether the acceptance of the gift or hospitality is capable of being interpreted as a sign that you or the authority favours any particular person, company or section of the community or as placing you under any improper obligation to any person or organisation. If there is any possibility that it might be so interpreted, you must either refuse the gift or hospitality or take

appropriate steps to ensure that such a misunderstanding cannot arise.

Certain occasions are particularly sensitive, and require the avoidance of any opportunity for such misunderstanding. These include:

- (i) occasions when the authority is going through a competitive procurement process, in respect of any indication of favour for a particular tenderer.
- (ii) determinations of planning applications or planning policy, in respect of any person or organisation which stands to gain or lose from the determination.
- (iii) funding decisions, when the authority is determining a grant application by any person or organisation.

**(d) Never accept a gift or hospitality which puts you under an improper obligation**

Recognise that some commercial organisations and private individuals see the provision of gifts and hospitality as a means of buying influence. If you accept a gift or hospitality improperly, it is possible that they may seek to use this fact to persuade you to determine an issue in their favour. Equally, if others note that you have been prepared to accept a gift or hospitality improperly, they may feel that they will no longer be able to secure impartial consideration from the authority,

**(e) Never solicit a gift or hospitality**

You must never solicit or invite an offer of a gift or hospitality in connection with your position as a Councillor unless the acceptance of that gift or hospitality would be permitted under this protocol. You should also take care to avoid giving any indication that you might be open to such any improper offer.

## **2 Consent Regimes**

**(a) General consent provisions**

For clarity, the authority has agreed that you may accept gifts and hospitality in the following circumstances:

- (i) civic hospitality provided by another public authority
- (ii) modest refreshment in connection with any meeting in the ordinary course of your work, such as tea, coffee, soft drinks and biscuits

- (iii) tickets for sporting, cultural and entertainment events which are sponsored by the authority
- (iv) small gifts of low intrinsic value below £25, branded with the name of the company or organisation making the gift such as pens, pencils, mouse pads, calendars and diaries. However, you should take care not to display any such branded items when this might be taken as an indication of favour to a particular supplier or contractor, for example in the course of a procurement exercise
- (v) a modest alcoholic or soft drink on the occasion of an accidental social meeting, such as a pint of beer from an employee of a contractor or party with whom you have done business on behalf of the authority if you meet accidentally in a public house, café or bar. In such cases, you should make reasonable efforts to return the offer where this is practicable
- (vi) a modest working lunch not exceeding £10 a head in the course of a meeting in the offices of a party with whom the authority has an existing business connection where this is required in order to facilitate the conduct of that business. Councillors should not make such arrangements themselves, but request officers to settle the detailed arrangements, and officers are under instruction, when arranging any such meeting, to make it clear to the other party that such a lunch must not exceed a value of £10 a head.
- (vii) modest souvenir gifts with a value below £25 from another public authority given on the occasion of a visit by or to the authority
- (viii) Hospitality received in the course of an external visit or meeting which has been duly authorised by the authority. Councillors should not make such arrangements themselves, but request officers to settle the detailed arrangements, and officers are under instruction to make it clear that any such hospitality for Councillors and officers is to be no more than commensurate with the nature of the visit.
- (ix) other unsolicited gifts, where it is impractical to return them to the person or organisation making the gift, provided that the Councillor deals with the gift strictly in accordance with the following procedure:

The Councillor must, as soon as practicable after the receipt of the gift, pass it to the Civic Officer together with

a written statement identifying the information set out in Paragraphs 2(b) below. The Civic Officer will then write to the person or organisation making the gift thanking them on your behalf for the gift and informing them that you have donated the gift to the Mayor's Charity Fund, on whose behalf it will be raffled or other wise disposed of in due course, the proceeds being devoted to a charitable cause chosen by the Mayor.

**(b) Special consent provisions**

If you wish to accept any gift or hospitality which is in accordance with the General Principles set out in Paragraph 1, but is not within any of the general consents set out in Paragraph 2 (a), you may also do so if you have previously obtained specific consent in accordance with the following procedure:

You must make an application in writing to the Monitoring Officer, setting out:

- (i) the nature and the estimate of the market value of the gift or hospitality
- (ii) who the invitation or offer has been made by or on behalf of
- (iii) the connection which you have with the person or organisation making the offer or invitation, such as work which you have undertaken for the authority in which they have been involved
- (iv) any work, permission, concession or facility which you are aware that the person or organisation making the offer or invitation may seek from the authority
- (v) any special circumstances which lead you to believe that acceptance of the gift or hospitality will not be improper

You must not accept the gift or hospitality until you have received the appropriate consent.

The Monitoring Officer will enter details of any approval in a register which will be available for public inspection on the occasion of the public inspection of the authority's accounts for the relevant year. But note that this does not relieve you of the obligation to register the receipt of gifts and hospitality in accordance with Paragraph 3, below.

### **3 Reporting**

Where you accept any gift or hospitality which you estimate to have a market value or cost or provision of £25 or greater, you must, as soon as possible after receipt of the gift or hospitality, make a declaration in writing to the Monitoring Officer, setting out the information set out in Paragraph 2 (b) above. A form for this purpose is attached to this Protocol, but you can send the same information by any convenient means. The Monitoring Officer will retain a copy of any such declaration in a register which will be available for public inspection until the approval of the authority's accounts for the year in question.

Even if the value of the gift or hospitality is less than £25, if you are concerned that its acceptance might be misinterpreted, and particularly where it comes from a contractor or tenderer, you may make a voluntary declaration in the same manner to ensure that there is nothing secret or underhand about the gift or hospitality.

### **4 Gifts to the authority**

Gifts to the authority may take the form of the provision of land, goods or services, either to keep or to test with a view to future acquisition, an offer to carry out works or sponsorship of a function which is organised or supported by the authority. You should not solicit any such gift on behalf of the authority except where the authority has formally identified the opportunity for participation by an external party and how that participation is to be secured, for example in relation to sponsorship of public musical and theatrical performances and developers' contributions under Section 106 Agreements. If you receive such an offer on behalf of the authority, you must first consider whether it is appropriate for the authority to accept the offer (in terms of whether the acceptance of the gift might be seen as putting the authority under any improper obligation, whether there is a real benefit to the authority which would outweigh any dis-benefits). If you do not have delegated authority to accept the gift, you should report the offer directly to the Monitoring Officer who has such delegated authority, together with your recommendation. The Monitoring Officer will then write back to the person or organisation making the offer, to record the acceptance or non-acceptance of the gift, record the gift for audit purposes and ensure that the gift is properly applied for the benefit of the authority. If you have any concerns about the motives of the person or organisation making the offer, or whether it would be proper for the authority to accept the gift, you should consult the Monitoring Officer directly.

### **5 Definitions**

(a) "Gift or hospitality" includes any:

- (i) the free gift of any goods or services
  - (ii) the opportunity to acquire any goods or services at a discount or on terms which are more advantageous than those which are available to the general public
  - (iii) the opportunity to obtain any goods or services which are not available to the general public
  - (iv) the offer of good, drink, accommodation or entertainment, or the opportunity to attend any cultural, sporting or entertainment event.
- (b) References to the “value” or “cost” of any gift or hospitality are references to the higher or:
- (i) your estimate of the cost to the person or organisation of providing the gift or consideration
  - (ii) the open market price which a member of the public would have to pay for the gift or hospitality, if it were made available commercially to the public, less the cash sum of any contribution which you would be required to make toward that price to the person or organisation providing or offering the gift or hospitality.

To: Solicitor to the Council/Monitoring Officer

### Declaration of Receipt of Gifts or Hospitality

Name	
Address:	
What was the gift or hospitality?	
What is your best estimate of its Market value or cost?	
Who provided it?	
When and where did you receive it?	
Does it come within one of the general consents set out in the protocol of Conduct? If so, which? Gift or Hospitality	
Did you get the consent of any officer Before accepting it? If so, who?	
Were there any special circumstances Justifying acceptance of this gift or Hospitality?	
Do you have any contact in your job with the person or organisation providing the gift or hospitality	
Signed	Date

# LOCAL PROTOCOL FOR COUNCILLORS AND OFFICERS DEALING WITH PLANNING MATTERS

## 1. Introduction

- 1.1 In recent years the local administration of the planning system has come under close scrutiny, following a few well-publicised allegations of improper conduct or practice, and, in 1997, the Third Report of the Committee on Standards in Public Life (the Nolan Committee). The original version of this protocol was based on guidance issued following a recommendation of the Nolan Committee. The guidance recommended to all local authorities practices and procedures, designed to avoid allegations of malpractice in the operation of the planning system in the future. It recommended that such practices and procedures be clearly set out in a local authority's own local code of planning conduct. A local code was produced by Tamworth Borough Council in November 2000 and was widely distributed to Councillors, officers and Parish Councils. The local code was also made available to members of the public.
- 1.2 This protocol takes into account the new arrangements provided by the Local Government Act 2000 and updates the original planning code. It is based on advice provided by the Local Government Association. (Probity in Planning Update – the role of Councillors and officers, Local Government Association, 2002) and is an adjunct to the Code of Conduct.

## 2. The New Ethical Framework in Local Government

- 2.1 Part III of the Local Government Act 2000 introduced a new ethical framework for local government.
- 2.2 The Code of Conduct for Members, adopted by the Council on 28th February 2002, sets out expectations as to the conduct of elected and co-opted members of local authorities in the conduct of their official duties (and to some extent in their private life). Members are expected to comply with the spirit and not just the letter of their code.
- 2.3 The separation of private from public interests remains at the heart of the provisions, however, and to that extent, the new protocol does not represent any radical departure from the provisions and expectations of the former planning code. The ethical framework outlined above in most respects follows the recommendations of the Nolan Committee.
- 2.4 This planning protocol seeks to relate these requirements specifically to planning but goes beyond the probity concerns of the model and local codes to give more detailed advice on the operation of the system.



The planning protocol therefore serves a dual role. Whilst the Code of Conduct is concerned primarily with individual probity and other aspects of conduct across the whole range of a councillor's duties, this protocol is concerned with the integrity of the planning system, including the conduct of councillors in its processes and procedures. The two documents overlap, but have different targets. Members are required by the Council to comply with these protocols and the Council has authorised the Standards Committee to take appropriate action and apply appropriate sanctions to any member who acts in breach of the protocols.

### **3. The Need for Guidance on the Conduct of Planning Matters**

- 3.1 Planning is not an exact science. Rather it relies on informed judgement within a firm policy context. It is also highly contentious because its decisions affect the daily lives of everyone and the private lives of individuals, landowners and developers. This is heightened by the openness of the system (it actually invites public opinion before taking decisions) and the legal nature of development plans and decision notices. It is important, therefore, that the process is characterised by open and transparent decision-making.
- 3.2 One of the key purposes of the planning system is to control development in the public interest. In performing this role, planning necessarily affects land and property interests, particularly the financial value of landholdings and the quality of their settings. It is important, therefore, that planning authorities should make planning decisions affecting these interests openly, impartially, with sound judgement and for justifiable reasons. The process should leave no grounds for suggesting that a decision has been partial, biased or ill-founded.
- 3.3 Bearing in mind all these factors, it is not therefore surprising that from time to time things can go wrong unless councils are on their guard. In the past the volume and seriousness of public complaints have led to in-depth inquiries into a small number of councils. These inquiries revealed not only that certain matters were being conducted poorly, but that there was a very wide divergence of practice between councils. Doing things differently is not bad in itself, so long as what is done can be justified within a set of appropriate guidelines. This is where a local protocol can be very helpful.
- 3.4 This protocol applies to both councillors and officers who become involved in operating the planning system - it is not therefore restricted to just professional town planners and planning committee members.

### **4. The General Role and Conduct of Councillors and Officers**

- 4.1 Councillors and officers have different but complimentary roles. Both serve the public but councillors are responsible to the council as a whole. Officers advise councillors and the council and carry out the

council's work. They are employed by the council, not by individual councillors, and it follows that instructions may only be given to officers through a decision of the council or its executive or a committee. Any other system which develops is open to question. A successful relationship between councillors and officers can only be based upon mutual trust and understanding of each others positions. This relationship, and the trust which underpins it must never be abused or compromised.

4.2 Both councillors and officers are guided by codes of conduct. The statutory local code of conduct, supplemented by guidance from the Standards Board for England, provides standards and guidance for councillors. Employees will be subject to a statutory Employees' Code of Conduct. In addition, staff who are Chartered Town Planners are guided by the RTPI's Code of Professional Conduct, breaches of which may be subject to disciplinary action by the Institute. In addition, to these professional body codes, the Council's standing orders set down rules which govern the conduct of council business.

4.3 The Code of Conduct for Members sets out the requirements on councillors in relation to their conduct. It covers issues central to the preservation of an ethical approach to council business, including the need to register and declare interests (see section 5), but also appropriate relationships with other members, staff and the public, which will impact on the way in which councillors participate in the planning process. Of particular relevance to councillors serving on the Development Control and Environmental Protection Committee or Planning Committees is the requirement that a member:

**“must not in his official capacity, or any other circumstances, use or threaten to use his position as a member improperly to confer on or secure for himself or any other person, an advantage or disadvantage;” (Paragraph 5(1)(a) of Code).**

4.4 The basis of the planning system is the consideration of private proposals against wider public interests. Much is often at stake in this process, and opposing views are often strongly held by those involved. Whilst councillors should take account of these views, they should not favour any person, company, group or locality, nor put themselves in a position where they appear to do so. **Councillors who do not feel that they can act in this way should consider whether they are best suited to serve on the Borough Council's Development Control and Environmental Protection Committee or Planning Committee.**

4.5 Councillors should also be very cautious about accepting gifts and hospitality, material benefits or advantage. The Code requires any members receiving any gift or hospitality, **in their capacity as members**, over the value of £25, to provide within 28 days of its receipt written notification of the details to the monitoring officer of the council.

Such details will go in a register of gifts and hospitality, which will be open to inspection by the public. This requirement also applies to any offer of any gift, hospitality, material benefit or advantage whether or not the member accepts that offer. The best advice is for all gifts to be declined.

- 4.6 Similarly, during the course of carrying out their duties, officers may be offered hospitality from people with an interest in a planning proposal. Wherever possible, such offers should be declined politely. If the receipt of hospitality is unavoidable, officers should ensure that it is of the minimal level and declare its receipt as soon as possible. Officers are required to register any such hospitality as part of the Council's code of conduct for employees. However, members and officers should take care to ensure that they do not commit an offence contrary to the Prevention of Corruption Acts 1889-1916 when accepting any form of inducement.
- 4.7 Employees must always act impartially. In order to ensure that senior officers do so, the Local Government and Housing Act 1989 enables restrictions to be set on their outside activities, such as membership of political parties and serving on another council.

## **5. Registration and declaration of interests**

### Registration of interests

- 5.1 The Local Government Act 2000 and the Code of Conduct place requirements on members on the registration and declaration of their interests and the consequences for the member's participation in consideration of an issue, in the light of those interests. These requirements must be followed scrupulously and councillors should review their situation regularly. Responsibility for fulfilling the requirements rests individually with each Councillor.
- 5.2 A register of members' interests is maintained by the Council's monitoring officer, which is available for public inspection. A member must provide the monitoring officer with written details of relevant interests within 28 days. Any changes to those interests must similarly be notified within 28 days of the member becoming aware of such changes.

### Declaration of interests

- 5.3 The Code of Conduct abandons the use of the terms 'pecuniary' and 'non-pecuniary' interests. Instead it uses the terms '**personal**' and '**prejudicial**' interests. The code defines a personal interest in any matter under discussion as:

- (1) if the matter relates to an interest in respect of which the member has given notice in the statutory register of members' interests; and
- (2) if a decision upon it might reasonably be regarded as affecting **to a greater extent than other council tax payers, ratepayers or inhabitants of the authority's area**, the well-being or financial position of themselves, a relative or a friend, or
  - any employment or business carried on by such persons;
  - any person who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
  - any corporate body in which such persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
  - any body which the member is required to register in the statutory register of interests, in which such persons hold a position of general control or management.

5.4 Where a member considers he has such a personal interest in a matter, he must always declare it, but **it does not then necessarily follow that the personal interest debars the member from participation in the discussion.**

5.5 The member needs to consider whether the personal interest is a **prejudicial** one. The code provides that a personal interest becomes a prejudicial one **"if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"**. If a member has such an interest, he should not participate in a discussion on the matter and **must withdraw from the room** and must not seek improperly to influence a decision in the matter.

5.6 The code will include some exceptions to this. For example, if the matter under discussion relates to:

- another authority of which the Councillor is a member;
- another public authority in which the Councillor has a position of general management or control;
- a body to which the Councillor has been appointed or nominated as a representative of the authority.

Then, in these circumstances, the interest **may not be regarded as prejudicial**. In practice, therefore, the member would need to declare the interest, but could participate.

5.7 It can be seen that the provisions of the code are an attempt to separate out interests arising from the personal and private interests of the Councillor and those arising from the councillor's wider public life.

The emphasis is on a consideration of the status of the interest in each case by the Councillor personally, and included in that judgement is a consideration of the perception of the public, acting reasonably and with knowledge of the facts. The Standards Board will from time to time provide guidance on code. In the end, however, the decision will be for the Councillor alone to take.

- 5.8 Translated to a councillor's involvement in planning issues, the two stage test of personal the prejudicial interests will, as now, require a Councillor to abstain from involvement in any issue the outcome of which might advantage, or disadvantage the personal interests of the Councillor, his family, friends or employer.
- 5.9 If a member, in advance of the decision-making meeting had taken a firm view on the planning matter either in meetings of the other body or otherwise, they would not be able to demonstrate that, in participating in a decision, all the relevant facts and arguments had been taken into account – they would have fettered their discretion. Were they to participate in a decision in those circumstances, they might place their authority in danger of judicial review. This is also the general approach taken by this guidance on appropriate conduct in relation to membership of other bodies and the effects of such membership on participation in the planning decision-making process. It is expanded in section 7 on lobbying.
- 5.10 Given the significance of well-informed and appropriate judgements by members on the declaration of interests, councils have been recommended to hold seminars at least annually on the issue, and the planning process generally. The Council does this through regular training seminars for members. The Standards Board nationally, and the Council's Standards Committee locally, have the statutory responsibility of promoting and maintaining high standards of conduct by members and assisting them to observe the authority's statutory code of conduct. In providing such guidance and training to members at local level, the Standards Committee is required to highlight to members the need to comply with this protocol.

## **6. Relationship with Applicants, Agents and Objectors**

- 6.1 With all applications, Councillors must consider whether or not any relationship that they may have with the applicant, or the applicant's agent, or an objector, or any other party having an interest in the application is such that members of the public knowing the facts of the situation would reasonably think that the relationship might influence the decision of the Councillor concerned. If so, the Councillor should declare an interest at the meeting when the application is considered.
- 6.2 Any officer involved in the formulation of a recommendation in respect of an application or the determination of such application must also adopt the approach set out above and must advise the Development

Control Manager or Director of Development Services immediately of that interest. In these circumstances, another officer will be instructed to deal with the matter.

- 6.3 Councillors may be asked by a constituent how to go about making a planning application, or how a particular proposal might be viewed. There is no harm in providing advice but the complexity of the planning process and policies could lead to the person misunderstanding the situation. Councillors should ensure that the person is advised to contact the relevant council officer dealing with planning matters.

## **7. Development proposals submitted by councillors and officers; and council development**

- 7.1 Proposals to the Borough Council by serving and former councillors and officers and their close friends and relatives can easily give rise to suspicions of impropriety. So indeed can proposals for the Council's own development. Proposals can take the form of either planning applications or development plan proposals.
- 7.2 It is perfectly legitimate for such proposals to be submitted. However, it is vital to ensure that they are handled in such a way that gives no grounds for accusations of favouritism.
- 7.3 Serving Councillors who act as agents for people pursuing planning matters within the Council should play no part in the decision-making process for those proposals. Similarly, should they submit their own proposal to the Council, they should play no part in its processing.
- 7.4 Any applicant or agent who is a serving Councillor or an officer of the Council should make it clear at the time of submission of the planning application that this is the case and the Development Control Manager will keep a separate record of such applications.
- 7.5 An application made by a Councillor or officer where notice has been given will be determined by the Development Control and Environmental Protection Committee or the Planning Committee and not by officers under delegated powers.
- 7.6 Proposals for a Council's own development will be treated in the same way as those of private developers, in accordance with DoE Circular 19/92.
- 7.7 The consideration of a proposal (either a planning application or a development plan proposal) from a Councillor would be considered as a prejudicial interest under the Code of Conduct and as such, the Councillor would be required to withdraw from any consideration of the matter. The code also provides that the Councillor should 'not seek improperly to influence a decision about the matter'. It is important to emphasise here that 'improperly' does not imply that a Councillor

should have any less rights than a member of the public in seeking to explain and justify their proposal to an officer in advance of consideration by a committee. If a Councillor wishes to speak against the Council's position at a local inquiry for personal reasons, he or she should make the position clear at the outset.

## 8. Lobbying of and by councillors

- 8.1 It is important to recognise that lobbying is a normal and perfectly proper part of the political process: those who may be affected by a planning decision will often seek to influence it through an approach to their elected ward member or to a member of the Development Control and Environmental Protection Committee or the Planning Committee. As the Nolan Committee's third report states: **"It is essential for the proper operation of the planning system that local concerns are adequately ventilated. The most effective and suitable way that this can be done is through the local elected representatives, the councillors themselves"** (paragraph 288). Any protocol failing to take account of the realities of the political/representative process will not carry credibility with experienced elected members.
- 8.2 However, such lobbying can lead, unless care and common sense is exercised by all the parties involved, to the impartiality and integrity of a Councillor being called into question. When being lobbied, councillors, and members of the Development Control and Environmental Protection Committee or the Planning Committee in particular, should take care about expressing an opinion that may be taken as indicating that they have already made up their mind on the issue before they have been exposed to all the evidence and arguments. In such situations, they should restrict themselves to giving procedural advice, including suggesting to those who are lobbying, that they should speak or write to the relevant officer, in order that their opinions can be included in the officer's report to the committee. If they do express an opinion they should make it clear that they will only be in a position to take a final decision after having heard all the relevant evidence and arguments at committee.
- 8.3 It should be remembered that reports on poor practices within local authorities are greatly concerned with the issue of lobbying. In a number of cases, lobbying has caused considerable public mistrust of the councils.
- 8.4 Councillors, and members of the Development Control and Environmental Protection Committee or the Planning Committee in particular, need to take account of the general public's (and the Ombudsman's) expectation that a planning application will be processed and determined in an open and fair manner, in which members taking the decision will take account of all the evidence presented before arriving at a decision, and that to commit themselves one way or another before hearing all the arguments makes them

vulnerable to an accusation of partiality. It is probably misleading to describe the determination of a planning application strictly as a 'quasi-judicial' process (unlike, say, certain licensing functions carried out by the local authority). It is, nevertheless, a formal administrative process involving rules of procedure, rights of appeal and an expectation that people will act reasonably and fairly. There is an added possibility that an aggrieved party may seek judicial review on the way in which a decision has been arrived at; or to complain to the Local Government Ombudsman on grounds of maladministration; or to the Standards Board for England that a member has breached the Code of Conduct.

