



GREAT YARMOUTH BOROUGH COUNCIL

Policy and Resources Committee

Date: Tuesday, 02 November 2021

Time: 18:00

Venue: Supper Room

Address: Town Hall, Hall Plain, Great Yarmouth, NR30 2QF

AGENDA

Open to Public and Press

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room while the matter is dealt with.

You have a Personal Interest in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

You must declare a personal interest but can speak and vote on the matter.

Whenever you declare an interest you must say why the interest arises, so that it can be included in the minutes.

- 3 PUBLIC MINUTES** **4 - 9**
- To confirm the minutes of the meeting held on the 14 September 2021.
- 4 FORWARD PLAN** **10 - 10**
- Report attached.
- 5 ARMED FORCES COVENANT** **11 - 19**
- Report attached.
- 6 LOCAL DEVELOPMENT ORDER REVIEW CONSULTATION** **20 - 156**
- Report attached.
- 7 2021/22 PERIOD 6 BUDGET MONITORING REPORT** **157 - 195**
- Report attached.
- 8 2021/22 TREASURY MANAGEMENT MID YEAR REPORT** **196 - 209**
- Report attached.
- 9 ANY OTHER BUSINESS**
- To consider any other business as may be determined by the Chairman of the meeting as being of sufficient urgency to warrant consideration.
- 10 EXCLUSION OF PUBLIC**
- In the event of the Committee wishing to exclude the public from the meeting, the following resolution will be moved:-
- "That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12(A) of the said Act."

11 **CONFIDENTIAL - LEISURE OPERATOR PROCUREMENT
REPORT**

Details

12 **CONFIDENTIAL MINUTES**

Details



GREAT YARMOUTH
BOROUGH COUNCIL

Policy and Resources Committee

Minutes

Tuesday, 14 September 2021 at 18:00

PRESENT:-

Councillor Smith (in the Chair); Councillors P Carpenter, Flaxman-Taylor, Grant, P Hammond, Hanton, Myers, Wainwright, Wells, Williamson & T Wright.

Councillor Candon attended as a substitute for Councillor Smith.

Ms S Oxtoby (Chief Executive Officer), Mrs K Blakemore (Strategic Director), Mrs P Boyce (Strategic Director), Ms K Sly (Finance Director), Ms C Whatling (Monitoring Officer), Mrs M Lee (Head of Customer Services), Mrs G Britton (Commercial Team Manager), Mr J Wedon (Senior Performance & Data Protection Officer), Mr S Hubbard (Strategic Planning Manager) & Mrs C Webb (Executive Services Officer).

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Smith & B Walker.

2 DECLARATIONS OF INTEREST

Councillor P Carpenter declared a personal interest in item 13 as she was a member of the GYBS Liaison Board and Norse Board.

Councillor Wells declared a personal interest in item 13 as he was a Director of GYBS.

Councillor Hanton declared a personal interest in item 10 as he was the Independent Chairman of Great Yarmouth Community Safety Ltd.

However, in accordance with the Council's constitution, they were allowed to both speak and vote on the items.

3 MINUTES - 13.7.21

The minutes of the meeting held on 13 July 2021 were confirmed.

Councillor A Wright referred to minute number 5, regarding the proposed shared Information Hub on Great Yarmouth seafront as he felt that Members had been misled as the Information Hub had only opened for 4 weekends and as a result of the closure of the Tourist Information Centre (TIC), 3 members of staff had been made redundant. He felt that if Members had been informed of this information on the evening, they would not have supported the officer recommendation. Great Yarmouth was a Top 10 resort and the only resort without a dedicated TIC which made him feel disappointed and angry. Councillor Wright asked that this item be revisited and a report brought back to this Committee recommending that a TIC be opened in preparation for the 2022 summer season. Councillor Wright stressed that it was imperative that Members had the full facts before them before they were asked to make a decision.

The Chairman referred Councillor Wright to recommendation (d) of minute number 5. The Chief Executive Officer reported that it was hoped to provide a TIC in the former Greenwoods building but this had been reliant on interest being expressed in a joint venture between the Council/CCG/Norfolk Police. However, the CCG had used an empty retail unit at Market Gates as a walk-in vaccination centre. However, as next year was predicted to be just as busy as this year, the Council would work with the Police to provide a facility. The Covid Marshalls were acting as tourism ambassadors and the new Heritage Centre would provide this service in the future.

4 MINUTES - 27.7.21

The minutes of the meeting held on 27 July 2021 were confirmed.

5 FORWARD PLAN

The Committee received and considered the Forward Plan.

RESOLVED:-

That the Committee note the Forward Plan.

6 QUARTER ONE KEY PROJECT AND PERFORMANCE REPORT

The Committee received and considered the report from the Senior Performance & Data Protection Officer.

The Senior Performance & Data Protection Officer reported that the report gave an update on performance for the first quarter of 2021/22 (Apr – Jun) where progress was assessed against targets which were set at the start of the financial year. The report also provided an update on the position of key projects that were linked to the corporate priorities from 'The Plan 2020-2025'. A summary of progress for the suite of key projects and individual highlight reports for each of these key projects were presented in Appendix 1 of the report. The performance measures, see Appendix 2, gave a comprehensive overview of how the authority as a whole was performing and covered most Council functions.

Councillor P Carpenter asked if any of the major project builds would be affected by the shortages of building materials and were their risk registers being updated to reflect this potential knock-on effect to the completion dates. The Chief Executive reported that each project had its own risk register. The majority of the building materials for the Marina Centre had already been sourced and purchased so it was not an issue. However, for projects like the Wintergardens this could become an issue so the project teams were considering the pricing of contracts and the contingency elements.

Councillor Wainwright asked in regard to the level of interest in the Incubator Units at the Gy Energy Park. The Chief Executive reported that in regard to the O & M campus, close contact was being kept with Tier 1 suppliers and there had been a good level of interest in the units. A needs assessment was being commissioned as the present one was over 2 years old to ensure that needs continued to be met and that this was work in progress.

The Chairman assured the Committee that the Third River Crossing and the O & M Campus were in hand and that County was keeping a close eye on cost, price and delivery of all major projects in the County.

Councillor A Wright reported that the shortage of goods was a result of the pandemic and Brexit. Councillor Wright referred to the wording on page 35 of the agenda report which he thought was clumsily worded. The Chief Executive agreed with Councillor Wright and reported that the final paragraph under Mitigation on page 35, would be amended.

Councillor Myers reported that the furloughing of staff had caused production of goods to cease as there was no demand during the pandemic. The Chairman reported that this issue had also been compounded by the lack of HGV drivers.

Councillor Wainwright reported that the delivery of the new Marina Centre was both on time and on budget and the topping-out ceremony would be taking place the following week.

RESOLVED:-

That the Committee agree that:-

(i) All measures to be monitored during the next quarter; and

(ii) All key projects would continue to be monitored over the next quarter with the aim of maintaining a green status and where possible, attaining a green status for those key projects which are currently amber.

7 SUPPLEMENTARY PLANNING DOCUMENTS - INITIAL CONSULTATION DELEGATION

The Committee received and considered the report from the Strategic Planning Manager.

The Strategic Planning Manager reported that the Supplementary Planning Documents (SPD) built upon and provide more detailed advice or guidance on policies in an adopted local plan. They did not form part of the 'development plan' but were a material consideration in the determination of planning applications. The Council currently had two adopted Supplementary Planning Documents (SPD) for Hall Quay and North Quay.

The Strategic Planning Manager reported that the Town and Country Planning (Local Planning) Regulations 2012 required at least two stages of consultation during the preparation of an SPD. Firstly, consultation was required during the initial preparation of the document to inform a draft SPD. This consultation was typically more informal and could be in a questionnaire format (such as the initial consultation on the North Quay SPD) or in the form of a first draft of the SPD. More than one consultation could be undertaken if necessary and some consultations could be more tailored to be focused on certain interest groups. The point of consultation at this stage was to give people an early say on the content of the SPDs before the Council had formalised a final position on the matter.

The Strategic Planning Manager reported that in order to support the timely production of these documents this report requested that delegated authority was given to the Director of Planning and Growth, in consultation with the Local Plan Working Party and the Chairman of Policy and Resources Committee, to approve the public consultation at the initial stages of preparation. The Local Plan Working Party would have input on the drafting and formulation of consultation materials for these initial stages. Prior to approving materials for consultation, the Director of Planning and Growth would also consult with the Chairman of the Policy and Resources Committee and feedback the input from the Local Plan Working Party. The formal stage of consultation on the final draft of the SPD would still be subject to approval by the Policy and Resources Committee which also had the responsibility for adoption of the SPD on behalf of the Council.

The Chairman asked if the issue of where the s106 monies would feed in to this process would be addressed. The Strategic Planning Manager assured the Committee that this issue was in hand.

RESOLVED:-

That the Committee delegate authority to the Director of Planning & Growth, in consultation with the Chairman of the Policy & Resources Committee and the Local

Plan Working Party, to approve the first stages of public consultation on emerging Supplementary planning Documents.

8 REVISED HEALTH AND SAFETY POLICY

The Committee received and considered the report from the Corporate Health & Safety Advisor.

The Commercial Team Manager reported that the review provided an overview of revisions made to the Council's Health & Safety Policy which had been last updated in 2018.

Councillor P Hammond asked if this policy included Members. The Commercial Team Manager reported that this policy was for staff and there would be a separate Health & Safety Policy for Members. Councillor P Carpenter reported that this policy had been reviewed and commented on by the Joint Consultative Working Group where this question had also been raised and was being looked in to by the Head of Organisational Development.

RESOLVED:-

That the Committee formally agree the revisions to the Health & Safety Policy.

9 REVENUES WRITE OFF REPORT

The Committee received and considered the report from the Revenue & Benefits Service Manager.

The Head of Customer Services reported that the Committee had last considered the Revenues Write-off report and schedules of debt in March this year. Consideration for writing off a debt was given where it was held to be uneconomical to recover, was time barred or was legally unenforceable. Under the law, there was an obligation to take reasonable steps to collect debts. There were, however, many situations where there was justification for writing off debts, where reasonable steps have been taken regarding each individual case.

Where a debt was irrecoverable, write-off of such debts was important, so that the Council could budget for bad debts. An integral part of debt recovery, was the effective management of bad debts, to ensure resources were applied efficiently to the collection of monies outstanding which could reasonably be expected to be collected.

The Head of Customer Services reported that the Council had a bad debt provision within its financial accounts, as part of its monitoring process, and the amount of this provision was reviewed annually. Before presenting this report, final checks were made to determine if there were any material changes that would remove the need to write the debts off. Where the Council writes off a debt and then later finds there had been a change in the debtors circumstances, it would reinstate and pursue recovery of the monies owed.

The Head of Customer Services reported that this report sought the approval and

authorisation of a schedule of one Business Rate and one Sundry Debt account, where the debts were both deemed unrecoverable due to being subject to either a Company or Individual Voluntary Arrangement and, therefore, both recommended for write-off.

Councillor Myers asked for clarification as to why there was a drop in write-offs for 2018 and 2019 compared to other years. The Head of Customer Services reported that she did not have the relevant information to hand but would respond to Councillor Myers after the meeting.

Councillor Grant asked for clarification regarding the over-payment of Housing Benefit as detailed on page 86 of the report and asked whether this was fraud and subject to prosecution. The Head of Customer Services reported that the DWP had now taken over responsibility of investigating and taking action including possible prosecution of Housing Benefit Fraud and confirmed the Council was still responsible for any debt arising from the over-payment of housing benefit.

RESOLVED:-

That the Committee approve and authorise individual write-offs as detailed within the Schedule 1 (Business Rates) and Schedule 2 (Sundry Debt).

10 2021-22 PERIOD 4 BUDGET MONITORING REPORT

The Committee received and considered the report from the Financial Services Manager.

The Finance Director reported that this report presented the financial monitoring position to the end of July compared to the budget as approved in February this year. The latest monitoring position was a forecast deficit of £163k compared to the budgeted deficit of £111k, a movement of £52k.

The Finance Director reported that the detail of the report provided the commentary on the variances to date, together with, where applicable, the full year forecasts. These were continuing to be monitored and actions taken as applicable.

The Finance Director reported that the report also provided the current position on the capital programme, of which there would be a more detailed review over the coming months to be updated, and included in the medium term financial strategy.

RESOLVED:-

That the Committee note the content of the report and the revised forecast for 2021/22.

11 ANY OTHER BUSINESS

RESOLVED:-

	URN	Matter for Decision	Report by	Policy & Resources
1	21-079	Leisure Centre Operator Procurement Update	Strategic Director (KB)	02/11/2021
2	21-101	Period 6 Budget Monitoring Report - GF	Financial Services Manager	02/11/2021
3	21-102	Treasury Management Strategy - Half Yearly review	Financial Services Manager	02/11/2021
4	21-151	Local Development Order Review Consultation	Strategic Planning Manager	02/11/2021
5	21-134	Armed Forces Covenant	Civic & Events Manager	02/11/2021
6	21-130	Equinox Companies' Update	Strategic Director (PB)	30/11/2021
7	21-081	2021/22 Quarter 2 Performance Report	Senior Information and Data Protection Officer	30/11/2021
8	21-176	Town Deal update	Chief Executive Officer	30/11/2021
9	21-139	GYBS Options Report	Strategic Director (KB)	30/11/2021
10	21-177	Heritage Centre	Conservation Manager	30/11/2021
11	21-153	Adoption of Local Plan Part 2	Strategic Planning Manager	30/11/2021
12	21-104	Council Tax Discounts 2022/23	Revenues Manager	30/11/2021
13	21-105	Council Tax Base 2022/23	Revenues Manager	30/11/2021
14	21-072	Council Tax Support Scheme 2022/23	Head of Customer Services	30/11/2021
15	21-100	Medium Term Financial Strategy 2021/22 to 2023/24	Finance Director	30/11/2021
16	21-106	Budget Report 2022/23 HRA	Finance Director	08/02/2022
17	21-107	Budget Report 2022/23 - GF	Finance Director	08/02/2022
18	21-108	Fees and Charges 2022/23 onwards	Finance Director	08/02/2022
19	21-109	Capital Strategy 2022/23	Financial Services Manager	08/02/2022
20	21-110	Investment Strategy 2022/23	Financial Services Manager	08/02/2022
21	21-111	Treasury Management Strategy - 20221/22	Financial Services Manager	08/02/2022
22	21-112	Council Tax Setting 2022/23	Finance Director	08/02/2022
23	21-082	2021/22 Quarter 3 Performance Report	Senior Information and Data Protection Officer	22/03/2021
24	21-114	Period 10 Budget Monitoring Report - GF	Financial Services Manager	22/03/2021



URN: 21-134
Subject: Armed Forces Covenant
Report to: Policy & Resources 2 November 2021
Report by: Civic & Events Manager

EXECUTIVE SUMMARY

This paper outlines the principles of the Armed Forces Covenant and the commitments Great Yarmouth Borough Council would undertake in supporting it.

RECOMMENDATIONS

- Support the principles of this paper and the Armed Forces Covenant
- Agree to allow officer time to support the Armed Forces Covenant
- Agree to implement the Guaranteed interview Scheme for service leavers
- Sign the Armed Forced Covenant Declaration
- Agree that a Council Member be nominated to champion the council's commitment to the

1.0 Introduction

- 1.1 The Ministry of Defence (MOD) launched the National Armed Forces Military Covenant in June 2011 in recognition of the contribution and sacrifice service personnel make for their country.
- 1.2 The Armed Forces Covenant is a promise from the nation that those who serve or have served in the Armed Forces, and their families, are treated fairly and are not disadvantaged in their day-to-day lives. This social contract exists to ensure that the sacrifices, made by the Armed Forces Community in the national interest, should not come at significant cost.
- 1.3 The Armed Forces Covenant sees organisations from both the public and private sectors, make pledges of support to the Armed Forces Community, when carrying out their work, specifically, that:
 - no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen; and
 - in some circumstances special treatment may be appropriate especially for the injured or bereaved

2.0 New Legislation

The Government's expectations of local authorities were summarised in its policy paper published in 2015. This is to be strengthened through the new duty legislation, currently making its way through Parliament.

This means that those subject to the Covenant Duty must have due regard to:

1. the unique obligations of, and sacrifices made by, the armed forces,
2. the principle that it is desirable to remove disadvantages arising for service people from membership, or former membership, of the armed forces, and
3. the principle that special provision for service people may be justified by the effects on such people of membership, or former membership, of the armed forces.

The focus of the new Covenant Duty is on local, and regional as appropriate, service provision, covering those aspects of public housing, education and healthcare that are among the most likely to affect serving and former members of the Armed Forces and their families.

3.0 Housing

To support our covenant pledge, our Housing Allocations Scheme has special consideration for the armed forces community reflecting both legislation and statutory guidance.

The Housing Allocations Scheme (2018) includes the following provisions:

- Additional preference (backdating of application date by 12 months) for applicants who meet one or more of the reasonable preference criteria and who are:
 - a member of the Armed Forces, or former Service personnel where their application is made within five years of discharge.
 - Are a bereaved spouse or civil partner of a member of the Armed Forces leaving Service Family Accommodation following the death of their spouse or partner
 - Are a serving member or former member of the Reserve Forces who needs to move because of a serious injury, medical condition or disability sustained as a result of their service.
- Exemption from local connection criteria where:
 - The applicant is a member of the Armed Forces and former Service personnel, where their application is made within five years of discharge
 - The applicant is a bereaved spouse or civil partner of a member of the Armed Forces leaving Service Family Accommodation following the death of their spouse or partner
 - The applicant is a serving member or former member of the Reserve Forces who needs to move because of a serious injury, medical condition or disability sustained as a result of their service.

In addition, in considering qualification to join the Allocation Pool, the Council will disregard any lump sum paid as a result of injury or disability to a current or former member of the regular or reserve services.

4.0 Employment

In making our commitment to giving fair support to members of the armed forces, service leavers and their families it is proposed to introduce a Guaranteed Interview Scheme for service leavers, this will mirror the Guaranteed Interview Scheme for disabled candidates which the council already has in place.

The aims of the scheme are to:

- assist service leavers overcome barriers to finding employment
- reduce the risk of service leavers having health and welfare problems due to long-term unemployment
- complement the re-employment support provided by the Ministry of Defense
- benefit from the transferable skills and qualities of service leavers

We recognise the value serving personnel, reservists, veterans and military families bring to our business and to our country.

To support the employment of Service spouse and partners we will partner with the [Forces Families Jobs Forum](#) and providing flexibility in granting leave for Service spouses and partners, during and after partners deployment.

We support our employees who are members of Reserve Forces, granting two weeks per year leave for the purposes of attending summer camps and training, subject to the exigencies of the service.

5.0 Supporting Local Events

Great Yarmouth has a long civic tradition with supporting the armed services and marking commemorations such as D Day, Armed Forces Day, VE Day, VJ Day and Remembrance Day. In 20012 Great Yarmouth became affiliated with HMS Dauntless.

6.0 Commitment

6.1 In supporting the Armed Forces Covenant we recognise the value serving personnel, reservists, veterans and military families bring to our organisation and to our country. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **Promoting the Armed Forces:** promoting the fact that we are an Armed Forces-friendly organisation, to our staff, customers, suppliers, contractors and wider public.
- **Veterans:** supporting the employment of veterans, recognising military skills and qualifications in our recruitment and selection process; working with the Career Transition Partnership (CTP) to support the employment of Service leavers;
- **Service Spouses & Partners:** supporting the employment of Service spouses and partners; partnering with the [Forces Families Jobs Forum](#); and providing flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment.
- **Reserves:** supporting our employees who are members of the Reserve Forces; granting additional paid/unpaid leave for annual Reserve Forces training; supporting any

mobilisations and deployment; actively encouraging members of staff to become Reservists;

- **Cadet Organisations:** supporting our employees who are volunteer leaders in military cadet organisations, granting additional leave to attend annual training camps and courses; actively encouraging members of staff to become volunteer leaders in cadet organisations; supporting local military cadet units; recognising the benefits of employing cadets/ex-cadets within the workforce.
- **National Events:** supporting Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities;
- **Armed Forces Charities:** supporting Armed Forces charities with fundraising and supporting staff who volunteer to assist;
- **Commercial Support:** We would encourage local businesses to offer a discount to members of the Armed Forces community.

6.2 We will publicise these commitments through our literature and on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.



GREAT YARMOUTH BOROUGH COUNCIL

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

Great Yarmouth Borough Council

Signed:

Name:

Position:

Date:



The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom

Her Majesty's Government

- All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of The Armed Forces Covenant

1.1 We Great Yarmouth Borough Council will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

The following are suggested draft pledges covering the range of Defence personnel for whom support may be given. Delete, add or change any of the pledges to show how you can pledge support for Defence personnel in ways best suited to you. Pledges may be changed at any time in the future to reflect your changing circumstances.

2.1 We recognise the value serving personnel, reservists, veterans and military families bring to our business and to our country. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **Promoting the Armed Forces:** promoting the fact that we are an Armed Forces-friendly organisation, to our staff, customers, suppliers, contractors and wider public.
- **Veterans:** supporting the employment of veterans, recognising military skills and qualifications in our recruitment and selection process; working with the Career Transition Partnership (CTP) to support the employment of Service leavers;
- **Service Spouses & Partners:** supporting the employment of Service spouses and partners; partnering with the [Forces Families Jobs Forum](#); and providing flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment.
- **Reserves:** supporting our employees who are members of the Reserve Forces; granting additional paid/unpaid leave for annual Reserve Forces training; supporting any mobilisations and deployment; actively encouraging members of staff to become Reservists;
- **Cadet Organisations:** supporting our employees who are volunteer leaders in military cadet organisations, granting additional leave to attend annual training camps and courses; actively encouraging members of staff to become volunteer leaders in cadet organisations; supporting local military cadet units; recognising the benefits of employing cadets/ex-cadets within the workforce.
- **National Events:** supporting Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities;

- **Armed Forces Charities:** supporting Armed Forces charities with fundraising and supporting staff who volunteer to assist;
- **Commercial Support:** offering a discount to members of the Armed Forces community;
- **Membership of the local Armed Forces Covenant Working Party:** The Council will appoint a Member and Officer to sit on the working party.

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.



URN: 21-151
Subject: Local Development Order Review
Report to: Policy and Resources – 2 November 2021
Report by: Sam Hubbard, Strategic Planning Manager

SUBJECT MATTER

Local Development Order Review

RECOMMENDATION

That the Policy and Resources Committee approve the draft Local Development Orders and associated Design Codes for consultation.

1. Introduction

- 1.1. Local Development Orders grant planning permission for specific types of development within a specific geographic area. When in place, a developer does not need to apply for planning permission for development permitted by the order.
- 1.2. Local Development Orders were adopted for Beacon Park and South Denes back in 2012 following the designation of the Great Yarmouth and Lowestoft Enterprise Zone which is focussed on developing the local offshore energy, engineering and ports sectors. This simplified planning approach introduced with the orders was considered one of the benefits to businesses investing in the zones.
- 1.3. The Local Development Orders were given a lifetime of 10 years following adoption. As a result the Beacon Park Local Development Order will expire on 30th March 2022 and the South Denes Local Development Order will expire on the 15th May 2022. The Local Development Orders have been successful in their purpose and have allowed the construction of office and light industrial buildings across Beacon Park and the South Denes area together with smaller developments such as extensions and siting of plant and tanks. The Beacon Park zone has been one of the best performing Enterprise Zones nationally. The Local Enterprise Partnership and Peel Ports have both advised that the presence of the Local Development Orders has also been advantageous in discussions with potential investors in the area. Since the adoption of the Local Development Orders, 14.84 hectares of land have been developed in the zones, accommodating 37 business and 1,021 jobs. Construction work on the sites has also supported 553 jobs.
- 1.4. Given the above, work has commenced on the preparation of revised Local Development Orders which will continue to permit much needed economic development in the Enterprise

Zones of South Denes and Beacon Park. The new orders will last for another 15 years (the remainder of the life of the Enterprise Zone). However, they can be reviewed or revoked at any time during those 15 years if the Council sees fit to do so.

- 1.5. Consultation drafts of the Local Development Orders are appended to this report. If approved by this committee, consultation with public and stakeholders will take place in November and December with finalisation and adoption of the Orders occurring in January and February.

2. Content of the Local Development Orders

- 2.1. The Local Development Orders are short documents which set out what development is permitted within them. However, they are each accompanied by a Design Code setting out the design requirements which development proposals also must accord with.
- 2.2. The South Denes Local Development Order permits the following uses:
 - Development associated with port and energy industries
 - Electronic communications
 - Security Cameras
 - Fences
 - Temporary uses of land for exhibitions and trade fairs for 56 days in any calendar year
- 2.3. The Beacon Park Local Development Order permits the following uses:
 - Site investigation
 - Office and light industrial development
 - Electronic communications.
- 2.4. All permissions granted by the orders are subject to several conditions which are detailed in the draft orders.
- 2.5. The Design Codes set out specific design parameters which developments being undertaken under the Local Development Order need to adhere to. These include height limits, plot ratios, car parking standards, flood mitigation, set-backs etc. In the most sensitive areas such as those around Nelson's Monument, there are stricter controls as detailed in the codes.
- 2.6. Given the economic objectives for the sites have not changed since 2012 and there haven't been any significant issues arise with the operation of the Local Development Orders, the revised orders on the whole are largely the same as those adopted in 2012. The main changes proposed are:
 - New conditions to limit future changes of use of buildings constructed under the order given the greater range of permitted development rights under the Town and Country Planning (General Permitted Development) Order 2015 and changes to the Town and Country Planning (Uses Classes) Order 1987 since the Orders were first adopted in 2012.

- Removal of the class permitting solar panels on buildings. Revisions to the Town and Country Planning (General Permitted Development) Order 2015 now grant permissions for solar panels on buildings removing the need for this class.
- Reduction in the area covered by the South Denes Local Development Order to remove areas which were below mean low water. The local planning authority's control over development only extends to mean low water.
- Increases in height of electronic communication masts by 5m to match those within the latest General Permitted Development Order.
- New condition to clarify that the Local Development Order for South Denes will not permit developments which involve the generation or transmission of energy.
- Change in structure of the Design Codes to reflect the National Model Design Code.
- New requirement to avoid development taking place between Southtown Road and the front elevations of the listed buildings at 244b Southtown Road, Victory House, 245 Southtown Road and 244 Southtown Road in order to protect their setting.
- Updates to flood levels in South Denes Design Code to take into account latest modelling.

3. Financial Implications

- 3.1. There are no financial implications associated with the preparation of the Local Development Orders which will be funded from the Strategic Planning budget.
- 3.2. The Local Development Orders remove the need for planning permission which therefore means new developments coming forward within the Local Development Order area will not pay a fee for a planning application. Given that any planning applications which would have come forward in the areas covered by the Local Development Orders would be only a very small proportion of the total planning applications received it is not considered that the financial implications would be significant.

4. Legal and Risk Implications

- 4.1. The Local Development Orders are being prepared in accordance with the Town and Country Planning Act 1990 and the Town and Country Planning (Development Management Procedure) Order 2015. An Environmental Assessment screening assessment and Habitat Regulations Assessment has also been undertaken in accordance with the Town and Country Planning (Environmental Impact Assessment) Regulations, 2017 and the Conservation of Habitats and Species Regulations 2017. These are also appended to this report.
- 4.2. The Local Development Orders are well established and the revised versions only include limited changes as set out above. Given there have been no significant issues with the Local Development Orders the risks associated with the review are considered low.

5. Conclusion

- 5.1. The Council's Local Plan Working Party have considered and endorsed the draft Local Development Orders and associated Design Codes appended to this report.

5.2. It is recommended that the Policy and Resources Committee approve the draft Local Development Orders and associated Design Codes for consultation.

6. Appendices

- Appendix 1a - Draft Beacon Park Local Development Order
- Appendix 1b - Draft Beacon Park Design Code
- Appendix 1c - Beacon Park Local Development Order – Environmental Impact Assessment Screening Opinion
- Appendix 1d - Beacon Park Local Development Order – Habitat Regulations Assessment Screening Opinion
- Appendix 2a - Draft South Denes Local Development Order
- Appendix 2b - Draft South Denes Design Code
- Appendix 2c - South Denes Local Development Order – Environmental Impact Assessment Screening Opinion
- Appendix 2d - South Denes Local Development Order – Habitat Regulations Assessment Screening Opinion

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Area for consideration	Comment
Monitoring Officer Consultation:	Through ELT
Section 151 Officer Consultation:	Through ELT
Existing Council Policies:	Local Plan Part 1: Core Strategy
Financial Implications (including VAT and tax):	See Section 3
Legal Implications (including human rights):	See Section 4
Risk Implications:	See Section 4
Equality Issues/EQIA assessment:	n/a
Crime & Disorder:	n/a
Every Child Matters:	n/a

Great Yarmouth and Lowestoft Enterprise Zone

Local Development Order for Beacon Park

Consultation Draft - <INSERT DATES OF CONSULTATION>

1. Introduction

What is this Document?

- 1.1. This document is a draft Local Development Order for Beacon Park which forms part of the Great Yarmouth and Lowestoft Enterprise Zone. The Local Development Order will replace the existing Local Development Order (March 2012) for the area which will expire on 30th March 2022. This new Local Development Order grants the same permissions as the previous order. However, there have been a few updates and amendments to reflect latest legislation and policy.

Site Area

- 1.2. The area subject to the Local Development Order comprises 16.7 hectares of land occupied by business units and undeveloped land bounded by landscaping. Approximately 5.7 hectares remain undeveloped and available.
- 1.3. The site lies west of Beacon Park residential development and the A47. The north eastern boundary is defined by Woodfarm Lane. To the north and west the site is bounded by hedgerows. The boundary to the south and south west is woodland planting which is part of the Hobland Hall Estate.

Site context

- 1.4. The site is located to the south west of Gorleston-on-Sea on Norfolk's east coast. Gorleston-on-Sea is next to Great Yarmouth, an internationally renowned centre for the offshore energy industry which also has a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.
- 1.5. Beacon Park lies adjacent to the A47 corridor between Great Yarmouth and Lowestoft, which provides excellent access to both of these settlements. Great Yarmouth railway station, which is located 10 km north of the site, provides links to Norwich and onward to London. Lowestoft railway station is 11 km to the south and provides services to Norwich, Ipswich and beyond. Norwich International Airport, is located 42 km to the north west. The site is accessed from the new A143/A47 link road (Beaufort Way). This link road, which was opened in 2015, helped facilitate the development of Beacon Park.
- 1.6. Beacon Park includes residential development and a range of community facilities including a hotel, public house and restaurant. The site is adjacent to existing commercial development and the James Paget Hospital. A new District Centre comprising a convenience store, and other services and facilities is planned immediately to the north-east of the site. A full range of shops and services can be found in the town centres of Gorleston, Great Yarmouth and Lowestoft.
- 1.7. The majority of the site is now developed following the success of the 2012 LDO. The development to date has been well-designed set within high quality landscaping.