- 8.5 In reality, of course, members will often form a judgement about an application early on in its passage through the system, whether or not they have been lobbied. The difficulty created by the nature of the committee's proceedings as set out in the paragraph above, is that members of the committee (at least those who are not councillors of the affected ward) should not openly declare which way they intend to vote in advance of the planning meeting, and of hearing evidence and arguments on both sides.
- 8.6 It is important to distinguish between the role of the Development Control and Environmental Protection Committee or the Planning Committee member and the role of ward member whose ward is affected by a particular planning application. A committee member who does not represent the ward affected is in an easier position to adopt an impartial stance, however strong his or her feelings about the application may be, and to wait until the committee meeting before declaring one way or another.
- 8.7 A Development Control and Environmental Protection Committee member who represents a ward affected by an application is in a difficult position if it is a controversial matter around which a lot of lobbying takes place. If a member responds to lobbying by deciding to go public in support of a particular outcome – or even campaigning actively for it – it will be very difficult for that member to argue convincingly, when the committee comes to take a decision on the application, that he or she has carefully weighed the arguments presented. The proper course of action for such a member would be to make an open declaration and not vote.
- 8.8 In such circumstances, the member concerned will be permitted in declaring their interest to make a statement prior to debate on the proposal by the Committee but thereafter to take no further part in the debate and withdraw from the room.
- 8.9 Given that the point at which a decision on a planning application is made cannot occur before the committee meeting, when all available information is to hand, and has been duly considered, any political group meeting prior to the committee meeting should not be used to decide how councillors should vote. The view of the ombudsman in



relation to the former national code was that the use of political whips to seek to influence the outcome of a planning application could amount to maladministration. There is nothing in the Model Code which would serve to change this advice.

- 8.10 With the exception in some circumstances of ward councillors, whose position has already been covered in the preceding paragraphs, councillors should in general avoid organising support for or against a planning application and avoid lobbying other councillors. Such actions can easily be misunderstood by parties to the application and to the general public.
- 8.11 Councillors should not put improper pressure on officers for a particular recommendation, and, as required by the Code of Conduct, should not do anything which compromises, or is likely to compromise, their impartiality.
- 8.12 Councillors who are unsure as to whether an interest should be declared should seek the advice of the Council's Monitoring Officer, although, as indicated above, the decision rests with the Councillor.

## **9. Pre-application Discussions**

- 9.1 Discussions between potential applicants and the officers are positively encouraged. The purpose of the discussions is to ensure that applicants can have an understanding of the Council's planning policies and local matters that might be material to the application in order that when the application is submitted it contains all the necessary information so that the application can be processed speedily. Discussions can also discourage applications being submitted which are unlikely to be approved in principle.
- 9.2 However, pre-application discussions are undertaken on the basis that they cannot bind the Council into making a particular decision. Any views expressed are personal and provisional. By the very nature of such meetings not all relevant information will be to hand and neither will formal consultations have been carried out with interested parties.
- 9.3 Advice given at meetings will be based upon the development plan and material considerations which appear relevant to the application.
- 9.4 A written note is kept of all potentially contentious meetings or telephone discussions with the developer or agent.

## **10. Officer Reports to Committee**

- 10.1 Reports to committee are intended to be accurate and objective and include all matters relevant to the application.

10.2 Reports will include an explanation of relevant development plan policies, the site history, a description of the site and any other considerations. Reports will include the substance of objections and views of people making representations and also those of organisations who have been consulted on the application. Any late objections received after the agenda has been published will be reported in writing on the day of the meeting. Only very late comments will be presented orally.

10.3 All reports on applications will contain a written recommendation, although in the event of significant information being received after publication of the report that is fundamental to the recommendation, then an amended recommendation may be give verbally by the officer at the Committee meeting.

## **11. Correspondence Received by Councillors**

11.1 The Council's Constitution requires any Councillor who receives correspondence relating to an application for planning permission, listed building consent or similar to provide the Director of Development Services (in practice, the Development Control Manager) with a copy of the correspondence as soon as conveniently possible. Details of such correspondence are included within the agenda papers for the Committee or in the list of late letters produced for the Committee.

## **12. Public Speaking at Committee**

12.1 The Council provides the opportunity for public question time at all its committees and a leaflet is available to explain how the procedure operates.

12.2 There are also special arrangements for public speaking at the Development Control Committee and Environmental Protection Committee and the Planning Committee on applications. The purpose of the right to speak is to give members of the public the opportunity to make their views known directly to the committee about the planning merits of individual planning applications. The right to speak applies equally to objectors, supporters, and Parish Councils. Applicants or their agents have the right to speak only in response to an objector speaking at the meeting. A leaflet is available providing further advice on public speaking on planning applications.

## **13. Decisions contrary to officer recommendations and/or the development plan**

13.1 The law requires that where the development plan is relevant, decisions should be taken in accordance with it, unless material considerations indicate otherwise. (s.54 A Town and Country Planning Act 1990).

- 13.2 This gives rise to two main issues: first, all applications which are not in accordance with the development plan must be identified as soon as possible. They must then be advertised as such, as required by Article 8 of the Town and Country Planning (General Development Procedure) Order 1995. Second, if it is intended to approve such an application, the material considerations leading to this conclusion must be clearly identified, and how these considerations justify overriding the development plan clearly demonstrated. The application may then have to be referred to the relevant Secretary of State, depending upon the type and scale of the development proposed. If the officers' report recommends approval of such a departure, the justification for this is included, in the report.
- 13.3 If the Development Control and Environmental Protection Committee or the Planning Committee makes a decision contrary to the officers' recommendation (whether for approval or refusal), a detailed minute of the committee's reasons is made. The officer should also be given an opportunity to explain the implications of the contrary decision at the meeting. The courts have expressed the view that such reason should be clear and convincing. The personal circumstances of an applicant will rarely provide such grounds.
- 13.4 Where the Development Control and Environmental Protection Committee or the Planning Committee are minded to refuse an application contrary to the officers' advice, the Committee will fully specify the grounds for refusal; these grounds are considered by the Senior Solicitor and the Development Control Manager in respect of their lawfulness and sustainability; and, if none of the grounds are considered to be lawful and sustainable the application will be referred back for determination to the next meeting of the Committee.
- 13.5 The Development Control and Environmental Protection Committee will refer to the Planning Committee for determination any proposed refusal of deemed planning permission or the reference back to the Cabinet of a decision to seek planning permission; any application which the Committee is minded to approve which, if approval, would result in a significant departure from the policies of the development plan; or any controversial application that the Committee fails to determine. The reason for determining any application for planning permission which is a significant departure will be minuted.
- 13.6 A senior legal officer always attends the meeting to ensure that procedures have been properly followed. Whilst the Council makes extensive use of standard wordings for conditions, in the case of any conditions which councillors may wish to add to or amend, officers have delegated powers to draft such conditions which need to be reasonable and relevant to the permission.

## **14. Committee Site Visits**

- 14.1 Visits to application sites by the Development Control and Environmental Protection Committee or the Planning Committee are only likely to be necessary when the proposed development is difficult to visualise from plans, where there is good reason why the comments of the applicant and objectors cannot be adequately expressed in writing, or, where a proposal is particularly contentious.
- 14.2 Site visits take place on the day of Committee following a schedule agreed by the Chairman which takes account of any members requests. Members should bear in mind that a site visit should only be held where the expected benefit is substantial. The Audit Commission have criticised councils who undertake unnecessary site visits.
- 14.3 Site visits consist simply of inspecting the site to assist members to appreciate relevant land use issues of the proposal. Members should not engage in discussion with the applicant, agent or objectors on the merits of the application if they are present, nor express a view on the proposal on the site. The discussion of the merits of the application and the decision takes place at the meeting, not at the site visit.

## **15. Conduct at Meetings**

- 15.1 The conduct of any meeting where a planning application is considered is the overall responsibility of the chairman of that meeting. If the Chairman believes that a member is not observing the rules regarding declaration of interest, then he may have to take action to ensure that Standing Orders are not breached. In addition, individual councillors and officers have a responsibility for their own conduct and should not operate in such a way as to cause anyone present to think an application has not been treated properly.
- 15.2 The determination of applications by the Development Control and Environmental Protection Committee or Planning Committee is part of a formal administrative process and opinions and comments of Members should be restricted to the relevant planning merits or otherwise of the application.
- 15.3 The Committee may, very occasionally, determine that an item on the agenda relates to an exempt matter under Schedule 12A of the Local Government Act 1972 which requires the exclusion of the public from the meeting. It is unlikely that this would ever relate to the determination of a planning application but could relate to an enforcement matter or when legal advice is being given.

## **16. Regular review of decisions**

- 16.1 The report of the Audit Commission entitled "Building in Quality" recommended that councillors should revisit a sample of implemented

planning permissions to assess the quality of the decisions. Such a review should improve the quality and consistency of decision-making, thereby strengthening public confidence in the planning system, and can help with reviews of planning policy.

16.2 Such reviews have been undertaken in the past and are best undertaken at least annually. They can include examples from a broad range of categories such as major and minor development, listed building works and enforcement cases. The Development Control and Environmental Protection Committee, Planning Committee and the Planning and Environment Overview and Scrutiny Committee could be involved in the review and decide whether it gives rise to the need to reconsider any policies or practices.

## **17. Complaints**

17.1 The nature of planning is such that many decisions are contentious and some people can remain dissatisfied with the outcome of an application.

17.2 Despite taking care in processing applications and making decisions, complaints are made but it is hoped that the adoption of this protocol will greatly reduce occasions on which a complaint may be justified.

17.3 The Council has its own complaints system and if a complainant is dissatisfied with the outcome following the investigation of a complaint, there is a further opportunity of lodging a complaint with the Local Government Ombudsman.

17.4 Every planning application file contains an accurate record of events throughout its life. It should be possible for someone not involved in the application to understand why the decision was and how and why it was reached. Where decisions are taken under the officers' delegated powers, these decisions are also accurately recorded and documented.

17.5 Whatever procedures a council operates, it is likely that complaints will be made. However, the adoption of the advice in this guidance should greatly reduce the occasions on which complaints are justified. It should also provide less reason for people to complain in the first place.

# TAMWORTH BOROUGH COUNCIL

## MONITORING OFFICER PROTOCOL

### A GENERAL INTRODUCTION TO STATUTORY RESPONSIBILITIES

- 1 The Monitoring Officer is a statutory appointment pursuant to section 5 of the Local Government and Housing Act 1989. This Protocol provides some general information on how those statutory requirements will be discharged in Tamworth Borough Council.
- 2 The current responsibilities of the Monitoring Officer role rest with the Solicitor to the Council, who undertakes to discharge his statutory responsibilities with a positive determination and in a manner that enhances the overall reputation of the Council. In doing so, he will also safeguard, so far as is possible, Members and Officers, whilst acting in their official capacities, from legal difficulties and/or criminal sanctions.
- 3 A summary list of the statutory responsibilities appears in the table annexed to this document. In general terms, the Monitoring Officer's ability to discharge these duties and responsibilities will depend, to a large extent, on Members and Officers:-
  - a) complying with the law of the land (including any relevant Codes of Conduct);
  - b) complying with any General Guidance issued, from time to time, by the Standards Committee and the Monitoring Officer;
  - c) making lawful and proportionate decisions; and
  - d) generally, not taking action that would bring the Council, their offices or professions into disrepute.
- 4 In the absence of the Monitoring Officer this Protocol shall apply to the Deputy Monitoring Officer.

### B WORKING ARRANGEMENTS

- 5 Having good working relations with Members and Officers will assist in the discharge of the statutory responsibilities on the Monitoring Officer and keep the Council out of trouble. Equally, a speedy flow of relevant information and access to debate (particularly at the **early stages** of any decision-making by the Council) will assist in fulfilling those responsibilities. Members and Officers must, therefore, work with the

Monitoring Officer (and his staff) to discharge the Council's statutory and discretionary responsibilities.

6 The following arrangements and understandings between the Monitoring Officer, Members and Chief Officers are designed to ensure the effective discharge of the Council's business and functions. The Monitoring Officer will:-

- (a) be alerted by Members and Officers to any issue(s) that may become of concern to the Council, including, in particular issues around legal powers to do something or not, ethical standards, probity, propriety, procedural or other constitutional issues that are likely to (or do) arise;
- (b) have advance notice (including receiving Agendas, Minutes, Reports and related papers) of all relevant meetings of the Council at which a binding decision of the Council may be made (including a failure to take a decision where one should have been taken) at or before the Council, Cabinet, Cabinet Member, Committee meetings and/or Corporate Management Team (or equivalent arrangements);
- (c) have the right to attend any meeting of the Council (including the right to be heard) before any binding decision is taken by the Council (including a failure to take a decision where one should have been taken) at or before the Council, Cabinet, Cabinet Member, Committee meetings and/or Corporate Management Team (or equivalent arrangements);
- (d) in carrying out any investigation(s) have unqualified access to any information held by the Council and to any Officer who can assist in the discharge of his functions;
- (e) ensure the other statutory officers (Head of Paid Service and the Chief Financial Officer) are kept up-to-date with relevant information regarding any legal, ethical standards, probity, propriety, procedural or other constitutional issues that are likely to (or do) arise;
- (f) meet regularly with the Head of Paid Service and the Chief Finance Officer to consider and recommend action in connection with Corporate Governance issues and other matters of concern regarding any legal, ethical standards, probity, propriety, procedural or other constitutional issues that are likely to (or do) arise;
- (g) report to the Council, from time to time, on the Constitution and any necessary or desirable changes following consultation, in particular, with the Head of Paid Service, Chief Financial Officer and the Standards Committee;

- (h) as per the statutory requirements, make a report to the Council, as necessary on the staff, accommodation and resources he requires to discharge his statutory functions;
- (i) have a special relationship of respect and trust with the Leader, Deputy Leader and the Chairs of the Cabinet, Standards, Licensing, Planning and Overview and Scrutiny Committees with a view to ensuring the effective and efficient discharge of Council business;
- (j) develop effective working liaison and relationship with the Councils external Auditors and the Local Government Ombudsman (including having the authority, on behalf of the Council, to complain to the same, refer any breaches to the same or give and receive any relevant information, whether confidential or otherwise, through appropriate protocols, if necessary) and settle any compensation payments for alleged or actual maladministration found against the Council;
- (k) maintain and keep up-to-date relevant statutory registers for the declaration of members' interests, gifts and hospitality;
- (l) give informal advice and undertake relevant enquiries into allegations of misconduct and, if appropriate, make a written report to the Standards Committee (unless the Chair of Standards Committee agrees a report is not necessary) if, in the opinion of the Monitoring Officer, there is a serious breach of the Councils Code of Conduct for Members;
- (m) in consultation, as necessary, with the Chairs of the Council, Cabinet and Standards Committee, defer the making of a formal report under Section 5 Local Government and Housing Act 1989 where another investigative body is involved;
- (n) have sufficient resources to enable him to address any matters concerning his Monitoring Officer functions;
- (o) subject to the approval of the Standards Committee, be responsible for preparing any training programme for members on ethical standards and Code of Conduct issues; and
- (p) appoint a deputy and keep him or her briefed on any relevant issues that s/he may be required to deal with in the absence of the Monitoring Officer.

**7** To ensure the effective and efficient discharge of the arrangements set out in paragraph 5 above, Members and Officers will report any breaches of statutory duty or Council policies or procedures and other



vires or constitutional concerns to the Monitoring Officer, as soon as practicable.

- 8 The Monitoring Officer is also available for Members and Officers to consult on any issues of the Council's legal powers, possible maladministration, impropriety and probity issues, or general advice on the constitutional arrangements (e.g. Standing Orders, policy framework, terms of reference, scheme of delegations etc.).
- 9 To ensure the effective and efficient discharge of this Protocol, the Chief Financial Officer will ensure adequate insurance and indemnity arrangements are in place for the same to protect and safeguard the interests of the Council and the proper discharge of the Monitoring Officer role.

**C SANCTIONS FOR BREACH OF TAMWORTH'S CODE OF CONDUCT FOR MEMBERS AND THIS PROTOCOL**

10. Complaints against any breach of Tamworth's Code of Conduct for Members must be referred to the Standards Committee, which could lead, ultimately, to the disqualification of a Member. Complaints against any breach of this Protocol by a Member will be referred to the Standards Committee and to the relevant Leader and/or Chief Whip of the Political Party Group. Complaints against any breach of this Protocol by an Officer may be referred to the relevant Chief Officer and/or the Chief Executive.

### SUMMARY OF MONITORING OFFICER FUNCTIONS

Description		Source
1	Report on contraventions or likely contraventions of any enactment or rule of law.	Section 5 Local Government and Housing Act 1989.
2	Report on any maladministration or injustice where Ombudsman has carried out an investigation.	Section 5 Local Government and Housing Act 1989.
3	Appointment of Deputy.	Section 5 Local Government and Housing Act 1989.
4	Report on resources.	Section 5 Local Government and Housing Act 1989.
5	Receive copies of whistleblowing allegations of misconduct.	Draft Model Code.
6	Investigate misconduct in compliance with Regulations (when made) and directions of Ethical Standards Officers.	Regulations when made. Directions when made in individual cases. LGA 2000 Section 66(1)+66(6).
7	Establish and maintain registers of members interests and gifts and hospitality.	Section 81 LGA 2000 and draft Model Code.
8	Advice to members on interpretation of Code.	Draft Model Code and consultation Paper.
9	Key role in promoting and maintaining high standards of conduct through support to the Standards Committee.	Statutory Guidance paragraph 8.20.
10	Liaison with Standards Board and Ethical Standards Officers.	New ethical framework, practical implications.
11	New ethical framework functions in relation to Parish Councils.	Section 83(12) LGA 2000.
12	Compensation for maladministration.	Section 92 LGA 2000.
13	Advice on vices issues, maladministration, financial impropriety, probity and policy framework and budget issues to all members.	DETR guidance.

# GUIDANCE NOTES IN COMPLETING THE REGISTER OF MEMBERS' INTERESTS FORM

Guidance is given below on the specific paragraphs and information required in the statutory Register of Members' Interests form.

## Section A – Financial Interests

**a) *Employment and/or business details carried on by me:***

(You should include under this heading every employment, trade, profession, occupation or vocation which you have to declare for income tax purposes, i.e. that is carried on for profit or gain.

Give a short description of the activity concerned, e.g. "Computer Operator", "Farmer" or "Accountant". For these purposes being a Councillor need not be declared as an occupation. Equally Cabinet members do not need to declare their Cabinet responsibilities or the amount of responsibility allowance that they are in receipt of from the Borough Council for carrying out those duties. That information is available to the public through other means).

**b) *The name of the person who employs or has appointed me:***

(You should include under this heading the name of any individual, company, partnership, public body etc who employs you or who has appointed you. If employed by a company, give the name of the company paying your wages or salary, not that of any ultimate holding company).

***The name of the firm of which I am a partner:***

(You should include the name of the firm(s) in which you have a business interest (or interests) as a partner.)

***The name of the company to which I am a remunerated director:***

(You should list under this heading the names of all companies in which you are remunerated as a director.)

**c) The name of any person (other than the relevant authority) who has made a payment to me in respect of my election or any expenses incurred by me in carrying out my duties:**

(You should include under this heading any names of any person or political parties who have made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties, e.g. a member is expected to register the name of any person, or political party, who helped to fund his/her election campaign. There is however no need to register the payment of legitimate expenses by the Borough Council.)

- d) ***The name of any corporate body which has a place of business or land in the authority's area, and in which I have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body:***

(Give the names of any companies, industrial and provident societies, co-operative societies or other corporate bodies which have any business or land in Tamworth Borough and in which your beneficial interest exceeds £25,000 or 1/100th of the total issued share capital. The key point is that the nominal value of the shares is taken account, not the market value of such shares. Classes of securities include shares, bonds and future/options dealing. The nominal value of shares is the face value of those shares (i.e. the value recorded on the share certificate).

The registration of any PEPs, ISAs or pensions which a member has is not necessary unless, given the above criteria, the member knows the companies in which his/her PEP, ISA or pension fund was invested and that:

- those companies have a place of business or land in the authority's area; and
- the member's beneficial interest in the investment was greater than the levels indicated above

You are only required to register interests which are known to you. The Code does not require you to investigate the investment portfolio of any PEP, ISA or pension scheme to which you may belong.)

- e) A description of any contract for goods, services or works made between the authority and myself or a firm of which I am a partner, a company of which I am a remunerated director, or a body of the description specified in sub-paragraph d) above:

(You should include under this heading all relevant contracts entered into with the Borough Council. If you have been awarded a contract but no financial agreement has, as yet, been signed, it is good practice to declare the same and to advise the Monitoring Officer of any amendment to the Register as and when the contract has been formally signed. Equally, if the contract is terminated (for whatever reason) or comes to an end, the member should notify the Monitoring Officer in writing of the change to the Register within 28 days of such event.)

- f) The address or other description (sufficient to identify the location) of any land in which I have a beneficial interest and which is in the area of the authority:

***(If you live within the Borough of Tamworth, your home property address should be included under this heading. Beneficial interest includes a mortgage interest in a property, including a***

***tenanted interest, whether as a landlord or tenant. All relevant interests in the Borough must also be declared in addition to your home address.)***

- g) The address or other description (sufficient to identify the location) of any land where the landlord is the authority and the tenant is a firm in which I am a partner, a company of which I am a remunerated director, or a body of the description specified in sub-paragraph d) above:  
(You will need to include details of any tenanted land that you hold from the Borough Council. You may hold such land in your personal capacity or as a partner of a firm, a company of which you are a remunerated director or of any other legal body. Sufficient details of any such land need to be given to identify the same.)
- h) The address or other description (sufficient to identify the location) of any land in the authority's area in which I have a licence (alone or jointly with others) to occupy for 28 days or longer:  
(You will need to include details of any licence to occupy land or premises in the Borough Council's area for 28 days or longer. Temporary occupations of less than 28 days do not, therefore, need to be declared on the form. It is also important to recognise that the occupation by you may be in joint or several names.)

#### Section B – Other Interests

In accordance with the Local Government Act 2000, I hereby give written notification to Tamworth Borough Council's Monitoring Officer of my membership of or position of general control or management of any of the following:

- a) *A body to which I have been appointed or nominated by the authority as its representative:*  
**(You should declare membership of, a position of general control or management in, any bodies to which you have been appointed by the Borough Council. This will not include Committees which are part of the Borough Council. You must however include any company directorship or other representation if you have been appointed or nominated by the Borough Council as its representative on such company.)**
- b) *Public Authority or body exercising functions of a public nature:*  
**(It will be necessary for you to include your membership or position of general control of such organisations as (inter alia) health authorities, police authorities, housing associations, statutory undertakers, magistrates, Standards Board for England, County Council, Parish Council(s); and the Local Government Association (including WMLGA).**

- c) *Company, industrial and provident society, charity or body directed to charitable purposes:*  
**(Membership of or position of general control or management of any company, industrial and provident society, charity or body directed to charitable purposes need to be inserted here. These bodies are those on which you serve in your own capacity as opposed to being appointed or nominated by the Borough Council as its representative. The latter needs to be included within section B a) as indicated earlier. Equally, charitable purposes includes educational establishments and, as such, school governorships need to be declared.)**
- d) *Body whose principal purposes include the influence of public opinion or policy:*  
**(You should mention here membership of any relevant political parties and other relevant public opinion or policy/pressure groups.)**
- e) *Trade union or professional association:*  
**(You need to include on the form your membership of any trade union or professional association, e.g. National Union of Teachers; the Law Society or the British Medical Association.)**
- f) *Private club or society such as freemasons, recreational club, working men's club or private investment club:*  
**(You should include on the form your membership of any private club or society such as freemasons, recreational club, working men's club or private investment club.)**

\*\*\*\*\*

#### NOTES

- **Societies registered under the Industrial and Provident Societies Act 1965 are bodies corporate with limited liability and are known as “industrial and provident societies”. To qualify as such a society, its membership should not be less than three. A society with any withdrawable share capital shall not carry on the business of banking. Otherwise a society for carrying on any industry, business or trade, whether wholesale or retail, is regarded as an industrial or provident society if that society is a bona fide co-operative society, or if the society is or is intended to be conducted for the benefit of the community. A society's rules must contain provision in respect of matters mentioned in schedule 1 of the above Act, and the society's registered office must be in Great Britain or the Channel Islands. Examples, some leisure trusts, some working men's clubs and some housing associations.**
- **A trade union means an organisation, whether temporary or permanent, which consists wholly or mainly of workers of one or more descriptions and whose principal purposes include the**

regulation of relations between workers of that description or those descriptions and employers or employers' associations. A trade union can also mean an organisation, whether temporary or permanent, which consists wholly or mainly of constituent or affiliated organisations which fulfil the conditions mentioned in the previous sentence, or themselves consist wholly or mainly of constituent or affiliated organisations which fulfil those conditions or representatives of such constituent or affiliated organisations, and whose principal purposes include the regulation of relations between workers and employers, or between workers and employers' associations, or the regulation of relations between its constituent or affiliated organisations.

- If a legal body to which you have been appointed or nominated by the Borough Council subsequently appoints or nominates you to another company, industrial and provident society, charity or body directed to charitable purposes, then that other body must also be declared in Section B c).
- **Members must inform the Monitoring Office in writing, and within 28 days, of any changes or additions which should be made to their entries in the Register of Members' Interests.**
- **Declaring an interest in the Statutory Register of Members' Interests form does not remove the duty on the member to declare the interest at any relevant meeting of the Borough Council, the Cabinet, Committees etc.**

# Part 6

## Members' Allowances Scheme

DRAFT



# Members' Allowances Scheme

The Tamworth Borough Council, in exercise of the powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003, hereby makes the following scheme:-

1. This scheme may be cited as the Tamworth Borough Council Members' Allowances Scheme, and shall have effect for the year commencing on 1<sup>st</sup> April 1999 and subsequent years.

2. In this scheme:

"Councillor" means a Member of the Tamworth Borough Council who is a Councillor;

"Year" means the 12 months ending with 31<sup>st</sup> March.

## Basic Allowance

3. Subject to Paragraph 6, for each year a basic allowance of £5,120 shall be paid to each Councillor.

## Special Responsibility Allowances

4. (1) For each year a special responsibility allowance shall be paid to those Councillors who hold the special responsibilities in relation to the Authority that are specified in **Schedule 1** to this Scheme.

(2) Subject to paragraph 8, the amount of each such allowance shall be the amount specified against that special responsibility in that Schedule.

(3) A Councillor shall be entitled to claim only one special responsibility allowance

## Renunciation

5. A Councillor may by notice in writing given to the Corporate Director - Resources elect to forego any part of his/her entitlement to an allowance under this scheme.

### Part-year Entitlements

6. (1) The provisions of this paragraph shall have effect to regulate the entitlements of a Councillor to basic and special responsibility allowances where, in the course of a year, this scheme is amended or that Councillor becomes, or ceases to be, a Councillor, or accepts or relinquishes a special responsibility in respect of which a special responsibility allowance is payable.
- (2) If an amendment to this scheme changes that amount to which a Councillor is entitled by way of a basic allowance or a special responsibility allowance, then in relation to each of the periods:
- (a) beginning with the year and ending with the day before that on which the first amendment in that year takes effect, or
  - (b) beginning with the day on which amendment takes effect and ending with the day before that on which the next amendment takes effect, or (if none) with the year;

the entitlement to such an allowance shall be to the payment of such part of the amount of the allowance under this scheme as it has effect during the relevant period as bears to the whole the same proportion as the number of days in the period bears to the number of days in the year.

- (3) Where the term of office of a Councillor begins or ends otherwise than at the beginning or end of a year, the entitlement of that Councillor to a basic allowance shall be to the payment to such part of the basic allowance as bears to the whole the same proportion as the number of days during which his term of office subsists bears to the number of days in that year.
- (4) Where this scheme is amended as mentioned in sub-paragraph (2) and the term of office of a Councillor does not subsist throughout the period mentioned in sub-paragraph (2) (a), the entitlement of any such part of the basic allowance shall be to the payment of such part of the basic allowance referable to each such period (ascertained in accordance with the sub-paragraph) as bears to the whole the same proportion as the number of days during which his term of office as a Councillor subsists bears to the number of days in that period.
- (5) Where a Councillor has during part of, but not throughout, a year such special responsibilities as entitle him or her to a special responsibility allowance, that Councillor's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he has

such special responsibilities bears to the number of days in that year.

- (6) Where this scheme is amended as mentioned in sub-paragraph (2) and a Councillor has during part, but does not have throughout the whole, or any period mentioned in sub-paragraph (2) (a) of that paragraph any such special responsibilities as entitle him or her to a special responsibility allowance, that Councillors entitlement shall be to payment of such part of the allowance referable to each such period (ascertained in accordance with that sub-paragraph) as bears to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.
- (7) When an elected Councillor or a Co-optee is suspended from acting as a Member of the Council or a Committee they are appointed to. After being found in breach of the Code of Conduct then the Standards Committee should be empowered to suspend in whole or in part the allowance payable to that Councillor and/or Co-optee.

#### Payments

7. (1) Payment shall be made in respect of basic and special responsibility allowances, subject to sub-paragraph (2), in instalments of one-twelfth of the amount specified in this scheme on the 20<sup>th</sup> day of each month;
- (2) Where a payment of one-twelfth of the amount specified in this scheme in respect of a basic allowance or a special responsibility allowance would result in the Councillor receiving more than the amount to which, by virtue of Paragraph 8 he or she is entitled, the payment shall be restricted to such amount as will ensure that no more is paid than the amount to which he or she is entitled.

#### Approved Duties

8. An "approved duty" means a meeting of the authority or of any Committee or sub-Committee or of any other body to which the authority makes nomination or any other duty approved by the Solicitor to the Council after consultation if necessary with the Cabinet, for the purpose of or in connection with the discharge of the functions of the Committee, or any of its Committees or sub-Committees or any duty of a class so approved

## Travelling and Subsistence

9. Payment to Councillors and Co-optees for travelling and subsistence will be made in accordance with the rates payable to Officers under the NJC casual mileage scheme where expenditure is incurred for the purpose of performing any approved duty.

## Attendance at Conferences and Training Events

10. The Solicitor to the Council, after consultation with the Cabinet if necessary, may approve the payment of the cost of attendance at Conferences and Training Events and the payment of travelling, subsistence and attendance allowance(s) in accordance with the rates prescribed by the Secretary of State

## Childcare and Dependent Relatives Allowance

11. Payment for childcare and dependent relatives' allowance will be in accordance with **Schedule 2**

## Claims Payment

12. Claims for travelling, subsistence and attendance allowance(s) should be submitted to Democratic Services in writing on a form approved by the Executive Director Corporate Services.

## Variation

- 13 This Scheme shall be varied from 1<sup>st</sup> April 2000 and on the 1<sup>st</sup> April in each subsequent year by the amounts payable by way of basic or special responsibility allowance being increased by an amount equivalent to the increase in the preceding period of twelve months of the earnings of all Local Authority employees.

## Local Government Superannuation Scheme

- 14 All Members of the Council shall be entitled to pensions in accordance with the scheme made under Section 7 of the Superannuation Act 1972. Both the Basic Allowance and Special Responsibility Allowances shall be treated as amounts in respect of which such pensions are payable in accordance with the said superannuation scheme.

## SCHEDULE 1

The following are specified as the special responsibilities in respect of which special responsibility allowances are payable, and the amounts of those allowances or such uprating as may subsequently be agreed :-

Leader of the Council	£12,814
Deputy Leader of the Council	£9,610
Member of Cabinet (other than Leader and Deputy)	£8,329
Chairs of Scrutiny Committees	£5,766
Vice Chairs of Scrutiny Committee	£1,193
Chair of Planning Committee	£5,766
Chair of Licensing Committee	£5,766
Chair of Standards Committee (Co-optee)	£1,922
Chair of Audit and Governance Committee	£1,922
Leader of the (larger) Opposition Group	£5,766
Deputy leader of the (larger) Opposition Group	£3,203
Co-optees	£311

## CHILDCARE AND DEPENDENT RELATIVES ALLOWANCE

1. A Childcare and Dependent Relatives Allowance shall be paid to those Councillors incurring costs for the care of a dependent relative or child in the course of, or to permit, the undertaking of his or her duties as a councillor when attending official Council meetings.
2. Dependants are defined as:
  - a) **children** under the age of 14 for whom the councillor is normally responsible.
  - b) **elderly, ill or disabled dependants** who require full time care and for whose care the councillor is normally responsible.
3. The claim for payment must be for **actual expenses incurred**, for carers over age 22 at a rate of £5.73 CHECK RATES per hour and carers aged 18-21 at a rate of £4.77. Claims shall also be indexed to the minimum wage. All claims shall be made on the attached form, **Annex 1**.
4. The Council has discretion to consider payment of an amount exceeding the amount specified in 3. above if special circumstances apply.

# TAMWORTH BOROUGH COUNCIL

## APPLICATION FOR PAYMENT OF CHILDCARE AND DEPENDENT RELATIVES ALLOWANCE

COUNCILLOR.....

DESCRIPTION OF APPROVED DUTY.....

.....

DATE OF APPROVED DUTY.....

AMOUNT CLAIMED.....

I declare that to enable me to perform an approved duty I have necessarily incurred expenditure to provide care for a child aged 14 or under/\*a dependant with a disability/\*an elderly relative requiring care/\*a dependant who is ill.

Signature of Councillor.....

Date.....

*\*Delete as appropriate*

*Please return this form to Democratic Services*

# Part 7

## Management Structure

DRAFT



# Corporate Management Team



**Chief Executive**  
Tony Goodwin



**Executive Director**  
(Corporate Services)  
John Wheatley



**Director**  
(Finance)  
Stefan Garner



**Solicitor to the Council**  
Jane Hackett



**Director**  
(Technology & Corporate Programmes)  
Nicki Burton



**Director**  
(Transformation & Corporate Performance)  
Anica Goodwin



**Director**  
(Communities, Planning & Partnerships)  
Rob Mitchell



**Director**  
(Housing & Health)  
Rob Barnes

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## COUNCIL

### DATE OF COMMITTEE

17 MAY 2012

### Report of the Solicitor to the Council and Monitoring Officer

#### TITLE OF REPORT

#### SCHEME OF DELEGATION FOR OFFICERS

#### EXEMPT INFORMATION

None

#### Purpose of report

The purpose of this report is to seek Council's comments, endorsement and approval to the proposed draft Scheme of Delegation for Officers which is attached as **Appendix A** to this report.

The Local Government Act 1972 as amended provides for a Scheme of Delegation where Council delegates to certain officers powers to undertake functions and duties on behalf of the authority.

Tamworth has operated a Scheme of Delegation for Officers for several years. The Scheme was substantially reviewed and updated in 2011. The document follows a model used by several other local authorities and was produced following consultation with officers.

The advent of the Localism Act has required some changes to be made to the Scheme of Delegation as has the recent Senior Management Review

The Scheme is attached at **Appendix A**. The Scheme requires to be adopted at Annual Council.

**Local Government legislation provides that officers may undertake certain functions on behalf of a local authority using delegated powers given to them by Council or Cabinet (as appropriate).**

The attached Scheme does not propose to grant officers any additional authority to which they already enjoy. The Scheme merely seeks to formulate the current arrangements into a more user-friendly document.

**As delegations to officers' change, the Scheme will be reviewed and updated as necessary.**

## **RECOMMENDATIONS**

**Council is recommended to adopt and approve the revised Scheme of Delegation for Officers.**

## **RESOURCE IMPLICATIONS**

There are none

## **LEGAL/RISK IMPLICATIONS BACKGROUND**

Without a Scheme of Delegation the Council could not operate effectively

## **SUSTAINABILITY IMPLICATIONS**

The Scheme of Delegation is essential to the operation of the Council without it Officers could not operate.

## **BACKGROUND INFORMATION**

There is none

## **REPORT AUTHOR**

If Members would like further information or clarification prior to the meeting please contact Jane Hackett on extn. 258

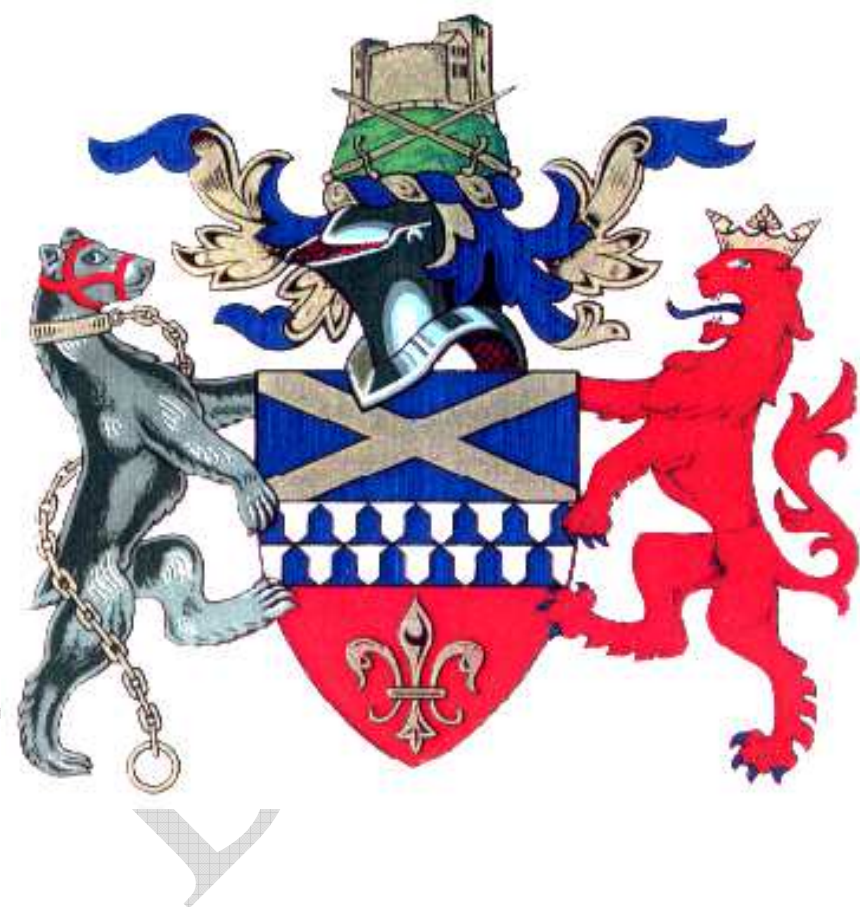
## **LIST OF BACKGROUND PAPERS**

The Local Government Act 1972  
Local Authorities (Functions and Responsibilities) (England) Regulations 2000

## **APPENDICES**

Draft Scheme of Delegation

**TAMWORTH BOROUGH COUNCIL**



**SCHEME OF DELEGATION TO OFFICERS**

## SCHEME OF DELEGATION TO OFFICERS

### 1. Introduction

- 1.1 In accordance with Article 13 of the Constitution this Scheme forms part of Part 3 of the Council's Constitution.
- 1.2 This Scheme is approved by the Council in respect of those functions which by virtue of the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 (as amended or replaced) are not the responsibility of the Cabinet and which in accordance with Section 101 of the Local Government Act 1972 and all other powers enabling such delegation are delegated by the Council to officers.
- 1.3 This scheme is approved by the Leader of the Council in respect of those functions which under the Council's executive arrangements are the responsibility of the Cabinet as the executive and which in accordance with Section 14-9ED of the Local Government Act 2000 are delegated by the Leader of the Council to officers.
- 1.4 This Scheme is adopted with the intent that it should lead to a streamlining and simplification of the decision-making processes of the Council, and accordingly it should be interpreted widely rather than narrowly.
- 1.5 This Scheme delegates to Directors and other Authorised Officers the powers and duties necessary for the discharge of the Council's functions within the broad functional description set out, together with the specific delegations therein, and should be taken to include powers and duties within those descriptions under all present and future legislation, and all powers incidental to that legislation including the application of the incidental powers under Section 111 of the Local Government Act 1972, including the power to affix the Common Seal of the Council.
- 1.6 An Officer may decline to exercise delegated powers and instead report to the Cabinet or appropriate Committee.
- 1.7 For the purpose of this Scheme:
- (a) "the estimates" means the revenue estimates approved by the Council.
  - (b) "the establishment" means the staff establishment of the Council for which funds have been provided in the estimates.
  - (c) "the Council" includes any committee or officer of the Council acting within delegated powers and acting as agent for another body or person.
  - (d) "Authorised Officer" means an Officer who is specified under this Scheme as having the authority to exercise delegated powers and duties on behalf of the Council. This includes the Chief Executive (or Deputy Chief Executive ??? in his absence), Corporate Executive Director Community Corporate Services, Corporate Director Resources, Assistant Chief Executive Director Transformation & Corporate Performance, the Solicitor to the Council & Monitoring Officer, Deputy Director Communities, Planning and Partnerships, Deputy Director Assets and Environment, Deputy Director Housing & Health, Deputy Director of -Finance Exchequer & Revenues, Assistant Director Business Processes Technology & Corporate Programmes..

- (e) "function" includes any power or duty
- (f) "legislation" and "statute" includes subordinate legislation and "legislative" and "statutory" shall be construed accordingly
- (g) "proceedings" includes any tribunal, inquiry, arbitration or other legal or quasi-legal proceedings
- (h) "Portfolio Holder" shall be taken to mean a Councillor (including the Leader of the Council if so nominated) nominated in writing to the Proper Officer by the Leader of the Council as a Member of the Cabinet.
- (i) "Leader of the Council" shall mean the person elected to that position at the Annual Council meeting.
- (j) "Proper Officer" shall be taken to mean the Officer appointed by the Council for the purpose of the Scheme, or in default of such appointment the Chief Executive of the Council.
- (k) "Statutory Officer" means:-
- (i) the Head of Paid Service in respect of the manner in which the co-ordination by the Council of the discharge of their different functions is co-ordinated, the number of staff required for the discharge of those functions, the organisation of those staff and the appointment and proper management of those staff;
  - (ii) the Monitoring Officer in respect of any proposal, decision or omission which has given rise to or is likely to give rise to a breach of law or of any statutory code of practice, or maladministration;
  - (iii) the Section 151 Officer in respect of the proper administration of the Council's financial affairs.
- (l) "Ward Member" means a Councillor for any electoral area, which is identified in an Officer's report for a decision as being particularly affected by the proposed decision.

1.8 Where an Authorised Officer designation has ceased to exist eg because of a re-organisation of services the Authorised Officer shall be that person who has taken over responsibility for the function classified in this Scheme.

## **2. Limitations**

2.1 This Scheme does not delegate to Officers:

- (a) any matter reserved by law or by the constitution, Terms of Reference of the Cabinet, Committees and Sub-Committees to the Council, or to a Committee or Sub-Committee of the Council;
- (b) any matter which by law may not be delegated to an officer;
- (c) any matter which is specifically excluded from delegation by this Scheme or by resolution of Council, the Cabinet or a Committee or Sub-Committee.

- 2.2 Officers may only exercise delegated powers in accordance with the:
- (a) Policies, Plans and Programmes approved by or on behalf of the Council;
  - (b) budget and policy framework and executive procedural rules;
  - (c) officer employment procedural rules;
  - (d) Financial Regulations, Contract Standing Orders and Financial Guidance;
  - (e) any statutory restrictions, statutory guidance/circulars or statutory code of practice; and
  - (f) the provisions of the Council's Constitution.
- 2.3 In exercising delegated powers, Officers shall act only within the revenue and capital budgets for the relevant service as approved by the Council, subject to any variation thereof which is permitted by the Council's Financial Regulations, Contract Standing Orders and Financial Guidance..

### **3. Sub-Delegation**

- 3.1 This Scheme includes the power for Officers to further delegate any function which has been delegated to them under this Scheme, to another Officer or to other Officers. Every such sub-delegation shall be in writing, setting out the name of the delegate, the terms and conditions upon which that function is to be performed, and accountability for the performance of the sub-delegated function. The Officer making such sub-delegation shall record the sub-delegation in a register maintained for the purpose by the Authorised Officer responsible for the function.
- 3.2 Authorised Officers shall devolve operational responsibilities for day to day service delivery and management to the nearest practicable point to the service user.
- 3.3 The Officer named shall have the power to act for the purposes of these delegated matters as if he/she were the Authorised Officer. Sub-delegated decisions are taken in the name of the Authorised Officer.

### **4. Delegated Decision-Making – General Principles**

- 4.1 In exercising any delegated function, Officers shall have regard to the requirement to comply with the limitations set out in paragraph 2.2 above, and shall be responsible for undertaking any appropriate consultation with the Council's Statutory Officers before taking any decision.
- 4.2 Where any matter involves professional or technical considerations not within the sphere of competence of the Authorised Officer concerned, he shall consult with the appropriate Statutory Officer of the Council before authorising action. Such constraints are kept to the absolute minimum necessary for internal check.
- 4.3 The Officers exercising such powers shall take account of any previous decision of the Council on any relevant policies or procedures.



- |
- 4.4 All decisions shall be taken in the name of, but not necessarily personally by, the Officer(s) to whom the power is delegated. Arrangements shall be made for the recording of action taken pursuant to these powers.
- 4.5 In any case, where an Officer, exercising a delegated power or duty considers that a new departure in policy, procedure or a significant change in financial practice is likely to be involved, he/she shall consult with the Statutory Officer(s), who shall, if necessary, refer the matter to the appropriate decision-making process.
- 4.6 Where there is a dispute between Authorised Officers, either Officer may refer the matter to the Chief Executive for appropriate action.
- 4.7 The Chief Executive as the Head of Paid Service shall monitor the exercise of delegated powers and duties other than statutory functions for which other Authorised Officers have responsibility. The Chief Executive may require any Officer to cease the exercise of such powers and duties pending a report to the next meeting of the Council, Cabinet or appropriate Committee.
5. **Interpretation**
- 5.1 References in the Scheme to any statute, statutory instrument, regulation, rule, circular, agency or other agreement or any such matter in respect of which a power or duty is delegated shall be deemed to include any modification or re-enactment of the same as may be made from time to time.
- |

6. **GENERAL DELEGATIONS OF POWERS AND DUTIES TO AUTHORISED OFFICERS**

Subject to the general principles and requirements of the Scheme, the following powers/duties are exercisable by the Authorised Officer.