2. Statement of reasons

Summary of the overall objective

- 2.1. Great Yarmouth Borough Council (GYBC) has created this Local Development Order (LDO) to help enable the further development of Beacon Park. The intention is to allow greater permitted development rights for new business-related development within Beacon Park. The aim is to foster economic growth and provide the opportunity for service, high-tech/research and development sector businesses, particularly those associated with the off-shore energy industry to prosper and grow, through a simplified planning process created by the LDO. The LDO adopted in March 2012 for this site, which this LDO replaces has been very successful in encouraging inward investment and development on the site with the majority of the site now developed. The site forms part of the Great Yarmouth and Lowestoft Enterprise Zone

Justification for the creation of a Local Development Order for Beacon Park

- 2.2. The retention of an LDO for the site will continue to reduce the number of planning applications required for business related development on the site, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will continue to be a major benefit to businesses wishing to locate to the area and will provide a degree of certainty as to the type of development which will be acceptable, thereby saving prospective occupiers time and money.
- 2.3. As part of the work associated with the creation of the original LDO adopted in March 2012, a detailed design code specific to Beacon Park was produced. In producing the design code the existing character of the area was carefully assessed together with the Council's aspirations for the area, thereby providing a clear understanding of the general types of development which would be considered acceptable. The March 2012 LDO has resulted in the creation of a high quality business environment. Therefore, this new LDO retains and updates the detailed design code to ensure future development meets this standard.

Statement of policies which the Local Development Order will implement

- 2.4. The Local Development Order will help implement Policies CS6 of the Core Strategy which seeks to support economic growth across the Borough and Policy GN4 of the Local Plan Part 2 which reserves land at Beacon Park for new, extended or replacement business uses. Policy GN4 particularly encourages developments which promote higher value technology, research and development and those associated with the offshore energy industry.

3. Local Development Order

Description of development permitted under the Local Development Order

- 3.1. Within the boundaries of the site as shown on the map in Section 7, the Local Development Order grants planning permission for the following classes of development:

Class 1: Site investigation

Development is permitted for:

Works for the purpose of investigating ground conditions, including the provision on land of buildings, moveable structures, works, plant and machinery required temporarily in connection with and for the duration of such works.

Subject to the following conditions:

- i. All aspects of development undertaken in accordance with this permission will comply with the requirements of the Beacon Park Design Code.

Class 2: Offices and Light Industrial

Development is permitted for:

Development of commercial buildings for office, research and development of products or processes, and light industrial uses which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes smoke, soot, ash, dust or grit and associated works to enable access and egress, parking and installation of services to buildings.

Subject to the following conditions:

- i. Before any unit is occupied the road(s), footways(s) and cycleway(s) must be constructed to binder course surfacing level from the unit to the adjoining County road, in accordance with the standards of the Local Highways Authority as contained in the Norfolk County Council Estate Design Guide – Industrial Estate Roads¹ or any superseding guidance prepared by Norfolk County Council.
- ii. All aspects of development undertaken in accordance with this permission will comply with the requirements of the Beacon Park Design Code.
- iii. Before any unit is occupied the occupier of that unit should sign up to the Beacon park Overarching Travel Plan 2013 and a Travel Plan Co-ordinator should be appointed.
- iv. Before a unit is occupied a travel policy document including a travel pack for that unit should be submitted and agreed in writing by the Local Planning Authority.

1

www.norfolk.gov.uk/Travel_and_transport/Roads/Highway_boundaries_and_new_roads/Highways_development_management

The travel pack should include bus and rail timetables, local cycling information and a staff travel to work policy.

- v. Notwithstanding Class E of the Town and County Planning (Use Classes) Order 1987 (as amended), any building constructed under this class must only be used for purposes detailed above and no other use within Class E or any other use permitted through the Town and County Planning (General Permitted Development Order) 2015.

Class 3: Electronic communications

Development is permitted for the purposes of providing electronic communications consisting of the installation, alteration or replacement of any electronic communications apparatus and development ancillary to equipment housing.

Subject to the following conditions:

- i. telecommunication masts are permitted up to a maximum height of 25m above ground level. Masts exceeding this height will require planning permission
- ii. Development is not permitted if any part of the development would cause obstruction to the public highway, or obscure the sight lines of any road junction or access/egress to the highway.
- iii. Any antenna, dish or supporting apparatus, radio equipment housing or development ancillary to radio equipment housing constructed, installed, altered or replaced on a building in accordance with that permission shall, so far as is practicable, be sited so as to minimise its effect on the external appearance of the building;
- iv. Prior to the use of any radio equipment approved under this order, the developer shall provide to the local planning authority a certificate confirming that the development itself will meet International Commission for Non-Ionising Radiation Protection (ICNIRP) guidelines for public exposure and confirming that the cumulative exposure of the development and other adjacent radio equipment will not exceed the ICNIRP guidelines for public exposure;
- v. Any apparatus or structure provided in accordance with this permission shall be removed from the land, building or structure on which it is situated as soon as reasonably practicable after it is no longer required for telecommunication purposes and such land, building or structure shall be restored to its condition before the development took place, or to any other condition as may be agreed in writing between the local planning authority and the developer;
- vi. All aspects of development undertaken in accordance with this permission will comply with the requirements of the Beacon Park Design Code.

Condition for all Classes

Prior to commencement of development the self-certification form included in Appendix 1 must be submitted to the Council.

Before development permitted under any class of the Beacon Park LDO commences, a survey for the presence of protected species needs to be undertaken. If protected

species are present the development must ensure that there is no detrimental harm to the species and mitigating measures are taken.

Limitations for all Classes

The permission granted by the order shall not apply if:

- i. Any development which requires or involves the formation, laying out or material widening of a means of access to an existing highway creates an obstruction to the view of persons using any highway used by vehicular traffic, so as to be likely to cause danger to such persons.
 - ii. An application for planning permission for that development would be a Schedule 1 application within the meaning of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017.
 - iii. An application for the development would fall within the descriptions of Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017, unless the local planning authority has, following the submission of a request for screening opinion, determined in accordance with the criteria within Schedule 3 of the same Regulations, that the development is unlikely to have significant effects on the environment by virtue of factors such as its nature, size or location and is therefore not EIA development.
 - iv. Any development proposals which are 'County Matters' and are therefore determined by Norfolk County Council as the Local Planning Authority. 'County Matters' include minerals and waste developments and the County Council's own development proposals, such as schools and non-trunk roads schemes.
 - v. The development would be contrary to any condition imposed by any planning permission granted or deemed to be granted under Part III of the Town and Country Planning Act 1990, otherwise than by the Town and Country Planning (General Permitted Development) Order 2015 (as amended).
- 3.2. Nothing in this order gives consent (other than planning permission) for any activity or development that requires other authorisation (e.g. building regulations consent, hazardous substances consent, Sustainable Drainage (SuDS) approval, consents for carrying out works within or stopping up the highway, a licence from the Marine Management Organisation, electronic communications licences etc.). Developers should satisfy themselves that they have obtained all other appropriate consents before proceeding with any planning permission granted by this order.
- 3.3. Nothing in this Order shall apply to any permission which is deemed to be granted under section 222 of the Act (planning permission not needed for advertisements complying with regulations).
- 3.4. Nothing in this Order shall apply to any permission which is deemed to be granted under a local or private Act of Parliament.

- 3.5. Nothing in this order prevents the implementation of any planning permission granted or deemed to be granted under Part III of the Town and Country Planning Act 1990.

4. Lifetime of the Local Development Order

- 4.1. The Local Development Order will be in place for a period of 15 years from the day of its adoption. It will therefore cease to apply on the day following the 15th anniversary of the adoption of the order. The LDO can be reviewed and reissued following consultation if it is considered appropriate to extend beyond 15 years.
- 4.2. Development which was started under the provision of the LDO can be completed in the event that the LDO was to be revoked or revised or would expire. Development which has started under the provision of an LDO can be completed following the expiry of the LDO, and the uses that have taken place will therefore be permitted development. However, future development after this period would once more require the express consent of the Local Planning Authority following the submission of a full planning application.

5. Monitoring of the Local Development Order and how this will be reported

- 5.1. Development permitted under the LDO will be subject to continuous monitoring to assess the effectiveness of the LDO. Details of all notifications received through the LDO will be made available on the Council's public register of planning applications. It will also be the subject of a section in the Council's Annual Monitoring Report.

6. Definitions

“building” means -

- (a) includes any structure or erection and includes any part of a building; but
- (b) does not include plant or machinery, gate, fence, wall or other means of enclosure;

“Electronic Communications Apparatus” means -

- (a) any apparatus which is designed or adapted for use in connection with the provision of an electronic communications network;
- (b) any apparatus that is designed or adapted for a use which consists of or includes the sending or receiving of communications or other signals that are transmitted by means of an electronic communications network;
- (c) any line;
- (d) any conduit, structure, pole or other thing in, on, by or from which any electronic communications apparatus is or may be installed, supported, carried or suspended; and references to the installation of electronic communications apparatus are to be construed accordingly;

“Electronic communications network” means -

- '(a) a transmission system for the conveyance, by the use of electrical, magnetic or electro-magnetic energy, of signals of any description; and
- (b) such of the following as are used, by the person providing the system and in association with it, for the conveyance of the signals:-
 - (i) apparatus comprised in the system;
 - (ii) apparatus used for the switching or routing of the signals; and
 - (iii) software and stored data'.

“ground level” means -

means the level of the surface of the ground immediately adjacent to the building or plant or machinery in question or, where the level of the surface of the ground on which it is situated or is to be situated is not uniform, the level of the highest part of the surface of the ground adjacent to it.

“listed building” means -

has the same meaning as in section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990(8) (listing of buildings of special architectural or historic interest)

“machinery” means -

includes any structure or erection in the nature of machinery

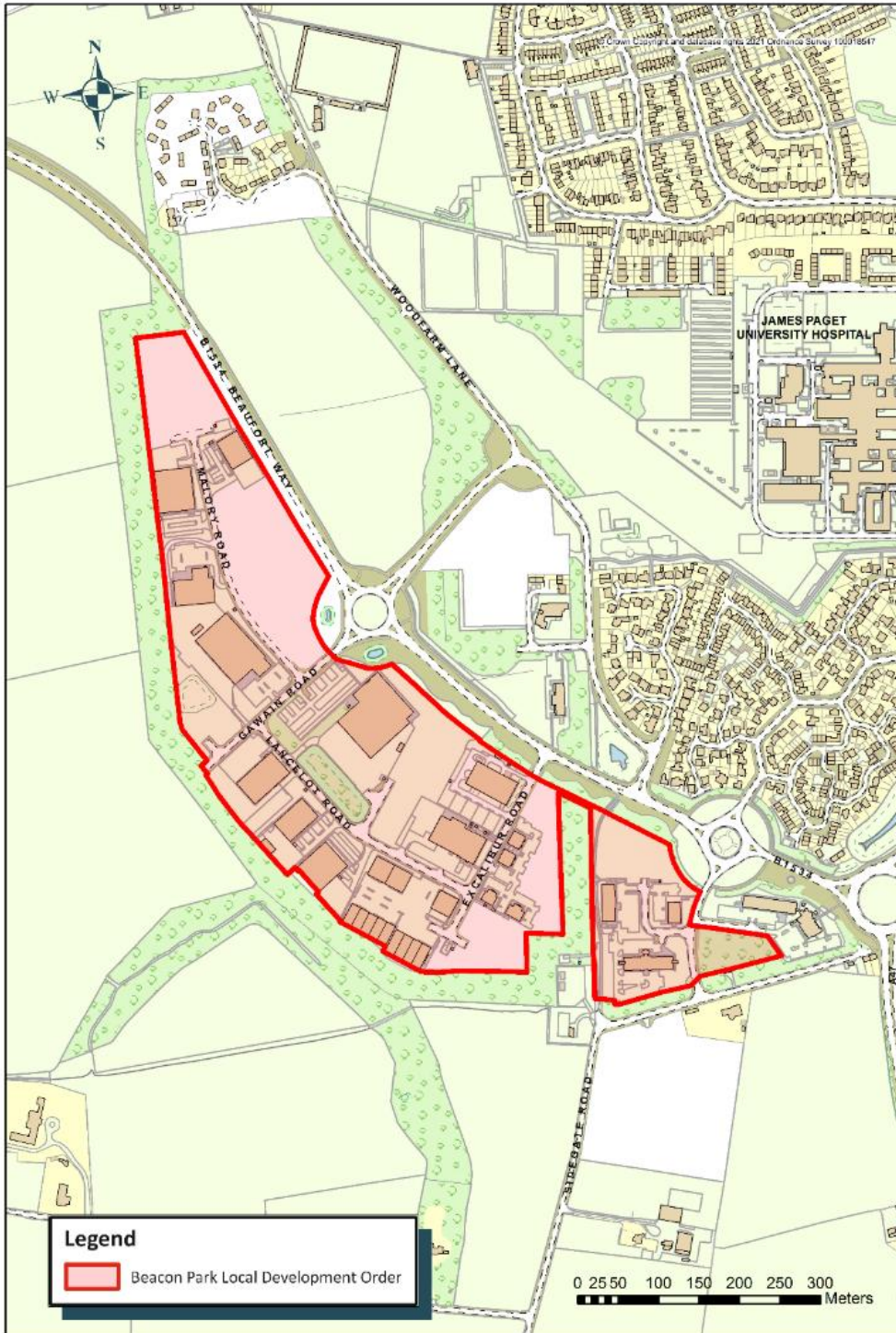
“plant” means -

includes any structure or erection in the nature of plant

“private way” means -

means a highway not maintainable at the public expense and any other way other than a highway

7. Site Plan of Beacon Park Local Development Order



Appendix 1 - Beacon Park Local Development Order (LDO) Self Certification Form

Office use only

Ref no:

Date received:

By submitting this form you are confirming that the works you are proposing would constitute permitted development under the permissions given by the Beacon Park LDO. Please note that your development will still be subject to the normal requirements with regard to the need for any other consents or permissions required under other legislation.

The existence of a covenant does not prevent development as permitted in this LDO from being self certified nor does it 'override' the requirements of a covenant. It is still possible to enforce a covenant, which restricts certain actions from being taken.

Please complete the relevant sections of this form and return 1 copy to the Borough Council together with a site location plan (with the site area outlined in red) and sufficient plans and elevations to describe the development (indicating all measurements in metric).

1 Developers details	
Name	
Address and post code	
Telephone number (daytime/mobile)	
Email	

2 Agent details (if you are completing on somebody else's behalf)	
Name	
Address and post code	
Telephone number (daytime/mobile)	
Email	

3 Address and location of proposed work (including post code)

4 Description of proposed work (including its use)
Please provide a written description of the work.

5 Confirmation of Class of Development
Please indicate which classes of permitted development within the Beacon Park Local Development Order you believe your development falls under.

6 Brief explanation as to how your proposal accords with the requirements contained within the Beacon Park Design Code.

7 Monitoring data:	
Total Site area (Hectares):	
Total gross internal floor area of all existing buildings:	
Total gross internal floor area of any buildings to be demolished	
Total gross internal floor area of all proposed buildings:	
Total number of car parking spaces provided	
Height of all proposed buildings (highest point of buildings)	

Number of staff currently employed at site	
Anticipated number of staff to be employed at site (full time equivalent)	

Great Yarmouth and Lowestoft Enterprise Zone

Design Code for Beacon Park Local Development Order

Consultation Draft - <INSERT DATES OF CONSULTATION>

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1. Introduction

- 1.1 This draft Design Code complements the draft Beacon Park Local Development Order which will grant permission for the following classes of development:
- Class 1: Site Investigation
 - Class 2: Development of buildings for office, research and development and light industrial uses.
 - Class 3: Electronic Communications.
- 1.2 Planning permission granted by the order under classes 1,2 and 3 above is subject to compliance with this Design Code.
- 1.3 The Design Code has been prepared to allow for flexibility. Its purpose is to establish clear design instruction and guidance. It does not fix the 'design' of development but rather presents parameters within which development must be delivered. The Design Code proposes the form and layout of the development that is acceptable but does not fix architectural style or detailing.
- 1.4 The Design Code contains indicative images providing examples of development form and landscaping considered relevant and appropriate for Beacon Park.
- 1.5 This Design Code retains the parameters and guidance from the Design Code which complemented the 2012 Local Development Order. However, this Design Code has been restructured to follow the relevant headings from the Government's National Model Design Code.
- 1.6 The Council would encourage developers to discuss their emerging proposals for plots within Beacon Park prior to progressing with development.

2. Design Code

Context

- 2.1 The site is located to the south west of Gorleston-on-Sea on Norfolk's east coast. Gorleston-on-Sea is a suburb of Great Yarmouth, an internationally renowned centre for the offshore energy industry which also has a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.
- 2.2 Beacon Park lies adjacent to the A47 corridor between Great Yarmouth and Lowestoft, which provides excellent access to both of these settlements. Great Yarmouth railway station, which is located 10 km north of the site, provides links to Norwich and, thereby onto London. Lowestoft railway station 11 km to the south provides services to Norwich, Ipswich and beyond. Norwich International Airport, is located 42 km to the north west.

- 2.3 Beacon Park includes residential development and a range of community facilities including a hotel, public house and restaurant. The site is adjacent to existing commercial development and the James Paget Hospital. A new District Centre comprising a convenience store, and other services and facilities is planned immediately to the north-east of the site. A full range of shops and services can be found in the town centres of Gorleston, Great Yarmouth and Lowestoft.
- 2.4 The majority of the site is now developed following the success of the 2012 LDO. The development to date has been well-designed set within high quality landscaping.
- 2.5 The development is typically low-rise and low density business park character with the buildings and landscaping working together to create an un-intrusive and verdant character.
- 2.6 The site benefits from good utility provision. It is served by an 11kVA electricity supply network suitable for all uses and the primary distribution was completed with the construction of the first phase of primary infrastructure. The site also benefits from water and gas connections. Telecommunication ducting has also been installed.
- 2.7 Figure 1 shows a masterplan of the site with the undeveloped plots and plots with undeveloped land identified.

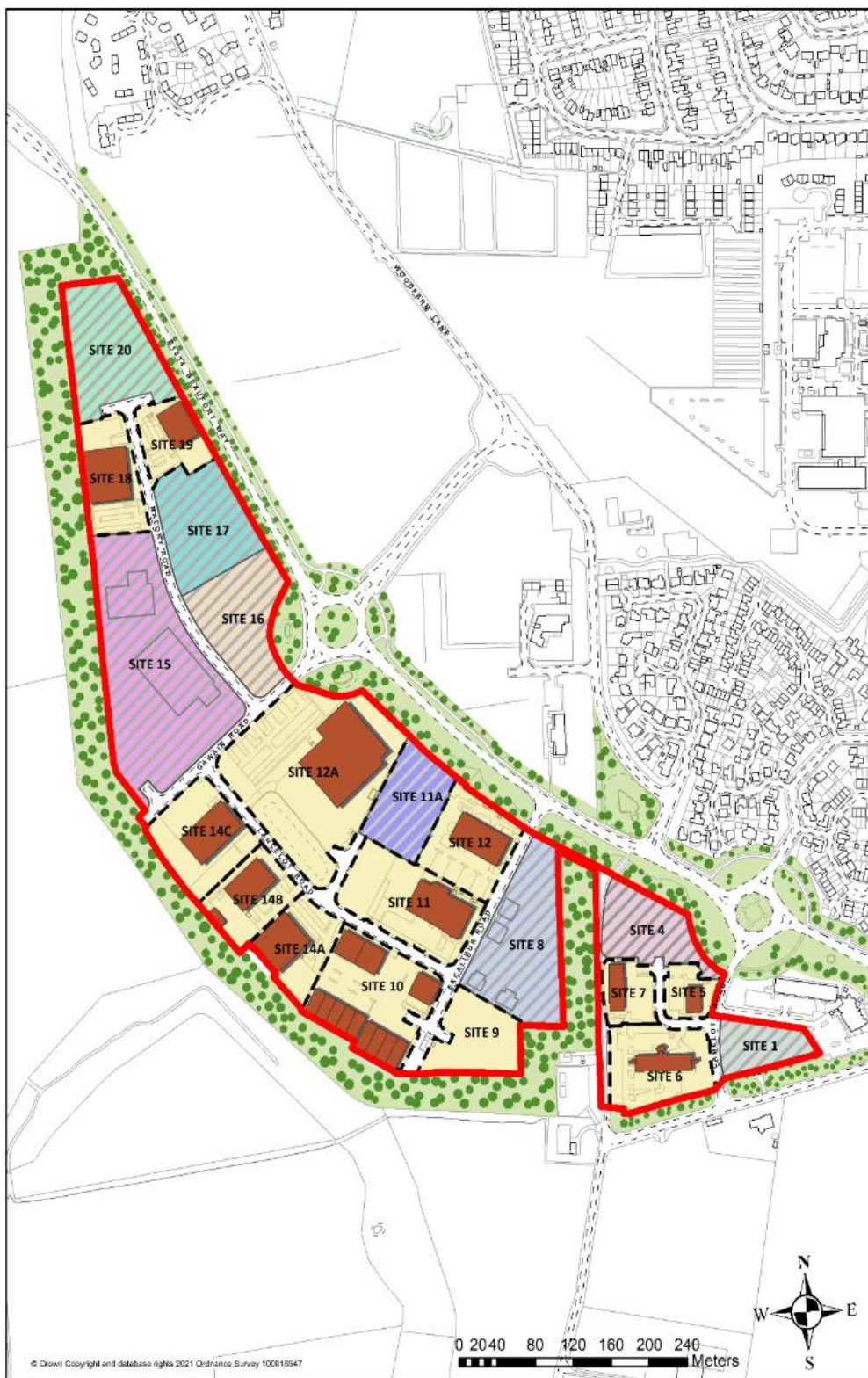


Figure 1 - Masterplan

Historical Context

- 2.8 Beacon Park lies within an extensive area of cropmark evidence of field systems and enclosures of Iron Age to Roman and later. Previous archaeological investigations of the site have identified evidence of prehistoric artefact scatters and pits as well as undated archaeological features relating to the cropmarks. The extent of the cropmark evidence indicates that there is a high potential that important archaeological remains will be present across the whole of the Local Development Order area.
- 2.9 Further trial trenching is required to recover as much information as possible and determine the presence/absence, date, extent, state of preservation and significance of any archaeological layers or subsoil archaeological features. This evaluation may indicate the need for a further phase of Archaeological Excavation or Monitoring during the development phase if features of importance are found and these cannot be preserved in situ.
- 2.10 Development proposals under the LDO should follow the Archaeology protocol found in Appendix 1.

Movement

Streets

- 2.11 The access and servicing streets for the site are already in place. All undeveloped plots also have access spurs. The existing street network provides a permeable and legible network for all forms of transport. Any new streets through undeveloped plots should be constructed to the standards contained within Norfolk County Council's "Safe Sustainable Development"¹ or any superseding guidance issued by Norfolk County Council. The road system will not be suitable for adoption unless it complies with these standards. The maintenance of the internal road network will remain the responsibility of the developer if it is not adopted.
- 2.12 The north end of Mallory Road has no connection to Beaufort Way for pedestrians and cyclists creating longer journeys for those who wish to travel to the north/west to the nearby residential areas. Therefore, the development of Site 20 should include a pedestrian/cycle link to Beaufort Way and the woodland walk to the north of the site.
- 2.13 Where appropriate, footways should include areas for landscaping and boundary demarcation by hedging and should be routed on the most obvious routes for 'travel' around the Park to avoid damage to landscaping and planting.
- 2.14 In order to ensure a satisfactory and safe access and egress from the highway, developments should (as a minimum) be completed in accordance with the standards for sight lines set out in the publication "Safe Sustainable Development" or any superseding guidance issued by Norfolk County Council.
- 2.15 In order to ensure satisfactory and safe turning facilities, developments should be completed in accordance with the standards set out in FTA publication "Designing for Deliveries"²

¹ See: <https://www.norfolk.gov.uk/rubbish-recycling-and-planning/planning-applications/highway-guidance-for-development/publications>

² See: <https://logistics.org.uk/>

Parking

Car Parking

- 2.16 Car parking is to be provided within each plot. Parking must be designed so that it does not dominate views from the Beacon Park spine road. Areas of surface car parking should be divided up with tree and shrub planting. Car parking spaces shall be clearly marked on the surface of a designated parking area and shall be kept free of other obstructions that might prevent the use of the area for parking.
- 2.17 A maximum of 1 car parking space per 30sqm of gross external floorspace under Class 2 of the Local Development Order should be provided. 5% of these spaces should be suitable for disabled users. 1 space per 20 car parking spaces should be suitable for motorcycle parking with a minimum of 1 space.
- 2.18 Developers are encouraged to provide electrical car charging points.
- 2.19 In exceptional circumstances where a particular occupier requires parking spaces above the standard specified and this cannot be reduced by the use of effective workplace travel planning policies, then developers are at liberty to provide additional spaces, but will be required to provide a cogent supporting submission in support of this deviation when submitting the self-certification form contained in Appendix 1 of the Local Development Order. The Council will then confirm whether the evidence is sufficient to meet this element of the Design Code and therefore accord with the condition of the Local Development Order.

Cycle Parking

- 2.20 Development under class 2 of the Local Development Order should provide 1 cycle parking space per 50sqm of gross external floorspace.
- 2.21 Developers are encouraged to provide covered shelters for cycle parking where it is practicable to do so. The 'Sheffield' type cycle stand is a recognised good standard design.

Emergency Services Access

- 2.22 There will be a need to ensure that in the event of accident or fire, free access is available for emergency vehicles to all areas where business activities are carried out. The design of the development should ensure that access to buildings and storage areas are kept clear of landscaping, parking spaces or other features that could prevent or hinder access by emergency service vehicles.

Nature

Landscape and Biodiversity

- 2.23 Development at Beacon Park to date has been well landscaped and laid out with high quality open amenity areas. Additional amenity areas should be provided throughout the site in association with new development. The layout design for each plot should include amenity open space around buildings and operational areas, comprising a mix of native plant species, to create a pleasant working environment through varied texture, colour and form.

- 2.24 The high quality landscape design required should use both formal and informal native planting with less formal clump planting of mixed age to provide some ‘instant’ effect to define spaces around each development plot and an overall coherent green structure. High density ground cover planting is to be provided, to encourage a closed canopy as quickly as possible, reducing the need for long-term maintenance.
- 2.25 Buildings should be designed to provide nesting and roosting opportunities for birds and bats.

Water

Surface Water

- 2.26 Sustainable Drainage Systems (SuDS) is to be implemented across the site with the objective of ensuring that flood mitigation is dealt with on site and avoid artificially altering the hydrological cycle.
- 2.27 Surface water run-off from individual plots should be restricted to the current greenfield run-off rates to ensure that there is no increased flood risk as a result of the development.
- 2.28 Note that Beacon Park is situated on a Principal Aquifer which is particularly sensitive to pollution. Deep soakaways for surface water are not permitted.
- 2.29 The Environment Agency provides guidance on pollution prevention which can be read here: <https://www.gov.uk/guidance/pollution-prevention-for-businesses>

Foul Water Drainage

- 2.30 The construction of the primary infrastructure in Beacon Park in 2000 included a connection to the nearest main sewer and provides capacity for all of the development on the Local Development Order. Some sections will need to be served by gravity networks to combined pumping stations linking to the primary network.

Water Conservation

- 2.31 In order to minimise the environmental impact of water demand, water efficiency should be designed into the development from the outset. For example, consideration should be given to rainwater harvesting and low water use fittings should be designed into the units.

Built Form

Density / Plot Ratio

- 2.32 The table below sets out the plot ratios in terms of building footprint to site area for each site within the Local Development Order as shown in Figure 1.

Table 1- Plot Ratio

Site	Plot size (hectares)	Target Building footprint
1	0.42	20-25%
4	0.63	20-25%

Site	Plot size (hectares)	Target Building footprint
8	1.14	20%
9	0.7	20-25%
10	1.37	40%
11	1.56	40%
12a	2.10	40-50%
14	1,98	40-50%
15	1.93	40-50%
16	0.89	40-50%
17	1.08	40-50%
18	1.11	40-50%
19	0.45	40-50%
20	0.94	40-50%

Height

2.33 Minimum and maximum heights for buildings constructed under Class 2 are set out in the table below.

Table 2 - Building Heights

Site	Storey range	Max height metres	Minimum Height metres
1	1-3	12m	8m
4	1-3	12m	8m
8	2	10m	8m
9	1-3	12m	8m
10	2	9m	8m
11	2	10m	8m
12a	1-3	12m	8m
14	1-3	12m	8m
15	1-3	12m	8m
16	1-3	12m	8m

Site	Storey range	Max height metres	Minimum Height metres
17	1-3	12m	8m
18	1-3	12m	8m
19	1-3	12m	8m
20	1-3	12m	8m

Form

- 2.34 The form of any new development must be designed and planned to ensure that it responds to the existing character of Beacon Park. The character of the workplace environment is to comprise a modern business campus-style layout.
- 2.35 The layout and design of buildings should allow for maximum natural surveillance and should have regard to Secured by Design - <https://www.securedbydesign.com/>. The development should maintain good visibility throughout the site by judicious layout design and use of external lighting. Appropriate internal landscaping and means of enclosure should be included to deter potential intruders, however, to maintain the open aspect of the site and the high quality environment, the use of security fencing will be kept to a minimum and only when alternatives such as hedging and landscaping will prove ineffective. Developers are advised to contact the Norfolk Constabulary Architectural Liaison Officer for detailed guidance on security measures.
- 2.36 Enclosed refuse areas and air conditioning compounds should where possible, be integrated within the building envelope, or screened by areas of landscaping.
- 2.37 Where adjacent sites are being developed concurrently, developers should seek to understand each other's proposals and make efforts to achieve designs that do not have unacceptable impacts.

Identity

Character

- 2.38 The design of all buildings should be of high quality. A variety of styles will be expected with both traditional and modern approaches where appropriate. Buildings should be designed and orientated so that the entrance, parking and loading areas are clear to the visitor. Efficient signage will be important in this respect.