**A. Employment**

1. Subject always to:

- (a) Budget provision;
- (b) The policies and practices adopted by the Council from time to time; and
- (c) Observance of contracts of employment and conditions of service including any discretions incorporated within them.

The Chief Executive and in addition the Authorised Officers shall be fully empowered in the following matters of HR Management as regards their respective Directorates and employees (other than those specifically subject to Appointments and Staffing Committee).

- (i) To re-grade posts, hold posts vacant, amend the titles of posts and to make interim arrangements as necessary (where no budgetary impact)
- (ii) To make minor changes to Job Descriptions to be agreed with the appropriate Chief Officer prior to any changes being made. Changes to Job Descriptions should not include:

additional responsibilities warranting salary increases

not exceeding 25% of the existing job description (Consultation with staff prior to any change)

- (iii) Job Share/Reduced Hours

All posts should be available for job share (as specified in the local policy for job share), with the following exceptions:

Jobs with tied accommodation.

Chief Executive.

Monitoring Officer.

Returning Officer.

Section 151 Officer (~~ExecutiveCorporate~~ Director Corporate Services ~~Resources~~)

Job share/reduced hours which would disrupt management arrangements (e.g. the reduction in hours meant that the remaining hours were impossible to cover).

Employee contracts, for time limited periods e.g. fixed term contracts.

- (iv) Unpaid leave up to a maximum of 10 days may be granted subject to the demands of the service in the following circumstances:

Extended holidays

For reasons set out in the Employment Rights Act 1996 and 1999 (e.g. parental leave).

Compassionate grounds.

Exceptional circumstances

Religious observance.

NB: Annual leave and flexi leave should be taken into account.

- (v) Secondment to another Service Unit or to an external organisation may be granted in accordance with the Council Policies in effect at the time of the secondment.

NB:

Increase in salary may be available subject to existing budget; otherwise the secondment must be on the basis of a staff loan (this may include budget virement).

- (vi) Training within available budget

All training should be notified to the appropriate Chief Officer, for monitoring purposes and identification as to whether it is to be considered as corporate training. It should be job related and for the purpose of:

Changes to job requirements

To meet an employee's skills gap

Personal development

To meet the business needs of the Service Unit

Succession planning and the future needs of the Council.

Such training will involve:

CPD

Training in-house

External courses/seminars.

NB:

Any other forms of training must be approved by the appropriate Chief Officer and the cost met out of the corporate training budget.

Training expenses and time off for attendance will be in accordance with the appropriate policies and procedures.

Records of all training must be kept by the appropriate Chief Officer.

(vii) **Compassionate Leave**

Compassionate leave may be granted in the following circumstances:

Death/illness of close relative i.e. spouse, co-habitee (same or opposite sex), parent, parent-in-law, son, daughter, child of co-habitee, brother, sister, grandparent, grandchild.

Breakdown in partnerships (includes married couples and co-habitees).

Absence allowable as current policies (Consult Human Resources for advice).

(viii) **To action matters arising from the application of the Council's Human Resource policies and procedures.**

(ix) **To deal with the appointment of staff and disciplinary/grievance proceedings in accordance with the Council's approved scheme. (Dismissal is referred to the Chief Executive, in accordance with Council Policy)**

2. Subject always to budget provision to appoint and instruct when necessary temporary or agency staff provided there is no increase in the Council's permanent establishment, and outside agents or consultants to carry out specific work within the normal terms of reference of the Directorate of the relevant Director and to authorise overtime working for officers; and in consultation with the Chief Executive to authorise planned overtime for officers above the overtime limit..
3. To nominate an officer to deputise in the Director's absence.

**B. Finance**

Subject to:

- (a) Budget provision;
- (b) Having due regard to the professional advice pertinent to the particular matter;

- (i) All Authorised Officers in respect of financial matters for which they are responsible can authorise expenditure within approved revenue budgets and decisions on works programmes within those budgets except any items reserved by the Council or Cabinet for further approval.
- (ii) Approve expenditure within approved capital budgets and decisions on work programmes within those budgets. Authority to approve additional expenditure in accordance with current financial guidance.
- (iii) Authorise the transfer of funds (virement) between approved revenue budget headings within a service area subject to there being no commitment to recurring expenditure in future years as determined by financial guidance.
- (iv) In consultation with the ~~Corporate Director Resources~~ Executive Director Corporate Services and where necessary the Portfolio Holder, to set unless the charge requires Cabinet approval rent, fee, charges and other income levels unless any changes:-
  - (a) exceed inflation by more than 3% and/or
  - (b) involve a change in policy, or
  - (c) potentially have significant political implications.
- (v) To authorise the write-off of individual sums in line with current financial guidance.
- (vi) Are responsible for the carrying forward from one financial year to another any approved planned expenditure that remains unspent (excluding wages and salaries budgets) provided a decision to approve is taken by Cabinet before the end of June in the new financial year.

**C. Contracts**

All authorised Officers shall comply with financial guidance in respect of contract tendering and procurement making use of the internal system where appropriate.

To include:

- (a) Hiring of plant and engaging of specialist sub-contractors
- (b) Any special requirements or directions given by the Council, its Committees or the Cabinet.
- (c) To sign all contracts which fall outside the categories set out in Financial Guidance.

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**D. Miscellaneous**

1. To exercise any power of the Council in relation to the Local Government Act 1972, the Local Government and Housing Act 1989, the Local Government Act 2000, the Local Government and Public Involvement in Health Act 2007, the Localism Act 2011 and the Local Democracy Economic Development and Construction Act 2009 and the Localism Act 2011 ~~2009~~ as appropriate.
2. In consultation with Group Leaders and other Directors as appropriate to respond to consultation papers on matters which are routine or which do not have significant policy or financial implications.
3. Subject to securing independent valuation advice, to sell surplus vehicles, stores, equipment and services. All such sales shall be notified to the ~~Executive Director Corporate Services~~ Corporate Director of Resources before the property is handed over to the purchaser.
4. To exercise the Council's powers under Section 41 of the Local Government (Miscellaneous Provisions) Act 1982 (disposal of lost and unconnected property) and to notify the ~~Corporate Director of Resources~~ Executive Director Corporate Services before actual disposal.
5. After consultation with the ~~Assistant Chief Executive~~ Director Transformation & Corporate Performance to authorise the installation, replacement or removal of telephones in Council establishments and in premises occupied by employees.
6. To formulate the requirements for property use and occupation of the services and Directorates for which he is responsible.
7. To authorise the provision of equipment at Council premises.
8. To accept on behalf of the Authority contributions by individuals or bodies towards approved capital or revenue projects subject to the concurrence of the Solicitor to the Council and ~~Corporate Director Resources~~ Executive Director Corporate Services as appropriate and reported to the next meeting of the Cabinet or relevant committee; provided always that any modifications or additions to Council property to be funded by third parties shall be agreed by the Director concerned subject to the advice of the Solicitor to the Council.
9. To issue, sign and serve all statutory notices and orders properly authorised by the Council, any decision-making body or an officer exercising delegated powers under this scheme and not specifically delegated under this Scheme to an Authorised Officer.
10. To liaise with and advise public, private, voluntary and community groups and other stakeholders relating to corporate issues.
11. To provide/contractually receive goods and services to/from adjoining authorities (subject to any requirement for competitive tendering), and (within the powers of the Authority) to supply/receive them to other bodies. (-In accordance with Financial Regulations)

12. To prepare and sign any corporate policies and strategies authorised by the Council as appropriate.
13. In consultation with the relevant portfolio holder, to consultation on behalf of the authority where time prohibits the matter being referred to a Committee for consideration.
14. To assist the Chief Executive in any conflict regarding employment matters.
15. All authorised officers to be responsible for obtaining all relevant grants and awards that may be available to their service area.
16. Subject to the Council's Constitution (Contracts Procedure Rules), within their respective responsibilities for the functions of the Council, to accept a quotation submitted to the Council for the provision of goods, materials, services or works in respect of a relevant function.
17. To attend meetings of professional and local government bodies of which they are members and to authorise the attendance of members of their departments at similar meetings.

18. To formulate responses and respond to any Freedom of Information enquiries.

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## SPECIFIC DIRECTORATE DELEGATIONS

Subject to the general principles and requirements of the Scheme the following powers/duties (expressed as functions) are delegated to the specified Authorised Officer.

### (A) CHIEF EXECUTIVE

Delegations to the Chief Executive also include to the ~~Deputy Chief Executive~~ Director Corporate Services in his absence-

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
1.	<p><u>Urgent Action</u></p> <p>To take urgent action to protect the interests of the Council and the inhabitants of the Borough.</p>	Chief Executive in consultation with the Leader of the Council & opposition group leaders so far as is practicable
2.	<p><u>Major Incident/Emergencies</u></p> <p>To incur expenditure and commit resources within or adjoining borough until a meeting of the Council can be called to respond to a major incident/business continuity emergency when the Council's Emergency Plan or Business Continuity Plan is invoked.</p> <p>To designate Assistant Directors/Managers to carry out emergency functions.</p>	Chief Executive in consultation with Corporate Information Security Manager or relevant Chief Officer as far as is practicable
3.	<p><u>Corporate Complaints</u></p> <p>The administration of the Corporate Complaints Procedure.</p>	Chief Executive
4.	<p><u>Local Government Ombudsman</u></p> <p>To respond to the Local Government Ombudsman in respect of complaints of maladministration made against the Council.</p> <p>To authorise payments or other benefits under Section 92 Local Government Act 2000.</p>	Chief Executive in consultation with the appropriate Director and the Monitoring Officer and the Solicitor to the Council.
5.	<p><u>Head of Paid Service</u></p> <p>To carry out the statutory duties as Head of the Council's Paid Service in addition with the following specific powers:</p>	



	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
(a)	Appointment of staff and determination of individual salary points within the approved grading structure (provided that such decisions are not reserved to Appointments and Staffing Committee).	Chief Executive
(b)	Long service awards and the award of increments within salary grades.	Chief Executive
	Authority to execute letters and contracts of appointment	Chief Executive <del>Director Transformation &amp; Corporate Performance</del> <del>Assistant Chief Executive</del>
(c)	The exercise of disciplinary powers over staff (including power immediately to suspend), and to dismiss.	Chief Executive <del>Assistant Chief Executive</del> <del>Director Transformation &amp; Corporate Performance</del>
	Authority to execute letters of dismissal and compromise agreements to terminate employment.	Chief Executive <del>Assistant Chief Executive</del> <del>Director Transformation &amp; Corporate Performance</del>
	Authority to vary contracts of employment (subject to Council Polices and Committee decisions) and to execute such letter and contracts of variation	Chief Executive <del>Assistant Chief Executive</del> <del>Director Transformation &amp; Corporate Performance</del>
	Authority to pay overtime and planned overtime above the overtime limit.	Chief Executive <del>Assistant Chief Executive</del> <del>Director Transformation &amp; Corporate Performance</del> <del>Corporate Directors</del> <del>Deputy Directors</del> <del>Assistant Directors</del> Solicitor to the Council
(d)	The signing of Certificates of opinion to accompany applications for exemption for posts from political restrictions.	Chief Executive

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<p>(e) Honoraria to be paid in accordance with NJC conditions, or any local agreement with the following exceptions:</p> <p>Duties can be shared between more than one Director/Deputy/Assistant Director but payment would therefore be restricted to one to two increments.</p>	<p>Chief Executive</p>
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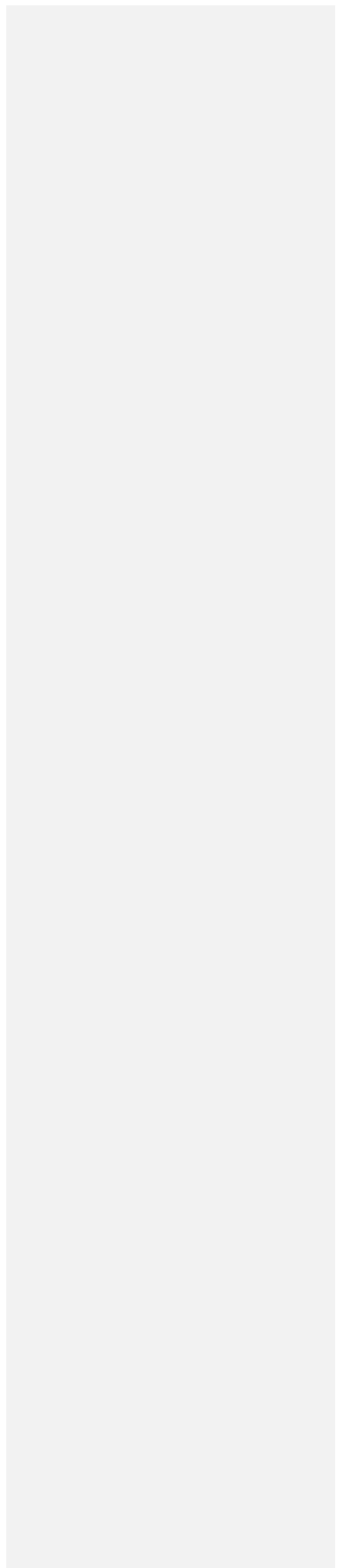
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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	(f) To prepare and sign (or send or otherwise authenticate) any notice, order or other document authorised by the Council.	Chief Executive
	(g) To represent the Authority at any conference meeting or enquiry to which the Authority is invited unless the Council has indicated otherwise and to exercise any voting rights conferred by corporate membership of any body.	Chief Executive
	(h) To settle proceedings regarding employment matters in consultation with the Solicitor to the Council & Monitoring Officer	Chief Executive
	(i) To agree accelerated increments.	Chief Executive
	(j) To enter into and execute such agreements on behalf of the Authority as required including but not limited to Partnership and other local area agreements.	Chief Executive
	(k) To chair Director or other multi-disciplinary Groups.	Chief Executive in consultation with appropriate Directors
	(l) To appoint multi-disciplinary teams or engage consultants to undertake projects falling outside the remit of any specific Director.	Chief Executive in consultation with appropriate Directors
	(m) To assume the delegated powers of Directors in specific cases when requested so to do by such Director.	Chief Executive in consultation with appropriate Directors
	(n) To make appropriate arrangements for the resolution of disputes between Directors.	Chief Executive in consultation with appropriate Directors
	(o) On behalf of the Council where necessary and, having consulted the Leader of the Council, to suspend Directors pending the institution of disciplinary procedures.	Chief Executive in consultation with appropriate Directors

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	(p) To undertake the duties of Proper Officer in default of a specific appointment by the Council.	Chief Executive in consultation with appropriate Directors
	(q) Ex-Gratia Settlement  Settlement of claims in respect of loss or damage to an employee's personal effects	Chief Executive in consultation with <del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del> /Solicitor to the Council
6	<u>Returning Officer</u>  (a) To carry out the duties of Acting Returning Officer and Returning Officer for Parliamentary, Local, County and European Elections and Referendums.  (b) To designate Polling Places where necessary in exceptional circumstances for Parliamentary, European and Local Elections.	<del>Deputy Chief Executive Director</del> <del>Corporate Services</del>  <del>Deputy Chief Executive Director</del> <del>Corporate Services</del>
	(c) To amend from time to time the scale of fees, costs, charges and expenses to be allowed for Borough elections. (Note: the level of remuneration for the Returning Officer personally to be determined by Cabinet).	<del>Deputy Chief Executive Director</del> <del>Corporate Services</del>
7	<u>Electoral Registration Officer</u>  To act as the Council's Electoral Registration Officer.	<del>Deputy Chief Executive Director</del> <del>Corporate Services</del>
8	<u>Common Seal</u>  (a) To attest the Common Seal of the Borough Council  (b) To execute and/or attest any document as required on behalf of the Council.	Chief Executive/Solicitor to the Council  Chief Executive/Solicitor to the Council
9	Mayor  To provide banking facilities for the Mayor, and to pay the Mayor's annual allowance as may be determined from time to time by the Council.	Chief Executive

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
10.	<p><u>Monitoring Officer</u></p> <p>To act as the Council's Monitoring Officer and carry out the statutory duties set out in the Local Government &amp; Housing Act 1989 <del>and</del> the Local Government Act 2000 <u>and the Localism Act 2011</u>.</p>	Solicitor to the Council
11.	<p><u>Local Land Charges</u></p> <p>To reply to requisitions for a search of the Local Land Charges Register and Enquiries of Local Authorities.</p>	Solicitor to the Council
12.	<p><u>Town and Village Greens</u></p> <p>To consider applications for, and where appropriate, register Town and Village Greens under the Commons Registration Act 1965 and the Commons Act 2006.</p>	Solicitor to the Council

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<u>Representation in Court</u>	
13.	To authorise the appearance of persons other than Solicitors pursuant to Section 223 of the Local Government Act 1972.	Solicitor to the Council in consultation with the <del>Deputy</del> Director Assets and Environment
14.	<p><u>Legal Proceedings (Civil)</u></p> <p>(a) To institute, defend, appeal from, settle or abandon legal proceedings whether administrative or civil in any matter in which the Council or its officers may institute or defend proceedings in any court or arbitration or administrative tribunal.</p> <p>(b) To institute proceedings in the Magistrates or Crown Court where there has been a breach of any statutory notice issues/served by the Council or where the Authority has a general power or duty to enforce the law through the criminal courts.</p>	<p>Solicitor to the Council in consultation with the appropriate Director</p> <p>Solicitor to the Council in consultation with the appropriate Director</p>

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<u>Legal Agreements/Public Notices</u>	
15.	To be responsible for: (a) the execution of legal agreements pursuant to the Council's Procedural and Contract Rules. (b) the issue of Public Notices	Solicitor to the Council  Solicitor to the Council
16.	To make a charge on a property when an individual enters Part III residential accommodation.	Solicitor to the Council
17.	To enter into Deed of Release and/or Variation in landlord tenant matters.	Solicitor to the Council in consultation with <del>Deputy</del> Director Assets and Environment
18.	To take peaceable re-entry of leasehold property in the event of occupation of property not in agreement with agreed terms.	Solicitor to the Council
19.	To enter into nomination agreements on housing matters.	Solicitor to the Council



	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
20.	To enter into Highway Bond Agreements under Sections 219 to 220 Highways Act 1980.	Solicitor to the Council
21.	<u>Implementation of Decisions</u> To take all such steps as are in his/her opinion necessary, including the affixing of the Common Seal of the Council and the bringing of legal proceedings and the making of orders to give effect to any decision or action taken properly by the Council, or any duly authorised body or officer acting on its behalf, or to protect the interests of the Council or any person or property to whom or for which the Council has responsibility.	Solicitor to the Council in consultation with the appropriate Director
22.	<u>Compulsory Purchase Orders</u> To make, vary and/or amend Compulsory Purchase Orders.	Solicitor to the Council in consultation with the appropriate Director
23.	<u>Property Management</u> Service of notices under Section 25 of the Landlord & Tenant Act 1954 to enable rents and any other new terms to be negotiated.	Solicitor to the Council in consultation with the <del>Deputy</del> Director Assets and Environment
24.	Arrangement of defective title indemnity cover in respect of land or property being disposed of by the Council up to a premium limit of £6,500 each such costs to be met from sale proceeds.	Solicitor to the Council
25.	<u>Council Halls/Meeting Rooms</u> To determine any applications for the use of Council halls or meeting rooms by extremist organisations other than use required under the Representation of the People Acts.	Solicitor to the Council in consultation with the Leader of the Council
26.	<u>Hire of Civic Accommodation</u> To waive the charges for the hire of Civic meeting rooms to outside organisations where such organisations are of a charitable or non-profit making nature or where there are exceptional circumstances.	Solicitor to the Council

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
27.	<u>Regulation of Investigatory Powers Act 2000</u> To make any necessary amendments to the Covert Surveillance Policy and Procedural Guidance documentation.	Solicitor to the Council and Monitoring Officer
28.	<u>Data Protection Act 1998</u> To adjust in the light of inflation the figure below which no charge be made for the supply of copies of documents under the Act on a one-off basis.	<del>Deputy Director of Finance Exchequer &amp; Revenues</del> in consultation with Corporate Information Security Manager
29.	To determine arrangements for the inspection of background papers for meetings.	<del>Legal &amp; Democratic Services Manager</del> <u>Solicitor to the Council</u>
30.	<u>Members' Allowances Scheme</u> To consider on its merits and make payment in respect of any claim not received within 4 months of the date of performance of the duty.	Chief Executive <del>Corporate Director Resources</del> <u>Executive Director Corporate Services</u>
31.		
32.	<u>Entertainment of Civic Guests/Hospitality</u> Authority to approve arrangements and expenditure in respect of the entertainment of civic guests within approved budget.  To arrange all civic ceremonies and ancillary events in consultation with the Mayor.	Chief Executive/Solicitor to the Council/ <del>Deputy Chief Executive</del>  Chief Executive
33.	<u>Courses &amp; Seminars</u> To approve the attendance of Members at courses and seminars.	<del>Legal &amp; Democratic Services Manager in consultation with the</del> <u>Solicitor to the Council -Assistant Chief Executive</u>

**(B) LAND AND PROPERTY**

1. Subject always to:

- (a) Budget provision;
- (b) Having due regard to the professional advice pertinent to the particular matter.

The ~~Deputy~~ Director Assets and Environment in consultation with the Solicitor to the Council be authorised in respect of the land and property for which he is responsible subject to:

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
(i)	To authorise the granting, renewal, termination, assignment or sub-letting of leases, tenancies or other interests in land and property.	<del>Deputy</del> Director Assets and Environment
(ii)	To approve variations in rent arising from rent reviews of land and property leased to or by the Council.	<del>Deputy</del> Director Assets and Environment
(iii)	To authorise the acquisition of legal estates or interests in land and property up to the value of £50,000 plus appropriate and reasonable incidental fees and costs in line with the Acquisitions and Disposals Policy.	<del>Deputy</del> Director Assets and Environment
(iv)	To authorise the disposal of legal estates or interests in land and property not required by the Council up to the value of £50,000 set out in the Acquisitions and Disposals Policy plus appropriate and reasonable incidental fees and costs.	<del>Deputy</del> Director Assets and Environment
(v)	To approve the payment of interest on the purchase price of land and property in those cases where entry on to the land is required in advance of completion.	<del>Deputy</del> Director Assets and Environment
(vi)	To authorise the taking, granting, revocation or termination of covenants, easements, wayleaves, licences and other rights or user and to undertake the management of land and property.	<del>Deputy</del> Director Assets and Environment
(vii)	To arrange for payment of appropriate rates, charges and taxes.	<del>Deputy</del> Director Assets and Environment

(viii)	To approve claims for disturbance arising out of compulsory and voluntary acquisitions.	<del>Deputy</del> Director Assets and Environment
(ix)	To commence preliminary negotiations with respect to any land or property to be acquired so as to be able to ascertain questions of willingness to sell and general terms.	<del>Deputy</del> Director Assets and Environment
(x)	To approve modifications or additions to Council land and property funded by third parties.	<del>Deputy</del> Director Assets and Environment
(xi)	To authorise works of improvement or repair to Council land and property.	<del>Deputy</del> Director Assets and Environment
(xii)	To authorise building maintenance work.	<del>Deputy</del> Director Assets and Environment
(xiii)	To authorise the design and execution of building and incidental work.	<del>Deputy</del> Director Assets and Environment
(xiv)	To commission building contracts to be entered into by the Council.	<del>Deputy</del> Director Assets and Environment
(xv)	To commission feasibility studies and value for money appraisals on all capital investments.	<del>Deputy</del> Director Assets and Environment
(xvi)	To authorise persons to apply for liquor and associated licences for use on premises.	<del>Deputy</del> Director Assets and Environment
(xvii)	To proceed with compulsory acquisition of rights over land under the Local Government (Miscellaneous Provisions) Act 1976 and other relevant legislation.	<del>Deputy</del> Director Assets and Environment

**(C) RESOURCES**

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
1.	<p><u>Banking Arrangements and Cheques</u></p> <p>All necessary arrangements with the Council's bankers and Girobank concerning the Council's banking requirements and to administer the same on a day to day basis including the provision of any necessary indemnity to the Council's bankers, and the authorisation of the signing of cheques and negotiable instruments.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>
2.	<p>Arrangements for overdraft facilities as necessary within the limit authorised by the Council.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>
3.	<p>The creation, investment, realisation and utilisation of sinking funds, reserves, capital funds and receipts and other special funds.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>
4.	<p>To administer and act as Registrar in respect of existing Council bonds, including discretion to make premature payment.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>
5.	<p>The raising and management of all loans (except stock) for the purpose and amount for which the Council is authorised to borrow money in accordance with Section 172 and Schedule 13 of the Local Government Act 1972.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>
6.	<p>To exercise (as far as may be lawful) the powers of the Council to borrow and invest.</p>	<p><del>Corporate Director</del> <del>Resources</del><u>Executive Director</u> <u>Corporate Services</u></p>

	<u>Finance</u>	
7.	Determination of accounting procedures and the form and extent of financial records.	<del>Corporate Director Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
8.	Production and distribution of financial management information.	
9.	Financial negotiations with external bodies in Consultation with the Chief Executive and Solicitor to the Council & Monitoring officer. Determination of the manner in which the cost of capital schemes is to be defrayed and the application of capital receipts.	<del>Deputy Director of Finance Exchequer and Revenues</del> <del>Corporate Director Resources</del> <u>Executive Director</u> <u>Corporate Services</u>

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21.	To determine the method of financing of capital projects within the overall financing reserves strategy of the Council.	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
22.	<u>National Non Domestic Rates</u> The powers, duties and functions as required/granted under the Local Government Finance Act 1988 <u>as amended</u> .	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
23.	<u>National Non Domestic Rates</u> The issue of demands for void rates in respect of empty properties within such class or classes of hereditaments which the Council shall have determined to be subject to change under Non-Domestic Rating (Unoccupied Property) Regulations 1989 as amended.	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
24.	Any action necessary in respect of the recovery of rates including void rates.	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
25.	Action on Valuation Officer's proposals for revision of rating assessments.	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>
26.	Lodging of proposals by the Council for revision of existing rating assessments.	<del>Corporate Director</del> <del>Resources</del> <u>Executive Director</u> <u>Corporate Services</u>



	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
27.	To deal with the remission of Non-Domestic Rates under statute.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
28.	To determine, where necessary, whether or not objection should be made to any proposal for the amendment of the Valuation Lists, and whether or not compromises should be agreed.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
29.	To arbitrate claims for discretionary rate relief applications in consultation with the relevant Portfolio Holder.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
30.	Making allowances under Section 47 and Section 48 of the Local Government Finance Act 1988.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
	<u>Mortgages &amp; Advances</u>	
31.	To determine the rate of interest to be applied to advances on mortgage for house purchase, etc., The Housing (Financial Provisions) Act 1958 and the Section 110 of the Housing Act 1980.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del> and <del>Deputy</del> <del>Director of Finance Exchequer &amp;</del> <del>Revenues</del>
32.	To deal with applications for advances on mortgages for house purchase, etc., under the Housing Act 1980 where no special considerations arise.	<del>Deputy Director of Finance Exchequer</del> <del>&amp; Revenues</del>

	<u>Sundry Income &amp; Miscellaneous Rents</u>	
33.	<p>To collect income of the Council, including:</p> <ul style="list-style-type: none"> <li>- the recovery of unpaid income of the Council by the issue of summonses or otherwise, including proceedings in tribunals and inferior courts</li> <li>- the issue and recovery of penalties (or their waiver and writing off) under the Third Schedule to the Local Government Finance Act 1988 and the Third Schedule to the Local Government Finance Act 1992.</li> <li>- The writing off of Court costs in respect of rates, community charge and council tax.</li> <li>- The payment of sums properly payable from the Collection Fund.</li> <li>- Requests to the Valuation Officer to revise valuation lists by e.g the inclusion of newly completed properties, and appeals against valuations of Council property.</li> <li>- The determination of on-costs and rates of interest in respect of any sums due where such on-cost or interest is properly chargeable.</li> <li>- To set fees in consultation with the Chief Executive, for the provision of personal information protected by the Data Protection legislation and for the provision of information subject to the Freedom of Information legislation.</li> </ul>	<p><del>Corporate Director Resources</del>  <del>Executive Director Corporate Services</del> in conjunction with the appropriate Director.</p>
34.	<p><u>Insurances</u></p> <p>Management of the Council's insurances including the renewal of policies within long term agreements.</p>	<p><del>Deputy Director of Finance Exchequer &amp; Revenues.</del></p>

35.	<p><b>Approval of payments from the insurance fund in respect of claims meeting the criteria and terms of self-insured risks.</b>          To deal with all insurance against loss to or liability of the Council including the areas of cover, the extent of cover, the negotiation and acceptance of conditions of cover, and settlement of claims against the insurer or by a claimant (so far as permitted by the insurer).</p>	<p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p>
36.	<p><u>Car Loans &amp; Allowances</u>          The day to day grant and administration of car loans, and financial allowances to staff, including the schemes for travelling, subsistence, relocation expenses, telephone and car allowances, including variations to local terms to reflect variation in national agreed schemes or in line with inflation.</p>	<p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p>
37.	<p>To regularly review the interest rate charged on car loans and adjust the rate to provide that the true annual interest rate charged on loans should be calculated in line with the Bank of England base rate prevailing at the time the loan is approved subject to a minimum level of 3% (in line with scheme conditions for term rates).</p>	<p><del>Deputy Director of Finance</del> <del>Exchequer &amp; Revenues</del></p>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
38.	Determination of eligibility for the amount of loan within approved policy.	<del>Deputy Director of Finance Exchequer &amp; Revenues</del>
39.	Determination of eligibility for car purchase loans within approved policy.	Head of Organisational Development in consultation with appropriate Director
40.	Management of the Council's Car Allowance Scheme in accordance with approved guidelines.	<del>Deputy Director of Finance Exchequer &amp; Revenues</del> in consultation with appropriate Director and Head of Organisational Development
	<u>Remuneration &amp; Organisational Review</u>	
41.	(a) The payment of salaries, allowances and authorised supplementary payments, and the authorised deduction of appropriate sums and payment thereof to any body to whom such payment is due, and including the implementation of national awards in respect of salaries, etc. the payment of superannuation gratuities (following Cabinet/Council resolution).	<del>Deputy Director of Finance Exchequer &amp; Revenues</del> and Head of Organisational Development
	(b) Advance payments of salaries, wages and allowances (excluding Member allowances) to be made in accordance with the Financial Regulations.	<del>Deputy Director of Finance Exchequer &amp; Revenues</del> and Head of Organisational Development

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
42.	<p><u>Representation of Council in Court</u></p> <p>To authorise appropriate staff to represent the Council in Court in respect of Sundry Income, Council Tax and Non-Domestic Rates debt.</p>	<p><del>Corporate Director Resources</del>  <del>Executive Director Corporate Services</del> / Head of Revenues/Solicitor to the Council &amp; Monitoring Officer.</p>
43.	<p><u>Government Initiatives</u></p> <p>Management of the Council's involvement In Government training initiatives.</p>	Head of Organisational Development
44.	<p>Determination of revised level of allowance paid to trainees under Government Training Programmes.</p>	<del>Deputy Director of Finance Exchequer &amp; Revenues</del> in consultation with Head of Organisational Development
45.	<p>Authority to determine, the number of trainee places to be offered under Government Programmes within approved budget limits.</p>	Head of Organisational Development in consultation with appropriate Director in whose Directorate(s) trainees are to be placed
46.	<p><u>Health &amp; Safety</u></p> <p>In respect of the Council's own premises and land, authority to instruct contractor(s) to cease work where it may constitute a risk to the health and safety of the public and/or employees or where there is a breach of a contractual requirement or statutory duty.</p>	<del>Deputy Director</del> Assets and Environment in consultation with Chief Executive and the appropriate Director
47.	<p><u>Write-offs</u></p> <p>In respect of all write-off's below £10,000.</p>	<p><del>Corporate Director Resources</del>  <del>Executive Director Corporate Services</del></p>
48.	<p><u>Housing &amp; Council Tax Benefit</u></p> <p>To take all necessary action in the general administration, implementation and enforcement of the Housing Benefit (General) Regulations 1987 and the Council Tax Benefit (General) Regulations 1992 including the submission of returns, funding arrangements, and other such documents.</p>	Head of Benefits
49.	<p>To apply administration penalties and administer Cautions under current legislation in relation to Housing &amp; Council Tax Benefit</p>	Head of Benefits

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<u>Council Tax</u>	
50.	Lodging of proposals by the Council for revision of existing bandings.	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
51.	Determination of grant of rate rebates on non-Council properties.	
52.	(a) To discharge any of the functions imposed upon and capable of delegation to an Officer by the Borough Council, as a billing authority, by virtue of the Local Government Finance Act 1992 (as amended) in connection with the administration, billing collection and recovery of the Council Tax including: <ul style="list-style-type: none"> <li>• To give due notice of the agreed Council Tax in the manner provided by Section 38(2) of the 1992 Act.</li> <li>• To apply when necessary for a summons against any Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.</li> <li>• To collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate.</li> </ul>	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>  <del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>  <del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>  <del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>
	(b) To impose or revoke penalties under the provisions of Schedule 3 of the Local Government Finance Act 1992 (as amended).	<del>Corporate Director</del> <del>Resources Executive Director</del> <del>Corporate Services</del>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<p>(c) Arrangements for Officers to agree with any Council Tax payer an alternative payment to the standard scheme where it is considered that it is in the best interests of the Authority.</p> <p>(d) To determine applications for awards of Local Council Tax discount in cases of hardship and subject to a maximum award of the equivalent of 6 months Council Tax Payable. Appeals against awards to be determined by a Member Appeals Panel.  <u>To consider any referenda received from persons regarding increases in Council Tax as provided in the Local Government Finance Act 1992 as amended</u></p>	<p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p> <p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p> <p><u>Executive Director Corporate Services</u></p>
53.	<p>To consider any grievances received from persons regarding:-</p> <p>(i) Any decision of the Authority that a dwelling is a chargeable dwelling or that he/she is a liable person in respect of such dwelling; or</p> <p>(ii) Any calculation made by the authority of an amount he/she is liable to pay in respect of the Council Tax.</p>	<p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p> <p><del>Corporate Director</del>  <del>Resources</del><u>Executive Director</u>  <del>Corporate Services</del></p>

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(D) HOUSING AND HEALTH

	FUNCTION	AUTHORISED OFFICER
1.	<p><u>Consultation</u></p> <p>To consult and promote participation of tenants in service development.</p>	<p><del>Deputy Director Housing and Health</del>  <a href="#">Director Housing and Health</a></p>
2.	<p><u>Government Returns</u></p> <p>Complete H.I.P. returns annually in line with the agreed capital programme and strategy.</p>	<p><del>Deputy Director Housing and Health</del>  <a href="#">Director Housing and Health</a></p>
3.	<p><u>Tenants' Improvements</u></p> <p>Approval or refusal of applications from tenants to carry out external or internal improvements to Council accommodation subject to the Housing Act 1985 and subject to compliance with building regulations and planning requirements.</p>	<p><del>Deputy Director Housing and Health</del>  <a href="#">Director Housing and Health</a>/  <del>Deputy</del> Director Assets and Environment</p>
4.	<p><u>Improvements to Sold Council Dwellings</u></p> <p>Approval or refusal of applications from owners of sold Council dwellings:-</p> <p>(a) To carry out internal improvements or external improvements not involving significant additions to the existing building.</p> <p>(b) To carry out significant external improvements.</p>	<p><del>Deputy</del> Director Assets and Environment</p> <p><del>Deputy Director Housing and Health</del>  <a href="#">Director Housing and Health</a>/  <del>Deputy</del> Director Assets and Environment</p> <p><del>Deputy Director Housing and Health</del>  <a href="#">Director Housing and Health</a>/  <del>Deputy</del> Director Assets and Environment</p>

	FUNCTION	AUTHORISED OFFICER
	<u>Rents &amp; Management Matters</u>	
5.	(a) Fixing of rents for properties on Council housing estates used for special purposes.	<del>Corporate Director Resources</del> <del>Executive Director Corporate Services</del> and <del>Deputy Director Housing and Health</del> <del>Director Housing and Health</del>
	(b) Payment of sums as approved to tenants in respect of their transfer from under-occupied housing of any type to smaller properties.	<del>Head of Landlord Services</del> <del>Housing Operations Manager</del>
	(c) To deal with tenant consultation in accordance with the Council's policy and current legislation.	<del>Deputy Director Housing and Health</del> <del>Director Housing and Health</del>
	(d) Payment of reasonable removal and reconnection of appliance expenses and a disturbance allowance (not exceeding the maximum approved from time to time), in appropriate cases to tenants who are requested to move by the Council, and where there is a management advantage to the Council in their moving.	<del>Deputy Director Housing and Health</del> <del>Director Housing and Health</del>
	(e) Service of Notice of Variation of Rent.	<del>Deputy Director Housing and Health</del> <del>Director Housing and Health</del>
	(f) Amendments to tenancy terms in accordance with the Council's policy.	<del>Deputy Director Housing and Health</del> <del>Director Housing and Health</del> in consultation with Solicitor to the Council
	(g) Fixing of standard charges for rechargeable repairs.	<del>Housing Operations Manager</del> <del>Head of Landlord Services</del> / Repairs Manager
	(h) Approval of applications for "three room scheme" of internal redecoration.	<del>Housing Operations Manager</del> <del>Head of Landlord Services</del> / Repairs Manager
	(i) Authorisation of refunds of undue expenditure, rent refunds and similar items (not the fault of the tenants) in appropriate circumstances; waiver of rents and charges in respect of temporary disruption of occupation or services; authority to waive or reduce the standard charge for bed and breakfast accommodation in cases of hardship.	<del>Housing Operations Manager</del> <del>Head of Landlord Services</del>

	(j) Authority to act on behalf of the Council in respect of the provisions of the Housing Act 1985 (amended), including powers to serve notice, powers of entry and inspection, survey and examination under sections 197, 395, 319 (1), 337 (1), 340(1) and elsewhere within the Act.	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>
	(k) Ordering of works of alteration within budget provision to Council properties to meet the needs of disabled persons.	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>
	(l) Issue of distress warrants for rent arrears.	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>
6.	<u>Homelessness</u> (a) To consider and deal with cases of permanent re-housing arising from the implementation of Part 7 of the 1996 Housing Act. as amended. (b) Determination of appeals against decisions in homelessness cases in accordance with approved policy guidelines. (c) Authorisation to give rent guarantees as part of the duty to provide advice and assistance and the prevention of homelessness. (d) To deal with the leasing of private sector properties in accordance with the Council's approved scheme.	<del>Housing Advice Manager</del> <u>Head of Housing Advice</u>  <del>Deputy Director Housing and Health</del> <del>Director Housing and Health/</del> <del>Housing Advice Manager</del> <u>Head of Housing Advice</u>  <del>Housing Advice Manager</del> <u>Head of Housing Advice</u>  <del>Housing Advice Manager</del> <u>Head of Housing Advice</u>

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
7.	<p><u>Allocation Scheme</u></p> <p>(a) To deal with all matters in connection with (i) the allocation of housing accommodation in accordance with current legislation and the schemes of allocation adopted by the Council and (ii) applications for transfer and exchanges of accommodation.</p> <p>(b) To deal with all applications from tenants of the Council for alternative accommodation on non-housing needs grounds.</p> <p>(c) Re-housing of the tenants and their families in cases where Closing, Demolition and Clearance Orders are made.</p> <p>(d) Acceptance of service authorities' certificates of cessation of entitlement to occupy a service quarter in lieu of Court Order.</p> <p>(e) To amend or vary the designation as elderly persons dwellings, bed-sit bungalows and one bedroom flats which are not part of a sheltered complex.</p> <p>(f) Appeals on those matters referred to in (a) and (b) above.</p> <p>(g) To transfer tenants on management grounds.</p>	<p><del>Housing Operations Manager</del><u>Head of Landlord Services/Housing Advice</u> <del>Manager</del><u>Head of Housing Advice</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services/Housing Advice</u> <del>Manager</del><u>Head of Housing Advice</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services/Housing Advice</u> <del>Manager</del><u>Head of Housing Advice</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Deputy Director Housing and Health</del><u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del><u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del><u>Director Housing and Health</u></p>
8.	<p><u>Provision of Council Housing in Special Cases</u></p> <p>(a) Within established policy deal with applications for priority housing on medical grounds, non-housing need grounds and emergency housing accommodation from persons who are homeless or threatened with eviction from their present accommodation.</p> <p>(b) Appeals on those matters referred to in 11 (a) above.</p>	<p><del>Housing Operations Manager</del><u>Head of Landlord Services/Housing Advice</u> <del>Manager</del><u>Head of Housing Advice</u></p> <p><del>Deputy Director Housing and Health</del><u>Director Housing and Health</u></p>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
9.	<p><u>Management of Council Housing</u></p> <p>To deal with:-</p> <p>(a) Applications for succession of tenancy within statutory right where the property is not under-occupied.</p> <p>(b) Applications for second succession or succession leading to under-occupation.</p> <p>(c) Applications for assignment of a tenancy.</p> <p>(d) Applications to sublet or part with possession of part of a property.</p> <p>(e) Application under the “right to approve”.</p>	<p><del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u></p> <p><del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u></p>
<p><b>N.B.</b> Appeals against the Officer decisions referred to in 11 and 12(i), (iii), (iv) and (v) shall be considered initially by the <del>Deputy Director Housing and Health</del><u>Director Housing and Health</u>. There may be a further appeal to the Appeals Sub-Committee on referral by Officers or at the request of 3 Members.</p>		
10.	<p><u>Termination, Possession &amp; Legal Proceedings</u></p> <p>(a) To sign and serve Notices of Seeking Possession for tenancy conditions.</p> <p>(b) To serve Notice to quit for unauthorised occupation or abandonment of tenancy and recover possession.</p> <p>(c) To authorise possession proceedings.</p> <p>(d) To authorise eviction proceedings.</p> <p>(e) Recovery of Court costs and associated fees from Possession Proceedings, and other legal action for breach of Tenancy Conditions.</p> <p>(f) Waiver of or partial claim for Court costs where reasonable.</p>	<p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p> <p><del>Housing Operations Manager</del><u>Head of Landlord Services</u></p>
	<u>Squatting</u>	

11.	To authorise recovery under the Criminal Law Act 1977.	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>
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	FUNCTION	AUTHORISED OFFICER
	<u>Sales of Housing</u>	
12.	Signature of TP1 and Right to Buy (RTB) forms in connection with Housing Act 1985.	<del>Legal and Democratic Services Manager</del> <u>Solicitor to the Council</u>
13.	In respect of sales under the Housing Act 1985, the Housing & Building Control Act 1984 and any voluntary sales scheme to:-	
	(a) Seek determination from the Secretary of State – appropriate cases, to serve Admission of the Right to Buy, authorise cases in pursuance of Sections 4(2) and 15(2) of the Housing Act 1985 and acceptance of statutory declarations;	<del>Legal and Democratic Services Manager</del> <u>Solicitor to the Council</u>
	(b) Approve and exercise discretions permitted in the Acts covering mortgages;	<del>Legal and Democratic Services Manager</del> <u>Solicitor to the Council</u>
	(c) Determine the parameters in respect of mortgage offers to be made in cases where a tenant has served a Notice requesting a shared equity lease;	<del>Legal and Democratic Services Manager</del> <u>Solicitor to the Council</u>
	(d) Grant of extension of time limits as permitted;	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
	(e) (i) Determine service charges in respect of leasehold sales and refunds in accordance with current legislation;	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
	(ii) To authorise refunds of undue expenditure on service charges and similar items (not the fault of leaseholders) in appropriate circumstances;	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
	(iii) To waive charges in respect of temporary disruption of occupation or services.	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
	(f) Carry out structural surveys as required.	<del>Deputy</del> Director Assets and Environment

	(g) Determine applications for the purchase of amenity areas and off-site garages by Right to Buy purchasers;	<del>Deputy</del> Director Assets and Environment
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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<p>(h) To decide on applications for the Right to Buy from tenants of designated elderly persons' dwellings, in accordance with the legislation currently in force, ensuring that as far as possible the properties concerned are retained in the Council's housing stock;</p> <p>(i) Appeal against discretionary determinations.</p>	<p><del>Legal and Democratic Services Manager</del> <del>Solicitor to the Council</del></p> <p>Solicitor to the Council</p>
14.	<p><u>Tenants' Right to Repair</u></p> <p>(a) Authority to operate statutory schemes under Right to Repair legislation.</p> <p>(b) Authority to pay compensation for failure of the Council to carry out repairs in accordance with the Tenancy Agreement and current Landlord and Tenant legislation.</p>	<p><del>Housing Operations Manager</del> <del>Head of Landlord Services</del></p> <p><del>Housing Operations Manager</del> <del>Head of Landlord Services</del></p>
15.	<p><u>Harassment</u></p> <p>Investigation of complaints or alleged offences, under Landlord &amp; Tenant Act 1962 and under the Protection from Eviction Act 1977.</p>	<p><del>Housing Operations Manager</del> <del>Head of Landlord Services</del> and <del>Housing Advice Manager</del> <del>Head of Housing Advice</del></p>
16.	<p>To determine applications for transfer from tenants suffering from harassment.</p>	<p><del>Housing Operations Manager</del> <del>Head of Landlord Services</del></p>