Materials and Colours

- 2.39 Office buildings are to be constructed of either traditional cavity brickwork with pitched roofs, or steel framed with contemporary composite metal clad panels, with feature panels and architectural glazing. Industrial buildings are to be of steel frame construction with contemporary composite metal clad panels, with feature panels and architectural glazing.
- 2.40 Generally, more subdued and non-reflective finishes will reduce the overall impact of a building. Colour contrast and highly reflective materials may be used to highlight key

features such as entrances, windows and structure, but should generally be avoided over large areas of buildings.

- 2.41 These principles should be carried through into the design of ancillary structures.

Resources

Energy Efficiency

- 2.42 Buildings should be designed to include sustainability principles such as maintaining air quality, energy efficiency, orientation to make maximum use of daylight and sunlight, and should be robust in design in order to be able to adapt to changing needs.

Recycling Facilities

- 2.43 In all development, refuse and materials recycling collection facilities must be protected from the weather and designed as an integral part of the built form of the development proposals.

Lighting

- 2.44 Each plot must be provided with an adequate level of illumination in line with safety and security of all areas, at the same time as being used creatively for focal points and features. Lighting should be low level directed downwards to avoid contributing to night sky pollution.
- 2.45 Lighting design should keep glare to a minimum by ensuring that the main beam angle of all lights directed towards any potential observer is not more than 70°. Higher mounting heights allow lower main beam angles, which can assist in reducing glare. Some activities may require the deliberate and careful use of upward light - to which these limits cannot apply. However, care should always be taken to minimise any light trespass by the proper application of suitably directional luminaires and light controlling attachments

Re-use of Sand and Gravel Resources

- 2.46 There are potentially opportunities for the sand and gravel from onsite resources to be used in the construction phases of development. For example if sand and gravel is extracted to form part of sustainable drainage systems, and/or renewable energy schemes it could be used in construction where practicable. This will improve the sustainability of the project by reducing the need to extract sand and gravel from other locations.

Appendix 1 – Archaeology Protocol

The Protocol anticipates discoveries being made by Project Staff, who report to a Site Champion on their site (usually the senior person on site), who then reports to a person (the Nominated Contact) who has been nominated by the developer to co-ordinate implementation of the Protocol. The developer may have appointed a Retained Archaeologist to provide archaeological advice and/or services to the development. In this case the Retained Archaeologist would be an appropriate person to take the role of the Nominated Contact. The Nominated Contact will in turn inform the Norfolk County Council Historic Environment Service heritage@norfolk.gov.uk (01362 869275).

It is recognised that, for the Protocol to be effective, participants (such as Site Champions or project staff) may require appropriate training. The Norfolk County Council Historic Environment Service would be pleased to speak to developers about facilitating such training.

Where items of archaeological interest are recovered, Project Staff (under direction of the Site Champion) will:

- Handle all material with care.
- Any rust, sediment, concretion or marine growth should not be removed and 'groups' of items or sediments should not be separated.
- If possible photograph the item in the condition in which it was recovered.
- Record the position at which the artefact/sediments were recovered.
- Provide a unique reference number for each artefact, which is to be included on all recording and storage mediums.
- If the find is from a waterlogged or underwater environment, then Project Staff (under direction of the Site Champion) will arrange for the find to be immersed in seawater in a suitable clean container, which should be covered. It should be noted that 'time is of the essence' in terms of the recovery of waterlogged archaeological material. If waterlogged organic items are allowed to dry out this can cause irreparable damage. Care in handling items is paramount.

Where it is possible to identify the position from which the discovery originated, the Site Champion will arrange for a Temporary Exclusion Zone (TEZ) in which construction activities will cease temporarily (in the vicinity of the location), or move to an alternate location, until the advice of the County Council Historic Environment Service has been obtained.

The Nominated Contact should inform other teams engaged in potentially damaging activities in the same area, to ensure that they are aware of the position of the discovery so that further possible damage to the historic environment can be avoided.

The initial response of the Historic Environment Service will include an assessment of archaeological potential and a decision on the continuation or removal of the Temporary Exclusion Zone (TEZ).

The following types of discovery are likely to be of low potential:

- Reports of single, apparently isolated, finds that are not datable or are of modern (post-1800) or later date (with the exception of military remains).

The following types of discovery are likely to be of high potential:

- Reports of single finds that are of post-medieval or earlier date;
- Reports of single finds that relate to military aircraft;
- Reports of multiple finds from the same area;
- Reports indicating the presence of a wreck or other structural remains;

In the case of discoveries of low potential, the Historic Environment Service is likely to advise the Nominated Contact that the TEZ may be lifted and that construction activities in the vicinity of the discovery may recommence.

In the case of a discovery of high potential, the Historic Environment Service will advise the Nominated Contact of the implications of the discovery and of further actions that might be required. Further actions may include call-out investigations, the conversion of a TEZ to an Archaeological Exclusion Zone (AEZ), and/or the institution of a watching brief. The rationale for conclusions reached will be provided to the Nominated Contact.

If an AEZ is established a scheme of archaeological investigation will be required. Such investigation shall be undertaken in accordance with a written scheme which shall be submitted to and approved in writing by the Historic Environment Service. Work shall be carried out in accordance with that approved scheme and by a suitably qualified investigating body acceptable to the planning authority.

If the discovery is something to which specific legal provisions apply (treasure, human remains, wreck etc.), it will remain the responsibility of the developer to undertake such statutory reporting as is required.

The subsequent handling, retention or disposal of finds will be subject to applicable law and to arrangements between the developer and the institution receiving the archaeological archive arising from the scheme.

Beacon Park Local Development Order (LDO)

Environmental Impact Assessment (EIA) Screening Opinion

October 2021



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1. Introduction

Environmental Impact Assessment (EIA) process

- 1.1 The purpose of this report is to determine whether the Beacon Park Local Development Order (LDO) requires a full Environmental Impact Assessment (EIA) in accordance with The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended). To do this, the LDO has been assessed against a range of criteria as set out in Schedule 3 of the above legislation.
- 1.2 Although no individual developments that require full Environmental Impact Assessment (EIA) will be permitted under the LDO, the level of overall cumulative development permitted by the Local Development Order exceeds the relevant thresholds set out in Schedule 2 of the regulations (currently 5 hectares for Industrial Estate Development Projects).

Local Development Orders (LDOs)

- 1.3 A Local Development Order is one of a number of mechanisms that simplify and speed up the planning process. An LDO is a locally focused tool that grants planning permission for specific types of development within a defined geographical area, and by doing so, removes the need for a planning application to be made. Local Planning Authorities (LPAs) have powers to create LDOs.
- 1.4 The procedures for making a Local Development Order are set out in [sections 61A to 61D](#) and [Schedule 4A of the Town and Country Planning Act 1990](#), as amended, and [articles 38 and 41 of the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#).

2. Beacon Park Local Development Order

Site Location

- 2.1 The LDO for Beacon Park comprises 16.7 hectares of land occupied by business units and undeveloped land bounded by landscaping (see Appendix 1). Approximately 5.7 hectares remain undeveloped and available. The area is designated as one of the Great Yarmouth and Lowestoft Enterprise Zone sites. The site area itself has been slightly extended (from that of the area identified in 2012) in the south-east corner to include all of the employment uses.
- 2.2 The site is located to the south west of Gorleston-on-Sea on Norfolk's east coast. Gorleston-on-Sea is a suburb of Great Yarmouth, an internationally renowned centre for the offshore energy industry which also has a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.

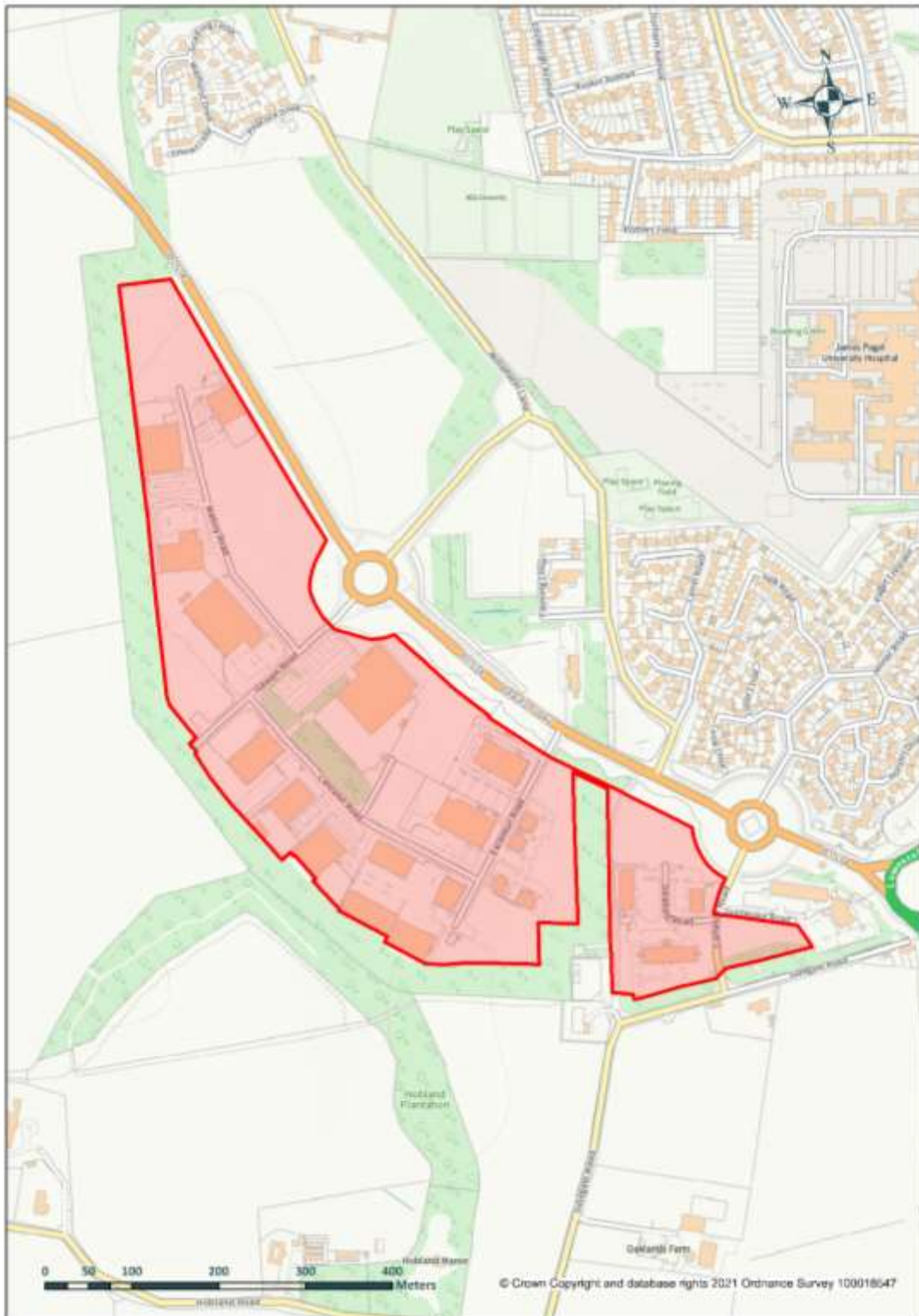


Figure 1 - Beacon Park Local Development Order

- 2.3 Beacon Park lies adjacent to the A47 corridor between Great Yarmouth and Lowestoft, which provides excellent access to both of these settlements. While a larger area comprising a new residential development is also referred to as ‘Beacon Park’, for the purpose of this LDO, Beacon Park refers only to the existing business park south of Beaufort Way. The majority of

the site is now developed following the success of the 2012 LDO. The development to date has been well-designed set within high quality landscaping.



Figure 2 - Aerial Photograph of Beacon Park Local Development Order

Development description

- 2.4 Great Yarmouth Borough Council (GYBC) has created this LDO to help enable the further development of Beacon Park. The intention is to allow greater permitted development rights for new business-related development within Beacon Park. The aim is to foster economic growth and provide the opportunity for service, high-tech/research and development sector businesses, particularly those associated with the off-shore energy industry to prosper and grow, through a simplified planning process created by the LDO. The LDO was originally

adopted in March 2012 for this site, of which this updated LDO will replace. It has been very successful in encouraging inward investment and development on the site with the majority of the site now developed.

- 2.5 The retention of an LDO for the site will continue to reduce the number of planning applications required for business related development on the site, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will continue to be a major benefit to businesses wishing to locate to the area and will provide a degree of certainty as to the type of development which will be acceptable, thereby saving prospective occupiers time and money.
- 2.6 As part of the work associated with the creation of the original LDO adopted in March 2012, a detailed design code specific to Beacon Park was produced. In producing the design code, the existing character of the area was carefully assessed together with the Council's aspirations for the area, thereby providing a clear understanding of the general types of development which would be considered acceptable. The March 2012 LDO has resulted in the creation of a high quality business environment. Therefore, this new LDO retains and updates the detailed design code to ensure future development meets this standard.
- 2.7 The updated LDO provides an opportunity to review and amend the type of development permitted and accordingly revise the design code. Generally, the permitted use within the order has remained unchanged, the main change being an added restriction to prevent change of permitted use from office use to other Class E uses, following changes to the national use classes order. The design code has been updated to reflect and follow the headings of the recently published [National Model Design Code](#).
- 2.8 The LDO grants planning permission for the following classes of development:
 - Class 1: Site Investigation
 - Class 2: Offices and Light Industrial
 - Class 3: Electronic Communications
- 2.9 The permissions are subject to conditions and limitations contained within the LDO. Development under Class 2 and Class 3 must be in accordance with the requirements of the accompanying Design Code. Of particular relevance to this SEA screening report, permission will not apply to Schedule 1 or 2 (where significant effects have been identified through a screening assessment) EIA development. There are also other limitations relating to highway works and mineral and waste matters. The design code itself sets out the parameters which detailed plans must meet for LDO consent to be formally granted.

Relevant Local Plan Policies

- 2.10 The Local Development Order will help implement Policies CS6 (of the Core Strategy) which seeks to support economic growth across the Borough and Policy GN4 (of the Local Plan Part 2) which reserves land at Beacon Park for new, extended or replacement business uses. Policy GN4 particularly encourages developments which promote higher value technology, research and development and those supporting services associated with the offshore energy industry.

3. Environmental Assessment

EIA Context

- 3.1 As part of the screening exercise, the LDO (and accompanying design code) has been assessed for likely significant effects upon the environment across a range of criteria set out in the Government's template EIA Screening Matrix.
- 3.2 The LDO has a further safeguard in that individual projects which come forward under the LDO which exceed the Schedule 2 threshold are only permitted under the order if a further Screening Opinion is undertaken prior to commencement which concludes no significant effects. Individual projects under the threshold are not required to undertake a further screening opinion.
- 3.3 In setting the context and baseline conditions, it is important to acknowledge that the business park is largely built out and therefore the additionality from vacant plots or change of use of existing plots is limited.

Consultation

- 3.4 The LDO preparation process requires consultation with the public and the Statutory Bodies. The final report will take into account comments and will be revised where necessary.

Habitat Regulations Assessment

- 3.5 Alongside this Screening Assessment, a Habitat Regulations Assessment has been prepared. This is required to meet [The Conservation of Habitats and Species Regulations 2017 \(as amended\)](#), to consider the impact of proposals on National Site Network Habitat Sites.

EIA Screening Criteria

Natural Resources

- 3.6 The site is in existing use as a business park. The site is largely developed with only 5.7 hectares of undeveloped land remaining. The land is classified as Grade 1 Agricultural Land. The original assessment in locating the business park considered alternative sites but concluded that the loss of high grade agricultural land was unavoidable but limited in scale given the shortage of alternative land when considering other constraints. The remaining undeveloped parcels are no longer suitable for active farming given the plot sizes and location within the business park which is in use.
- 3.7 The topography of the site will remain as it currently exists as the roads and other infrastructure serving the business park effectively constrain any significant changes to the topography of the site. The study site has bedrock geology of Crag Group – detrital sand and gravel sedimentary bedrock. The accompanying Design Code to the LDO encourages the on-site re-use of any sand and gravel extracted as part of the development.
- 3.8 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Waste

- 3.9 The LDO consent does not grant consent for waste management activities, or general industrial activities. Any development proposal which is considered under 'County Matters'

will be determined by Norfolk County Council as the Local Planning Authority, this includes waste management based development. It is, however, possible that some activities under light industrial may produce waste during the construction and operational phases. However, effects are not considered to be significant or abnormal during construction or operational phases.

- 3.10 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Pollution & Nuisances

- 3.11 The site is not within an Air Quality Management Area. With the limited additionality and appropriate mitigations in place, the LDO will have extremely limited potential to impact upon air quality from construction and operational phases.
- 3.12 The LDO only permits light industrial uses which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes smoke, soot, ash, dust or grit and associated works to enable access and egress, parking, and installation of services to buildings. (I.e. under what is now Use Class E of the Use Classes Order).
- 3.13 Operations may require extra lighting to support activities. The surrounding use to the north and east is urban mainly residential, and there is a substantial woodland landscape buffer to the west minimises impacts across open countryside. The Design Code requires that lighting design keeps glare to a minimum by ensuring that the main beam angle of all lights directed towards any potential observer is not more than 70°. Where upward lighting is required the Design Code requires light trespass to be minimised by directional luminaries and light controlling attachments.
- 3.14 Traffic noise is most likely to impact on Beaufort Way which serves the business park with access to the A47 to the east and the A143 to the west. In terms of commercial/industrial noise sources all existing uses within the business park have appropriate enclosing or screening mitigation of noise sources. With the limited additionality and appropriate mitigations in place, the LDO in the longer term would only result in a low noise impact, but in the shorter term this would be negligible.
- 3.15 The LDO permits electronic communications subject to design and operational requirements. Condition vi) of that class ensures that the development itself and any cumulative exposure will meet International Commission for Non-Ionising Radiation Protection (ICNIRP) guidelines for public exposure. This condition ensures that electromagnetic radiation will be maintained at acceptable levels.
- 3.16 Beacon Park is situated on a Principal Aquifer which is particularly sensitive to pollution. To address this the Design Code restricts deep soakaways for surface water. Sustainable Urban Drainage Systems (SUDS) will be implemented across the site ensuring that flood mitigation is dealt with on site and avoids artificially altering the hydrological cycle.
- 3.17 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Population & Human Health

- 3.18 There is not considered to be any risks of major accidents associated with the construction, operation or decommissioning of any of the development permitted under the LDO.
- 3.19 Human health can be affected by potential emissions from operations and traffic associated with activities permitted through the LDO (covered in the above 'pollution & nuisances' criterion). These effects are not considered significant for the reasons stated above.
- 3.20 The site provides decent walking routes for recreation, particularly around the planted tree boundary. The site is also serviced by walking and cycling infrastructure to support healthy commuting. Activities on the business park will provide jobs either net new to the Borough or through re-location. There are clear social, economic, and environmental benefits associated with human health that can be achieved through development under this LDO.

Water Resources

- 3.21 Beacon Park is located approximately 1.2km inland from the North Sea along the East Coast of Norfolk. It is approximately 1.4km east of the nearest large waterbody, Fritton Lake. Further northwest is the Broads network with Breydon Water, the River Yare, River Bure and River Waveney. Beacon Park is situated on a Principal Aquifer which is particularly sensitive to pollution. To address this through the LDO, deep soakaways for surface water are not permitted. The implementation of SUDS measures will limit the potential for any pollution/contamination to these water bodies (see the above 'pollution & nuisances' criterion).
- 3.22 Based on the conditions in place, the LDO will have **no likely significant effect** on water resources.

Biodiversity (Species & Habitats)

- 3.23 The site itself has extremely limited ecological value, with much of the existing site already built up and serviced by access roads. The site has a substantial tree boundary planted around it to reduce the visual impact of the urban edge on the surrounding countryside, which may well provide local habitats. The trees are an important feature of the business park and will be retained.
- 3.24 Habitat Regulations Assessment (HRA) of the Local Plan found that new residential and tourist development has the potential to increase recreational disturbance at nearby National Site Network habitat sites. The closest terrestrial site is Breydon Water SPA, approximately 4.3km north of the site, with the closest marine site, the Outer Thames Estuary SPA and the Southern North Sea SAC, located approximately 1.2km east of the site. No impact pathway was established between new planned employment activities (including the allocation of Beacon Business Park under Policy GN4) and nearby National Site Network habitat sites. This EIA Screening is supported by a HRA Screening that comes to the same conclusion, that **no adverse effects** will result on the integrity of National Site Network habitat sites from development permitted through the LDO.
- 3.25 In conclusion, the LDO will have **no likely significant effect** on biodiversity including protected habitats and species.

Landscape & Visual

- 3.26 The undeveloped part of Beacon Park is still considered to be greenfield, albeit that the plots are already serviced by road and the land is safeguarded/allocated for employment use. To the north is a new residential development and the James Paget University Hospital. The site is otherwise surrounded by arable fields on all other sides, with a substantial tree boundary running along the western edge to minimise the visual impact of the business park on the surrounding countryside. The site is highly visible from public viewpoints along Beaufort Way. However, the context of these views is already a mixture of commercial and residential development. Therefore, the additional development permitted by the LDO is unlikely to result in a material change to the visual experience of the area.
- 3.27 The 2016 Settlement Fringe Study identifies that the area has a very low landscape sensitivity and low landscape value and that the area therefore has a very high landscape capacity. To address potential impacts from the appearance, scale, layout, and design of proposed units, the LDO is supported by a design code that sets clear parameters to be met for consent to be issued.
- 3.28 Based on the existing measures that have been taken, the LDO will have **no likely significant effect** on this environmental criterion.

Cultural Heritage & Archaeology

- 3.29 There are no national, regional, or local designations affecting the site itself or within the immediate vicinity.
- 3.30 Beacon Park lies within an extensive area of cropmark evidence of field systems and enclosures of Iron Age to Roman and later. Archaeological Excavations undertaken in 2011 in the western area of the site located a pit containing finds from the late Neolithic to early Bronze Age dates. The extent of the cropmark evidence indicates that there is a high potential that important archaeological remains will be present across the whole of the Local Development Order area. To address this the Design Code includes an Archaeology Protocol which must be followed. This sets out a process which must be followed when undertaking excavations in relation to potential finds.
- 3.31 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Transport & Access

- 3.32 The site is accessed from the relatively new B1535 Beaufort Way link road that connects with the A47 Lowestoft Road in the east to the A143 Beccles Road in the west. The A47 provides the strategic north-south route between Great Yarmouth and Lowestoft to the south. The A47 continues west from Great Yarmouth towards Norwich. The A143 provides a principal route connecting with the A47 to the north and running in a south-westerly direction towards Beccles, Diss and Bury St Edmunds.
- 3.33 The existing Beacon Business Park is accessed from Beaufort Way via Excalibur Road and Gawain Road. Excalibur Road forms a priority junction with Beaufort Way and Gawain Road is the south-west arm of a four arm roundabout further along Beaufort Way to the north-west of Excalibur Road. Lancelot Road connects Excalibur Road to Gawain Road within the Business Park. Malory Road is a cul-de-sac off Gawain Road and serves the northern plots. There is clear road infrastructure and capacity to support the transport needs of the remaining plots.

- 3.34 The nearest bus stop to the proposed extension site is located on Beaufort Way, adjacent to and opposite Excalibur Road. This bus stop is served by routes X11 and 580. The X11 bus service runs between Belton and Norwich via Gorleston and Great Yarmouth. Approximate journey times are 11 minutes to Belton, 9 minutes to Gorleston town centre, 21 minutes to Great Yarmouth and 64 minutes to Norwich. The 580 bus service is operated by Borderbus and runs between Bungay and Great Yarmouth, via Beccles, with a frequency of approximately one bus per hour during the working day.
- 3.35 Within the immediate vicinity of the site there are sections of shared pedestrian and cycle routes along the existing Beacon Business Park roads and along Beaufort Way. These routes link with the wider network of footways in the general locality and provide a comprehensive and well defined footway network to all local services, facilities and public transport nodes supporting the potential for commute by non-motorised means.
- 3.36 The LDO will not result in the closure of any of these streets or footpaths. The limited additional development proposed by LDO will unlikely have any impacts on congestion on these streets to the extent there will be environmental problems. Additionally, conditions attached to the LDO require compliance with a Travel Plan to maximise travel by sustainable modes and therefore limit the impact on congestion.
- 3.37 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Land Use

- 3.38 The business park effectively forms part of an urban extension to the south-west corner of Bradwell. Bradwell is connected to Gorleston-on-Sea and Great Yarmouth, forming the main urban conurbation within the Borough. North of the site is the residential extension of Bradwell, a further 1,000 properties separated by Beaufort Way (and landscaping along the top edge of the business park). To the north-east is the James Paget University Hospital. To the east of the site is the residential area of south Gorleston separated by the A47 (and landscaping along the eastern edge of the business park).
- 3.39 The LDO only permits light industrial uses which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes smoke, soot, ash, dust or grit and associated works to enable access and egress, parking, and installation of services to buildings. See the conclusions under 'Pollution & Nuisances' above.
- 3.40 Based on the conditions in place, the LDO will have **no likely significant effect** on surrounding land uses.

Land Stability & Climate Change

- 3.41 The location of the land is not susceptible to earthquakes, subsidence, landslides, erosion, or extreme /adverse climatic conditions, e.g. temperature inversions, fogs, severe winds, which could cause the project to present environmental problems.
- 3.42 The Strategic Flood Risk Assessment (SFRA) for Great Yarmouth identifies a few small pockets where surface water flooding may be present, but that the site is generally at low risk of flooding (including consideration for climate change).

- 3.43 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Cumulative effects

- 3.44 While the business park effectively forms part of an urban extension to the south-west corner of Bradwell, the residential and employment elements have been constructed in phases over the past nine years. This has reduced the potential for nuisance effects. Potential effects associated with pollution, water resources and flooding, landscape and visual, archaeology and transport have been addressed through conditions in place through the LDO consent process.
- 3.45 There are several employment sites across Great Yarmouth, including South Denes which also forms part of the Enterprise Zone. However, all of these sites have been safeguarded/allocated since the Local Plan Core Strategy was adopted in 2015, and most of them are largely developed out. The net amount of remaining vacant sites is low, and therefore the potential for any pollution, transport or other cumulative impacts is also low. The Sustainability Appraisals supporting the Core Strategy and Local Plan Part 2 both concluded that cumulative impacts associated with planned new development would be minimal upon the baseline.

- 3.46 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Transboundary Effects

- 3.47 The site is located on the East Coast of England, the UK. There will be no transboundary effects as there are no nearby international boundaries. The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Scheduled Development under EIA

- 3.48 The EIA Regulations categorise development types as either 'Schedule 1' developments or 'Schedule 2' developments. Developments listed in Schedule 1 will always require an EIA. None of the permitted LDO uses are included on the Schedule 1 list. Should any development permissible under the LDO hit a Schedule 2 threshold, a specific scheme EIA screening will be required and development is only permitted where a further Screening Opinion concludes no significant effects.

Conclusions

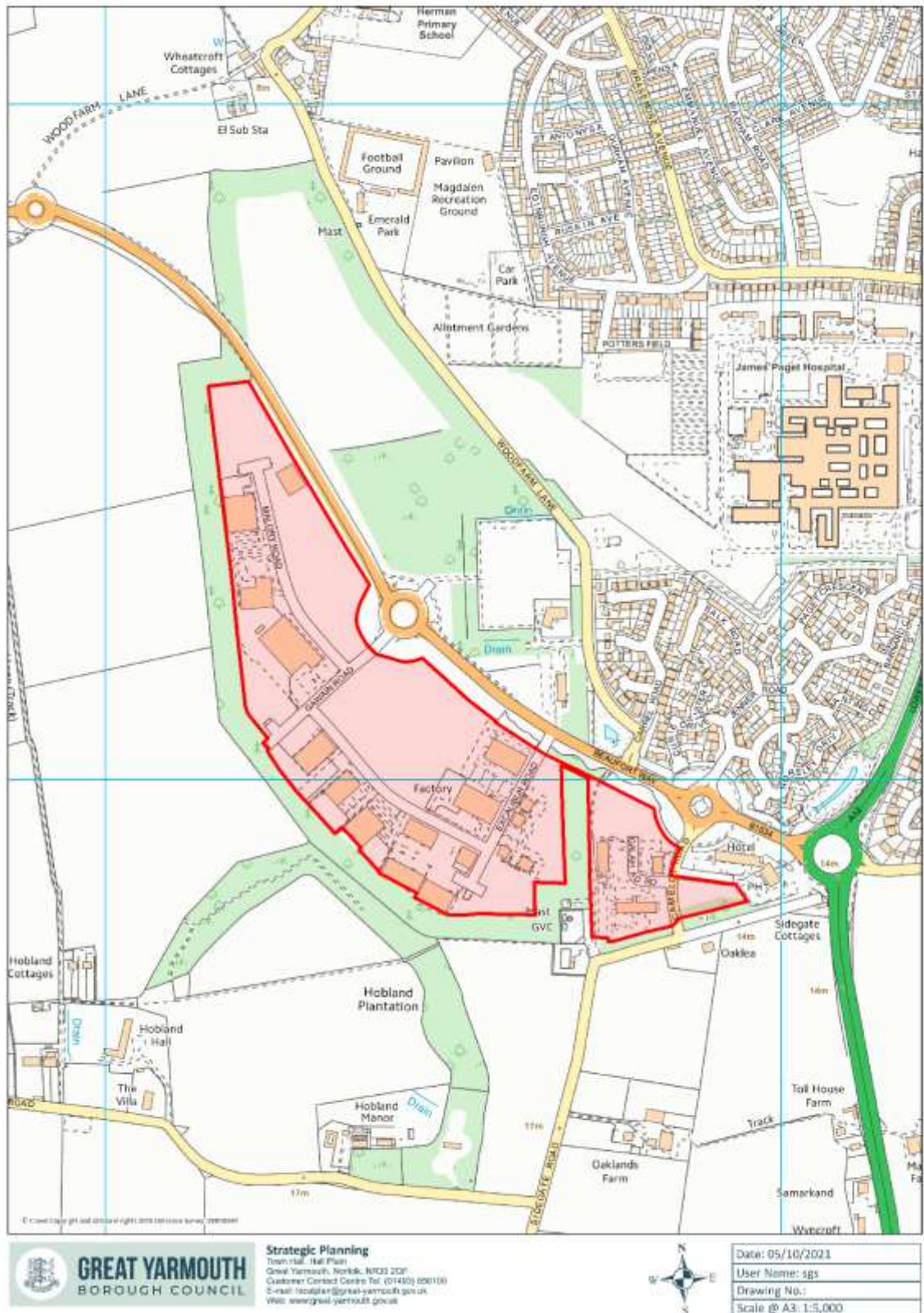
- 3.49 The NPPG states that EIA "will only apply to a small proportion of projects considered within the town and country planning regime". The uses that could emerge through the LDO are of a similar nature to the existing development on the site with the remaining space and potential for impacts extremely limited. The LDO requires that any proposed developments that could be considered EIA development will need to be individually screened, and if EIA development is concluded, LDO consent will not apply.