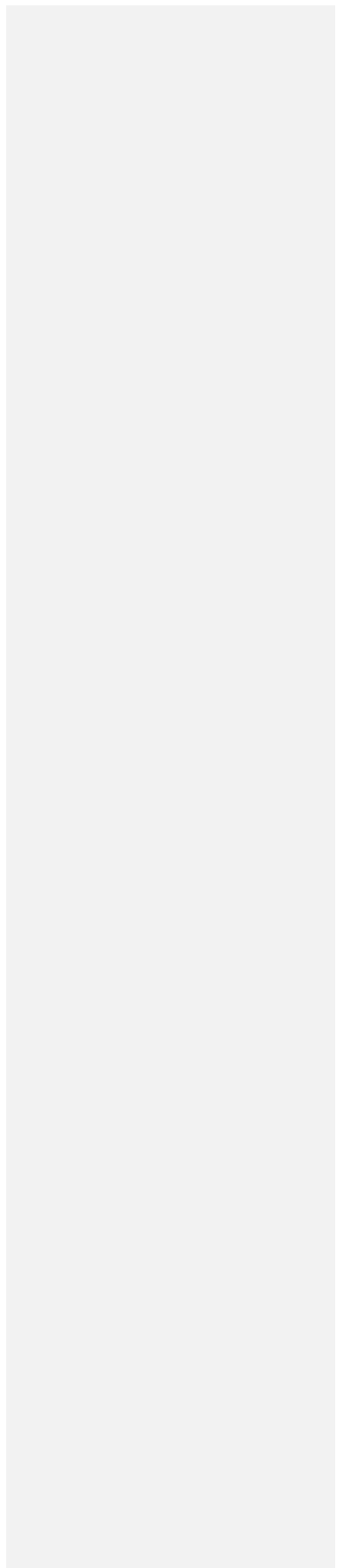
	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
17.	<u>Private Tenants – Restoration of Services Local Government (Miscellaneous Provisions) Act 1976/1982</u> Section 33 (Assistance to private tenants in restoration or continuation of supply of water, gas or electricity).	<del>Housing Advice Manager</del> <u>Head of Housing Advice</u>
18.	<u>Private Sector Housing</u> (a) To exercise all of the Council's powers and duties under the housing/public health statutes set out in Appendix 1 and any Regulations and Orders made thereunder:-	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u>
	(b) To authorise suitably qualified Officers to exercise the various powers of entry for the purposes of inspection, survey etc. as provided for by the above-mentioned statutes.	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u>
19.	<u>Authorised Signatories for Affordable Housing Funded Schemes</u> (a) Authority to sign Local Authority Social Housing Grant applications, subject to available Capital Funding. (b) Authority to sign Housing Association Grants claims. (c) Authority to sign scheme work certifications.	<del>Housing Strategy Manager</del> <u>Head of Housing &amp; Health Strategy</u> <del>Housing Strategy Manager</del> <u>Head of Housing &amp; Health Strategy</u> <del>Housing Strategy Manager</del> <u>Head of Housing &amp; Health Strategy</u>
20.	<u>Infill Housing Sites on Council Housing Estates</u> Authority to approve sites before proceeding further.	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u> and <del>Deputy Director Assets and Environment</del>
21.	Authority to dispose of surplus sites to Registered Social Landlords for provision of new affordable housing.	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u> and <del>Deputy Director Assets and Environment</del>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
22.	<u>Demolition of Unfit Properties/Garage Sites</u> Following completion of Compulsory Purchase Order to arrange for demolition of unfit housing or garage site in the interests of public safety and health and to seek to recover any expenditure as appropriate.	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u> and <del>Deputy</del> Director Assets and Environment in consultation with Solicitor to the Council
	Public Health - Public Health Act 1936	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u> and <del>Deputy</del> Director Assets and Environment
23.	Incurring of expenditure in premises requiring emergency cleansing on a discretionary basis.	<del>Deputy</del> Director Housing & Health
24.	To set charges for individual alarm units that cover the actual cost of purchase by the Council.	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u>

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
25.	To waive the connection charge for individual alarm units provided by third parties and to vary this charge in response to market conditions for other subscribers.	<del>Deputy Director Housing and Health</del> Director Housing and Health

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(E) COMMUNITIES, PLANNING AND PARTNERSHIPS

<p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p>	<p><u>Building Control</u></p> <p>Notices and action under Sections 16 and 18 of the Building Act 1984.</p> <p>Directions under Sections 8, 10, 15, 19, 20, 21, 24, 25, 30, 32, 33, 35, 36, 47, 72, 77, 78, 79, 80, 81, 95, 96 and 107 of the Building Act 1984.</p> <p>Notices and action under the Building Regulations 2000 and subsequent amendments thereto.</p> <p>To determine the scheme of charges to recover the costs in connection with the performance of the functions relating to building regulations as provided by the Building (Local authority Charges) Regulations 2010 and subsequent amendments thereto.</p>	<p><del>Deputy</del> Director Communities Planning and Partnerships , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council and <u>South Staffordshire Council</u></p> <p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council</p> <p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council</p> <p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council in consultation with <del>Deputy</del> Director of Finance <del>Exchequer &amp; Revenues</del></p>
<p>5.</p>	<p><u>Clean Air – Height of Chimney</u></p> <p>Notices and action under Section 10 of the Clean Air Act 1956 (Height of Chimneys – for development control purposes).</p>	<p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
<p>6.</p>	<p><u>Scaffolding &amp; Hoarding</u></p> <p>Issue of licences and appropriate actions under Section 169, 171 and 172 of the Highways Act 1980.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp;</u></p>

		<u>Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council
7.	<u>Party Wall Act 1996</u> Appointment of "third" surveyor under Section 10 of the Party Wall Act 1996.	<del>Deputy Director Communities Planning  and Partnerships</del> <u>Director Communities,  Planning &amp; Partnerships</u> , <del>Head of  Strategic Planning</del> <u>Head of Planning &amp;  Regeneration</u> and Development Control Manager through Partnership Agreement with Lichfield District Council

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
8.	<p><u>Protection of Buildings during Demolition</u></p> <p>Action under Section 29 of the Local Government (Miscellaneous Provisions) Act 1982.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  Director Communities, Planning &amp; Partnerships , Head of Strategic Planning  Head of Planning &amp; Regeneration and Development Control Manager through Partnership Agreement with Lichfield District Council</p>
9.	<p><u>Uninspected Work</u></p> <p>Laying open uninspected work under Regulation 15 of the Building Regulations 2000.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  Director Communities, Planning &amp; Partnerships , Head of Strategic Planning  Head of Planning &amp; Regeneration and Development Control Manager through Partnership Agreement with Lichfield District Council</p>
10.	<p><u>Development Control Functions</u></p> <p>The Development Control Functions set out in the Appendix 2 hereto.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  Director Communities, Planning &amp; Partnerships , Head of Strategic Planning  Head of Planning &amp; Regeneration and Development Control Manager</p>
11.	<p><u>Emergency Tree Works</u></p> <p>Action under Sections 23 and 24 of the Local Government (Miscellaneous Provisions) Act 1976 in cases of emergency (including the institution of legal proceedings and prosecutions).</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  Director Communities, Planning &amp; Partnerships , Head of Strategic Planning  Head of Planning &amp; Regeneration and Development Control Manager</p>
12.	<p>The making and confirmation of orders under Sections 198 and 201 of the Town &amp; Country Planning Act 1990 for the preservation of trees in the Borough (where no objections have been received) and issue of consents to the felling, topping, lopping, etc. of individual trees.</p>	<p><del>Head of Strategic Planning</del>  Head of Planning &amp; Regeneration and Development/Development Control Manager</p>
13.	<p><u>Cable Television</u></p> <p>Response to consultations between The Cable Corporation and the Local Planning Authority regarding the proposed installation of cable television apparatus except for proposals relating to installations within conservation areas or affecting listed buildings or where it is considered an</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  Director Communities, Planning &amp; Partnerships , Head of Strategic Planning  Head of Planning &amp; Regeneration and Development Control Manager</p>



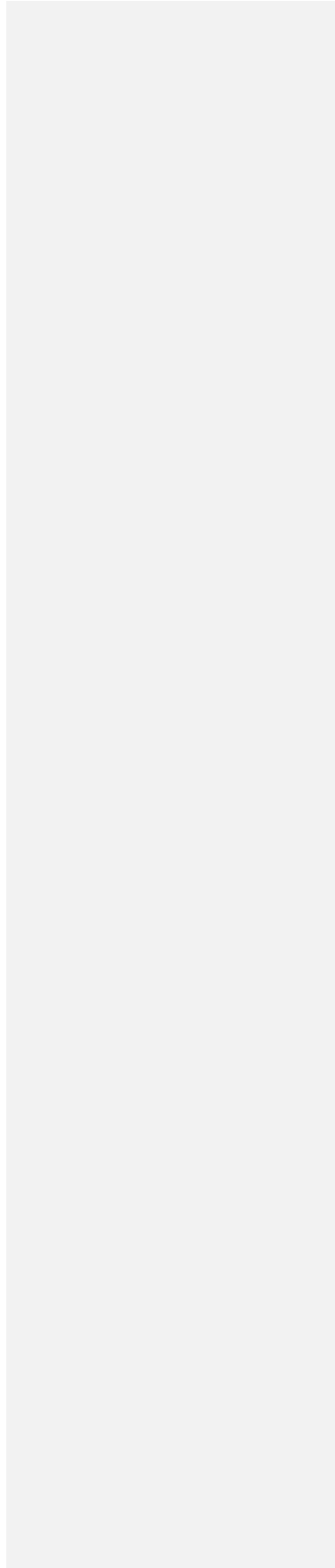
objection should be raised.

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
14.	<p><u>Advertising Boards</u></p> <p>Determination of applications for advertisement consent made in accordance with the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 and in consultation with the Borough Secretary and Solicitor the powers in these Regulations relating to the discontinuance of deemed consent.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  <del>Director Communities, Planning &amp; Partnerships</del> , <del>Head of Strategic Planning</del>  <del>Head of Planning &amp; Regeneration</del> and Development Control Manager</p>
15.	<p><u>Demolition</u></p> <p>To determine whether the approval of the Council will be required to the method of the proposed demolition and any proposed restoration of the site.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  <del>Director Communities, Planning &amp; Partnerships</del> , <del>Head of Strategic Planning</del>  <del>Head of Planning &amp; Regeneration</del> and Development Control Manager</p>
16.	<p>To determine whether to approve the submission of subsequent details of demolition/restoration.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  <del>Director Communities, Planning &amp; Partnerships</del> , <del>Head of Strategic Planning</del>  <del>Head of Planning &amp; Regeneration</del> and Development Control Manager</p>
17.	<p><u>Town &amp; Country Planning Act 1990 (as amended)</u></p> <p>(a) To issue &amp; serve planning contravention notices under Section 171C of the Act and to consider any representations subsequently received.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del>  <del>Director Communities, Planning &amp; Partnerships</del> , <del>Head of Strategic Planning</del>  <del>Head of Planning &amp; Regeneration</del> and Development Control Manager</p>

<p>(b) To authorise the issue and service of an Enforcement Notice, Stop Notice and Temporary Stop Notice under the Town &amp; Country Planning Act 1990 where urgent action is required to protect the amenities of local residents and the surrounding area.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
<p>© To authorise the issue and service of an enforcement notice where operational development (i.e. building, engineering, mining or other operations) or an unauthorised change of use has occurred.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
<p>(d) To authorise the issue and service of a notice requiring the proper maintenance of land under Section 215 of the Town and Country Planning Act 1990.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del> <u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del> <u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	<p>(e) To authorise the raising and issuing of notices under the provisions of S.330 and S. 172 of the Town and Country Planning Act 1990 and/or S.16 of the Local Government (Miscellaneous) (Provisions) Act 1976 and the Local Government and Planning (Amendment) Act 1981 and Planning Contravention Notices under S.171c and 171d of the Town &amp; Country Planning Act 1990.</p> <p>(f) Not to take enforcement action in those cases where it would be in expedient.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p> <p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
18.	<p><u>Planning &amp; Compensation Act 1991</u></p> <p>To decide to decline to determine applications if he/she is satisfied that they fall within all provisions of Section 17 of the Act.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
19.	<p><u>Listed Buildings</u></p> <p>To take urgent action in respect of Listed Buildings and Conservation Areas under the provisions of the Planning (Listed Buildings &amp; Conservation Areas) Act 1990.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
20.	<p><u>Planning Briefs</u></p> <p>Approval of planning briefs in accordance with planning policy.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>
	Street Naming and Numbering	
21.	<p><del>Towns Improvement Clauses Act 1847, Public Health Acts Amendment Act 1907 and Public Health Act 1925</del></p> <p>Numbering and re-numbering of premises in streets.</p>	<p><del>Deputy Director Communities Planning and Partnerships</del><u>Director Communities, Planning &amp; Partnerships</u> , <del>Head of Strategic Planning</del><u>Head of Planning &amp; Regeneration</u> and Development Control Manager</p>

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
22.	Allocation of new street names <u>Planning Act 2008</u> <u>Community Infrastructure Levy-</u>	<del>Deputy Director Communities Planning and Partnerships</del> Director Communities, Planning & Partnerships , Head of <del>Strategic Planning</del> Head of Planning & Regeneration and Development Control Manager

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(F) ASSETS AND ENVIRONMENT

	<b><u>FUNCTION</u></b>	<b><u>AUTHORISED OFFICER</u></b>
	<b>Highways &amp; Transportation Services – Regulatory Functions</b>	
1	The Highway & Transportation functions set out in <u>Appendix 3</u> .	<del>Deputy</del> Director Assets and Environment
2	To enforce the provisions of the Highways Act 1980 that relate to enviro-crime, nuisance parking and nuisance where applicable to the Borough Council.	<del>Deputy</del> Director Assets and Environment

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	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
3.	Authority to remove and/or obliterate all unauthorised signs and free standing advertisement boards on or projecting over highway or Council land; charge for their return and following warning to the owners, destroy any signs not collected within 21 days and instigate legal proceedings against persistent offenders as necessary. [Sections 224 and 225 Town and Country Planning Act 1990]	<del>Deputy</del> Director Assets and Environment
4.	Position of litter bins.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del>
5.	Selection of sites for and planting of street trees within approved estimates.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del>
	<u>Permits</u>	
6.	Issue of permits for vehicles to enter the High Street in accordance with the terms of the Traffic Order(s).	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del>
7.	To exercise the Council's powers under the Road Traffic Regulations (Special Events) Act 1994 to restrict or prohibit vehicular and pedestrian movements as necessary to facilitate the holding of a relevant event where the Solicitor to the Council considers an order under the Town Police Clauses Act 1847 is inappropriate.	The relevant Director in consultation with the Solicitor to the Council.
	<u>Hackney Carriages &amp; Private Hire Vehicles</u>	
8.	(a) Substitution of vehicles under existing Hackney Carriages and Private Hire Licences.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del>
	(b) Transfer of ownership of Hackney Carriages and Private Hire Vehicles.	

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	(c) The grant or renewal of Hackney Carriage Drivers and Private Hire Vehicles, Operators and Driver's Licences (except when drivers have convictions) in accordance with guidelines laid down.	

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<p>9j.</p> <p>1p.</p>	<p><u>Allotments</u></p> <p>Decisions on requests from allotment associations for permission to erect additional storage accommodation at their own expense for member's use, subject to compliance with planning legislation.</p> <p>Routine management of allotment plots in accordance with Smallholdings and Allotments Act 1908 and Allotments Act 1922.</p>	<p><del>Deputy</del> Director Assets and Environment</p> <p><del>Deputy</del> Director Assets and Environment</p>
<p>11.</p>	<p><u>Cemetery &amp; Crematorium</u></p> <p>Management of the Cemetery and Crematorium in accordance with Cemetery and Crematorium Rules and appropriate statutory provisions.</p>	<p><del>Deputy Director Assets &amp; Environment</del>  <u>Director Assets &amp; Environment</u></p>
<p>12.</p>	<p><u>Commercial Transport</u></p> <p>Appointed Licence holder for any commercial transport for the Council</p>	<p><del>Deputy Director Assets &amp; Environment</del>  <u>Director Assets &amp; Environment</u></p>

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(G) MISCELLANEOUS

1.	<u>Emergency Planning</u> All matters relating to the preparation, production, maintenance and implementation of the Council's Emergency Peacetime and Civil Defence Plans.	Corporate Information Security Manager
2.	<u>Public Transport</u> To exercise the power of the Council under Section 7 of the Transport Act 1985 to request the Traffic Commission to make, vary or revoke Traffic Regulation conditions affecting local services or to hold an inquiry prior to determination of such conditions.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del> <del>Deputy Director Communities Planning and Partnerships</del> <del>Director Communities, Planning &amp; Partnerships</del>
3.	To enter into public transport service subsidy agreements under the Transport Act 1985 where they are exempted from the tendering requirements in that Act.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del> <del>Deputy Director Communities Planning and Partnerships</del> <del>Director Communities, Planning &amp; Partnerships</del>
4.	To lodge holding objections regarding proposals by operators for withdrawals of or alterations to rail services, or the fares and charges thereof, where it is anticipated that extra Council expenditure would result, and to pursue objections before the Transport Users Consultative Committee.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del> <del>Deputy Director Communities Planning and Partnerships</del> <del>Director Communities, Planning &amp; Partnerships</del>
5.	To serve a 42 day Notice of Deregulation	
6.	<u>Stopping Up</u> To exercise the powers of the Highway Authority to stop up or divert the highway or private access to the highway under the Highways Act 1980 and the Town and Country Planning Act 1990 (if applicable) and to undertake all necessary legal procedures in connection therewith.	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del> <del>Deputy Director Communities Planning and Partnerships</del> <del>Director Communities, Planning &amp; Partnerships</del>
7.	<u>Traffic Regulation Orders</u> To consider objections to proposed Traffic Regulation Orders and formal notices to other traffic management matters including traffic calming measures and Public Rights of Way and to authorise the making of the necessary orders with or without modification or to refer	<del>Deputy Director Assets &amp; Environment</del> <del>Director Assets &amp; Environment</del> <del>Deputy Director Communities Planning and Partnerships</del> <del>Director Communities, Planning &amp; Partnerships</del>

	to the Cabinet as appropriate.	
8.	<p><u>Formal Cautions</u></p> <p>To issue formal cautions with respect to Environmental Health, Community Safety, Licensing and Registration functions (to meet current Home Office requirements) on behalf of the Council. To delegate authority to suitably qualified officers to issue cautions.</p>	<p><del>Deputy Director Assets &amp; Environment</del>  <u>Director Assets &amp; Environment</u>/  <del>Deputy Director</del> Communities, Planning &amp; Partnerships or as appropriate and/or <del>Deputy Director Housing and Health</del>  <u>Director Housing and Health</u></p>
9.	<p><u>Public Health Acts (Amendment) Act 1907</u></p> <p>Authority to act on behalf of the Council in respect of the provisions of the Public Health Acts (Amendment) Act 1907.</p>	Appropriate Director
10.	Wildlife and Countryside Act 1981	Appropriate Director
11.	Guard Dogs Act 1975 (as amended)	Appropriate Director
12.	Authority to act on behalf of the Council in respect of the provisions of Section 2 of the Local Government Act 2000 (the Wellbeing Power).	Appropriate Director
13.	<p><u>Information and Communication Technology</u></p> <p>To enter into contracts for the provision of information technology systems</p>	Appropriate Director in consultation with the <del>Assistant</del> Director <u>Business Processes Technology &amp; Corporate Programmes</u>

**APPENDIX 1**

**HOUSING & PUBLIC HEALTH**

**PRIVATE SECTOR HOUSING FUNCTIONS**

The power and duties of the Council contained in the following Acts of Parliament are delegated to the ~~Deputy Director Housing and Health~~ Director Housing and Health to the extent set out in the right-hand column:-

<b><u>ACT</u></b>	<b><u>EXTENT OF DELEGATION (Parts or Sections)</u></b>
<u>Housing Act 1985 (as amended)</u>	Part VIII Area Improvement (except declaration of Neighbourhood Renewal Area) Part IX Slum Clearance (except declaration of Clearance Area).
<u>Housing Grants, Construction &amp; Regeneration Act 1996</u>	Mandatory Grants to help with disabled facilities.
The Regulatory Reform (Housing Assistance) Order 2002	Policy for grants etc. for renewal of Private Sector Housing and Provision of discretionary disabled facilities grants.  DFG's and HRA grants are carried out by property services who are under the Deputy Director Assets and Environment. Private Sector Housing undertake empty property grants so will need these delegations but they must also be put in appendix 3.
<u>Public Health Act 1936</u>	Sections 45, 50, 83, 84, 268 and 269
<u>Prevention of Damage by Pests Act 1949</u>	Sections 4, 5, 6 & 7
<u>Caravan Site &amp; Control of Development Act 1960</u>	Conditional licensing of caravan sites, subject to current planning permission, including approval to transfer licences and stationing of caravans.
<u>Public Health Act 1961 (as amended)</u>	Sections 17 and 34.

ACT	EXTENT OF DELEGATION (Parts or Sections)
<u>Housing Act 2004</u>	Part I – Enforcement of housing conditions Part II – Licensing of houses in Multiple Occupation Part III – Selective licensing of other residential accommodation Part IV – Additional control provisions in relation to residential accommodation (interim and final management orders in HMOs and empty dwellings), Overcrowding and supplementary provisions. Part VI other provisions about housing – secure tenancies /rights to buy, mobile homes, overcrowding and other provisions. Part VII – supplementary and final provisions.
<u>Local Government (Miscellaneous Provisions) Act 1976</u>	Section 16, 29 & 35
<u>Local Government (Miscellaneous Provisions) Act 1982</u>	Sections 27, 29, 30 31 & 32.
<u>Building Act 1984</u>	Sections 59, 60, 64, 76, 79.
<u>Environmental Protection Act 1990</u>	Part III Statutory Notices

## APPENDIX 2

### DEVELOPMENT CONTROL FUNCTIONS

The following functions are delegated to the Director Communities, Planning & Partnerships/Head of Planning Head of Strategic Planning and Regeneration Planning and Development/Deputy Director Community Partnership Development Control Manager -and-Planning subject to any conditions set out below:-

1. Power to determine applications for certificates under Section whether planning permission is needed under Section 64 191 and 192 of the Town and Country Planning Act 1990 Planning & Compensation Act 1991.
2. Directions requiring further details, information, evidence or particulars in respect of an application for planning permission pursuant to Article 34(2) of the Town & Country Planning General (Development Management Procedure) (England) Order 2010.
3. Decisions under the Town & Country Planning (Environmental Impact Assessment)(England & Wales) Regulations 1999 as to:-
  - (a) whether or not an environmental impact assessment is needed;

aAnd

  - (b) the main effects of a development which an Environmental Statement should cover
4. Determination of all applications for planning permission, listed buildings, conservation area and advertisement consents -(except for major developments ++) under the relevant Acts within the constraints set out below:-
  - (a) Approval of applications which comply with existing approved statutory statements of policy and substantially comply with non-statutory policy guidelines.
  - (b) Refusal of applications which do not comply with existing approved statutory and non-statutory statements of policy.

[++ defined as

  - 1 Development of 10 or more dwellings (0.5 hectare where no numbers are given)
  - 2 Development of buildings of 1,000 square metres floorspace or development on sites of 1 hectare or more
5. Power to decline to determine retrospective applications for planning permission under section 70C of the Town and Country Planning Act 1990.
6. In consultation with the Solicitor to the Council, authority to enter into planning agreement obligations s-under Section 106 of the Town & Country Planning Act 1990 in cases where in all other respects the application falls within this Scheme of Delegation.