4. EIA Screening Decision

It is concluded that the Beacon Park LDO will not have likely significant impacts, therefore a full Environmental Impact Assessment is not required.

5. Appendix 1 – Site plan & Aerial plan

Beacon Park LDO



Beacon Park LDO



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Date: 05/10/2021
User Name: sgs
Drawing No.:
Scale @ A3: 1:5,000

Beacon Park Local Development Order (LDO)

Habitat Regulations Assessment (HRA) Screening

October 2021



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1. Introduction

Habitat Regulations Assessment (HRA) process

- 1.1 The purpose of this report is to consider the implications of the Beacon Park Local Development Order (LDO) on National Site Network Habitat Sites (Habitat Sites), in terms of any possible harm to the habitats and species that form an interest feature of the Habitat Sites. The LDO has therefore been screened for 'likely significant effects' on Habitat Sites. This will be undertaken in accordance with 'The Conservation of Habitats and Species Regulations 2017' (as amended).
- 1.2 This screening report has been informed by the HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2. The Local Plan safeguarded and allocated Beacon Park for high-tech employment uses, particularly those that support the offshore energy industry.

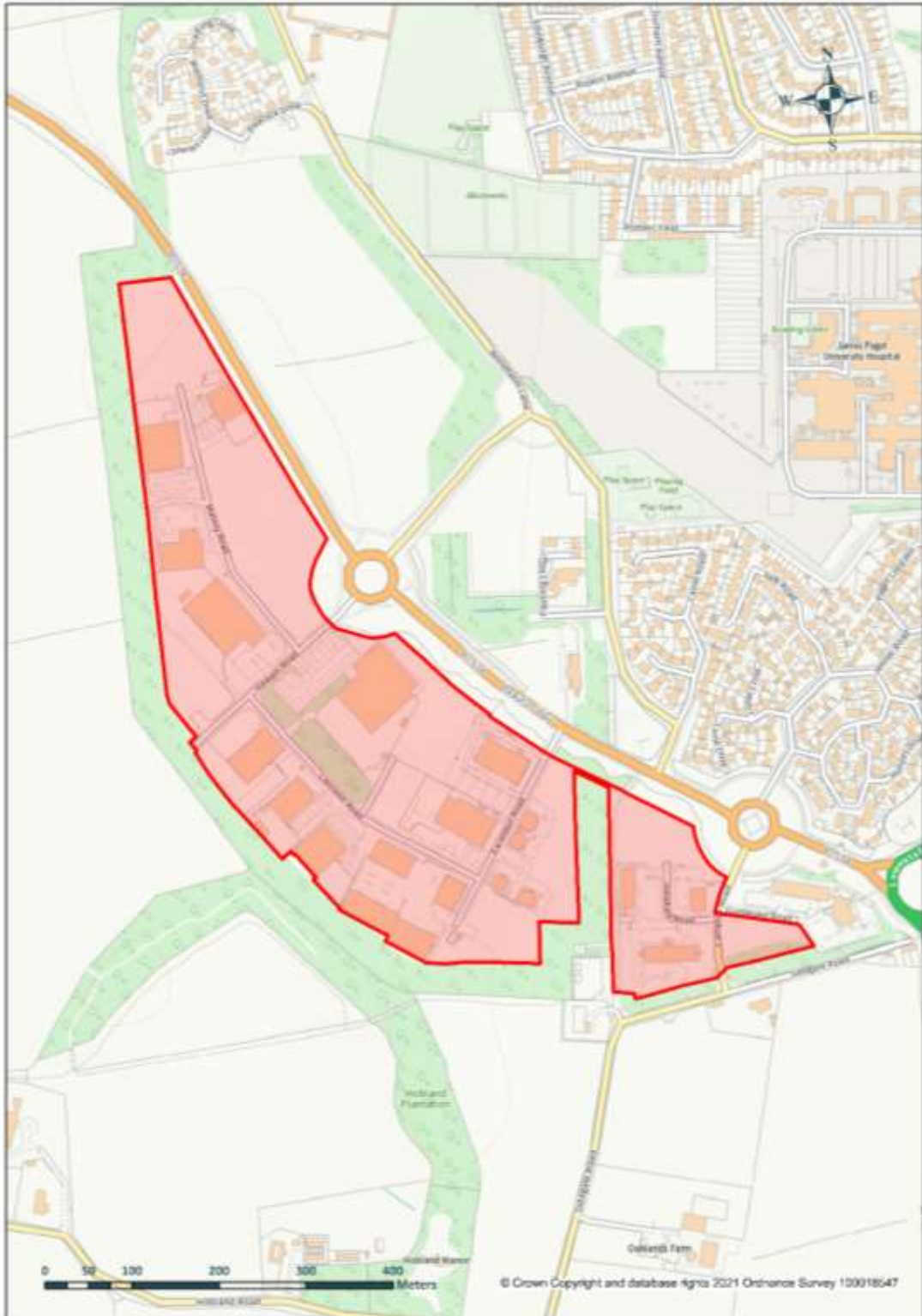
Local Development Orders (LDOs)

- 1.3 A Local Development Order is one of a number of mechanisms that simplify and speed up the planning process. An LDO is a locally focused tool that grants planning permission for specific types of development within a defined geographical area, and by doing so, removes the need for a planning application to be made. Local Planning Authorities (LPAs) have powers to create LDOs.
- 1.4 The procedures for making a Local Development Order are set out in [sections 61A to 61D](#) and [Schedule 4A of the Town and Country Planning Act 1990](#), as amended, and [articles 38 and 41 of the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#).

2. Beacon Park Local Development Order

Site Location

- 2.1 The LDO for Beacon Park comprises 16.7 hectares of land occupied by business units and undeveloped land bounded by landscaping (see Appendix 1). Approximately 5.7 hectares remain undeveloped and available. The area is designated as one of the Great Yarmouth and Lowestoft Enterprise Zone sites. The site area itself has been slightly extended (from that of the area identified in 2012) in the south-east corner to include all of the employment uses.
- 2.2 The site is located to the south west of Gorleston-on-Sea on Norfolk's east coast. Gorleston-on-Sea is a suburb of Great Yarmouth, an internationally renowned centre for the offshore energy industry which also has a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.



2.3

Figure 1 - Beacon Park Local Development Order

2.4 Beacon Park lies adjacent to the A47 corridor between Great Yarmouth and Lowestoft, which provides excellent access to both of these settlements. While a larger area comprising a new residential development is also referred to as 'Beacon Park', for the purpose of this LDO, Beacon Park refers only to the existing business park south of Beaufort Way. The majority of the site is now developed following the success of the 2012 LDO. The development to date has been well-designed set within high quality landscaping.

Development description

- 2.5 Great Yarmouth Borough Council (GYBC) has created this LDO to help enable the further development of Beacon Park. The intention is to allow greater permitted development rights for new business-related development within Beacon Park. The aim is to foster economic growth and provide the opportunity for service, high-tech/research and development sector businesses, particularly those associated with the off-shore energy industry to prosper and grow, through a simplified planning process created by the LDO. The LDO was originally adopted in March 2012 for this site, of which this updated LDO will replace. It has been very successful in encouraging inward investment and development on the site with the majority of the site now developed.
- 2.6 The retention of an LDO for the site will continue to reduce the number of planning applications required for business related development on the site, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will continue to be a major benefit to businesses wishing to locate to the area and will provide a degree of certainty as to the type of development which will be acceptable, thereby saving prospective occupiers time and money.
- 2.7 As part of the work associated with the creation of the original LDO adopted in March 2012, a detailed design code specific to Beacon Park was produced. In producing the design code, the existing character of the area was carefully assessed together with the Council's aspirations for the area, thereby providing a clear understanding of the general types of development which would be considered acceptable. The March 2012 LDO has resulted in the creation of a high quality business environment. Therefore, this new LDO retains and updates the detailed design code to ensure future development meets this standard.
- 2.8 The updated LDO provides an opportunity to review and amend the type of development permitted and accordingly revise the design code. Generally, the permitted use within the order has remained unchanged, the main change being an added restriction to prevent change of permitted use from office use to other Class E uses, following changes to the national use classes order. The design code has been updated to reflect and follow the headings of the recently published [National Model Design Code](#).
- 2.9 The LDO grants planning permission for the following classes of development:
- Class 1: Site Investigation
 - Class 2: Offices and Light Industrial
 - Class 3: Electronic Communications
- 2.10 The permissions are subject to conditions and limitations contained within the LDO. Development under Class 2 and Class 3 must be in accordance with the requirements of the accompanying Design Code. Of particular relevance to this SEA screening report, permission will not apply to Schedule 1 or 2 (where significant effects have been identified through a screening assessment) EIA development. There are also other limitations relating to highway

works and mineral and waste matters. The design code itself sets out the parameters which detailed plans must meet for LDO consent to be formally granted.



Figure 2 – Aerial Photograph of Beacon Park Local Development Order

3. Habitat Sites

- 3.1 Using a precautionary principle, this screening report has assessed impacts on Habitat Sites at a 20km radius of the LDO site at Beacon Park. This buffer is used as it is deemed precautionary enough to capture most potential impact pathways (i.e. the means by which a Habitat Site may be affected). Habitat Sites include Special Areas of Conservation (SACs) and Special

Protection Areas (SPAs). However, as national planning policy gives Ramsar sites the same protection as SACs and SPAs, these have also been included. . Habitat Sites can be terrestrial or marine.

3.2 The following sites are within 20km of the proposed LDO area.

Terrestrial Habitat Sites		
Special Protection Areas	Special Area of Conservation	Ramsar Site
Breydon Water	The Broads	Breydon Water
Broadland	Winterton-Horsey Dunes	Broadland
North Denes	Benacre to Easton Barents	
Benacre to Easton Barents		
Marine Habitat Sites		
Special Protection Areas	Special Area of Conservation	Ramsar Site
Outer Thames Estuary	Southern North Sea	
Greater Wash	Haisborough, Hammond and Winterton	

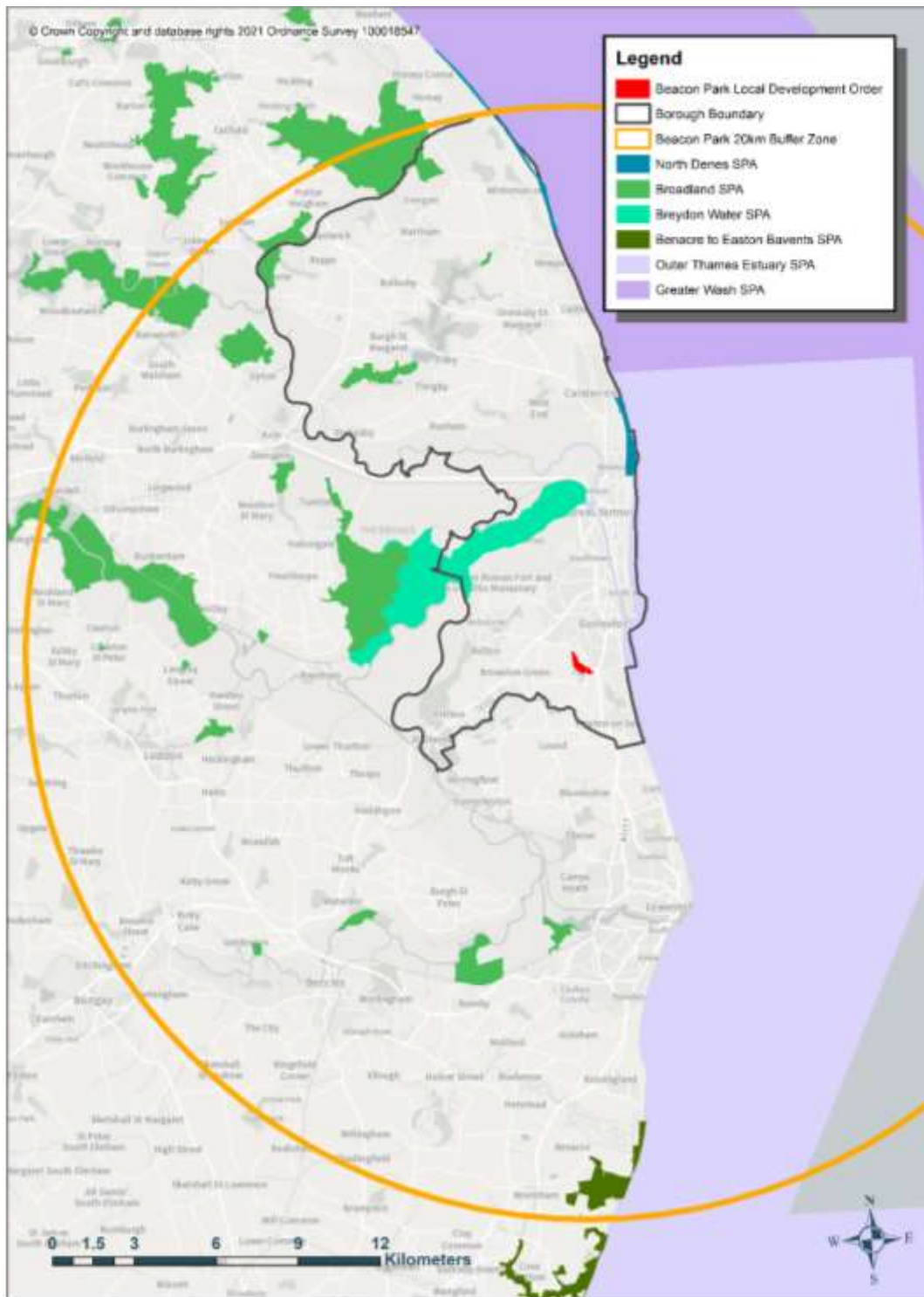


Figure 3 - Special Protection Areas within 20km of the Beacon Park Local Development Order

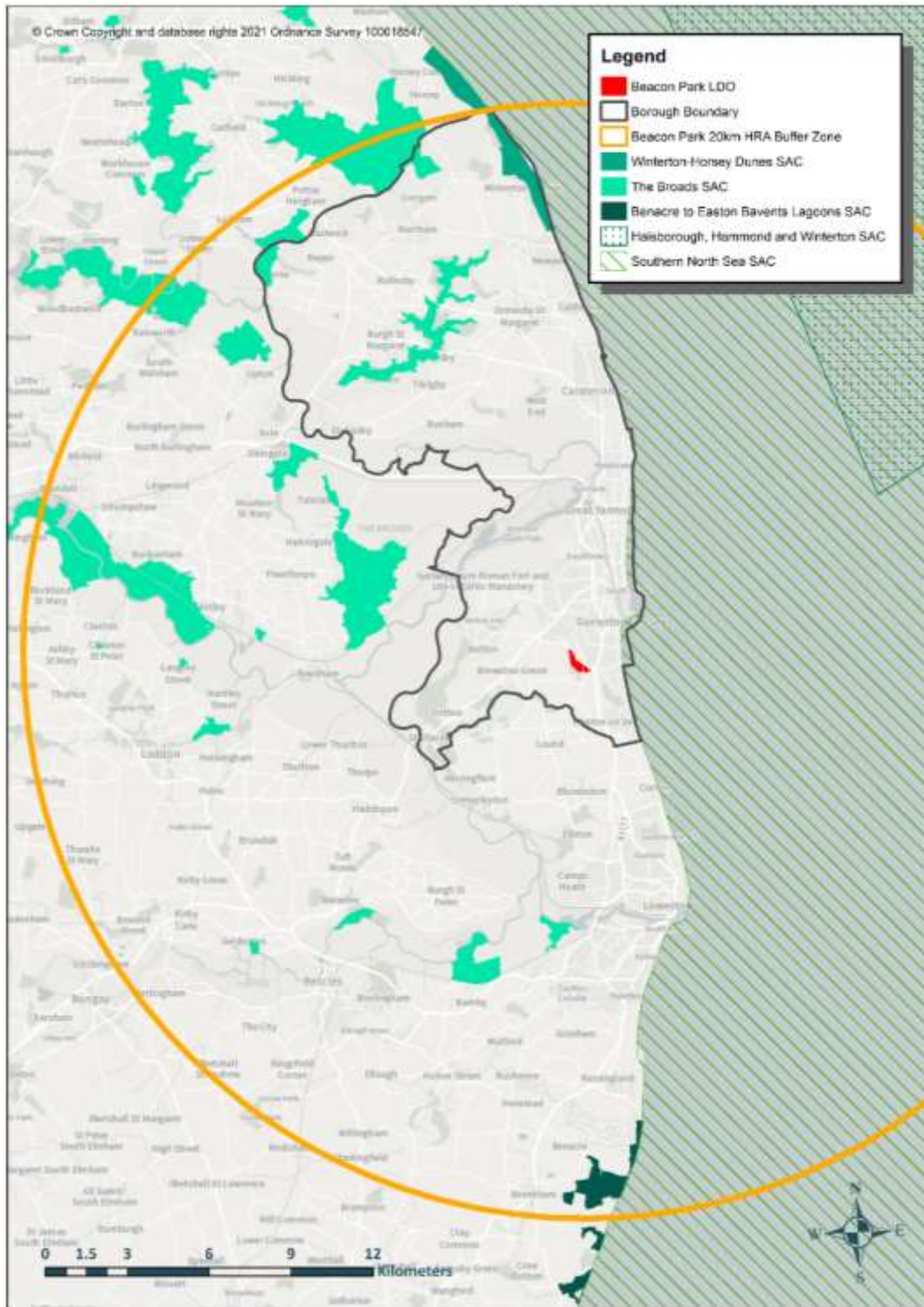


Figure 4 - Special Areas of Conservation within 20km of Beacon Park Local Development Order

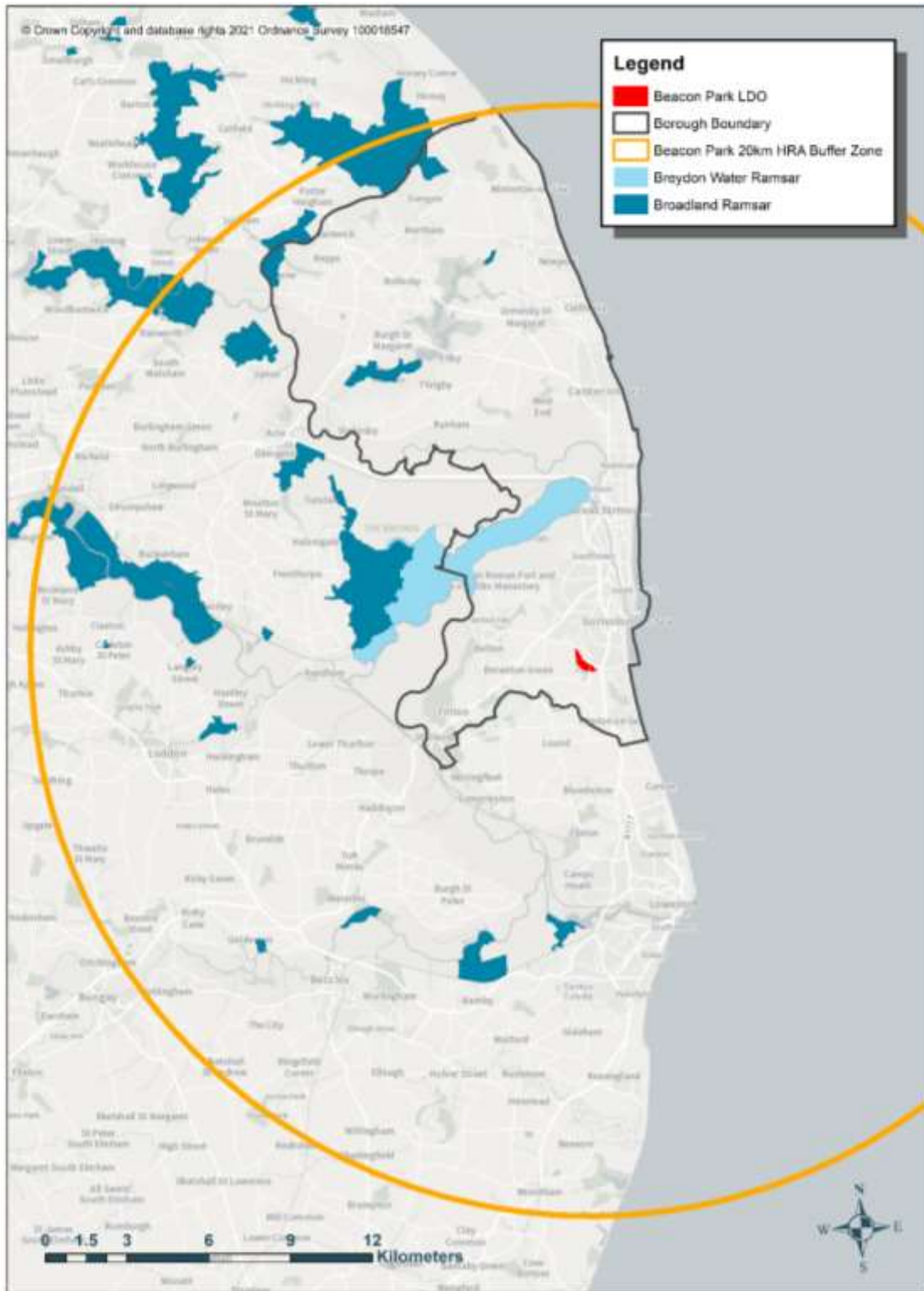


Figure 5 - Ramsar sites within 20km of the Beacon Park Local Development Order

4. Establishing Impact Pathways

- 4.1 Impact pathways are identifiable means by which the plan or project could potentially affect a Habitat Site. The HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2 identified impacts from recreation such as disturbance, trampling, increased fire risk and enrichment such as through dog fouling. These impacts are mainly associated with North

Denes, Winterton-Horsey Dunes and to a lesser extent within the Borough, the Broads network of sites. It is, however, considered unlikely that a limited range of employment-related uses on a business park will add to existing recreational pressures.

- 4.2 There is the potential for water issues related to water quality and water quantity (i.e. water availability). Run-off, outflow from sewage treatments and overflow from septic tanks can result in increased nutrient loads and contamination of water courses. This should, however, be considered in the context of the LDO site at Beacon Park which is located 4.2km south of the closest terrestrial sites, Breydon Water, and 1.2km from the coastline where the closest marine site, the Outer Thames Estuary is. The LDO permits light industrial uses, where waste products, drainage or construction may have the potential to drain into the ground. However, there are limited hydrological links to these habitats from the site and for large water bodies such as those directly connected to the North Sea, it is likely that any pollutants (which would be minimal given the distance required to travel) could easily be dispersed and would not have an impact.
- 4.3 In terms of air quality, Great Yarmouth Borough does not have any specific identified air quality concerns and does not hold any air quality management areas (AQMAs). Whilst these relate to human health, they highlight a potential air quality concern that may also be relevant for sensitive habitats. It is also anticipated that traffic congestion within Great Yarmouth will be improved with the new river crossing under construction. The impact of air quality must be considered more in cumulative terms associated with Beacon Park, as any net increase will be fractional by comparison to existing impacts. Even in this context, the remaining vacant space on the business park is limited and therefore the potential for significant impacts is reduced. The HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2 concluded that the Borough is not a focus for intensive growth and that air quality impacts can be ruled out.
- 4.4 Abstraction and land management can influence water flow and quantity, resulting in reduced water availability at certain periods or changes in the flow. Such impacts particularly relate to aquatic and wetland habitats. The LPP2 HRA was able to conclude in consultation with the Environment Agency and Natural England that while there were issues with local water supply, the Water Cycle Strategy Scoping Study, published jointly with the neighbouring Waveney District Council in 2009, demand through planned growth (including Beacon Park) could be met with adequate protection for Habitat Sites.
- 4.5 On the basis of the above considerations and the distance between the LDO site and Habitat Sites, impacts to the following Habitat Sites can be ruled out:
- North Denes SPA
 - Winterton-Horsey Dunes SAC
 - Outer Thames Estuary SPA
 - Greater Wash SPA
 - Southern North Sea SAC
 - Benacre to Easton Bavents SAC/SPA
- 4.6 The remaining Habitat Sites: Breydon Water SPA/Ramsar, Broadland SPA/Ramsar, and The Broads SAC, must be considered further for potential impacts, 'likely significant effects', associated with water quality.

5. Screening for likely significant effects

- 5.1 The potential risk identified from the above impact pathways, is that activities permitted through the LDO may have the potential to impact upon the water quality of some nearby Habitat Sites. However, Beacon Park is over 4km south-east of the closest terrestrial site, this being Breydon Water, which is not hydrologically connected to the site. Any drainage from Beacon Park is likely to flow south towards Lound Lakes and Fritton Lake, providing more opportunity for any pollutant to disperse and dissipate. There are no watercourses that would connect the site seawards to the marine Habitat Sites, particularly given the extent of built up area in between. Therefore, the actual risk associated with the potential for water pollution is therefore **not considered to be a 'likely significant effect'**.
- 5.2 The LDO does not propose specific uses, however, all individual schemes will be subject to Environmental Impact Assessment (EIA) thresholds (under schedules 1 and 2) and LDO consent will not be granted should it be determined that any development has environment impacts. It is also important to acknowledge that Beacon Park is a business park is largely built out and therefore the additionality from vacant plots or change of use of existing plots is limited.

In-combination/Cumulative Effects

- 5.3 The Beacon Park site has also been subject to HRA of the Local Plan Part 2 which considered the allocation of the business park and the in-combination effects with other policies of the plan. The in-combination effects identified in that HRA were associated with recreational impacts from residential and tourist development; the employment activities permitted through the LDO will not impact upon recreation disturbance. Therefore, this screening assessment confirms that there is no **'likely significant effect'** in-combination.

6. Conclusions

- 6.1 This HRA Screening Assessment has been prepared to consider whether there are 'likely significant effects' on nearby Habitat Sites associated with the LDO at Beacon Park.
- 6.2 The conclusion of **'no likely significant effects'** alone and in-combination has been determined having considered the limited scope of development activities, the distance to Habitat Sites, and consequently the limited potential of impacts on those Habitat Sites. Accordingly, no Appropriate Assessment is required as there will be no adverse effects on Habitat Sites integrity. This decision is made in accordance with Regulation 80 of the Conservation of Habitats and Species Regulations 2017 (as amended)

Great Yarmouth and Lowestoft Enterprise Zone

Local Development Order for South Denes

Consultation Draft - <INSERT DATES OF CONSULTATION>

1. Introduction

What is this Document?

- 1.1. This document is a draft Local Development Order for South Denes, part of which forms part of the Great Yarmouth and Lowestoft Enterprise Zone. The Local Development Order will replace the existing Local Development Order (May 2012) for the area which will expire on 15th May 2022. This new Local Development Order grants the same permissions as the previous order. However, there have been a few updates to reflect latest legislation and policy.

Site Area

- 1.2. The area subject to the LDO comprises 124.5 hectares of land, of which 55.2 hectares is designated as an Enterprise Zone.

Site context

- 1.3. The South Denes LDO area is located to the south of Great Yarmouth town centre and east of Gorleston-on-Sea, located on Norfolk's east coast. The town is an internationally renowned centre for the offshore energy industry and has a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to northern Europe.
- 1.4. South Denes lies adjacent to the River Yare and the area includes a river port and outer harbour. The wider area is served by the A47 trunk road which provides links to the south and to the west. Great Yarmouth railway station, which is located 2km north of the area, provides links to Norwich and onto London. Lowestoft railway station is 16km to the south provides services to Norwich, Ipswich and beyond. Norwich International Airport is located 42km to the north west.
- 1.5. The area abutting the north and west of the South Denes LDO area includes residential development and a range of community facilities. The beachfront and the Golden Mile, with its tourism attractions lie to the north of the main area of the LDO. A full range of shops and services can be found in Great Yarmouth town centre and Gorleston town centre.
- 1.6. A large part of the LDO area comprises port operational land. The LDO and Design Code will not impact on or affect the rights set out in the Town and Country Planning (General Permitted Development) Order 2015 (GDPO) which applies to port operational land. Development undertaken using these permitted development rights in the GPDO does not have to comply with the LDO Design Code. In addition, the guidance set out in the Port Marine Safety Code and other port related legislation also still applies.

2. Statement of reasons

Summary of the overall objective

- 2.1. Great Yarmouth Borough Council has created this Local Development Order (LDO) to help enable the further development of South Denes and the port. The intention is to allow greater permitted development rights for new development associated with the port and energy industries in the South Denes area. Part of the Local Development Order is covered by the Great Yarmouth and Lowestoft Enterprise Zone.
- 2.2. The aims of the LDO are:
 - To allow greater permitted development rights for businesses operating in, or providing essential support services to, the energy, offshore engineering and ports & logistics sectors.
 - To foster economic growth and provide opportunity for businesses operating in, or providing essential support services to those sectors, to prosper and grow.

Justification for the creation of a Local Development Order for South Denes

- 2.3. The retention of an LDO for the site will continue to reduce the number of planning applications required for port and energy industries development, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will be beneficial to businesses wishing to locate to the area and will provide a degree of certainty as to the type of development which will be acceptable.
- 2.4. The LDO is supported by a Design Code to ensure that development permitted by the LDO is satisfactory. In producing the original Design Code the character of the area was carefully assessed together with the Council's aspirations for the area, therefore providing a clear understanding as to the general types of development which would be considered acceptable. Therefore, there is a sufficient degree of confidence that additional appropriate permitted development can be allowed for by the LDO subject to the safeguards created by the Design Code.

Statement of policies which the Local Development Order will implement

- 1.1. The Local Development Order will help implement Policy CS6 of the Core Strategy which seeks to support economic growth across the Borough and Policy GY10 of the Local Plan Part 2 which reserves and promotes the development of land within the Great Yarmouth Port and Harbour Area for port activities and industrial and office uses.