67. To deal with the administration of all aspects of development control matters including:
- (a) consultation with appropriate bodies and persons in accordance with national legislation and council policy
  - (b) the wording of planning ~~obligat~~conditions, planning obligations, policy reasons for approval and reasons for refusal
  - (c) preparation and signature of decision notices in respect of planning applications, listed building, conservation and advertisement consents
  - (d) the approval of or refusal to accept minor variations to submitted plans, Planning permissions, listed building consents, conservation area consents and advertisement consents
  - (e) preparation and presentation of the Councils case in the event that a planning decision made by the Council, either by the Planning Committee or through the use of delegated powers is challenged by means of an appeal
87. Determination of applications deferred by the Planning Committee which are subsequently amended such that they comply with the provisions of 44(a) above, unless the Committee specifically reserves the determination to itself.
9. Determination of applications for variation of conditions under Section 73 of the Town & Country Planning Act 1990.
10. Determination of applications or discharge of conditions under Section 30 of the Town & Country Planning (Development Management Procedure) (England) Order 2010.
118. Determination of applications to extend the time limits on Planning Permissions made in accordance with the Town and Country Planning (General Development) Procedure (Amendment No 3) (England) Order 2009.
129. Determination of applications made pursuant to Section 96A of the Town and Country Planning for non material changes to planning permission in accordance with the Town and Country Planning (General Development) Procedure (Amendment No 3) (England) Order 2009.
103. Determination of applications for prior notification relating to agricultural development pursuant to Part 6 of Schedule 2 of the Town and Country Planning General Development Order 1995.
144. Determination of applications for prior notification relating to telecommunications development pursuant to Part 24 of Schedule 2 of the Town and Country Planning General Development Order 1995.
125. Determination of applications for the prior notification relating to the demolition of buildings pursuant to Part 31 of Schedule 2 of the Town and Country Planning General Development Order 1995

136. To make and confirm Tree Preservation Orders.

147. Determination of applications for the felling, lopping or other works to trees within a Conservation Area or any trees which are subject to a Tree Preservation Order.

158. Determination of applications under the Anti Social Behaviour Act 2003 on respect of high hedges.

169. Determination of application for Hedgerow Removal Notices and Hedgerow Retention Notices under the Hedgerow Act 1997.

1720. In consultation with the Solicitor to the Council to issue.

- (a) stop notices and enforcement notices
- (b) building preservation notices
- (c) discontinuance notices in respect of advertisements
- (d) breach of condition notices
- (e) planning contravention notices
- (f) Section 215 notices in respect of untidy land and buildings
- (g) determine applications for Certificates of Lawful Use or development of Certificates of Lawfulness of Proposed Use or Development

1821. To withdraw or amend a Stop Notice, Enforcement Notice, Building Preservation Notice, Breach of Condition Notice, Planning Contravention Notice or Section 215 Notice when there has been a change in circumstances.

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1922. Preparation and approval of conservation area character assessments.

203. Matters of mutual interest referred to the Council by adjoining authorities or the County Council when the proposed development has no adverse affect on the planning policies operating within the Borough.

214. To comment on

- (a) proposals for the stopping up, diversion or creation of public footpaths
- (b) changes to existing overhead power lines
- (c) proposals for electricity sub stations
- (d) proposals to remove public payphones
- (e) proposals being carried out within the public highway by the Highway

225. Naming (and renaming) and numbering (and renumbering) of streets and all necessary consultation with the residents and statutory bodies in respect of this duty.



|  
| 236. To carry out relevant duties and functions imposed on the Council by the Crime & Disorder Act 1998 and to apply the requirements of sections 5-7 and 17 with reference to abandoned motor vehicles and any other matters relevant to the functions of Customer & Environmental Services.

Following the 2006 Act,

- The remit of the CDRP includes anti-social behaviour and the misuse of alcohol and other substances in addition to drugs
- Minimum standards have been introduced for CDRPs
- New provisions have been brought in to strengthen information sharing

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## Conditions

### Ward Members

The Head of ~~Strategic~~ Planning and ~~Regeneration/Development~~/Development Control Manager shall refer applications under Paragraph 14(a) and 14(b) above to the Planning Committee for determination ~~provided where~~ any Ward Member in which the Application Site is situated has:-

- (i) set out in writing to the Planning Case Officer the detailed planning issues/concerns which s/he has in respect of the Application ~~and~~
- (ii) s/he has had an official and formal discussion on such planning issues/concerns with the Development Control Manager and the issues/concerns remain unresolved. The Ward Member will be informed of the date of the meeting so that s/he can attend and speak in support of the referral.

### Objections

The Head of ~~Strategic~~ Planning and ~~Regeneration/Development~~/Development ~~e~~Control Manager shall refer applications under Paragraph 4(a) and 4(b) above to the Planning Committee for determination in the event that ~~they consider that the application raises issues of considerable public interest a material planning objection has been received against the proposal and the objector has expressed a desire to make a verbal presentation to the Planning Committee.~~

### Council Applications

In the case of Applications made by the Council paragraphs 14(a), ~~8, 9, 10, 14 and 16~~ shall apply unless ~~an objection has been substantive written objection has been received on material planning grounds received~~ against the proposal and if so the Application shall be referred to the Planning Committee for determination

### Petitions

Petitions submitted in respect of Planning Applications shall be copied to the relevant Ward Members and normally dealt with by the Head of ~~Strategic~~ Planning and ~~Regeneration/Development~~/Development Control Manager and the ~~Governance Officer/Democratic Services~~ in accordance with ~~the Public Participation Scheme/Council Policy.~~

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Comment [m1]: Jane, not sure what the public participation scheme is?  
What constitutes a petition?  
Do we need this or can we remove?

**APPENDIX 3**

**ENVIRONMENTAL HEALTH,**

**COMMUNITY SAFETY, LICENSING AND REGISTRATION FUNCTIONS.**

The powers and duties of the Council contained in the following Acts of Parliament are delegated to the ~~Deputy Director Assets & Environment~~ Director Assets & Environment and to the extent set out in the right hand column.

<b><u>ACT</u></b>	<b><u>EXTENT OF DELEGATION</u></b> <b><u>(Parts or Sections)</u></b>
1. <u>Local Government (Miscellaneous Provisions) Acts 1976 and 1982:-</u>	<p>Powers under the following sections of the Local Government (Miscellaneous Provisions) Acts 1976 and 1982)</p> <ul style="list-style-type: none"><li>(a) Securing of unoccupied premises against unauthorised entry or likely to be a danger to public health, as per Sections 29 and 30 of the Local Government (Miscellaneous Provisions) Act 1982.</li><li>(b) Section 20 (Notice requiring provision of sanitary appliances at places of public entertainment) Local Government (Miscellaneous Provisions) Act 1976.</li><li>(c) Section 35 (Power by notice to require removal of obstructions from private sewers) Local Government (Miscellaneous Provisions) Act 1976.</li></ul> <p>Service of notices requiring works to be carried out, carrying out of works in default and recovery of costs and expenses in connection therewith under Local Government (Miscellaneous Provisions) Act 1976 and 1982.</p>
2. <u>Registration and Licensing – Various Acts</u>	<p>Registration of persons and premises in respect of acupuncture, tattooing and electrolysis in accordance with sections 14 and 15 of the Local (Miscellaneous Provisions) Act 1982.</p> <p>Enforcement of Parts III and V of the Food Act 1984.</p> <p>Entry into premises where it is suspected that an offence is being committed in accordance with Section 17 of the Local Government (Miscellaneous) Provisions Act 1982.</p>

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<u>Act</u>	<u>Extent of Delegation</u>
3. <u>Licensing Act 2003</u>	<p>All powers under the Licensing Act 2003 which can be delegated to an officer relating to</p> <ul style="list-style-type: none"> <li>(a) The determination of an application for a premises licence</li> <li>(b) The determination of an application for a provisional statement</li> <li>(c) The determination of an application to vary a premises licence</li> <li>(d) The determination of an application to vary a premises licence so as to specify a new premises supervisor</li> <li>(e) The determination of an application to transfer a premises licence</li> <li>(f) The determination of an application for review of premises licence</li> <li>(g) The determination of whether a club is established and conducted in good faith</li> <li>(h) The determination of an application for club premises certificate</li> <li>(i) The determination of an application to vary club premises certificate</li> <li>(j) The determination of an application for review of club premises certificate</li> <li>(k) The determination of an application by temporary event notice for a permitted temporary activity</li> <li>(l) The determination of an application for grant or renewal of personal licence</li> <li>(m) The authorisation of an officer as an “authorised person” for the purposes off the Act</li> <li>(n) The authorisation of an officer as an “authorised officer” for the purposes of the Act</li> </ul>
4. <u>Gambling Act 2005</u>	<p>All powers under the Gambling Act are to be delegated to an officer relating to:</p> <ul style="list-style-type: none"> <li>(a) The setting of fees</li> <li>(b) The determination of applications for a premises licence</li> <li>(c) The determination of an application to vary a premises licence</li> <li>(d) The determination of an application for a transfer of a premises licence</li> <li>(e) The determination of the Pre-Instatement of a premises licence</li> <li>(f) The determination of an application for a provisional statement</li> <li>(g) The determination of a Notification of Charge of a premises licence</li> <li>(h) The determination of an application for a club gaming/club machine permit</li> <li>(i) The determination of all other notifications and permits under the Act</li> <li>(j) The determination of an application for the registration of a Non Commercial Society Lottery</li> <li>(k) Cancellation of licensed premises gaming machine permits</li> </ul>

<u>Act</u>	<u>Extent of Delegation</u>
	(l) Consideration of temporary and occasional use Notices (m) To exercise the role of Licensing Authority as the Responsible Authority under Part 8 of the Act, and when otherwise necessary
5. <u>Sex Establishment Licences - (Local Government (Miscellaneous Provisions) Act 1982)</u>	The Whole Act
6. <u>Street trading consent (except the fixing of fees for consents and the designation of consent or prohibited streets) (Local Government (Miscellaneous Provisions) Act 1982)</u>	The Whole Act
7. <u>Zoo Premises - (Zoo Licensing Act 1981)</u>	The Whole Act
8. <u>Riding Establishments - (Riding Establishments Acts 1964, 1970)</u>	The Whole Act
9. <u>Breeding of Dogs - (Breeding of Dogs Act 1973)</u>	The Whole Act
10. <u>House to House Collections - (House to House Collections Act 1939)</u>	The Whole Act
11. <u>Dangerous Wild Animals - (Dangerous Wild Animals Act 1976)</u>	The Whole Act
12. <u>Scrap Metal Dealers - (Scrap Metal Dealers Act 1964)</u>	The Whole Act
13. <u>Pets Shops Act 1951</u>	The Whole Act
14. <u>Motor Salvage Operators – (The Motor Salvage Operators Regulations 2002 and Vehicle (Crime) Act 2001)</u>	To accept and determine applications for registration as a Motor Salvage Operator
15. <u>Acupuncture, tattooing, Ear-Piercing, and Electrolysis – (Local Government Miscellaneous Provisions) Act 1982 as amended by The Local Government Act 2003</u>	To accept and determine applications for registrations as for Acupuncture, Tattooing, Ear-Piercing and Electrolysis
16. <u>Public Health Act 1936</u>	Section 42 (Alteration to drainage systems of premises)  Section 45 (Notice to repair water closets)  Section 48 (Power to examine & test drains believed to be defective.)  Section 50 (Overflowing or leaking Cesspools)

<u>Act</u>	<u>Extent of Delegation</u>
	<p>Section 78 (Scavenging of common courts and passages)</p> <p>Section 79 (power to remove noxious matter)</p> <p>Section 83 (As amended) (Cleansing of filthy and/or verminous premises)</p> <p>Section 84 (Cleansing or destruction of filthy or verminous articles)</p> <p>Section 141 (Powers to deal with wells, tanks, cisterns etc.)</p> <p>Sections 259, 260 (Powers to deal with nuisances from ponds, pools ditches and watercourses etc)</p> <p>Section 268 (Powers to deal with nuisances from tents, vans etc.)</p>
17. <u>Public Health Act 1961</u>	<p>Section 17 (Drainage) as amended by Section 27 of the Local Government (Miscellaneous Provisions) Act 1982.</p> <p>Section 34 (Accumulation of rubbish)</p> <p>Section 74 (Pigeons)</p>
18. <u>Public Health (Control Of Disease) Act 1984</u>	<p>Section 23 (Exclusion of children from places of entertainment)</p> <p>Section 24 (Control of infected articles)</p> <p>Section 25 (Library books)</p> <p>Section 26 (Infectious matter in dustbins)</p> <p>Section 28 (Prohibition of work on premises where notifiable diseases exist)</p> <p>Section 30 (Giving of notice to owners and occupiers of houses after the recent case of notifiable disease)</p> <p>Section 34 (Disinfection of public conveyance)</p> <p>Section 41 and 42 (Common lodging houses - notifiable disease)</p> <p>Section 46 (Burial and Cremation)</p> <p>Section 51 (Canal Boats)</p>

<u>Act</u>	<u>Extent of Delegation</u>
19. <u>Provisions of the Public Health (Infectious Disease) Regulations 1968, 1974 and 1976 and subsequent regulations made.</u>	The Whole Acts
20. <u>Prevention of Damage by Pests Act 1949</u>	Service of Notices, carrying out of works in default, recovery of reasonable expenses and exercise of powers relating to entry onto premises in accordance with Sections 4, 5, 6, 7 and 22.
21. <u>Building Act 1984</u>	<p>Section 59 (Drainage of buildings)</p> <p>Section 60 (Ventilation of soil pipes)</p> <p>Section 64 (Closets in buildings)</p> <p>Section 65 (Sanitary conveniences in workplaces)</p> <p>Section 70 (Food storage accommodation)</p> <p>Section 76 (Defective Premises)</p> <p>Section 79 Ruinous and dilapidated buildings and neglected sites.</p>
22. <u>Refuse Disposal (Amenity ) Act 1978</u>	The Whole Act
23. <u>Performing Animals (Regulation) Act 1925</u>	The Whole Act
24. <u>Food Safety Act 1990</u>	The Whole Act
25. <u>Health and Safety Legislation</u>	Authority to act on behalf of the Council in respect of the provisions of the Health and Safety at Work etc Act 1974, the Offices, Shops and Railway Premises Act 1963 and relevant codes of practice, regulations and guidance made under these acts.

<u>Act</u>	<u>Extent of Delegation</u>
<p>26. <u>Public Health Act 1961 – Section 73</u></p> <p>27. <u>Petroleum (Regulation) Acts 1928 and 1936</u></p> <p>28. <u>Petroleum (Consolidation) Act 1928</u></p> <p>29. <u>Petroleum (Transfer of Licences) Act 1936</u></p> <p>30. <u>Sunday Trading Act 1994</u></p> <p>31. <u>Safety of Sports Grounds Act 1975</u></p> <p>32. <u>Hypnotism Act 1952</u></p> <p>33. <u>Animal Welfare Legislation</u></p>	<p>Under the Health and Safety at Work etc Act 1974 Authority to issue instruments in writing to suitably qualified persons to act as ‘Inspector’ Sections 20(2), 21, 22, 25 and 39.</p> <p>Under Section 19 of the above act, authority to issue instruments in writing to suitably qualified persons to act as ‘inspector’ for the purposes of the Health and Safety at Work etc Act 1974 and thus the Petroleum (Regulations) Acts 1928 and 1936, Petroleum Consolidation Act 1928 and appropriate associated legislation.</p> <p>Authority to serve notice under section 73 to require the occupier of a premise on which a fixed tank or other fixed container which has been used for the storage of petroleum spirit and is no longer used for that purpose ‘to take all such steps as may be reasonably necessary to prevent danger from that container’.</p> <p>Authority to appoint and/or authorise a suitably qualified officer for the purposes of Section 73 (2), (3), (4).</p> <p>Authority to act on behalf of the Council in respect of the provisions of the Petroleum (Regulation) Acts 1928 and 1936.</p> <p>Sections 1 &amp; 2 - Authority to issue or refuse licences, with appropriate conditions for the keeping of petroleum spirit.</p> <p>Authority to transfer licences for the keeping of petroleum spirit, by endorsement of the licence or otherwise.</p> <p>The Whole Act</p> <p>The Whole Act</p> <p>The Whole Act</p> <p>The powers and functions of the Council in connection with the receipt and determination of applications and consideration of reports by Veterinary Surgeons and Practitioners, relating to the issue of licences and to approve arrangements for the retention of Veterinary Surgeons or practitioners under:-</p> <p>The Riding Establishments Act 1964 and 1970</p>



<u>Act</u>	<u>Extent of Delegation</u>
	<p>The Pet Animals Act 1951  The Animal Boarding Establishments Act 1963  The Breeding of Dogs Act 1973  The Dangerous Wild Animals Act 1976  The Zoo Licensing Act 1981.</p> <p>The negotiation and agreement in respect of fees under the Animal Welfare Acts (subject to fees proposed, not exceeding those recommended by the British Veterinary Association or prescribed by DEFRA).</p>
34. <u>Water Act 1989, Water Industry Act 1991</u>	Authority to act on behalf of the Council in relation to the controls and duties over public and private water supplies under the terms of the above acts.
35. <u>Caravan Sites &amp; Control Of Development Act 1960</u>	The Whole Act
36. <u>Scrap Metal Dealers Act 1964</u>	<p>(i) The powers and duties of the Council under Section 3 regarding the issue of Exemption Orders (where no special considerations arise).</p> <p>(ii) Authorisation to enter land and ascertain if the premises are being used contrary to the Scrap Metal Dealers Act 1964.</p>
37. <u>Control of Asbestos Regulations 2006</u>	Authority to determine notifications received under Regulation 9 of the Control of Asbestos Regulations 2006 and to agree the commencement of work before the end of the 14-day notification period.
38. <u>Environmental Protection Act 1990</u>	<p>The powers and duties of the Council under Parts I, II, IIa, III, IV, VIII, IX of the Environmental Protection Act 1990.</p> <p>Authority to serve relevant notices under the provisions of part IIa of the Act in respect of contaminated land and the declaration of land as contaminated.</p> <p>Authority to appoint suitably qualified persons to act as authorised Officers/Inspectors for the purposes of the provisions of parts I, II, IIa, III, IV, VIII, IX.</p> <p>Compliance with the Council's Duty of Care in respect of waste (Section 34).</p> <p>Compliance with the Council's Duty to keep land and highways clear of litter etc. (Section 89).</p> <p>Compliance with the Council's duties under section 45 and 48 in respect of collection and disposal of household waste.</p>
39. <u>Food &amp; Environment Protection Act 1985 (Part III) and the Control of Pesticides Regulations 1986</u>	To enforce relevant provisions of the above legislation.
40. <u>Environment Act 1995</u>	<p>To exercise the functions and duties of the Council in respect of air quality management and contaminated land management.</p> <p>Authority to appoint and/or authorise suitably qualified persons in writing to exercise the powers</p>

<u>Act</u>	<u>Extent of Delegation</u>
	under Section 108 – Powers of enforcing authorities and persons authorised by them and Section 109 – Power to deal with imminent danger of serious pollution etc.
41. <u>Dangerous Dogs Act 1991</u>	The Whole Act.
42. <u>Noise &amp; Statutory Nuisance Act 1993</u>	To carry out relevant statutory functions for the purposes of this Act, in respect of vehicles, machinery and equipment noise on the highway.
43. <u>Control of Pollution Act 1974</u>	Parts III and V of the Act
44. <u>Clean Air Act 1993</u>	The Whole Act
45. <u>Dogs (Fouling on Land) Act 1996</u>	The Whole Act
46. <u>Noise Act 1996</u>	The Whole Act
47. <u>Transport Act 1968</u>	Part V – to make representation on behalf of the Council to the licensing authorities in connection with the revocation, suspension or curtailment of operation licences in appropriate circumstances.
48. <u>Animal Health</u> Dogs Act 1906 Protection of Animals Act 1911 Dogs (Amendment) Act 1928 Protection of Animals (Amendment) Act 1954 Protection of Animals (Anaesthetics) Act 1954 Abandonment of Animals Act 1960 Agriculture (Miscellaneous Provisions) Act 1968 Animal Health Act 1981 Animal Health and Welfare Act 1984 Protection of Animals (Penalties) Act 1987 Protection of Animals (Amendment) Act 1988 Protection Against Cruel Tethering Act 1988 Dangerous Dogs Act 1989 Welfare of Animals at Slaughter Act 1991 Animal Health Act 2002 Animal Welfare Act 2006	As applicable to Borough Council

<u>Act</u>	<u>Extent of Delegation</u>
<p>49. <u>Company Law</u></p> <p>Companies Act 1985 &amp; 2006  Companies Consolidation (Consequential Provisions) Act 1985  Business Names Act 1985  Insolvency Act 1986  Company Directors Disqualification Act 1986</p> <p>50. <u>Consumer Credit</u></p> <p>Administration of Justice Act 1970  Consumer Credit Act 1974 &amp; 2006  Law of Property (Miscellaneous Provisions) Act 1989</p> <p>51. <u>Consumer Protection</u></p> <p>Consumer Protection Act 1987  Motor Vehicles (Safety Equipment for Children) Act 1991</p> <p>52. <u>Control of Pollution</u></p> <p>Control of Pollution Act 1974  Environmental Protection Act 1990  Clean Air Act 1993</p> <p>53. <u>Copyright</u></p> <p>Registered Designs Act 1949  Patents, Designs and Marks Act 1986  Copyright, Designs and Patents Act 1988  Broadcasting Act 1990  Trade Marks Act 1994  Olympic Symbol etc (Protection) Act 1995  Copyright, Designs, Patents and Trade Marks Act 2002  Patents Act 2004</p> <p>54. <u>Explosives</u></p> <p>Explosives Act 1875  Explosives Act 1923  Fireworks Act 1951  Fireworks Act 1964  Explosives (Age of Purchase) Act 1976  Fireworks (Safety) Regulations 1987  Package Travel, Package Holiday and Package Tours Regulations 1992  Fireworks Act 2003  Fireworks Regulations 2004  Firework (Safety) (amendment) Regulations 2004  Manufacture and storage of Explosive Regulations 2005</p>	<p>As applicable to Borough Council</p>

<u>Act</u>	<u>Extent of Delegation</u>
<p>55. <u>Food and Environmental Protection</u>  Food and Environment Protection Act 1985  Pesticides (Fees and Enforcement) Act 1989  Scotch Whiskey Act 1988  Food Safety Act 1990  Food Labelling Regulations 1996 (as amended)</p> <p>56. <u>Hallmarking</u>  Hallmarking Act 1973</p> <p>57. <u>Health and Safety</u>  Health and Safety at Work etc Act 1974</p> <p>58. <u>Insurance Brokers</u>  Insurance Brokers (Registration) Act 1977  Insurance Companies Act 1982</p> <p>59. <u>Medicines</u>  Medicines Act 1968</p> <p>60. <u>Other Enforcement Legislation</u>  Children and Young Persons Act 1933  Timeshare Act 1992  Violent Crimes Reduction Act 1984  Telecommunications Act 1984  National Lottery Act 1993 &amp; 2006  Offensive Weapons Act 1996  Children &amp; Young Persons (Protection from Tobacco) Act 1991  Tobacco Advertising &amp; Promotion Act 2002  Customs &amp; Excise Management Act 1979  Sale of Goods Act 1979 (as amended)  Development of Tourism Act 1969  Licensing Acts 1964 &amp; 2003  Cancer Act 1939  Accommodation Agencies Act 1953  Trading Representations (Disabled Persons) Act 1958  Theft Act 1968  Trading Representations (Disabled Persons) Act 1972  Employment Agencies Act 1973</p>	<p>As applicable to Borough Council</p>
<p>61. <u>Road Traffic</u>  Vehicles (Excise) Act 1971  Road Traffic (Foreign Vehicles) Act 1972  Road Traffic (Consequential Provisions) Act 1988  Road Traffic Act 1988  Road Traffic Offenders Act 1988  Road Traffic Act 1991</p>	<p>As applicable to Borough Council</p>

<u>Act</u>	<u>Extent of Delegation</u>
62. <u>Telecommunications</u> Telecommunications Act 1984	
63. <u>Trade Descriptions</u> Trade Descriptions Act 1968 Property Misdescriptions Act 1991	
64. <u>Unsolicited Goods and Services</u> Unsolicited Goods and Services Act 1971 Unsolicited Goods and Services (Amendment) Act 1975	
65. <u>Video Recordings</u> Video Recording Act 1984 Video Recordings Act 1993	
66. <u>Weights and Measures</u> Weights and Measures etc. Act 1976 Merchant Shipping Act 1979 Weights and Measures Act 1985	
67. <u>Nationality, Immigration and Asylum Act 2002</u>	Performance and Management of Citizenship Ceremonies
68. <u>Refuse Disposal (Amenity) Act 1987 and the Vehicle Excise and Registration Act 1994</u>	To authorise the removal of untaxed vehicles on an adopted highway under the devolved powers scheme of the Driver and Vehicle Licensing Agency.
69. <u>Pollution Prevention Control Act 1999</u>	To carry out the relevant functions of the Council with respect to a Part A(2) Installation or mobile plant for the purpose of achieving a high level of protection of the environment by reducing emissions into the air, water and land.  Authority to appoint suitable officers to exercise any such functions and conferring powers (such as those specified in Section 108 (4) of the Environment Act 1995) on persons so appointed.
70. <u>Anti-Social Behaviour Act 2003</u>	Authority to authorise an environmental health officer for the purpose of exercising a statutory function in relation to pollution of the environment of harm to human health under Section 40 – closure of noisy premises.  Authority to authorise suitable officers in writing to issue fixed penalty notices for graffiti and flyposting under Section 43.
71. <u>Clean Neighbourhoods and Environment Act 2005</u>	Authority to authorise suitable officers for the purpose of exercising a statutory function with respect to Environmental Health, Community Safety, Licensing and Registration.