3. Local Development Order

Description of development permitted under the Local Development Order

3.1. Within the boundaries of the site as shown on the map in Section 7, the Local Development Order grants planning permission for the following classes of development:

Class 1: Port and Energy Industries

Development is permitted for the purposes of:

- a) Ship building, boat building and maintenance of marine craft;
- b) The shipping, embarking, disembarking, loading, storage, discharging or transport of passengers, livestock or goods in connection with the operation of the harbour, or with the movement of traffic by inland navigation or in any way connected with or comprising the import or export of goods and materials;
- c) The manufacture, assembly, storage, maintenance and movement of components, machinery and plant to be used for the generation or transmission of energy, or the extraction of fossil fuels;
- d) The provision of administrative and support services required for the survey, construction and maintenance of infrastructure, machinery and plant to be used for the generation or transmission of energy, or the extraction of fossil fuels;
- e) The provision of administrative and support services required for the purpose of survey and reporting in advance of the installation of energy generating equipment, or equipment for the extraction of fossil fuels;
- f) The decommissioning and disassembly of components, machinery, plant and rigs previously used for the generation or transmission of energy, or the extraction of fossil fuels;
- g) Education and training in connection with development permitted by Class 1; or
- h) Providing ancillary facilities to support the undertaking of development permitted by Class 1.

Subject to the following conditions:

- i. Development is not permitted by Class 1 if it consists of or includes the construction or erection of a hotel or residential accommodation;
- ii. Development is not permitted by Class 1 if it includes the development or use of land for a taxi business;
- iii. Development is not permitted by Class 1 if it includes development to facilitate the landing of helicopters or other aircraft;

- iv. Development is not permitted by Class 1 if the primary use of the building, structure or site is to be used for the generation or transmission of energy or the extraction of fossil fuels;
- v. All aspects of development undertaken in accordance with this permission shall comply with the requirements of the South Denes LDO Design Code;
- vi. On-site parking provision shall be provided in accordance with the standards set out in the South Denes LDO Design Code, unless otherwise agreed in writing by the Local Planning Authority;
- vii. Notwithstanding Class E of the Town and County Planning (Use Classes) Order 1987 (as amended), any building constructed under this class must only be used for purposes detailed above and no other use within Class E or any other use permitted through the Town and County Planning (General Permitted Development Order) 2015.
- viii. Prior to the commencement of any development within the flood risk area the completed South Denes Flood Risk Management Form (see Appendix 2 South Denes LDO) needs to be submitted and approved in writing by the Local Planning Authority.
- ix. Prior to the occupation of any building, a Flood Response Plan detailing procedures and escape routes for the emergency evacuation of the flood risk area shall be submitted to and approved in writing by the Local Planning Authority;
- x. No development shall take place within the area of Malthouse Quay or Gashouse Quay (west of the River Yare and south of the route for the third river crossing) as shown in Appendix 3 until the developer has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority and the work has been carried out in accordance with that approved scheme and by a suitably qualified investigating body acceptable to the Local Planning Authority;
- xi. Where piled foundations are to be employed, piling operations shall be restricted to the following times: - Monday to Friday 09.00 to 17.00hrs and Saturdays 09.00 to 13.00hrs with no piling taking place on Sundays or Bank/Public holidays;
- xii. Where any boundary of a development site abuts Monument Road no development shall be commenced until scale plans and elevations, along with a schedule of materials to be used in the development, has been submitted to and approved in writing by the local planning authority; and
- xiii. The following uses associated with Class 1 developments are not permitted within the area indicated on Appendix 3 -
 - 1. Ancillary facilities which involve members of the public (for example visitor centres or conference venues) with an indoor floorspace greater than 250m²;

2. Occupied workplace buildings associated with development permitted by Class 1(c) to f which provide for more than 100 people or contain more than two occupied storeys.

Class 2: Electronic Communications

Development is permitted for the purposes of providing electronic communications consisting of the installation, alteration or replacement of any electronic communications apparatus and development ancillary to equipment housing.

Subject to the following conditions-

- i. Development is not permitted if:
 1. In the case of the installation of apparatus, the apparatus (including any antenna) would, within the LDO area south of Bloomfield Road, exceed a height of 30m above ground level; or, within the LDO area north of Bloomfield Road, would exceed a height of 25m above ground level.
 2. Any part of the development would cause obstruction to the public highway, or obscure the sight lines of any road junction or access/egress to the highway.
 3. The apparatus would be located within 100m of Nelson's Monument
- ii. Any antenna, dish or supporting apparatus, radio equipment housing or development ancillary to radio equipment housing constructed, installed, altered or replaced on a building in accordance with that permission shall, so far as is practicable, be sited so as to minimise its effect on the external appearance of the building;
- iii. Prior to the use of any radio equipment approved under this order, the developer shall provide to the local planning authority a certificate confirming that the development itself will meet International Commission for Non-Ionising Radiation Protection (ICNIRP) guidelines for public exposure and confirming that the cumulative exposure of the development and other adjacent radio equipment will not exceed the ICNIRP guidelines for public exposure;
- iv. Any apparatus or structure provided in accordance with this permission shall be removed from the land, building or structure on which it is situated as soon as reasonably practicable after it is no longer required for telecommunication purposes and such land, building or structure shall be restored to its condition before the development took place, or to any other condition as may be agreed in writing between the local planning authority and the developer;
- v. No development shall take place within the area of Malthouse Quay or Gashouse Quay (west of the River Yare and south of the route for the third river crossing), shown in Appendix 3 until the developer has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority and the work has been carried out in accordance with that

approved scheme and by a suitably qualified investigating body acceptable to the Local Planning Authority;

- vi. Where piled foundations are to be employed, piling operations shall be restricted to the following times: Monday to Friday 0900 to 1700hrs and Saturdays 0900 to 1300hrs with no piling taking place on Sundays or Bank/Public holidays.
- vii. All aspects of development undertaken in accordance with this permission will comply with the requirements of the South Denes LDO Design Code.

Class 3: Security Cameras

Development is permitted for:

- a) The installation, alteration or replacement of any closed-circuit television camera to be used for security purposes, including any pole or supporting equipment required for such installation.

Subject to the following conditions:

- i. A closed circuit television camera permitted by this order shall be so designed or mechanically limited such that it cannot film any residential building or residential rear garden that lies within 50m of the installation.
- ii. A closed circuit television camera permitted by this order shall be removed as soon as reasonably practicable after it is no longer required for security purposes.

Class 4: Fences

Development is permitted for:-

- a) Operational development comprising the installation, alteration, or replacement of security walls, fences and gates.

Subject to the following conditions:-

- i. On Monument Road and Fenner Road, walls, fences or gates permitted by this order that abut these roads and are adjacent to Nelson's Monument shall not exceed 2m in height measured from ground level.
- ii. A security wall, fence or gate permitted by this order shall not obscure sight lines of any junction on the public highway or any vehicular access to the highway.
- iii. All aspects of development undertaken in accordance with this permission shall comply with the requirements of the South Denes LDO Design Code.

Class 5: Temporary uses of land

Development is permitted for:

- a) The use of any land for the purpose of an exhibition, trade fair, or public information event associated with the activities authorised by Class 1 of the order, for not more than 56 days in total in any calendar year; such time period to include the time required to set up and dismantle any temporary structures associated with the use.

Subject to the following condition:

- i. Temporary uses of land for the purposes of exhibition, trade fair or information events which involve members of the public and are not limited to those working in the industries permitted by Class 1 are not permitted within the area identified in Appendix 3 in relation to condition Xii of Class 1.

Condition for all Classes

3.2. The conditions listed below apply to all classes of development listed above.

- iv. Prior to the commencement of development notice shall be served on the Local Planning authority (using the form shown in Appendix 1) confirming that the development is in accordance with this order and Design Code (where required under that class). The notice shall be accompanied by a site plan with the site outlined in red and sufficient plans and elevations to determine the size and appearance of the development (all plans shall be to a recognised metric scale);
- v. Before development permitted under any class of the South Denes LDO commences, a survey for the presence of protected species needs to be undertaken. If protected species are present the development must ensure that there is no detrimental harm to the species and mitigating measures are taken.

Limitations for all Classes

3.3. The permission granted by the order shall not apply if:

- i. Any development which requires or involves the formation, laying out or material widening of a means of access to an existing highway creates an obstruction to the view of persons using any highway used by vehicular traffic, so as to be likely to cause danger to such persons.
- ii. An application for planning permission for that development would be a Schedule 1 application within the meaning of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017.
- iii. An application for the development would fall within the descriptions of Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017, unless the local planning authority has, following the submission of a request for screening opinion, determined in accordance with the criteria within Schedule 3 of the same Regulations, that the development is unlikely to have significant effects on the environment by virtue of factors such as its nature, size or location and is therefore not EIA development.
- iv. Listed building or scheduled monument consent would also be required for the development.
- v. The development involves activities with a high pollution risk to the water environment as listed below:-

1. Pipelines or high voltage fluid filled cables that transport pollutants, particularly hazardous substances below the water table in principal aquifers.
 2. Underground storage of hazardous substances.
 3. Direct discharge of pollutants to the groundwater.
 4. Use of deep soakaways for surface water and effluent disposal.
- vi. The development is within 9 metres of the landward toe of any tidal defence without the prior consent of the Environment Agency and/or the coastal defence authority. Formal Flood Defence Consent is required for any such works or structures under the terms of the Water Resources Act, 1991. For guidance, the Environment Agency will generally require a 9 metre (minimum) access strip adjacent to any tidal defence in order to facilitate future maintenance requirements.
 - vii. The development would be contrary to any condition imposed by any planning permission granted or deemed to be granted under Part III of the Town and Country Planning Act 1990, otherwise than by the Town and Country Planning (General Permitted Development) Order 2015 (as amended).
 - viii. An application for that development would be a Nationally Significant Infrastructure Project as defined in the Planning Act 2008.
 - ix. Any development proposal which are 'County Matters' and are therefore determined by Norfolk County Council as the Local Planning Authority. 'County Matters' include minerals and waste developments and the County Council's own development proposals, such as schools and non-trunk road schemes.
- 3.4. Nothing in this order gives consent (other than planning permission) for any activity or development that requires other authorisation (e.g. building regulations consent, hazardous substances consent, SuDS approval, consents for carrying out works within or stopping up the highway, a licence from the Marine Management Organisation, electronic communications licences etc.). Developers should satisfy themselves that they have obtained all appropriate other consents before proceeding with any planning permission granted by this order. Developments involving ancillary waste management facilities may require Environmental Permits from the Environment Agency.
 - 3.5. Nothing in this Order shall apply to any permission which is deemed to be granted under section 222 of the Act (planning permission not needed for advertisements complying with regulations).
 - 3.6. Nothing in this Order shall apply to any permission which is deemed to be granted under a local or private Act of Parliament.
 - 3.7. Nothing in this order prevents the implementation of any planning permission granted or deemed to be granted under Part III of the Town and Country Planning Act 1990.
 - 3.8. It is important to note that this order does not remove existing permissions that are already granted. Any planning permission that has been granted may still be enacted if it is within the time limit set by conditions. Similarly permissions granted by the Town

and Country Planning (General Permitted Development Order) 2015 may be used to undertake development in the LDO Area and any rights to develop that are included in the Harbour Development Acts or other private Acts are unaffected by this Order. The Order is intended to enable a further layer of permissions in addition to those outlined above.

4. Lifetime of the Local Development Order

- 4.1. The Local Development Order will be in place for a period of 15 years from the day of its adoption. It will therefore cease to apply on the day following the 15th anniversary of the adoption of the order. The LDO can be reviewed and reissued following consultation if it is considered appropriate to extend beyond 15 years.
- 4.2. Development which was started under the provision of the LDO can be completed in the event that the LDO were to be revoked or revised or expire. Development which has started under the provision of an LDO can be completed following the expiry of the LDO, and the uses that have taken place will therefore be permitted development. However, future development after this period would once more require the express consent of the Local Planning Authority following the submission of a full planning application.

5. Monitoring of the Local Development Order and how this will be reported

- 5.1. Development permitted under the LDO will be subject to continuous monitoring to assess the effectiveness of the LDO. Details of all notifications received through the LDO will be made available on the Council's public register of planning applications. It will also be the subject of a section in the Council's Annual Monitoring Report.

6. Definitions

For the purposes of Class 1(h) of this order 'ancillary facilities' means:

Canteens, staff rest areas, workplace medical facilities, facilities for fire-fighting or other emergency services, visitor centres, conference venues, smoking shelters, passenger shelters, bicycle shelters, motorbike shelters, security buildings, barriers for the control of people and vehicles, traffic signals, waste recycling facilities, vehicle maintenance facilities, machinery and plant maintenance facilities, parking of vehicles, bunkering facilities for vessels, multi storey car parks, electricity sub stations and associated electric line, electric vehicle recharging points, bollards, lamp standards, telephone boxes, post boxes, refuse bins or baskets; that are required for purposes ancillary to the undertaking of the activity permitted by Class 1 and Class 2.

'Building' means:

- (a) includes any structure or erection and includes any part of a building; but
- (b) does not include plant or machinery, gate, fence, wall or other means of enclosure.

‘Electronic Communications Apparatus’ means:

- (a) Any apparatus which is designed or adapted for use in connection with the provision of an electronic communications network.
- (b) Any apparatus that is designed or adapted for a use which consists of or includes the sending or receiving of communications or other signals that are transmitted by means of an electronic communications network.
- (c) Any line.
- (d) Any conduit, structure, pole or other thing in, on, by or from which any electronic communications apparatus is or may be installed, supported, carried or suspended.

References to the installation of electronic communications apparatus are to be construed accordingly.

‘Electronic communications network’ means:

- (a) A transmission system for the conveyance, by the use of electrical, magnetic or electro-magnetic energy, of signals of any description; and
- (b) Such of the following as are used, by the person providing the system and in association with it, for the conveyance of the signals.
 - (i) Apparatus comprised in the system.
 - (ii) Apparatus used for the switching or routing of the signals; and
 - (iii) Software and stored data.

‘flood risk area’ means:

An area at risk from flooding (Flood Zone 2 or Flood Zone3) as identified by the Environment Agency’s Flood Map for Planning - <https://flood-map-for-planning.service.gov.uk/> or an area at risk of flooding as identified in the Council’s latest Strategic Flood Risk Assessment.

‘Ground level’ means:

The level of the surface of the ground immediately adjacent to the building or plant or machinery in question or, where the level of the surface of the ground on which it is situated or is to be situated is not uniform, the level of the highest part of the surface of the ground adjacent to it.

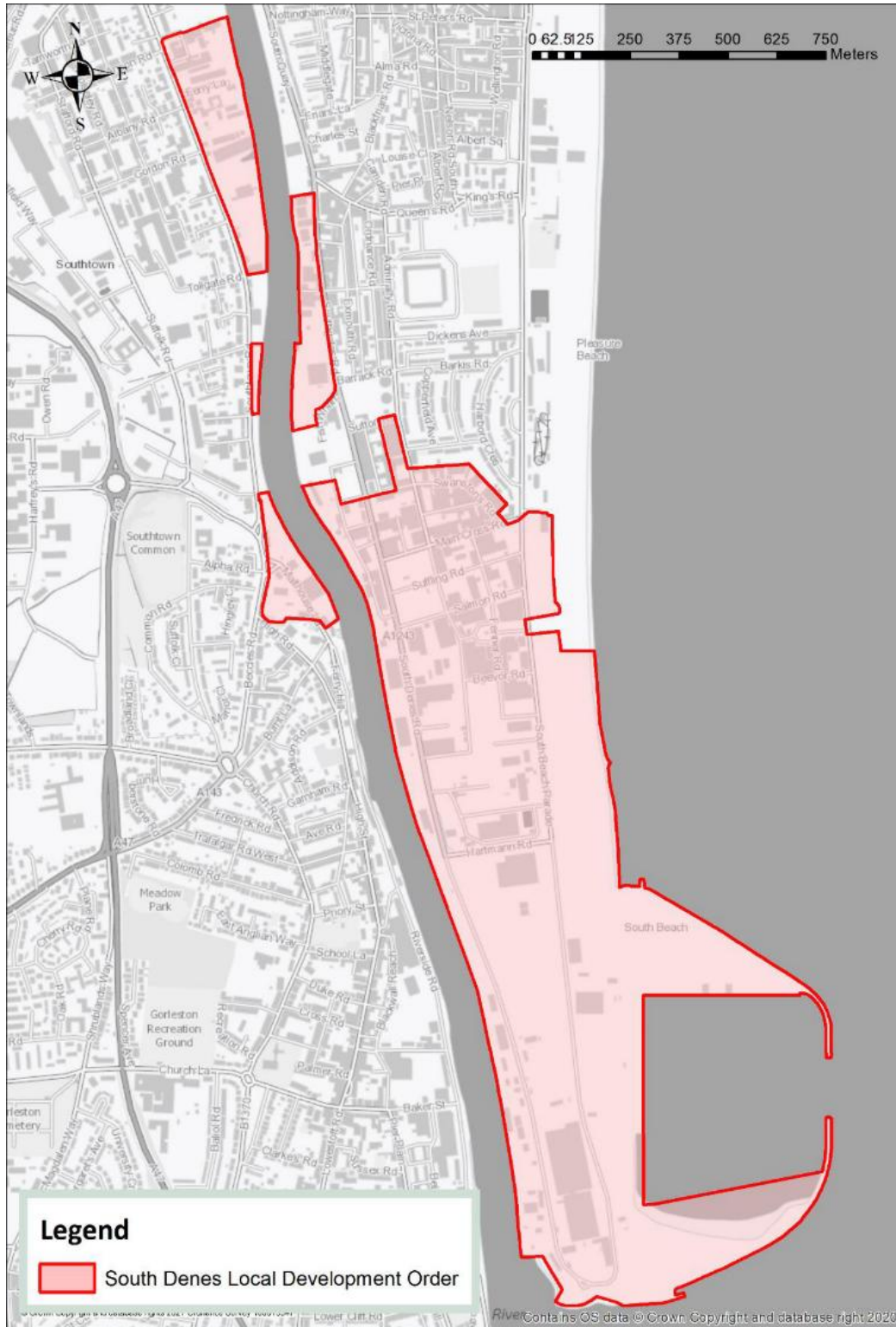
‘Machinery’ means:

Includes any structure or erection in the nature of machinery.

‘Plant’ means:

Includes any structure or erection in the nature of plant.

7. Site Plan of South Denes Local Development Order Area



Appendix 1: South Denes Local Development Order Self Certification Form

Office use only	
Ref no:	Date received:

By submitting this form you are confirming that the works you are proposing would constitute permitted development under the permissions given by the South Denes LDO. Please note that your development will still be subject to the normal requirements with regard to the need for any other consents or permissions required under other legislation.

The existence of a covenant does not prevent development as permitted in this LDO from being self certified nor does it 'override' the requirements of a covenant. It is still possible to enforce a covenant, which restricts certain actions from being taken.

Please complete the relevant sections of this form and return one copy to Great Yarmouth Borough Council together with a site location plan (with the site area outlined in red) and sufficient plans and elevations to describe the development (indicating all measurements in metric).

1 Applicants details	
Name	
Address and post code	
Telephone number (daytime/mobile)	
Email	

2 Agent details (if you are completing on somebody else's behalf)	
Name	
Address and post code	
Telephone number (daytime/mobile)	
Email	

3	Address and location of proposed development (including post code)
4	Description of proposed development (including its use) Please provide a written description of the work.
5	Confirmation of Class of Development Please indicate which classes of permitted development within the South Denes LDO you believe your development falls under.
6	Brief explanation as to how your development accords with the requirements contained within the South Denes LDO Design Code.
7	For Class 1 developments within the flood risk area please detail how the development meets the flood risk requirements as set out in the South Denes LDO Flood Risk Management Form (please submit the South Denes LDO Flood Risk Management Form along with this form)
8	For Class 1 developments where there are occupied buildings please confirm that the Flood Response Plan has been completed and agreed

9 Monitoring data:	
Total Site area (Hectares):	
Total gross internal floor area of all existing buildings:	
Total gross internal floor area of any buildings to be demolished	
Total gross internal floor area of all proposed buildings:	
Total number of car parking spaces provided	
Height of all proposed buildings (highest point of buildings)	
Number of staff currently employed at site	
Anticipated number of staff to be employed at site (full time equivalent)	

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Appendix 2: South Denes Local Development Order Flood Risk Management Form

Introduction:

Some parts of the Local Development Order are at risk from flooding. This is particularly important for Class 1 developments as permitted by the LDO. These developments should be designed to take account of the depth of flood water expected on site, using the levels provided in Figure 7 of the South Denes LDO Design Code, unless otherwise agreed in writing by the Council.

In order to demonstrate to the Council that you have adequately addressed flood risk issues, please complete the tables below and include it with the South Denes LDO Self Certification Form (Appendix 2, South Denes LDO).

Step 1: Calculating the expected flood level for your development site

The depth of flooding expected on-site can be calculated by comparing the predicted flood level for your development area (taken from the Flood Risk Map within Appendix 5 of the South Denes LDO Design Code) with your finished site level(s) taken from a topographic survey. Please note that these levels should be stated in relation to Ordnance Datum and should be verified using GPS.

The following formula should be used and the relevant information provided in the table below. Where necessary, for example where you are proposing multiple buildings at different levels, please provide a range of depths:

Predicted Flood Level – Site Level = Depth of flooding on site

Predicted Flood Level (mAOD)	
Site Level (mAOD)	
Depth of flooding expected on site (m)	

Step 2: Managing the risk

The first step in managing flood risk is to locate the more vulnerable aspects of your business in the areas of lowest risk. This means, wherever possible, places where people will regularly work in, such as offices or training facilities, should preferably be located on the highest parts of the site.

Your preferred strategy should be indicated in the table below. Further information and advice in relation to managing flood risk can be found below, or by following the links at the end of this document.

Table 1: Flood Mitigation Option

Flood Mitigation Option	Indicate your choice in the boxes below	Supporting Evidence
Raise ground floor levels - fully		A plan of finished floor levels relative to the predicted flood level
Use other flood resistant measures		
Incorporate flood proofing		Please provide details of any flood proofing / resilience and resistance techniques
Combination of flood resistance and flood proofing		Please provide plan and details of flood proofing techniques
Additional measures e.g. flood defences, anchoring.		Please provide details and any relevant supporting calculations

To resist the inundation of flood water you can choose to either raise ground floor levels above the predicted flood level identified by the Flood Risk Map; and/or employ other measures such as tanking of the structure and the utilisation of flood barriers at openings. It should be noted that, if you choose to resist the flood water your structure must be of sufficient strength to withstand the pressure exerted by a depth of flood water against your building (hydrostatic loads), as well as being capable of withstanding the pressures associated with flowing water during a breach of the defences (hydrodynamic pressure).

Some flood resistance measures, such as the use of flood boards, are most appropriate at lower flood depths of between 0.3-0.6m. If flood water depths will reach higher than this, these techniques will need to be used in combination with other mitigation measures.

Letting flood water enter your building will allow the equalisation of flood water on both sides of the structure (minimising issues of hydrostatic load). Your building will still need to be able to withstand the pressures associated with a breach of the defences. In this instance, you should consider incorporating flood proofing (flood resilience measures), wherever possible, up to the level identified by the Flood Risk Map.

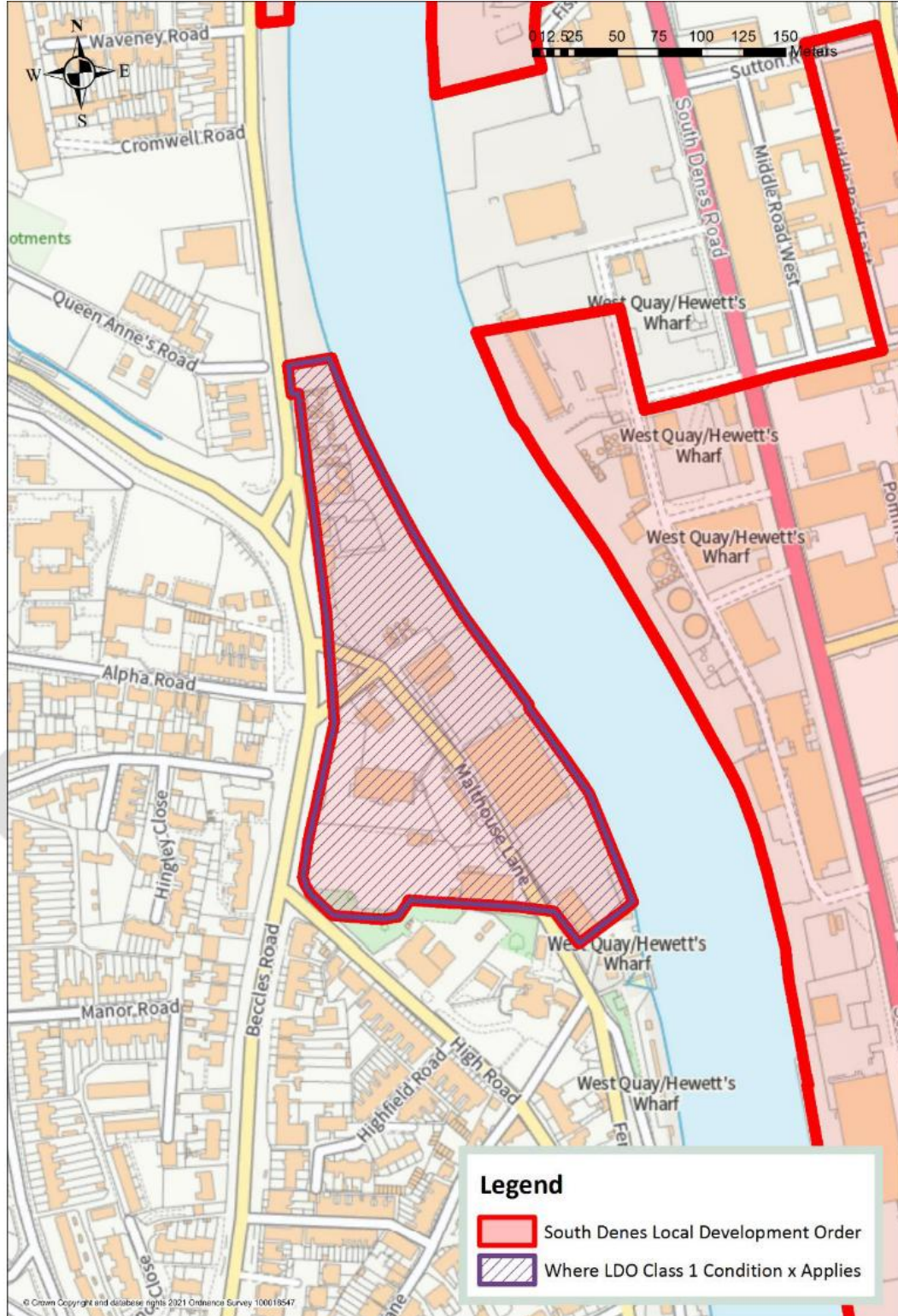
Alternatively you can choose to use a combination of the above strategies providing protection up to the level identified by the Flood Risk Map. In some instances it might be necessary to consider additional flood risk management approaches. For example, if you are proposing the use of temporary buildings within the flood risk area, it will be important to ensure that these are anchored to prevent floatation, collapse or lateral movement resulting from hydrostatic loads. You might also consider it appropriate to construct a flood defence to protect your property

The applicant should demonstrate the safety of the development with regard to hydrostatic and hydrodynamic pressures exerted during a flood event and provide calculations prepared by a structural engineer.

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Appendix 3: Plans relevant to conditions of Class 1

Area where LDO Class 1 Condition x Applies



Area where LDO Class 1 Condition xiii Applies



Great Yarmouth and Lowestoft Enterprise Zone

Design Code for South Denes Local Development Order

Consultation Draft - <INSERT DATES OF CONSULTATION>

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1. Introduction

- 1.1. This Design Code complements the South Denes Local Development Order which grants permission for the following classes of development:
 - Class 1: Port and Energy Industries
 - Class 2: Electronic Communications
 - Class 3: Security Cameras
 - Class 4: Fences
 - Class 5: Temporary uses of land
- 1.2. Planning Permission granted by the order under classes 1,2 and 4 above is subject to compliance with this Design Code.
- 1.3. The Design Code has been prepared to allow for flexibility. Its purpose is to establish clear design instruction and guidance. It does not fix the 'design' of development but rather presents parameters within which development must be delivered.
- 1.4. This Design Code retains the parameters and guidance from the Design Code which complemented the 2012 Local Development Order. However, this Design Code has been restructured to follow the relevant headings from the Government's National Model Design Code. Developers are advised to also consider the National Design Guide when designing schemes.

2. Design Code

Context

- 2.1. The South Denes LDO area is located to the south of Great Yarmouth town centre and east of Gorleston-on-Sea, located on Norfolk's east coast. The town is an internationally renowned centre for the offshore energy industry and has a high-tech electronics sector. Great Yarmouth's 24 hour port handles a range of cargoes, offering an effective gateway to northern Europe.
- 2.2. South Denes lies adjacent to the River Yare and the area includes a river port and outer harbour. The wider area is served by the A47 trunk which provides road links to the south and to the west. Great Yarmouth railway station, which is located 2km north of the area, provides links to Norwich and onto London. Lowestoft railway station is 16km to the south provides services to Norwich, Ipswich and beyond. Norwich International Airport is located 42km to the north west. The Great Yarmouth Third Crossing which is currently under construction and due to open in Spring 2023 will provide direct access to the South Denes peninsula from the A47.
- 2.3. The area abutting the north and west of the South Denes LDO area includes residential development and a range of community facilities. The beachfront and the Golden Mile, with its tourism attractions lie to the north of the main area of the LDO. A full range of shops and services can be found in Great Yarmouth town centre and Gorleston town centre.