<u>Act</u>	<u>Extent of Delegation</u>
72. <u>Control of Pollution (Amendment) Act 1989</u>	Authority to authorise suitable officers to demand that a person produce his, or his employer's authority for transporting waste and to search any vehicle that is being, or has been used for transporting waste and to carry out tests on anything found and to take samples away for testing.
73. <u>Housing Grants, Construction &amp; Regeneration Act 1996</u>	Mandatory Grants to help with disabled facilities.
74. <u>The Regulatory Reform (Housing Assistance) Order 2002</u>	<p>Policy for grants etc. for renewal of Private Sector Housing and Provision of discretionary disabled facilities grants.</p> <p>DFG's and HRA grants are carried out by property services who are under the Deputy-Director Assets and Environment. Private Sector Housing undertake empty property grants so will need these delegations but they must also be put in appendix 3.</p>
75. <u>Byelaws for Pleasure Grounds, Public Walks and Open Spaces 2004</u>	Full Byelaws
76. <u>Byelaws for Good Rule and Government 2004</u>	Full Byelaws

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**APPENDIX 4**

**MISCELLANEOUS**

The following functions are delegated to the Officer(s) named in the Authorised Officer column subject to any conditions set out below.

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
	Public space for Events	<del>Deputy</del> Director Communities, Planning & Partnerships/ Sports Facilities Officer
1.	<u>Town Hall</u> Bookings of the Town Hall.	<del>Democratic &amp; Elections Services Adviser</del> <del>Head of Customer Services</del>
2.	To determine appeals following the refusal of a booking of the Town Hall.	Appropriate Director
3.	<u>Opening Hours</u> Fixing of opening and closing dates of public buildings within control of the Council including bank and public holiday periods.	Appropriate Director
4.	<u>Museums and Archives</u> To determine the policy on the materials and records to be held in any archives maintained by the Council, other than those maintained for statutory or similar purposes.	<del>Deputy</del> Director Communities, Planning & Partnerships and Community & Leisure Manager/Heritage Service Manager
5.	<u>Lettings of Public Buildings and Parks</u> Arrangements for letting of public buildings/parks within control of Council to local and voluntary organisations for occasional use, in accordance with approved scales of charges and Council's general policies.	Appropriate Director
6.	General management of and authority to authorise bookings for non core activities.	Appropriate Director
7.	<u>Concessionary Charges for Public Buildings/Parks</u> Determination of applications for concessionary charges for use of public buildings/parks within control of Council. Within established policy.	Appropriate Director

	<b>FUNCTION</b>	<b>AUTHORISED OFFICER</b>
8.	<u>Child Protection</u> To exercise the functions of the Council in relation to its duties as necessary to decide whether action should be taken to safeguard or promote the welfare of vulnerable adults.	Solicitor to the Council and Deputy Director Communities, Planning and Partnerships

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**PROPER OFFICER APPOINTMENTS**

Various Acts of Parliament require certain statutory functions to be performed by an Officer specified by the council. It is open to each Council to decide which of its Officers should be designated as the “Proper Officer” for the particular function in question.

Where functions are delegated to specific named officers, the same powers and duties shall be exercised by any subsequent post which incorporates the relevant powers and duties of the post detailed below.

1. **ALL DIRECTORS**

<b><u>Act</u></b>	<b><u>Function</u></b>	<b><u>Deputy</u></b>
Local Government Act 1972 – Section 225(1)	Deposit of Documents	Appropriate <b>Assistant</b> Director.
Local Government (Access to Information) Act 1985, Section 100D(1)(a)	Compilation of lists of background papers in reports produced by them and production of the papers themselves.	Appropriate <b>Assistant</b> Director.

2. **CHIEF EXECUTIVE**

- (a) any reference in any enactment passed before or during the 1971/72 session of Parliament other than the Local Government Act 1972 or in any instrument made before 26<sup>th</sup> October, 1972, to the Clerk of a Council or the Town Clerk of a Borough which, by virtue of any provision of the said Act, is to be construed as a reference to the Proper Officer of the Council;
- (b) any reference in any local statutory provision to the Clerk of a specified Council or the Town Clerk of a specified Borough which is to be construed as a reference to the Proper Officer of the Council;
- (c) any amendment, re-enactment or statutory substitution of any of the matters detailed in these provisions insofar as an Officer of the Council remains under a duty to perform the same or similar tasks;
- (d) the following provisions;
- (e) where a “Proper Officer” function has not been specified by the Council to an Officer then in default of such appointment the Chief Executive shall be deemed to be the “Proper Officer”.

**In the Local Government Act 1972:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Authorised Officer</u></b>
83	Witness and receipt of declarations of acceptance of office within 2 months of the day of election.	Chief Executive
84	Receipt of Resignation of Office.	Chief Executive
88(2)	Convening of meeting of Council to fill casual vacancy in the office of Chair.	Chief Executive
89(1)(b)	Receipt of Notice of casual vacancy from two Local Government Electors.	Chief Executive
100 B (2)	Exclusion of confidential reports from copies of reports made open to inspection by public.	Chief Executive
100 B (2)	Circulation of reports and agenda.	Chief Executive
100 B (7)	Supply of papers to the Press.	Chief Executive
100 C (2)	Production of record of confidential proceedings (Minutes)	Chief Executive
100 F	Members' Right to Papers	Chief Executive
248	Keeping of Roll of Honorary Freemen	Chief Executive
210(6) & (7)	Charity functions of holders of offices with existing authorities transferred to holders of equivalent office with new authorities or, if there is no such office, to the Proper Officer.	Chief Executive
Section 234 (1) and (2)	Authentication of documents	Chief Executive /Solicitor to the Council
Schedule 12, Paragraph 4(2)(b)	Signature of summonses to attend Council meetings.	Chief Executive

**The Health and Safety at Work Act 1974**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
The Whole Act	Council Operations	Chief Executive

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**In the Representation of the People Act 1983 and 1985**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
The Whole Act	To act as an Electoral Registration Officer	<del>Deputy Chief Executive</del> <u>Executive Director Corporate Services</u>
35	Returning Officer, Acting Returning Officer and Deputy Acting Returning Officer for Parliamentary, European, County, Borough & Parish Elections and National Referenda..	<del>Deputy Chief Executive</del> <u>Executive Director Corporate Services</u>
81	Receipt & Deposit of Election Expenses	Election Officer
82	Declarations as to Expenses	Election Officer
Schedule 2 Rule 50 Local Elections (Principal Areas)(England & Wales) Rules 2006	Receipt of Notice of Persons Elected	Election Officer
Schedule 2 Rules 52 & 54 Local Election (Principal Areas) (England & Wales) Rules 2006	Receipt, retention and disposal of election documents.	Election Officer

3. **SOLICITOR TO THE COUNCIL**

**In the Local Government Act 1972:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
229(5)	Certification of photographic copies of documents in legal proceedings.	Solicitor to the Council
236(9)	Sending of copies of Bye-Laws as required	Solicitor to the Council
238	Certification of Bye-Laws.	Solicitor to the Council
Schedule 14 Para. 25(7)	Certification of Resolution for Legal Proceedings.	Solicitor to the Council

**In the Local Land Charges Act 1975:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
The Whole Act	To act on Local Land Charges Register	Solicitor to the Council

4. **CORPORATE DIRECTOR RESOURCE EXECUTIVE DIRECTOR CORPORATE SERVICES**

- (a) Any reference in any enactment passed before or during the 1971/72 session of Parliament other than the Local Government Act 1972 or in any instrument made before 26<sup>th</sup> October, 1972, to the Treasurer of a Council or the borough Treasurer of a Borough which, by virtue of any provision of the said Act, is to be construed as a reference to the Proper Officer of the Council;
- (b) Any reference in any local statutory provision to the Treasurer of a specified Council or the Borough Treasurer of a specified Borough which is to be construed as a reference to the Proper Officer of the Council;
- (c) Any amendment, re-enactment or statutory substitution of any of the matters detailed in these provisions insofar as an Officer of the Council remains under a duty to perform the same or similar tasks.
- (d) The following provisions, namely:-

**In the Local Government Act 1972:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
115 (2)	Receipt of money due from Officers	<u>Corporate Director Resources Executive Director Corporate Services</u>
146(1)(a) & (b)	Declaration and Certificates with regard to securities.	<u>Corporate Director Resources Executive Director Corporate Services</u>
151	Administration of the Council's financial affairs.	<u>Corporate Director Resources Executive Director Corporate Services</u>

**In the Local Government Finance Act 1988:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
6	Officer responsible for financial administration of certain authorities.	<del>Corporate Director</del> <del>Resources Executive</del> <del>Director Corporate</del> <del>Services</del>
114	Reports on financial administration.	<del>Corporate Director</del> <del>Resources Executive</del> <del>Director Corporate</del> <del>Services</del>

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**5. ASSISTANT DIRECTORS/HEADS OF SERVICE**

**In the Local Government Act 1972:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
8	<b><u>Relaxation</u></b>	Head of Strategic Planning and Development
10	Relaxation (Advertisement)	Head of Strategic Planning and Development
18	Passing Plans—Building over Sewers	Head of Strategic Planning and Development
32	Lapse of deposit of plans	Head of Strategic Planning and Development
36(1)	Removal or alteration of work in order to comply with Building Regulations	Head of Strategic Planning and Development
77	Dangerous Buildings & Structures.	Head of Strategic Planning and Development
78	Dangerous buildings and structures—Emergency measures.	Head of Strategic Planning and Development
191	Functions with respect to ordnance survey	Deputy Director Assets & Environment
Schedule 16- Para. 18	Receipt or deposit of lists of Protected Buildings	Head of Strategic Planning and Development



**56. DEPUTY DIRECTOR ASSETS AND ENVIRONMENT**

- (a) Any reference in any enactment passed before or during the 1971/72 session of Parliament other than the Local Government Act 1972 or in any instrument made before 26<sup>th</sup> October, 1972, to the Chief Public Health Inspector of a Council or the Chief Public Health Inspector of a Borough which by virtue of any provision of the said Act, is to be construed as a reference to the Proper Officer of the Council.
- (b) Any reference in any local statutory provision to the Chief Public Health Inspector of a specified Council or the Chief Public Health Inspector of a specified Borough which is to be construed as a reference to the Proper Officer of the Council.
- (c) Any amendment, re-enactment or statutory substitution of any of the matters detailed in these provisions insofar as an Officer of the council remains under a duty to perform the same or similar tasks.
- (d) The following provisions, namely:

**In the Public Health Act 1936:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
79	Power to require removal of noxious matter	<del>Deputy</del> Director Assets and Environment
84	Cleansing of disinfection of filthy or verminous articles.	<del>Deputy</del> Director Assets and Environment
85	Cleansing of verminous persons and their clothing.	<del>Deputy</del> Director Assets and Environment
343(1)	Definition – authorisation of officers of the local authority.	<del>Deputy</del> Director Assets and Environment

**In the Public Health Act 1961:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
S. 17 (as amended by S.27 of the Local Government (Miscellaneous Provisions) Act 1982	Power to remedy stopped-up drains.	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
37	Prohibition of sale of verminous articles.	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>

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**In the Public Health (Control of Diseases) Act 1984:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
11	Cases of notifiable disease and food poisoning to be reported.	Environmental Health Officer
18	Information to be furnished by occupier in case of notifiable disease or food poisoning.	Environmental Health Officer
20	Stopping work to prevent spread of disease.	Environmental Health Officer
21	Exclusion from school	Environmental Health Officer
22	Exclusion of children from places of entertainment or assembly.	Environmental Health Officer
24	Infected articles	Environmental Health Officer
29	Letting of house or room	Environmental Health Officer
31	Disinfection of premises.	Environmental Health Officer
32	Removal of person from infected house	Environmental Health Officer
59	Authentication of documents	Environmental Health Officer

**In the Rent Act 1977:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
The Whole Act	<u>Exercise of functions under Part IV</u>	<del>Deputy Director Housing and Health</del> <u>Director Housing and Health</u>

**In the Small Holdings & Allotments Act 1908:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
28	Making of rules for the regulation of allotments	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
30	Recovery of rent and possession of allotments	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>
1	Determination of tenancies of allotments	<del>Deputy Director Assets &amp; Environment</del> <u>Director Assets &amp; Environment</u>

**In the Housing Act 1957:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
Part V	Service of Notices to Quit where rent is more than four weeks in arrears	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>

**In the Caravan Sites Act 1968:**

<b><u>Section</u></b>	<b><u>Function</u></b>	<b><u>Officer</u></b>
2	Service of Notices to Quit	<del>Housing Operations Manager</del> <u>Head of Landlord Services</u>

**76. OTHER STATUTORY APPOINTMENTS**

**In the Local Government & Housing Act 1989:**

<u>Section</u>	<u>Function</u>	<u>Designation</u>	<u>Deputy</u>
4	Head of Paid Service	Chief Executive	
5	Monitoring Officer	Solicitor to the Council	<del>Deputy Chief Executive</del>

**In the Representation of the People Acts 1983 & 1985:**

<u>Section</u>	<u>Function</u>	<u>Designation</u>	<u>Deputy</u>
35	Returning Officer	<del>Deputy Chief Executive</del> <del>Executive Director Corporate Services</del>	Chief Executive Solicitor to the Council (as appropriate)

**In the Regulation of Investigatory Powers Act 2000**

<u>Section</u>	<u>Function</u>	<u>Designation</u>	<u>Administrator</u>
28 & 29	Authorisation of covert surveillance and/or the use of covert human intelligence source <u>including applications for judicial approval where required</u>	Chief <del>Executive/Deputy Chief Executive/Corporate Director Resources</del> <del>Executive Director Corporate Services/ Deputy Director Assets &amp; Environment</del> <del>Director Communities, Planning &amp; Partnerships</del>	Solicitor to the Council

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17 MAY 2012

**REPORT OF THE SOLICITOR TO THE COUNCIL AND MONITORING OFFICER**

**COMPLAINTS TO STANDARDS COMMITTEE**

**EXEMPT INFORMATION**

NONE

**PURPOSE**

To advise Members on the number of complaints received for the year 01 April 2010 until 31 March 2011 in relation to breaches of the Code of Conduct since the local filtering regime was put in place in May 2008.

**RECOMMENDATIONS**

**Members endorse the findings contained in the report the report.**

**EXECUTIVE SUMMARY**

Since the establishment of the new local assessment arrangements in May 2008 I can confirm that in the year from 01 April 2011 to 31 March 2012 one complaint was received.

The complaint was considered by the Standards Assessment Sub- Committee on 17 January 2012. The Committee resolved that no action be taken in respect of the allegation.

With effect from 1 July 2012 the current procedure for dealing with complaints against members will be abolished. Government guidance and regulations are expected shortly. A further report on proposals to deal with complaints and an new Code of Conduct will be brought to the next Council meeting on 19 June 2012 for members consideration.

**RESOURCE IMPLICATIONS**

There are no resource implications arising from this report.

**LEGAL/RISK IMPLICATIONS BACKGROUND**

There are no Legal/risk implications arising from this report

**SUSTAINABILITY IMPLICATIONS**

There are no sustainability implications arising from this report

**BACKGROUND INFORMATION**

None

**REPORT AUTHOR**

Jane M. Hackett Solicitor to the Council and Monitoring Officer Extn 258

**LIST OF BACKGROUND PAPERS**

None

**APPENDICES**

None











# September 2012

September 2012

October 2012

M	T	W	T	F	S	S	M	T	W	T	F	S	S
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 September
					2
3	4 18:00 19:30 Aspire & Prosper Scrutiny (Committee Room 1)	5 18:00 19:30 Cabinet (Committee Room 1)	6	7	8
10	11 18:00 19:30 Council (Council Chamber)	12	13 18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)	14	15
17	18 18:00 19:30 Planning (Committee Room 1)	19	20	21	22
24	25 18:00 19:30 Cabinet (Committee Room 1)	26	27 18:00 19:30 Audit & Governance (Committee Room 1)	28	29
					30

# October 2012

October 2012

November 2012

M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30		
29	30	31											

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
1 October	2	3	4	5	6
			18:00 19:30 Licensing Committee (Council Chamber)		
8	9	10	11	12	13
18:00 19:30 Aspire & Prosper Scrutiny (Committee Room 1)			18:00 19:30 Standards (Committee Room 1)		
15	16	17	18	19	20
18:00 19:30 Planning (Committee Room 1)	18:00 19:30 Cabinet (Committee Room 1)		18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)		
22	23	24	25	26	27
18:00 19:30 Council (State of Tamworth Debate) (Council Chamber)			18:00 19:30 Audit & Governance (Committee Room 1)		
29	30	31			28

# November 2012

November 2012							December 2012						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			1 November		2
5	6	7 18:00 19:30 Cabinet (Committee Room 1)	8	9	10
12	13 18:00 19:30 Planning (Committee Room 1)	14	15	16	17
19	20 18:00 19:30 Aspire & Prosper Scrutiny (Committee Room 1)	21	22	23	24
26	27	28 18:00 19:30 Cabinet (Committee Room 1)	29 18:00 19:30 Licensing Committee (Council Chamber)	30	

# December 2012

December 2012

January 2013

December 2012			January 2013										
M	T	W	T	F	S	S	M	T	W	T	F	S	S
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	7	8	9	10	11	12	13
17	18	19	20	21	22	23	14	15	16	17	18	19	20
24	25	26	27	28	29	30	21	22	23	24	25	26	27
31							28	29	30	31			

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 December
3	4	5	6	7	8
	18:00 19:30 Joint Scrutiny WORKSHOP (Council Chamber)		18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)		
10	11	12	13	14	15
	18:00 19:30 Planning (Committee Room 1)		18:00 19:30 Full Council (Town Hall)		
17	18	19	20	21	22
24	25	26	27	28	29
	Marmion House Closed	Marmion House Closed			
31					



# January 2013

January 2013							February 2013						
M	T	W	T	F	S	S	M	T	W	T	F	S	S
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	1 January 2013 Marmion House Closed	2	3	4	5
7	8	9	10	11	12
	18:00 19:30 Planning (Committee Room 1)	18:00 19:30 Cabinet (Committee Room 1)	18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)		
14	15	16	17	18	19
	18:00 19:30 Joint Scrutiny Budget (Council Chamber)	18:00 19:30 Aspirer & Prosper Scrutiny (Committee Room 1)	18:00 19:30 Standards Committee (Committee Room 1)		
21	22	23	24	25	26
	18:00 19:30 Joint Scrutiny Budget (Council Chamber)	18:00 19:30 Licensing Committee (Council Chamber)			
28	29	30	31		
	18:00 19:30 Cabinet (Committee Room 1)	18:00 19:30 Audit & Governance (Committee Room 1)			

# February 2013

February 2013

M	T	W	T	F	S	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2013

M	T	W	T	F	S	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				1 February	
4		5	6	7	
11	18:00 19:30 Planning (Committee Room 1)	12	13	14	15
18	18:00 19:30 Aspire & Prosper Scrutiny (Committee Room 1)	19	20	21	22
		18:00 19:30 Cabinet (Committee Room 1)			
25	18:00 19:30 Council (Budget) (Council Chamber)	26	27	28	
			18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)		

# March 2013

March 2013

April 2013

M	T	W	T	F	S	S	M	T	W	T	F	S	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				1 March	2
					3
4		5	6	7	8
					9
					10
11	12	13	14	15	16
	18:00 19:30 Planning (Committee Room 1)	18:00 19:30 Cabinet (Committee Room 1)			
					17
18	19	20	21	22	23
	18:00 19:30 Council (Council Chamber)		18:00 19:30 Licensing Committee (Council Chamber)		
					24
25	26	27	28	29	30
			18:00 19:30 Audit & Governance (Committee Room 1)		
					31

# April 2013

April 2013

May 2013

M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6	7	6	7	8	9	10	11	12
8	9	10	11	12	13	14	13	14	15	16	17	18	19
15	16	17	18	19	20	21	20	21	22	23	24	25	26
22	23	24	25	26	27	28	27	28	29	30	31		
29	30												

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
1 April Marmion House Closed	2 Marmion House Closed	3	4 18:00 19:30 Standards Committee (Committee Room 1)	5	6
8	9	10 18:00 19:30 Cabinet (Committee Room 1)	11 18:00 19:30 Healthier & Safer Scrutiny (Committee Room 1)	12	13
15	16 18:00 19:30 Planning (Committee Room 1)	17 18:00 19:30 Aspire & Prosper Scrutiny (Committee Room 1)	18	19	20
22	23	24	25	26	27
29	30				28