2.4. The LDO Design Code recognises that there are several distinct character areas within the LDO area therefore the requirements of the Design Code have been divided into the following character areas which are illustrated on the map in Figure 1 below:

- South
- North
- West of the River
- Nelson's Monument and Surroundings

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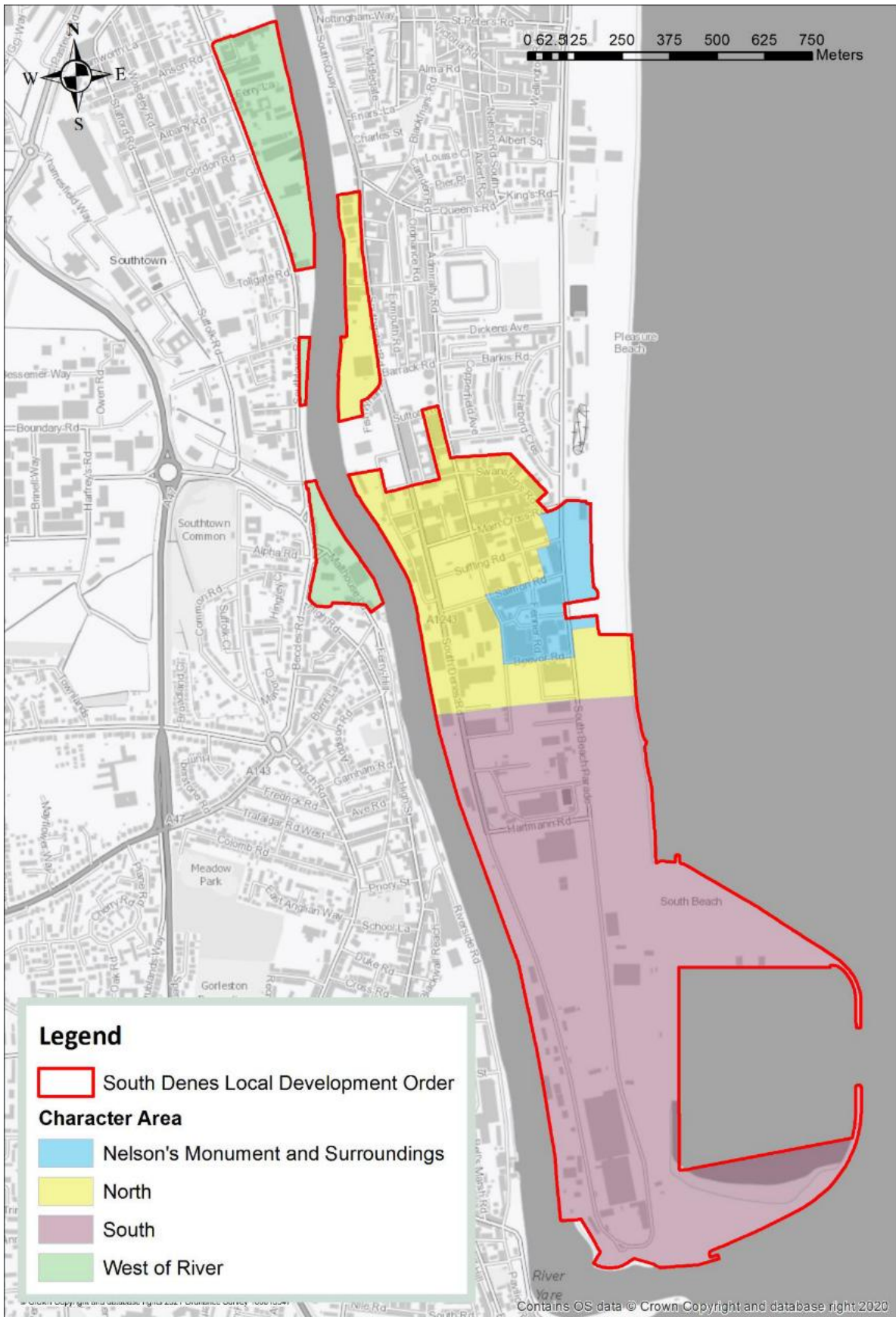


Figure 1 - Character Areas

South Character Area

- 2.5. The Southern area of the South Denes LDO is located at the end of a spit, with the river port to the West and the outer harbour to the East. The mouth of the River Yare (the entrance to the river port) lies to the South. The area is dominated by port activities with frequent ship movements and the storage, loading and unloading of goods.
- 2.6. There are no notable residential areas within the 'South' character area, but opposite the port, on the west side of the River Yare, the area of Gorleston contains a mix of uses including residential properties that face towards the harbour. Some of these residential properties are in elevated positions with views over the port area.
- 2.7. The area of Gorleston also contains two Conservation Areas from which properties overlook this character area. In assessing the appropriate scale of development for this character area, the LDO and Design Code have had regard to the amenities of these residential properties and the setting of the conservation area. However, in doing so the historic context of the relationship between these residential areas and this active port area must be acknowledged; furthermore, the need to develop the area in the interests of the local and national economy and the requirement to service proposed offshore energy developments is also considered to carry significant weight.
- 2.8. The existing character of the area is defined by large warehouses, areas of open storage, storage tanks and a range of cranes and other tall plant. The largest existing building in the character area is the gas fired power station. This building has a lower roof which is 30m above ground level and a higher roof that is 39m above ground level. The power station chimney is 70m high.

North Character Area

- 2.9. The Northern area of the South Denes LDO contains a varied mixture of businesses and port related activities. The area is bounded on the West side by the River Yare, (which in this area is part of the river port) and on the East side predominantly by terraced two storey housing.
- 2.10. The amenities of these residential properties needs to be taken into account, in defining the character of permissible development in the LDO and Design Code, but in doing so it is important to recognise that there is a historic context to the relationship of these residential dwellings to this commercial area.
- 2.11. Existing buildings in this character area vary in both height and design with a mixture of brick built buildings up to three or four storeys in height and steel framed and clad warehouse buildings and storage tanks alongside the river port.

West of the River Character Area

- 2.12. The area west of the river has historically been used primarily as a dockside area, occupied by businesses involved in the storage loading and unloading of goods and other maritime activities such as ship building and repair.
- 2.13. On its Eastern side, the area is bounded by the River Yare with commercial properties on the opposing river bank, however, to the West; there is a predominance of two storey residential properties which face towards the area on the opposite side of Southtown Road. The amenities of these residential properties needs to be taken into account, in defining the character of permissible development in the LDO and Design Code, but in doing so it is

important to recognise that there is a historic context to the relationship of these residential dwellings to this commercial area.

- 2.14. In the 'West of the River character area' the proximity of areas of housing to dockside activities is closer than in any of the other areas within the South Denes LDO. Developers will therefore have to pay particular attention to the potential impacts of noise, light, fumes and dust on residential occupiers and should seek to design sites to minimise the effects of these impacts.

Nelson's Monument and Surroundings Character Area

- 2.15. Nelson's Monument is a Grade I listed structure built between 1817 and 1819. It was the first monument erected in England to Admiral Lord Nelson. The overall height of the Monument is 44 metres (144 ft.) The monument features a figure of Britannia at the top of the column.
- 2.16. Originally the monument was built standing in the open, on a sand spit, but over the intervening years this location has been developed and the context of the monument is now radically altered.



Figure 2 - Change in Setting of Nelson's Monument

- 2.17. Views of the monument are considered to make a significant contribution to the monuments character. However, while the monument can be seen from many surrounding locations (due to its impressive height), development in the surrounding area has historically paid little attention to the location of the monument and, with the exception of Monument Road itself, no roads in the locality are orientated to align with the monument. Consequently, although the monument is seen through gaps in the built environment, or at greater distance over the roofs of the town, most views of the monument are incidental or fleeting rather than being part of a wider planned setting.
- 2.18. Even within the immediate environment of the monument, the roads are not precisely aligned to the structure, however the street pattern and the buildings to the east are aligned to provide an open aspect to the sea and this open aspect is considered to be the most important feature of the monument's wider setting, respecting both the location of the historic anchorage off the beach and the maritime heritage connections of the monument. To respect this setting it is considered to be important to maintain views to and from the sea. The area of the foreshore in between Monument Road and the sea has been excluded from the LDO to ensure that this open aspect to the sea is maintained.
- 2.19. Generally, in the area immediately surrounding the monument, the existing context and setting is considered to be unsatisfactory and a greater level of design control is therefore required to ensure that new developments will improve the immediate setting of the monument.
- 2.20. To the north-east of the monument lies Great Yarmouth's Golden Mile. This is a tourist area dominated by funfairs, amusements and other traditional 'seaside' activities. The current relationship between the industrial area of South Denes and the tourist environment of the Golden Mile is poorly defined. Planning permission exists for a new casino and hotel on the east side of South Beach Parade, which (if it is built) would bring tourism activities even closer to the industrial environment of South Denes.

Historical Context

- 2.21. In addition to the Monument described above there are a number of other heritage assets within and adjacent to the LDO area.
- 2.22. To the west of the river, within the LDO area there are a group of grade II listed buildings at 244 and 244b Southtown Road comprising: A storekeeper's house (South lodge) and a 'Clerk of the Cheques' House' (North lodge), along with a group of buildings that were a naval arsenal.



Figure 3 - 244 and 244b Southtown Road

- 2.23. The mediaeval town wall is a scheduled ancient monument, the path of the wall is not visible above ground where it crosses South Quay, but remnants may exist below ground. A continuation of the line of the visible wall indicates the position of the monument as crossing South Quay immediately to the north of 132 South Quay.
- 2.24. At the Fish Warf the grade II listed Dolphin public house (also known as: Fish Wharf Refreshment Rooms) lies immediately adjacent to the edge of the LDO area.



Figure 4 – Dolphin Public House (Fish Wharf Refreshments Rooms)

- 2.25. On Admiralty Road there is a Grade II listed cast iron and steel gas holder frame which lies immediately adjacent to the edge of the LDO area.



Figure 5 - Gas Holder

- 2.26. The LDO does not give consent for any works which would require listed building consent or scheduled monument consent. Development within the setting of the above referenced listed buildings and monuments must have regard to the setting of these assets. Compliance with the Design Code will help ensure any harm is minimised, however, developers are encouraged to contact the Conservation Section at the Council and seek advice regarding the design of buildings in these locations.
- 2.27. Most of the built area at the southern end of the South Denes peninsula was not developed until the inter war period or after World War II and therefore significant archaeological remains of buildings are unlikely to occur in the South Denes LDO area. Smaller archaeological finds may however still be found on the peninsula, as throughout history there has been considerable human activity in the area of South Denes, including horse racing, shipping and various military activities in defence of the town.
- 2.28. Archaeological finds made in the course of construction are important because they can shed light on past human use of the landscape, sea and seabed. The information that such discoveries bring to light can help archaeologists better understand society and human endeavour in the past, and better protect significant aspects of our history on behalf of future generations.
- 2.29. Development proposals not subject to condition x of Class 1 of the LDO should follow the Archaeology protocol found in Appendix 1.

Movement

Streets

- 2.30. Any new streets through undeveloped plots should be constructed to the standards contained within Norfolk County Council's "Safe Sustainable Development"¹ or any superseding guidance issued by Norfolk County Council.

Critical Highway Routes

- 2.31. Occasionally, a developer may have a desire to combine a group of buildings and the highway into a larger site. In such circumstances a public highway could be closed, following approval of an application for a closure order. The map below in Figure 5 indicates those routes that are considered to be critical to the movement of vehicles and pedestrians in the area of the South Denes LDO.

¹ See: <https://www.norfolk.gov.uk/rubbish-recycling-and-planning/planning-applications/highway-guidance-for-development/publications>

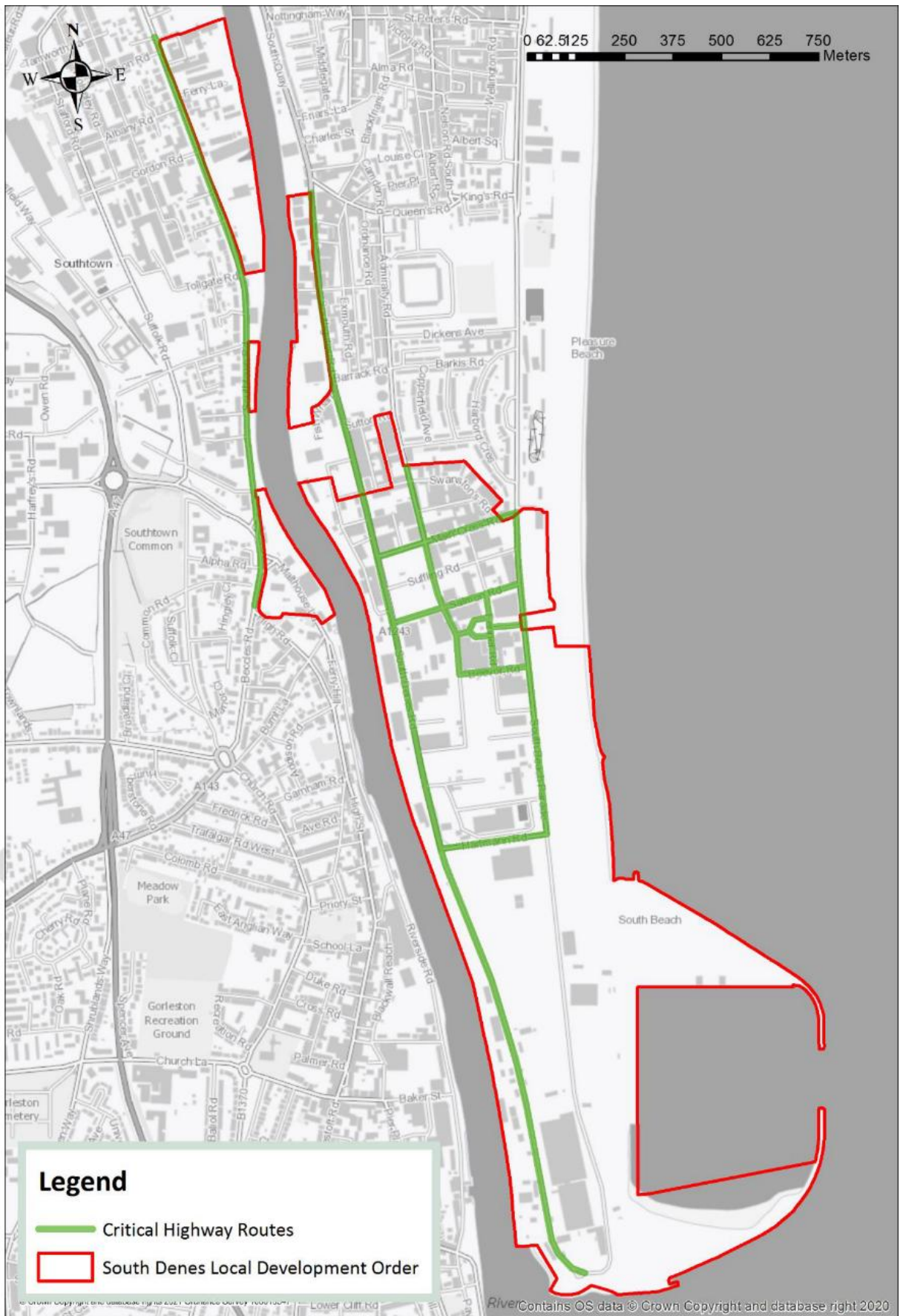


Figure 6 - Critical Highway Routes

- 2.32. To ensure the effective circulation of traffic, no development permitted by the order shall obstruct or divert any of the critical routes indicated on the map in Figure 5.
- 2.33. Where highways are not identified as critical routes the existing width of roads and pavements that are to remain in use after a development should not be reduced.
- 2.34. Development that requires the closure of any highway that serves an existing premises or a neighbouring development is not permitted, unless an alternative access arrangement can be provided that meets the existing and planned needs of existing occupiers or developers.

Site Lines and Turning

- 2.35. In order to ensure a satisfactory and safe access and egress from the highway, developments shall be completed in accordance with the standards for sight lines set out in Norfolk County Council's document 'Safe sustainable Development' or any superseding guidance issued by Norfolk County Council.
- 2.36. In order to ensure satisfactory and safe turning facilities, developments shall be completed in accordance with the standards set out in Freight Transport Association (FTA) publication 'Designing for Deliveries'

Parking

Car Parking

- 2.37. As much of the South Denes LDO area is on a spit of land confined on three sides by water, inadequate provision of on-site parking within the area could potentially lead to congestion within the area, or may lead to an overflow of parking in to the adjacent land area to the north. The land area to the north is one of the primary tourist areas of Great Yarmouth (including the Golden Mile) and it is considered important to ensure that overflow parking from the industrial area does not impact on tourist parking facilities or residential on street parking. For this reason it is considered to be essential that adequate parking provision is provided for new developments in the South Denes LDO area.
- 2.38. Minimum car parking standards are set out below. These standards must be adhered to unless the developer is able to demonstrate an effective means of providing off site car parking and/or transport arrangements that can be securely tied to the site activities for the lifetime of the development. One means of securing off site car parking and transport arrangements might be through the means of a unilateral undertaking under section 106 of the Town and Country Planning Act 1990.

- **Office developments** – 1 car parking space per 35sqm of floorspace
- **Industrial, manufacturing and assembly developments** – 1 car parking space per 75sqm of floorspace
- **External manufacturing and assembly areas** – 1 car parking space per 400sqm of external area
- **Warehouse developments** - 1 car parking space per 75sqm of floorspace
- **External Storage** - 1 car parking space per 400sqm of external area

- **Education and training** - 1 car parking space per 20sqm of floorspace that is dedicated to training purposes.
- 2.39. Car parking spaces suitable for disabled people must be provided to a level equivalent to 5% of the car parking spaces provided as per the above standards.
- 2.40. 1 space per 20 car parking spaces should be suitable for motorcycle parking with a minimum of 1 space for the development.
- 2.41. All building floor spaces specified by the standards in this section shall be calculated as gross external floor space. Numbers derived from the standards set out above should be rounded down to the nearest whole number. If an extension is proposed the standard applies to the area of the extension. If the extension results in the loss of any car parking spaces such spaces shall be replaced elsewhere on the site on a one for one basis.
- 2.42. Parking spaces should be set out in accordance with the dimensions indicated within 'Parking Standards for Norfolk 2007 or any superseding guidance. Parking spaces for disabled people should accord with the standards in part M of the building regulations.
- 2.43. Car parking spaces shall be clearly marked on the surface of a designated parking area and shall be kept free of other obstructions that might prevent the use of the area for parking.
- 2.44. Developers are encouraged to provide electrical car charging points.

Lorry Parking

- 2.45. The extent to which a business may need to park lorries can only be determined by that business. Accordingly, there are no specified requirements for the number of lorry parking spaces.
- 2.46. It is important to ensure that lorry parking does not result in the obstruction of the highway and accordingly developers must ensure that sufficient space is allocated within their site to facilitate off road parking and manoeuvring of lorries. Lorry parking spaces should be of dimensions that are adequate to accommodate the types of vehicles that the business proposes to use. In order to ensure satisfactory and safe turning facilities, developments should be completed in accordance with the standards set out in FTA publication "Designing for Deliveries"².

Cycle Parking

- 2.47. Minimum car parking standards are set out below. These standards must be adhered to:
- **Office developments** – 1 space per 100sqm of floorspace
 - **Industrial, manufacturing and assembly developments** – 1 space per 200sqm of floorspace
 - **External manufacturing and assembly areas** – 1 space per 700sqm of external area
 - **Warehouse developments** - 1 space per 200sqm of floorspace
 - **External Storage** - 1 space per 700sqm of external area

² See: <https://logistics.org.uk/>

- **Education and training** - 1 space per 40sqm of floorspace that is dedicated to training purposes.

- 2.48. All building floor spaces specified by the standards in this section shall be calculated as gross external floor space. Numbers derived from the standards set out above should be rounded down to the nearest whole number. If an extension is proposed the standard applies to the area of the extension. If the extension results in the loss of any spaces such spaces shall be replaced elsewhere on the site on a one for one basis.
- 2.49. Developers are encouraged to provide covered shelters for cycle parking where it is practicable to do so. Cycle spaces should be set out in accordance with the dimensions indicated within Parking Standards for Norfolk 2007 or any superseding guidance.

Nature and Amenity

Landscape and Biodiversity

- 2.50. The environment in the South Denes LDO area is relatively hostile to many types of plant, with salty sea air and sandy soils (some of which may be contaminated); furthermore there is little evidence of a tradition of landscaping within the area. Nevertheless, developers should make landscaping part of their design and include landscaped areas within development sites where practicable. Landscaping can be used to highlight entrances and can be used to create comfortable breakout areas for workers, within a safe area of the site. Planting can break up the expanse of parking areas and provide shade from the sun in summer months.
- 2.51. Buildings should be designed to provide nesting and roosting opportunities for birds and bats.

Water

Surface Water

- 2.52. Not all Sustainable Drainage Systems (SuDS) will be appropriate for use in South Denes. As infiltration SuDS are likely to be difficult to employ due to the ground conditions. It is therefore most likely that SuDS attenuation and flow features are most appropriate with discharge of surface water either to a watercourse, or to mains sewer at a restricted rate.
- 2.53. Note that South Denes is situated on a Principal Aquifer which is particularly sensitive to pollution. The Environment Agency provides guidance on pollution prevention which can be read here: <https://www.gov.uk/guidance/pollution-prevention-for-businesses>

Flood Risk

- 2.54. Parts of the South Denes LDO area are at risk from tidal flooding. Buildings within areas at risk from flooding must be designed with resilience measures designed to address the flood levels shown in Figure 7 below. Please note these are not the finished floor levels but rather the flood levels which need to be mitigated against. Guidance is included in Appendix 2 to the LDO which includes a form which needs to be submitted with notifications for development as required by condition viii of Class 1 of the LDO.

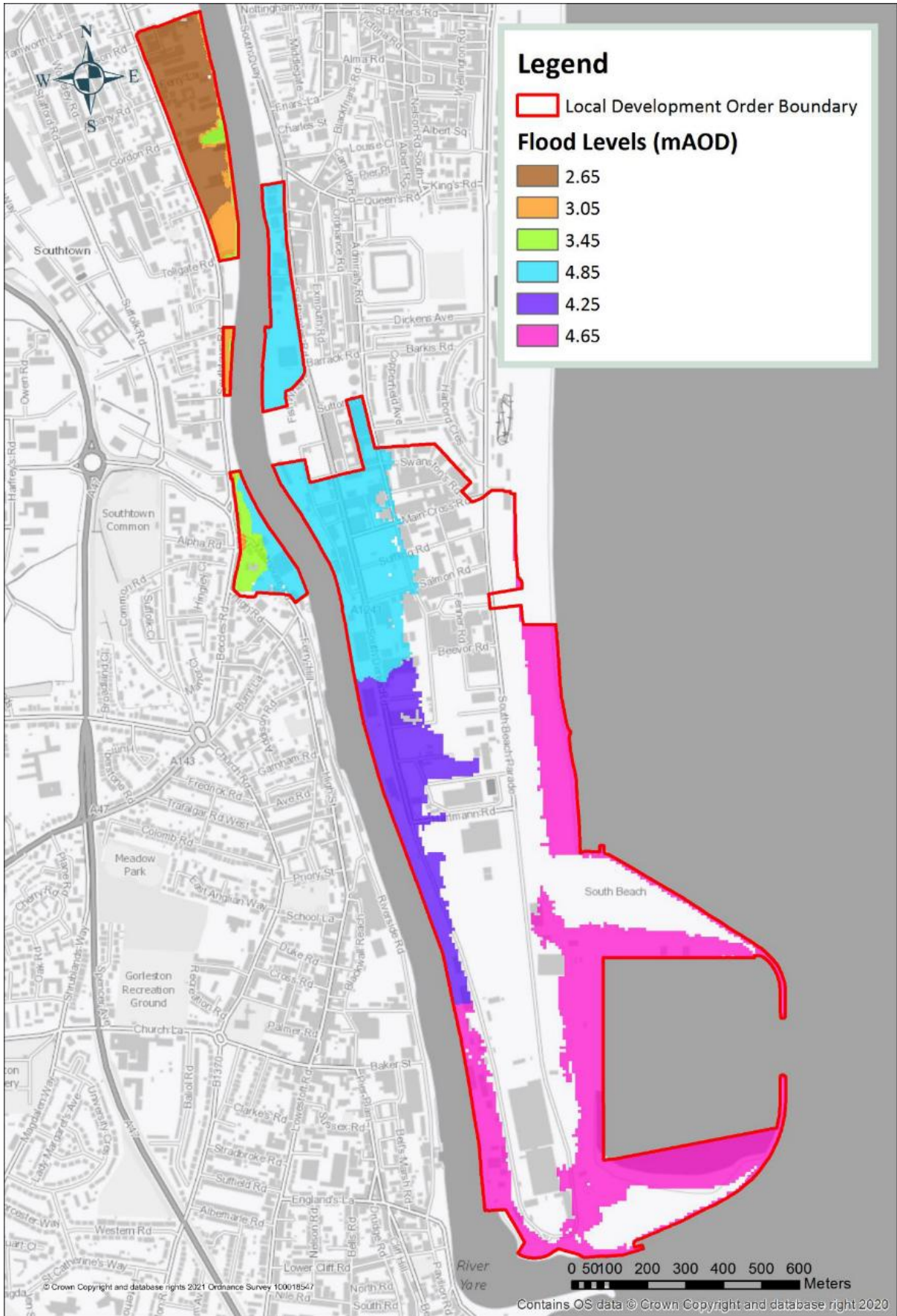


Figure 7 - Predicted Flood Levels (mAOD) for Defended 1 in 200 year (with Climate Change)

- 2.55. Gates, fences and walls (unless they are specifically designed as flood defences) should be designed and constructed so that they do not impede flood waters (openings in walls and fences should be at least up to the height of 'the predicted flood level', to allow the equalisation of flood water on both sides of the structure). Within areas immediately adjacent to flood defences it is recommended that fences with an open structure are used, which will allow for rapid inundation of flood water.
- 2.56. Where gates, fences or walls are specifically designed as flood defences they need to be of sufficient strength to resist the hydrostatic loads that are expected during conditions of 'the predicted flood level', including the additional hydrostatic loads that may exist in the circumstances of a breach in the flood defences.

Noise

- 2.57. As much of the South Denes LDO area is already in port or industrial use there is an existing level of noise that is "normal" in an historic context. Nevertheless, developers should pay close attention to how they can mitigate the effects of noisy activity, machinery or plant.
- 2.58. In order to avoid any harm to occupiers of nearby premises, developers should design developments to minimise the potential for noise pollution from the activities intended. Developers are advised to seek advice from the Council's Environmental Health Officer with respect to design measures to attenuate noise.
- 2.59. It is recommended that consideration be given to locating any noisy activities within buildings and ensuring that those buildings are suitably insulated to provide noise attenuation. Where possible, buildings should be designed so that doors and windows can remain closed during noisy activities.
- 2.60. Particular attention should be given to the attenuation of noise where 24 hour operations are expected. Ambient noise levels are likely to be significantly lower at night and noise generated will therefore have the potential to cause greater disturbance. Attention should also be paid to the potential noise impacts of air extraction and other plant located on the roofs of buildings and consideration should be given to their screening and noise attenuation.
- 2.61. Consideration should also be given to the potential impact of audible hazard warnings on reversing vehicles, or alarms on other mechanical equipment. While it is accepted that such features are important for health and safety reasons, the sensible location of turning areas and the use of built barriers could help to minimise disturbance for neighbours.

Air Quality

- 2.62. Many of the locations within the South Denes LDO area are exposed to the wind and consequently any loose material that is stored in the open could become a source of dust, which has the potential to be a nuisance to residents and other businesses in the locality.
- 2.63. Where loose materials such as aggregates are stored external to buildings, they must be stored within enclosures that will mitigate wind blown dust. The enclosures do not have to be roofed and can for example consist of a three walled storage bay.
- 2.64. Where necessary additional measures to suppress dust should be considered, such as water or foam sprays.

- 2.65. Spray painting and industrial processes can create fumes that may have detrimental effects on occupiers of adjacent property. The location of such processes relative to site boundaries should be considered in the design of developments to avoid detrimental effects. The location of appropriate extraction and air filtering equipment should be located in order to avoid any detrimental effects on neighbouring uses.
- 2.66. Developers are advised to seek advice from the Council's Environmental Health Officer with respect to any air quality issues.

Built Form

Building Heights

South Character Area

- 2.67. In the 'South character area', the maximum height of buildings or storage tanks permitted by the South Denes Local Development Order shall not exceed:
- 20m in the area between the River Yare and South Denes Road; and
 - 30m between South Denes Road and the coast.
- 2.68. The LDO Design Code does not impose any restriction on the height of materials or products stored externally in this character area. Developers and operators are reminded of their obligation to ensure that materials and products are stored safely.

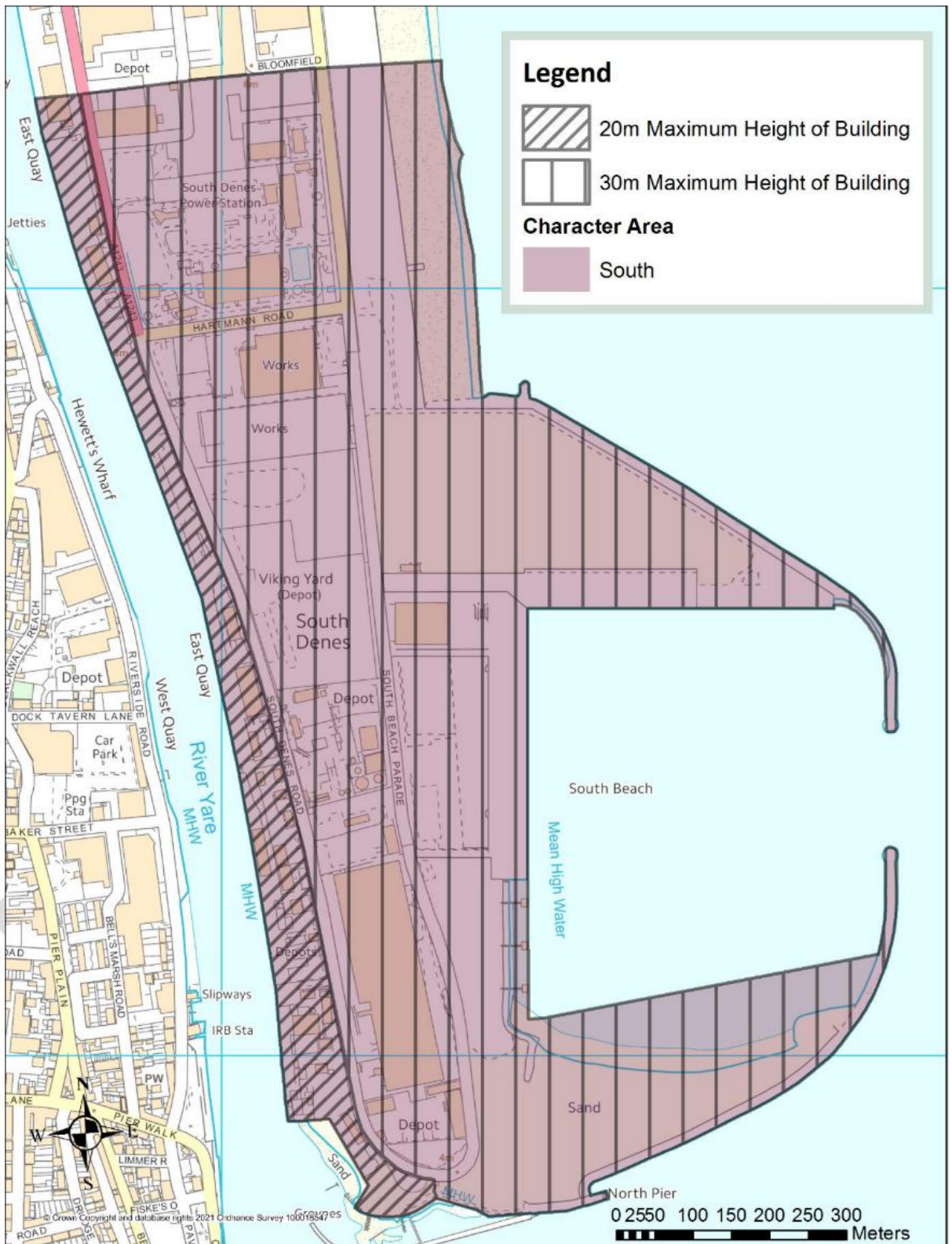


Figure 8 - Building Heights in South Character Area

North Character Area

- 2.69. The need to have regard to the close proximity of residential properties requires limitations on building heights to respect the existing relationships between commercial and residential sites. Those buildings nearest to residential properties need to be of a scale where they will not dominate residential outlook or severely overshadow residential gardens or windows.

Beyond the immediate environment of the residential areas, buildings can be taller, but in order to have regard to the existing character of the area and the setting of Nelson's monument building heights need to be lower than those in the Southern area.

2.70. In the 'North character area', the maximum height of buildings or storage tanks permitted by the South Denes LDO shall not exceed:

- 8m in area North of Swanston's Road and East of Admiralty Road;
- 12m within a rectangular parcel of land bounded by Middle Road East, Sutton Road and Admiralty Road that is bisected in line with Peggotty Road (See North Character Map)
- 17m across the remainder of the character area lying West of South Denes Road and, South of the parcel of land bisected in line with Peggotty Road.

2.71. The Design Code does not impose any restriction on the height of materials or products stored externally in this character area. Developers and operators are reminded of their obligation to ensure that materials and products are stored safely.

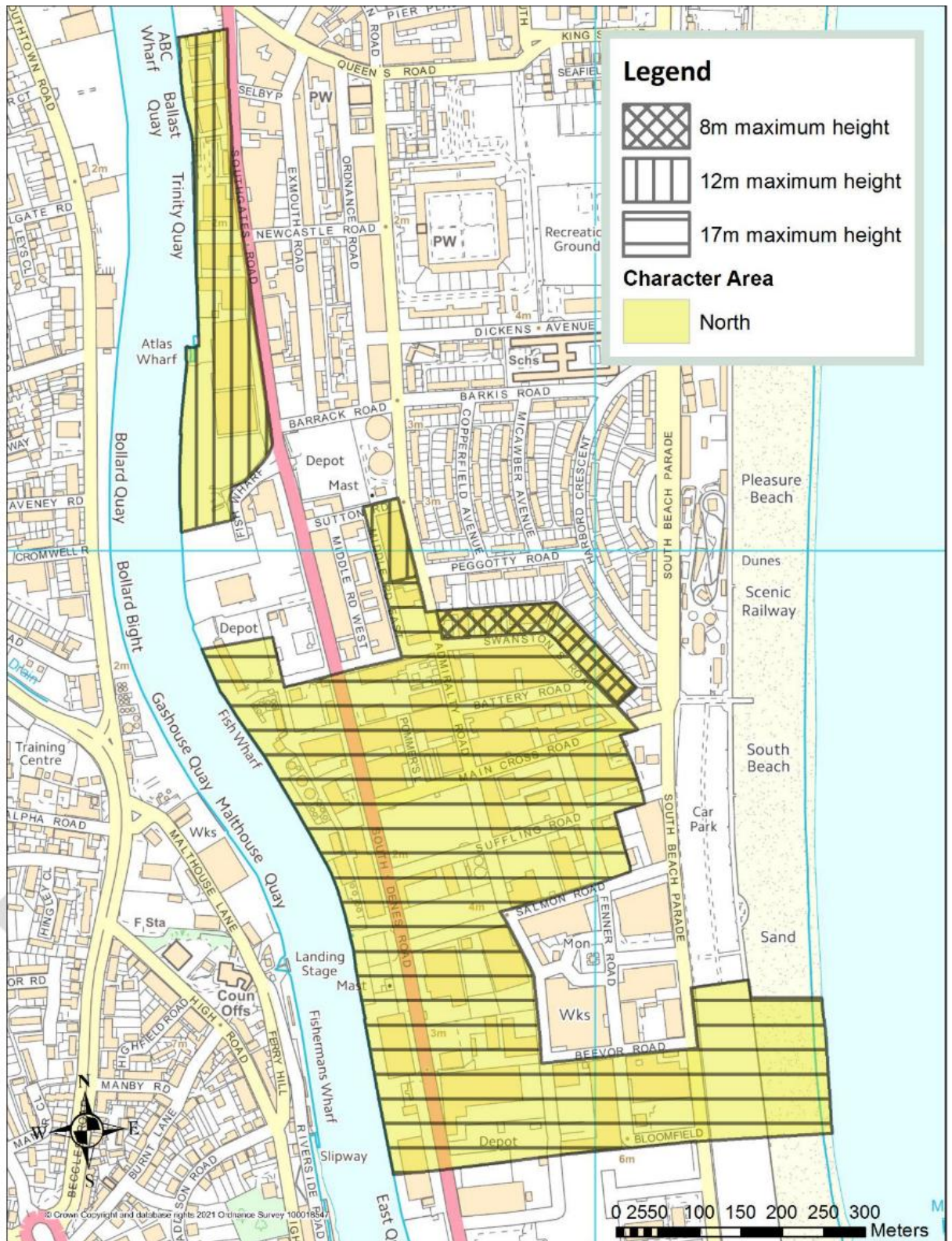


Figure 9 - Building Heights in North Character Area

West of the River Character Area

- 2.72. In the 'West of the River character area', the maximum height of buildings or storage tanks permitted by the South Denes Local Development Order shall not exceed:

- 10 m for any part of a building that lies within 10m of the eastern edge of Southtown Road/Beccles Road, except for a proportion of any individual building, equal to or less than 20% of the building footprint, which may be up to 13m high (in order to allow for articulation of the design);
- 17m for any part of a building that lies 10m or more away from the eastern edge of Southtown Road/Beccles Road.

2.73. The Design Code does not impose any restriction on the height of materials or products stored externally in this character area. Developers and operators are reminded of their obligation to ensure that materials and products are stored safely.

Nelsons Monument and Surroundings Character Area

- 2.74. The tallest structure in this character area is clearly Nelson's Monument, which is 44m high. It is considered essential that this landmark should remain a prominent feature of the townscape. Long distance views of the monument from the surrounding area are considered to be an important aspect of its setting.
- 2.75. Within the 'Nelson's Monument and Surroundings' character area the maximum height of the eaves or parapet of any buildings shall not exceed 10m (three storeys) and the overall height of any building shall not exceed 14m. Any new buildings erected within the square surrounding the monument, or on the west side of Fenner Road for a distance of at least 20m from the junction with Monument Road, must be built to a height equivalent to three storeys.

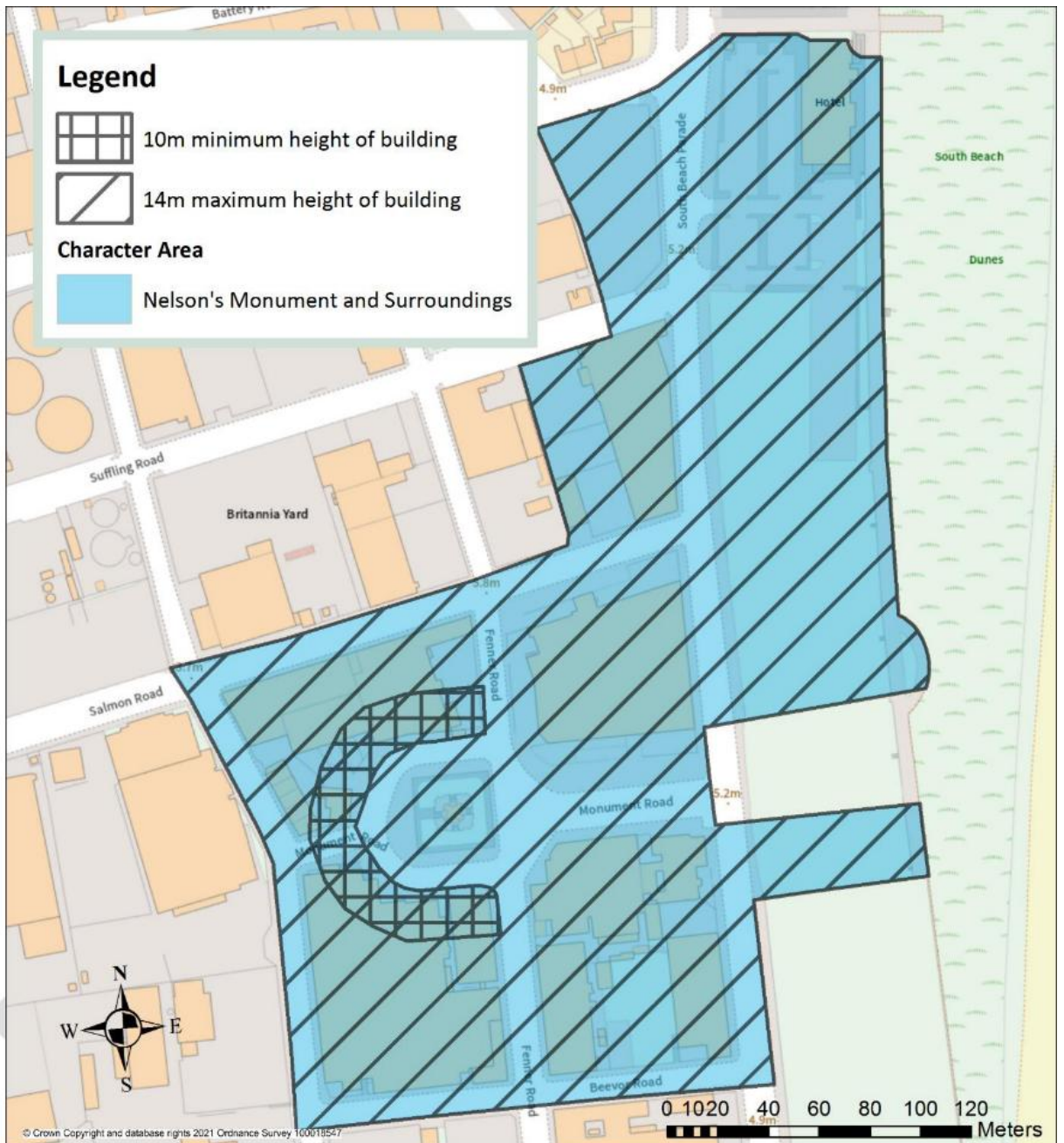


Figure 10 - Nelson's Monument and Surroundings Character Area

Form

2.76. Wherever it is practicable, developers should lay out developments so that buildings front onto the public realm and enclose 'private' external spaces, such as yards and car parks behind them. This approach has a number of benefits including:

- Minimising the need and length of fencing improving the public realm and security of the development.
- Providing security through increased overlooking
- Screening noise and other disturbances from yard activities.

- 2.77. Space between buildings, or between buildings and their relevant boundaries, could be influenced by the requirements of the building regulations. These would include the separation of buildings to avoid fire spread, and the provision of access for fire appliances.
- 2.78. Where adjacent sites are being developed concurrently, developers should seek to understand each other's proposals and make efforts to achieve designs that do not have unacceptable impacts. Particular regard should be given to the location of air intakes and extraction flues and the potential for loss of light that might arise from developments adjacent to boundaries.
- 2.79. Loading bays, bin stores, outdoor storage mechanical plant, and other operational requirements should be incorporated into the overall design of the building and its site. Developments should seek to avoid such facilities appearing as dominant features in the street scene.

West of the River Character Area

- 2.80. One historic response to the proximity of residential property in this area has been to use buildings as a barrier to shield residential properties from noisy activities. To some extent this solution is successful in terms of minimising nuisance, but in design terms the result has sometimes been less than satisfactory. The use of buildings to shield residential properties from noise and activity is still a recommended design technique within this character area, but this technique should be used alongside greater articulation of the façade facing the residential properties.
- 2.81. Developments along Southtown Road should include:
- Occasional setbacks in the building line;
 - Variation in building heights, materials, tone and colour;
 - The introduction of areas of landscaping between the buildings and Southtown Road to break up the continuous line of buildings and to provide variations in texture and scale;
 - The use of windows and doors to articulate the frontage of development facing Southtown Road may also be appropriate if activities within the building are not noisy, or if the windows and doors are suitably designed to attenuate noise.
- 2.82. No development should take place between Southtown Road and the highway facing elevations of the listed buildings at 244b Southtown Road, Victory House, 245 Southtown Road and 244 Southtown Road in order to protect the setting of these Listed Buildings and their visibility from the road.

Nelson's Monument and Surroundings Character Area

- 2.83. It would be desirable to achieve formal frontages on buildings facing the monument, to enhance and reinforce the sense of arrival and emphasise the importance of the space. Buildings that surround the monument square will be expected to have windows and doors within the elevation that face the monument.
- 2.84. The frontages of new buildings should be orientated towards the monument and significant gaps in the building line around the monument square should be avoided (with the exception of the existing gaps for roads to the north and south of the monument).

- 2.85. To reinforce the sense of place and enclosure, buildings surrounding the monument and along Monument Road shall be built on the alignment of the building line indicated on the map at Figure 10 below (to ensure an open aspect to the sea, developments along Monument Road must not encroach further forward than the building line of the existing buildings).
- 2.86. It is considered desirable to maintain the basic street pattern surrounding Nelson's Monument. The roads around the monument form a misshapen square with roads leading off to north, east, south and west. The pattern of these roads does not have a particular historic significance, the form having emerged during the inter-war period in the first half of the 20th century, however in order to ensure that the monument remains a focal point it is desirable to maintain the basic intersection and form of these roads. Realignment of the roads, to create a more symmetrical square around the monument and/or to align the east/west route with the monument would however be acceptable in principal.

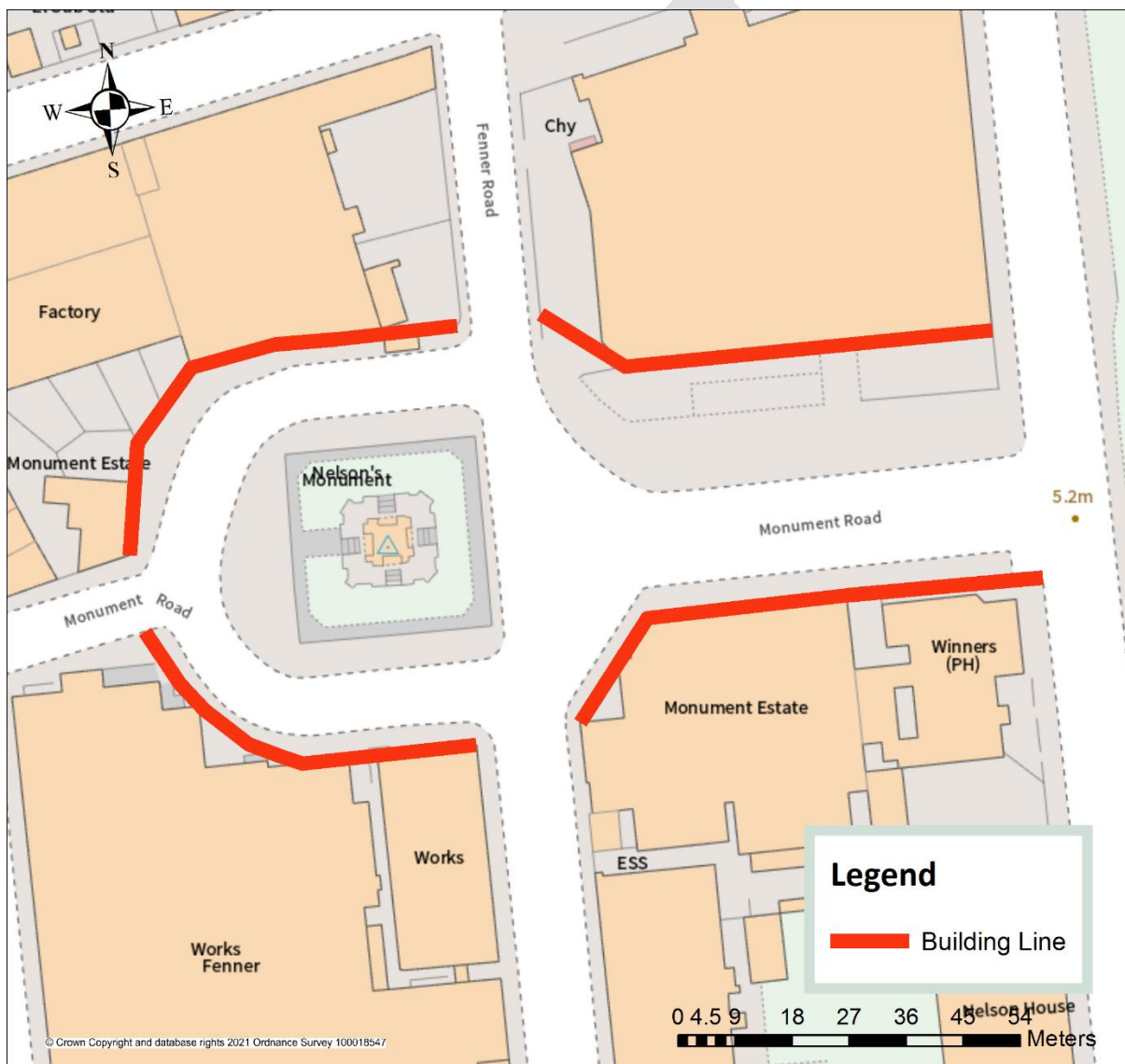


Figure 11 - Building Line around Monument

Walls and Fencing

- 2.87. With the exception of Nelson's Monument and Surroundings Character Area, there are no specific requirements with respect to materials and colours.

Nelson's Monument and Surroundings Character Area

- 2.88. Condition i of Class 4 restricts fencing height to 2m on Monument Road and Fenner Road. In the square surrounding the Monument (made up of plots facing Monument Road and Fenner Road) fences must be made of metal rod. Wire fencing, pressed steel/palisade fencing or wooden fencing is not permitted. Walls must be constructed of brick, render or stone or a combination of these materials and should complement the materials used in the façade of any new buildings.

Identity

- 2.89. The underlying objective for the architectural design of industrial and commercial buildings should be the same as for all new development, which is to make the public places in which they stand as attractive and welcoming as possible. The architectural treatment of industrial buildings should play its part in improving the image of new development in the Borough.
- 2.90. Contemporary building designs can fit well into an existing urban area, reinforcing the local townscape and creating new landmarks or focal points. Buildings should not resort to copying neighbouring building design but should give consideration to certain local characteristics (such as building lines, heights, scale, materials) in developing an appropriate design.
- 2.91. Frontages adjacent to pedestrian routes or public spaces should be designed to provide visual interest, activity and casual supervision at ground floor level. There are particular advantages in ensuring that office developments are orientated towards public space as the fenestration of such buildings can provide visual interest and articulation within the street scene. However, even industrial or warehouse buildings can be designed to break up the appearance of large areas of roof and walls and provide visual interest at ground level. For example, the use of different profiles of sheeting of the same colour, or articulated building footprints could be used to promote architectural definition and interest.

Nelson's Monument and Surroundings Character Area

- 2.92. The square around the monument and the frontages facing Monument Road are not considered to be an appropriate location for prefabricated industrial type buildings
- 2.93. New buildings that abut South Beach Parade should present a public face towards South Beach Parade, including windows and doors.

Materials and Colours

- 2.94. With the exception of Nelson's Monument and Surroundings Character Area, there are no specific requirements with respect to materials and colours. Buildings outside of this character area should include a mix of materials and provide contrast in colours in order to break-up the massing of facades. Generally more subdued and non-reflective finishes can reduce the overall impact of a building. Colour contrast and highly reflective materials may be used to highlight key features such as entrances, windows and structure, but must generally be avoided over large areas of buildings.



Figure 12 - Example of appropriate use of materials and colours

Nelson's Monument and Surroundings Character Area

- 2.95. High quality materials will be required for any new development in this character area. Façades facing the monument shall be built using following materials: brick, smooth render, stone or a combination of these materials. Some unity of materials will be expected across different developments within monument square.
- 2.96. Façades facing South Beach Parade shall be built using the following materials: brick, smooth render, stone, high quality cladding materials, glazing, or a combination of these materials.
- 2.97. Profile sheet metal is not considered to be an acceptable material for walls facing South Beach Parade or Monument Road.
- 2.98. The objective is to create a unified appearance to development around monument square, while this can be achieved by buildings that do not replicate each other's design, once the first new development has taken place, following buildings will be expected to respect the design, materials, heights and fenestration patterns of that development.

Resources

Recycling Facilities

- 2.99. In all development, refuse and materials recycling collection facilities must be protected from the weather and designed as an integral part of the built form of the development proposals.

Lighting

- 2.100. Lighting design should keep glare to a minimum by ensuring that the main beam angle of all lights directed towards any potential observer is not more than 70°. Higher mounting heights allow lower main beam angles, which can assist in reducing glare. Some activities may require the deliberate and careful use of upward light - to which these limits cannot apply. However, care should always be taken to minimise any light trespass by the proper application of suitably directional luminaires and light controlling attachments

2.101. With the exception of traffic signals, warning lights for the purpose of harbour/coastal navigation, or warning lights for the purpose of air navigation, all lighting (whether permanent or portable) on developments constructed under the Local Development Order shall:

- be so positioned and/or configured so as not to be an unacceptable distraction to road users
- be designed so exterior light fixtures are hooded, with lights directed downward or toward the area to be illuminated and so that backscatter to the night-time sky is minimized. The design of the lighting shall be such that the luminescence or light source is shielded to prevent light trespass outside the development boundary
- be of minimum necessary brightness consistent with worker safety and operational requirements

Appendix 1 – Archaeology Protocol

The Protocol anticipates discoveries being made by Project Staff, who report to a Site Champion on their site (usually the senior person on site), who then reports to a person (the Nominated Contact) who has been nominated by the developer to co-ordinate implementation of the Protocol. The developer may have appointed a Retained Archaeologist to provide archaeological advice and/or services to the development. In this case the Retained Archaeologist would be an appropriate person to take the role of the Nominated Contact. The nominated contact will in turn inform the Norfolk County Council Historic Environment Service (heritage@norfolk.gov.uk 01362 869275).

It is recognised that, for the Protocol to be effective, participants (such as Site Champions or project staff) may require appropriate training. The Norfolk County Council Historic Environment Service would be pleased to speak to developers about facilitating such training.

Where items of archaeological interest are recovered, Project Staff (under direction of the Site Champion) will:

- Handle all material with care.
- Any rust, sediment, concretion or marine growth should not be removed and 'groups' of items or sediments should not be separated.
- If possible photograph the item in the condition in which it was recovered.
- Record the position at which the artefact/sediments were recovered.
- Provide a unique reference number for each artefact, which is to be included on all recording and storage mediums.
- If the find is from a waterlogged or underwater environment, then Project Staff (under direction of the Site Champion) will arrange for the find to be immersed in seawater in a suitable clean container, which should be covered. It should be noted that 'time is of the essence' in terms of the recovery of waterlogged archaeological material. If waterlogged organic items are allowed to dry out this can cause irreparable damage. Care in handling items is paramount.

Where it is possible to identify the position from which the discovery originated, the Site Champion will arrange for a Temporary Exclusion Zone (TEZ) in which construction activities will cease temporarily (in the vicinity of the location), or move to an alternate location, until the advice of the County Council Historic Environment Service has been obtained.

The Nominated Contact should inform other teams engaged in potentially damaging activities in the same area, to ensure that they are aware of the position of the discovery so that further possible damage to the historic environment can be avoided.

The initial response of the Historic Environment Service will include an assessment of archaeological potential and a decision on the continuation or removal of the Temporary Exclusion Zone (TEZ).

The following types of discovery are likely to be of low potential:

- Reports of single, apparently isolated, finds that are not datable or are of modern (post-1800) or later date (with the exception of military remains).

The following types of discovery are likely to be of high potential:

- Reports of single finds that are of post-medieval or earlier date
- Reports of single finds that relate to military aircraft
- Reports of multiple finds from the same area
- Reports indicating the presence of a wreck or other structural remains

In the case of discoveries of low potential, the Historic Environment Service is likely to advise the Nominated Contact that the TEZ may be lifted and that construction activities in the vicinity of the discovery may recommence.

In the case of a discovery of high potential, the Historic Environment Service will advise the Nominated Contact of the implications of the discovery and of further actions that might be required. Further actions may include call-out investigations, the conversion of a TEZ to an Archaeological Exclusion Zone (AEZ), and/or the institution of a watching brief. The rationale for conclusions reached will be provided to the Nominated Contact.

If an AEZ is established a scheme of archaeological investigation will be required. Such investigation shall be undertaken in accordance with a written scheme which shall be submitted to and approved in writing by the Historic Environment Service. Work shall be carried out in accordance with that approved scheme and by a suitably qualified investigating body acceptable to the planning authority.

If the discovery is something to which specific legal provisions apply (treasure, human remains, wreck etc.), it will remain the responsibility of the developer to undertake such statutory reporting as is required.

The subsequent handling, retention or disposal of finds will be subject to applicable law and to arrangements between the developer and the institution receiving the archaeological archive arising from the scheme.

DRAFT

South Denes Local Development Order (LDO)

Environmental Impact Assessment (EIA)

Screening Opinion

October 2021



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1. Introduction

Environmental Impact Assessment (EIA)

- 1.1 The purpose of this report is to determine whether the South Denes Local Development Order (LDO) requires a full Environmental Impact Assessment (EIA) in accordance with The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended). To do this, the LDO has been assessed against a range of criteria as set out in Schedule 3 of the above legislation.
- 1.2 Although no individual developments that require full Environmental Impact Assessment (EIA) will be permitted under the LDO, the level of overall cumulative development permitted by the Local Development Order exceeds the relevant thresholds set out in Schedule 2 of the regulations (currently 5 hectares for Industrial Estate Development Projects).

Local Development Orders (LDOs)

- 1.3 A Local Development Order is one of a number of mechanisms that simplify and speed up the planning process. An LDO is a locally focused tool that grants planning permission for specific types of development within a defined geographical area, and by doing so, removes the need for a planning application to be made. Local Planning Authorities (LPAs) have powers to create LDOs.
- 1.4 The procedures for making a Local Development Order are set out in [sections 61A to 61D](#) and [Schedule 4A of the Town and Country Planning Act 1990](#), as amended, and [articles 38 and 41 of the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#).

2. South Denes Local Development Order

Site Location

- 2.1 The LDO for South Denes comprises an extensive area, 124.5 hectares of land, occupied by a mix of employment uses and port-related activities. Though some of this land remains either vacant, derelict, or undeveloped. Approximately 55 hectares of this area is designated as one of the Great Yarmouth and Lowestoft Enterprise Zone sites.
- 2.2 The site is located to the south of Great Yarmouth town centre either side of the River Yare, along Norfolk's east coast. The site forms part of an internationally renowned centre servicing the offshore energy industry and also comprises a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.

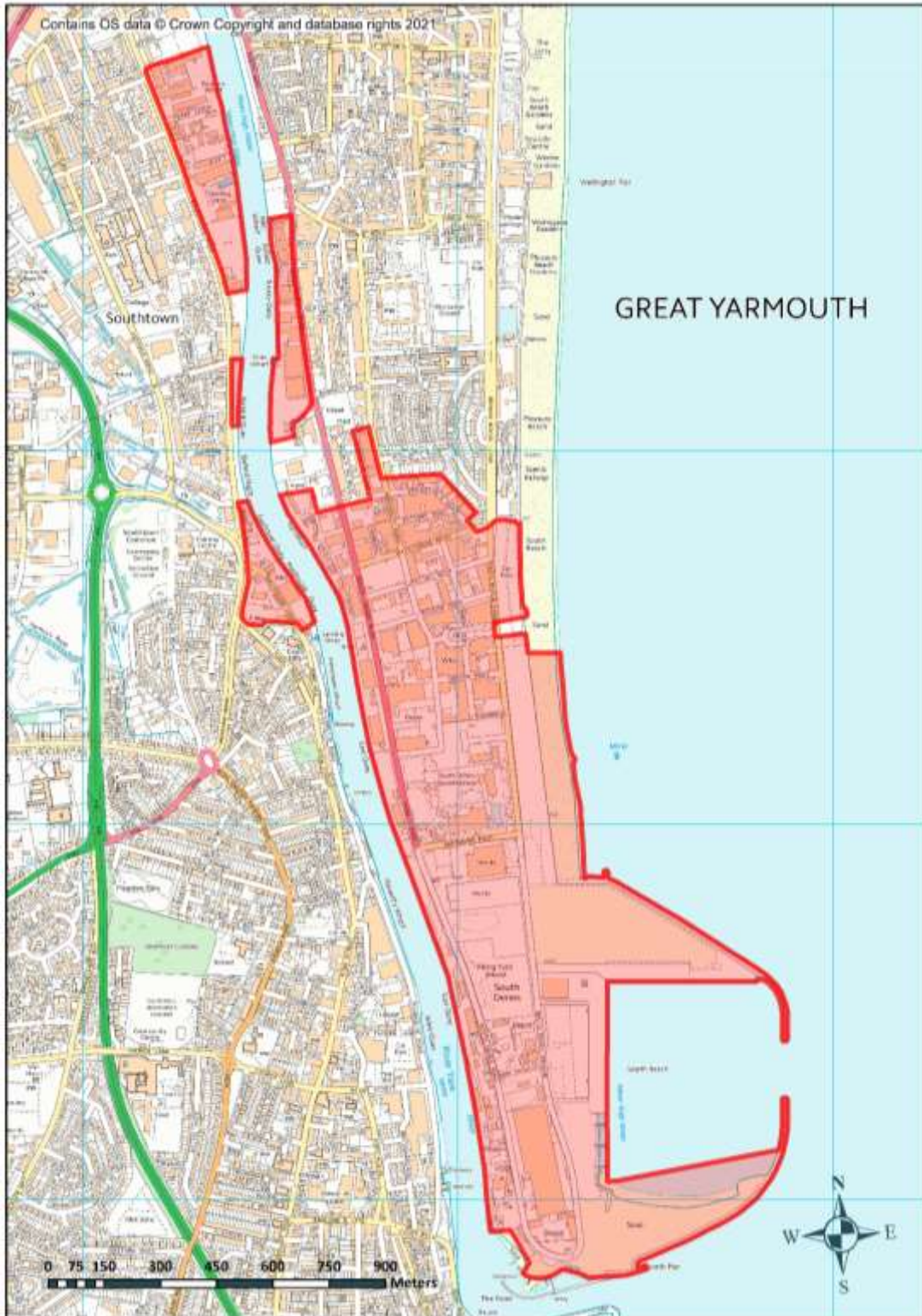


Figure 1 - South Denes Local Development Order boundary

2.3 South Denes lies adjacent to the River Yare and the area includes a river port and deep water outer harbour providing access to the North Sea. The wider area is served by the A47 trunk which provides road links to the south and to the west. Great Yarmouth railway station, which is located 2km north of the area, provides links to Norwich and onto London. Norwich International Airport is located 42km to the north west.



Figure 2 – Aerial photo of South Denes Local Development Order

- 2.4 The surrounding area immediately to the north and to the west (the opposite side of the River Yare) of South Denes LDO includes residential development and a range of community facilities. The beachfront and the Golden Mile, with its tourism attractions lie to the north of the outer harbour. A full range of shops and services can be found in Great Yarmouth town centre and Gorleston town centre.

Development description

- 2.5 A large part of the LDO area comprises port operational land. The LDO and Design Code will not impact on or affect the rights set out in the Town and Country Planning (General Permitted Development) Order 2015 (GDPO) which applies to port operational land. Development undertaken using these permitted development rights in the GPDO does not have to comply with the LDO Design Code. In addition, the guidance set out in the Port Marine Safety Code and other port related legislation also still applies.
- 2.6 The retention of an LDO for the site will continue to reduce the number of planning applications required for business related development on the site, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will continue to be a major benefit to businesses wishing to locate to the area (specifically to benefit from access to the port and harbour) and will provide a degree of certainty as to the type of development which will be acceptable, thereby saving prospective occupiers time and money.
- 2.7 As part of the work associated with the creation of the original LDO adopted in May 2012, a detailed design code specific to South Denes was produced. The May 2012 LDO has resulted in the relocation of relevant businesses to benefit from access to the port and harbour. Therefore, this new LDO retains and updates the detailed design code to ensure future development meets this standard. The design code identifies four distinct character areas together with the Council's aspirations for the LDO area, thereby providing a clear understanding of the general types of development which would be considered acceptable.
- 2.8 Generally, the permitted use within the order has remained unchanged, the main change being an added restriction to prevent change of permitted use from office use to other Class E uses, following changes to the national use classes order. The design code has been updated to reflect and follow the headings of the recently published [National Model Design Code](#).
- 2.9 The LDO grants planning permission for the following classes of development:
- Class 1: Port and Energy Industries
 - Class 2: Electronic Communications
 - Class 3: Security Cameras
 - Class 4: Fences
 - Class 5: Temporary uses of land
- 2.10 The permissions are subject to conditions and limitations contained within the LDO. Of particular relevance to this screening report, permission will not apply to Schedule 1 or 2 (where significant effects have been identified through a screening assessment) EIA development. In addition, a survey for the presence of protected species needs to be undertaken, to ensure that there are no adverse impacts. There are also other limitations relating to highway works and mineral and waste matters. The design code itself sets out the parameters which detailed plans must meet for LDO consent to be formally granted.

Relevant Local Plan Policies

- 2.11 The Local Development Order will help implement Policies CS6 (of the Core Strategy) which seeks to support economic growth across the Borough and Policy GY10 (of the Local Plan Part

2) which reserves land at the port and harbour for port activities such as maritime related transport, storage, industrial and office uses, and small scale uses ancillary to these. Policy GY10 particularly encourages developments which are associated with the offshore energy industry and seeks to assist the relocation of those businesses that do not use the port and harbour facilities.

3. Environmental Assessment

EIA Context

- 3.1 As part of the screening exercise, the LDO (and accompanying design code) has been assessed for likely significant effects upon the environment across a range of criteria set out in the Government's template EIA Screening Matrix.
- 3.2 The LDO has a further safeguard in that individual projects which come forward under the LDO which exceed the Schedule 2 threshold are only permitted under the order if a further Screening Opinion is undertaken prior to commencement which concludes no significant effects. Individual projects under the threshold are not required to undertake a further screening opinion.
- 3.3 In setting the context and baseline conditions, it is important to acknowledge that the parcels of land comprising the LDO area are largely built out and therefore the additionality from vacant plots or change of use of existing plots is limited.

Consultation

- 3.4 Part of the LDO production process requires consultation with the public and the Statutory Bodies the final report will take into account such comments and will be revised where necessary.

Habitat Regulations Assessment

- 3.5 Alongside this Screening Assessment, a Habitat Regulations Assessment has been prepared. This is required to meet [The Conservation of Habitats and Species Regulations 2017 \(as amended\)](#), to consider the impact of proposals on National Site Network Habitat Sites.

EIA Screening Criteria

Natural Resources

- 3.6 The site is already in use as a busy employment area with port and harbour activities. Much of the land is brownfield with port services having been critical to the development of Great Yarmouth as a centre serving overseas trade into Norwich and the wider area for over the last 1,000+ years.
- 3.7 Much of the underlying material (along the east peninsular) is ultimately part of a sand spit. The underlying bedrock geology is of the Crag Group – detrital sand and gravel sedimentary bedrock.

- 3.8 The Site is generally level although the dune areas in the south and east are undulating. The LDO will usually involve the demolition of existing buildings and structures to ground level on the terrestrial element of the scheme, or construction on vacant plots. This will not alter the topographical nature of the land.
- 3.9 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Waste

- 3.10 The LDO consent does not grant consent for waste management activities, or general industrial activities. Any development proposal which is considered under 'County Matters' will be determined by Norfolk County Council as the Local Planning Authority, this includes waste management based development. It is, however, possible that some activities under light industrial may produce waste during the construction and operational phases. However, effects are not considered to be significant or abnormal during construction or operational phases.
- 3.11 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Pollution & Nuisances

- 3.12 The site is not within an identified Air Quality Management Area. With the limited additionality and appropriate mitigations in place, the LDO will have extremely limited potential to impact upon air quality from construction and operational phases.
- 3.13 The LDO will not apply to development that involves a high pollution risk to the water environment by pipelines or high voltage fluid filled cables that transport pollutants, underground storage of hazardous substances, direct discharge of pollutants to the groundwater, or use of deep soakaways for surface water and effluent disposal. South Denes is, however, situated on a Principal Aquifer which is particularly sensitive to pollution. Sustainable Urban Drainage Systems (SUDS) will be implemented across the site ensuring that flood mitigation is dealt with on site and avoids artificially altering the hydrological cycle.
- 3.14 Operations may require extra lighting to support activities. There are some surrounding residential communities to the north and along the west bank of the River Yare. The Design Code requires that lighting design keeps glare to a minimum by ensuring that the main beam angle of all lights directed towards any potential observer is not more than 70°. Where upward lighting is required the design code requires light trespass to be minimised by directional luminaries and light controlling attachments.
- 3.15 As much of the South Denes LDO area is already in port or industrial use there is an existing level of noise that is "normal" in an historic context. The design code requires harm to be avoided, or minimised through mitigation measures, particularly where 24 hour operations are expected. Consideration is also be given to the potential impact of audible hazard warnings on reversing vehicles, or alarms on other mechanical equipment. While it is accepted that such features are important for health and safety reasons, the sensible location of turning areas and the use of built barriers will help to minimise disturbance for neighbours. Piling operations in particular, can be disruptive, therefore the LDO conditions time restrictions as to when such activities can take place. It is likely that the construction phase of the development will provide the peak in noise levels. Developers are advised to seek advice

from the Council's Environmental Health Officer with respect to design measures to attenuate noise.

- 3.16 The LDO permits electronic communications subject to design and operational requirements. Condition iii) of that class ensures that the development itself and any cumulative exposure will meet International Commission for Non-Ionising Radiation Protection (ICNIRP) guidelines for public exposure. This condition ensures that electromagnetic radiation will be maintained at acceptable levels.
- 3.17 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Population & Human Health

- 3.18 There is not considered to be any risk of major accident associated with the construction, operation or decommissioning of any of the development permitted under the LDO.
- 3.19 Human health can be affected by potential emissions from operations and traffic associated with activities permitted through the LDO (covered in the above 'pollution & nuisances' criterion). These effects are not considered significant for the reasons stated above.
- 3.20 Activities on the business park will provide jobs either net new to the Borough or through re-location. There are clear social, economic, and environmental benefits associated with human health that can be achieved through development under this LDO.
- 3.21 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Water Resources

- 3.22 South Denes is mainly a land spit separating the North Sea along the east coast, to the River Yare. The River Yare mouth is located immediately south of the outer harbour. It is these circumstances that create a favourable location for port and harbour operations.
- 3.23 South Denes is situated on a Principal Aquifer which is particularly sensitive to pollution. To address this through the LDO, deep soakaways for surface water are not permitted. The implementation of SUDS measures will limit the potential for any pollution/contamination to these water bodies (see the above 'pollution & nuisances' criterion).
- 3.24 Based on the conditions in place, the LDO will have **no likely significant effect** on water resources.

Biodiversity (Species & Habitats)

- 3.25 The site itself has limited ecological value, with much of the existing site already built up and serviced by access roads. There is a small area of scrubland at the southern tip of the South Denes area which is the remaining undeveloped part of the site. Given the level of activity around the port and harbour, the area is unlikely to offer a suitable habitat.
- 3.26 The LDO site is, however, immediately adjacent marine habitats: The Outer Thames Estuary Special Protection Area (SPA) and the Southern North Sea Special Area of Conservation (SAC). The Greater Wash SPA marine site is approximately 800m north-west. The closest terrestrial site is Breydon Water, approximately 1.1km north-west of the site.
- 3.27 No impact pathways have been established between new planned employment activities (including protection of port and harbour uses under Policy GY10) and nearby National Site

Network habitat sites. This SEA Screening is supported by a HRA Screening that comes to the same conclusion, that **no adverse effects** will result on the integrity of National Site Network habitat sites from development permitted through the LDO.

- 3.28 Before development permitted under any class of the South Denes LDO commences, a survey for the presence of protected species needs to be undertaken. If protected species are present the development must ensure that there is no detrimental harm to the species and mitigating measures are taken.
- 3.29 Based on the conditions in place, the LDO will have **no likely significant effect** on biodiversity.

Landscape & Visual

- 3.30 The existing environment is a built-up employment area around the port and harbour. There is no real change proposed to the character of the townscape. Given the vast area coverage and the variety of surrounding uses, the design code has identified four distinct character areas: south, north, west of the River and Nelson's Monument and Surroundings, to ensure that development permitted through the LDO reflects that local character. In particular, the design code identifies maximum heights in each area. These mitigations will ensure that while such development may be visible for residents and businesses located on the west bank of the River Yare, the uses, scale and general appearance will remain broadly as they currently exist.
- 3.31 Significant effects upon the setting of the Broads landscape is not considered likely given the proximity (over 3km away) and intervening built up area of Great Yarmouth which separates it.
- 3.32 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Cultural Heritage & Archaeology

- 3.33 The port and harbour of South Denes does have a rich historic importance given the longevity of its use. The most significant feature within the LDO site is Nelson's Monument which is a Grade I listed structure built between 1817 and 1819. The overall height of the Monument is 44 metres (144 ft.) making it a focal point for the surrounding area.
- 3.34 In addition to the Monument described above there are a number of other heritage assets within and adjacent to the LDO area. There are also several Grade II listed buildings and structures, with the visible remains of the mediaeval town wall (an ancient monument) just north of the LDO and the potential for remnants below ground. In recognition of the historic character along the west bank of the River Yare, there is a Conservation Area.
- 3.35 The LDO does not grant consent for any works which would require listed building consent or scheduled monument consent. Development within the setting of the above referenced listed buildings and monuments must have regard to the setting of these assets. Compliance with the design code will help ensure any harm is minimised, particularly with the restrictions relating to the identified character areas (as described in the above environmental criterion).
- 3.36 The LDO requires archaeological investigation through condition X) within the more sensitive areas of within the area of Malthouse Quay and Gashouse Quay (west of the River Yare and south of the route for the third river crossing).
- 3.37 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Transport & Access

- 3.38 The LDO area around the South Denes peninsular has highway connectivity via the A1243 South Denes Road and South Beach Parade with connections onto the A47 to Norwich or Lowestoft and the A143 to Beccles. Part of the port and harbour network has restricted access (beyond Hartmann Road towards the Outer Harbour) to ensure that its use is just for occupants and businesses located within that area. Connectivity across the River Yare will be enhanced with the 'Third River Crossing' which is under currently construction. The design code sets out requirements for site lines, turning and parking (including for lorries and cycles).
- 3.39 As the LDO does not propose a specific development scheme, it is not possible to quantify any changes in traffic volume. Given the extent of existing business use within the LDO area, this is unlikely to greatly change. The Third River Crossing does, however, provide an opportunity to reduce the level of traffic heading up along to North Quay and beyond.
- 3.40 Pedestrian access is somewhat limited beyond Hartmann Road, reflecting areas reserved for port-related activities.
- 3.41 The existing port and harbour area does generally offer excellent mooring facilities to support port-related activities. Some of the existing mooring facilities within the site are in a poor condition and not currently used, therefore there would be no temporary loss of facilities during construction but could lead to an increase in the general availability of mooring spaces.
- 3.42 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Land Use

- 3.43 The existing environment is a built up employment area around the port and harbour. The land is safeguarded employment land, though some uses within the LDO area do not require access to the port and harbour. The surrounding uses on the South Denes peninsular are a mixture of employment, residential, and tourist uses. Much of the land along the west bank of the River Yare is a mixture of employment, residential and retail uses. With the port and harbour area established for over 1,000 years, the surrounding uses have developed around the port activities and therefore any associated noises, movements, and lighting.
- 3.44 Based on the conditions in place, the LDO will have **no likely significant effect** on surrounding land uses.

Land Stability & Climate Change

- 3.45 Parts of the South Denes LDO area are at risk from tidal flooding. Buildings within areas at risk from flooding must be designed with resilience measures designed to address the flood levels. The LDO incorporates mitigation measures in condition viii) of Class 1 to address this, with clear guidance setting out what is required. The Design Code also provides further guidance on how gates, fences and walls should be designed and constructed including those specifically installed as part of flood defences. Effects upon coastal processes are also not likely to be significant, given its location within an area of existing port infrastructure and regular dredging of the River Yare.
- 3.46 There are otherwise no issues in relation to earthquakes, subsidence, landslides, erosion, or extreme/adverse climatic conditions, e.g. temperature inversions, fogs, severe winds, which could cause the project to present environmental problems.

- 3.47 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Cumulative effects

- 3.48 Each of the above effects and characteristics has been considered alone and in-combination. In context, South Denes is already an established employment and port and harbour area (with the LDO in place since 2012) which is largely built out. This limits the net additionality of any development permitted through the LDO, particularly with mitigations in place.
- 3.49 There are several employment sites across Great Yarmouth, including Beacon Park which also forms part of the Enterprise Zone. However, all of these sites have been safeguarded/allocated since the Local Plan Core Strategy was adopted in 2015, and most of them are largely developed out. The net amount of remaining vacant sites is low, and therefore the potential for any pollution, transport or other cumulative impacts is also low. The Sustainability Appraisals supporting the Core Strategy and Local Plan Part 2 both concluded that cumulative impacts associated with planned new development would be minimal upon the baseline.

- 3.50 The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Transboundary Effects

- 3.51 The site is located on the East Coast of England, the UK. There will be no transboundary effects as there are no nearby international boundaries. The conclusion in relation to this environmental criterion is that there will be **no likely significant effect**.

Scheduled Development under EIA

- 3.52 The EIA Regulations categorise development types as either 'Schedule 1' developments or 'Schedule 2' developments. Developments listed in Schedule 1 will always require an EIA. None of the permitted LDO uses are included on the Schedule 1 list. Should any development permissible under the LDO hit a Schedule 2 threshold, a specific scheme EIA screening will be required, and development is only permitted where a further Screening Opinion concludes no significant effects.

Conclusions

- 3.53 The NPPG states that EIA "will only apply to a small proportion of projects considered within the town and country planning regime". The uses that could emerge through the LDO are of a similar nature to the existing development on the site with the remaining space and potential for impacts extremely limited. The LDO requires that any proposed developments that could be considered EIA development will need to be individually screened, and if EIA development is concluded, LDO consent will not apply.

4. EIA Screening Decision

It is concluded that the South Denes LDO will not have likely significant impacts, therefore a full Environmental Impact Assessment is not required.

South Denes Local Development Order (LDO)

Habitat Regulations Assessment (HRA) Screening Opinion

October 2021



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1. Introduction

Habitat Regulations Assessment (HRA) process

- 1.1 The purpose of this report is to consider the implications of the South Denes Local Development Order (LDO) on National Site Network Habitat Sites (Habitat Sites), in terms of any possible harm to the habitats and species that form an interest feature of the Habitat Sites. The LDO has therefore been screened for 'likely significant effects' on Habitat Sites. This will be undertaken in accordance with 'The Conservation of Habitats and Species Regulations 2017' (as amended).
- 1.2 This screening report has been informed by the HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2. The Local Plan safeguarded and allocated South Denes for port and harbour uses.

Local Development Orders (LDOs)

- 1.3 A Local Development Order is one of a number of mechanisms that simplify and speed up the planning process. An LDO is a locally focused tool that grants planning permission for specific types of development within a defined geographical area, and by doing so, removes the need for a planning application to be made. Local Planning Authorities (LPAs) have powers to create LDOs.
- 1.4 The procedures for making a Local Development Order are set out in [sections 61A to 61D](#) and [Schedule 4A of the Town and Country Planning Act 1990](#), as amended, and [articles 38 and 41 of the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#).

2. South Denes Local Development Order

Site Location

- 2.1 The LDO for South Denes comprises an extensive area, 136.3 hectares of land, occupied by a mix of employment uses and port-related activities. Though some of this land remains either vacant, derelict, or undeveloped. Approximately 59 hectares of this area is designated as one of the Great Yarmouth and Lowestoft Enterprise Zone sites.
- 2.2 The site is located to the south of Great Yarmouth town centre either side of the River Yare, along Norfolk's east coast. The site forms part of an internationally renowned centre servicing the offshore energy industry and also comprises a high-tech electronics sector. Great Yarmouth's 24-hour port handles a range of cargoes, offering an effective gateway to Northern Europe.

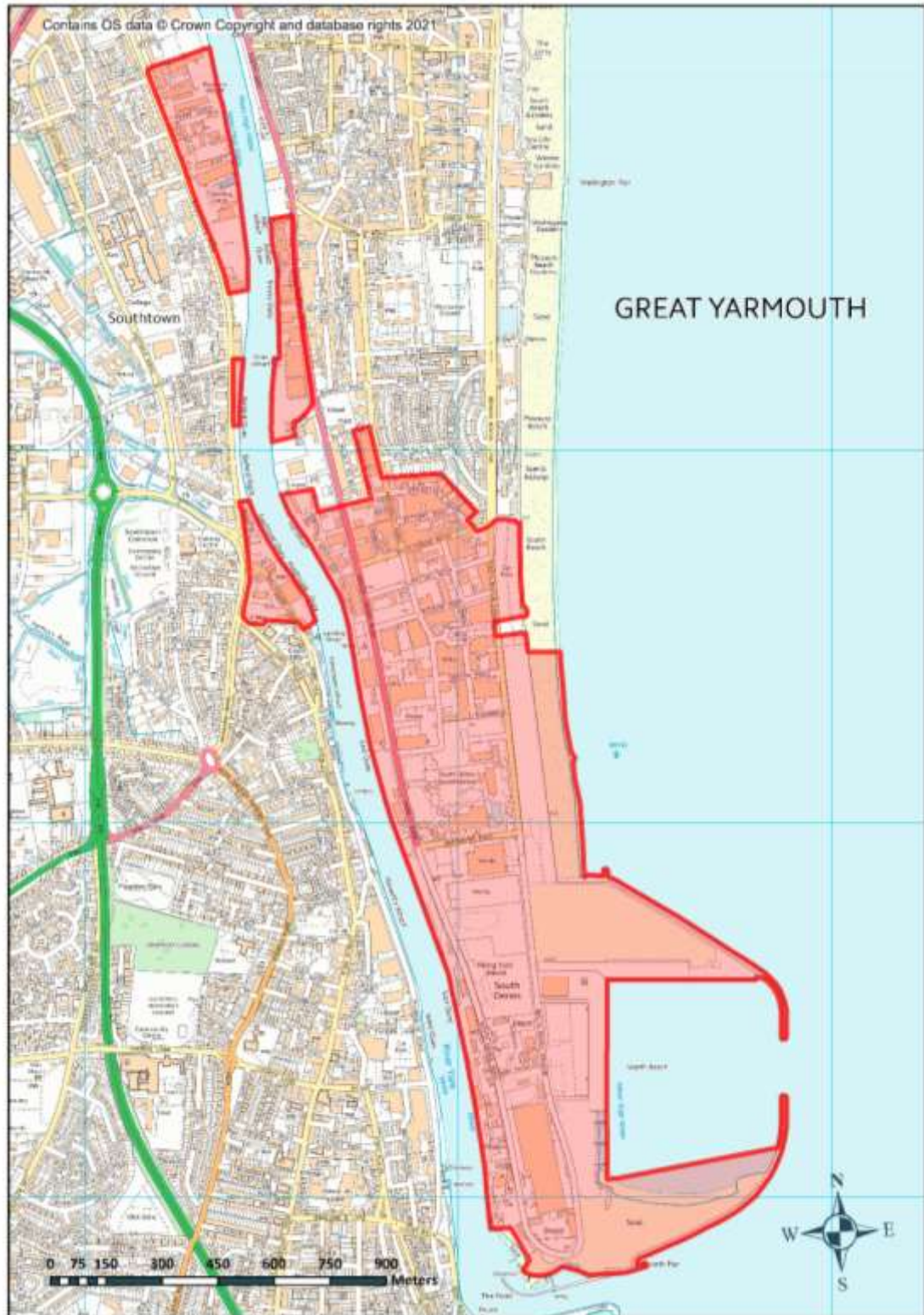


Figure 1 - South Denes Local Development Order

- 2.3 South Denes lies adjacent to the River Yare and the area includes a river port and deep water outer harbour providing access to the North Sea. The wider area is served by the A47 trunk which provides road links to the south and to the west. Great Yarmouth railway station, which is located 2km north of the area, provides links to Norwich and onto London. Norwich International Airport is located 42km to the north west.



Figure 2 - Aerial Photograph of South Denes Local Development Order

- 2.4 The surrounding area immediately to the north and to the west (the opposite side of the River Yare) of South Denes LDO includes residential development and a range of community facilities. The beachfront and the Golden Mile, with its tourism attractions lie to the north of the outer harbour. A full range of shops and services can be found in Great Yarmouth town centre and Gorleston town centre.

Development description

- 2.5 A large part of the LDO area comprises port operational land. The LDO and Design Code will not impact on or affect the rights set out in the Town and Country Planning (General Permitted Development) Order 2015 (GDPO) which applies to port operational land. Development undertaken using these permitted development rights in the GPDO does not have to comply with the LDO Design Code. In addition, the guidance set out in the Port Marine Safety Code and other port related legislation also still applies.
- 2.6 The retention of an LDO for the site will continue to reduce the number of planning applications required for business related development on the site, thereby providing the opportunity to speed up the planning process whilst ensuring a suitable measure of quality control. This will continue to be a major benefit to businesses wishing to locate to the area (specifically to benefit from access to the port and harbour) and will provide a degree of certainty as to the type of development which will be acceptable, thereby saving prospective occupiers time and money.
- 2.7 As part of the work associated with the creation of the original LDO adopted in May 2012, a detailed design code specific to South Denes was produced. The May 2012 LDO has resulted in the relocation of relevant businesses to benefit from access to the port and harbour. Therefore, this new LDO retains and updates the detailed design code to ensure future development meets this standard. The design code identifies four distinct character areas together with the Council's aspirations for the LDO area, thereby providing a clear understanding of the general types of development which would be considered acceptable.
- 2.8 Generally, the permitted use within the order has remained unchanged, the main change being an added restriction to prevent change of permitted use from office use to other Class E uses, following changes to the national use classes order. The design code has been updated to reflect and follow the headings of the recently published National Model Design Code.
- 2.9 The LDO grants planning permission for the following classes of development:
- Class 1: Port and Energy Industries
 - Class 2: Electronic Communications
 - Class 3: Security Cameras
 - Class 4: Fences
 - Class 5: Temporary uses of land

2.10 The permissions are subject to conditions and limitations contained within the LDO. Of particular relevance to this screening report, permission will not apply to Schedule 1 or 2 (where significant effects have been identified through a screening assessment) EIA development. In addition, a survey for the presence of protected species needs to be undertaken, to ensure that there are no adverse impacts. There are also other limitations relating to highway works and mineral and waste matters. The design code itself sets out the parameters which detailed plans must meet for LDO consent to be formally granted.

Relevant Local Plan Policies

2.11 The Local Development Order will help implement Policies CS6 (of the Core Strategy) which seeks to support economic growth across the Borough and Policy GY10 (of the Local Plan Part 2) which reserves land at South Denes for port and harbour uses.

3. Habitat Sites

3.1 Using a precautionary principle, this screening report has assessed impacts on Habitat Sites at a 20km radius of the LDO site at South Denes. This buffer is used as it is deemed precautionary enough to capture most potential impact pathways (i.e. the means by which a Habitat Site may be affected). Habitat Sites include Special Areas of Conservation (SACs) and Special Protection Areas (SPAs). However, as national planning policy gives Ramsar sites the same protection as SACs and SPAs, these have also been included. . Habitat Sites can be terrestrial or marine.

3.2 The following sites are within 20km of the proposed LDO area. Each site has been provided with a link to its qualifying features via the Joint Nature Conservation Committee (JNCC) or Natural England websites.

Terrestrial Habitat Sites		
Special Protection Areas	Special Area of Conservation	Ramsar Site
Breydon Water	The Broads	Breydon Water
Broadland	Winterton-Horsey Dunes	Broadland
North Denes	Benacre to Easton Barents	
Benacre to Easton Barents		
Marine Habitat Sites		
Special Protection Areas	Special Area of Conservation	Ramsar Site
Outer Thames Estuary	Southern North Sea	

Greater Wash	Haisborough, Hammond and Winterton	
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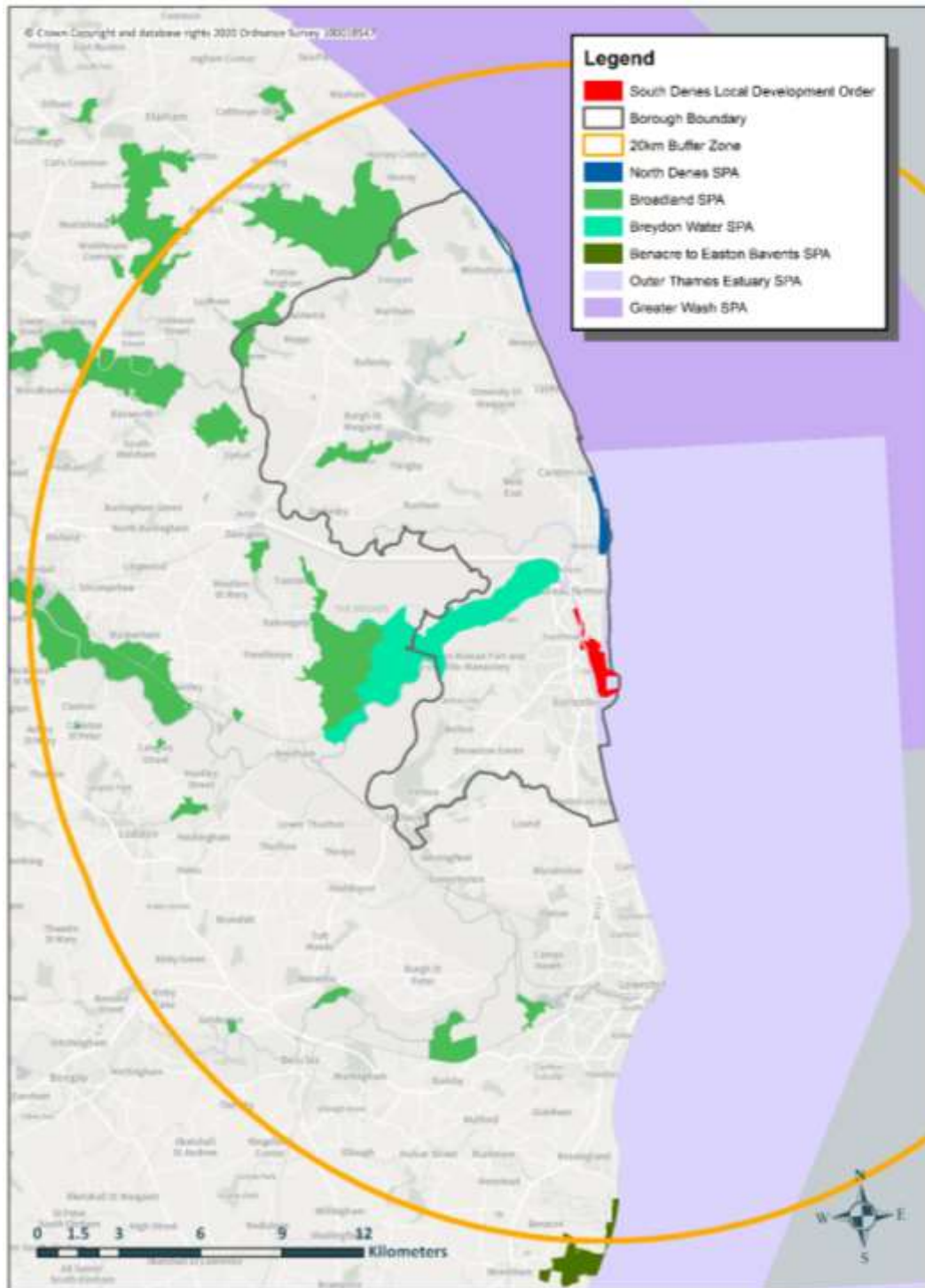


Figure 3 - Special Protection Areas within 20km of the South Denes Local Development Order

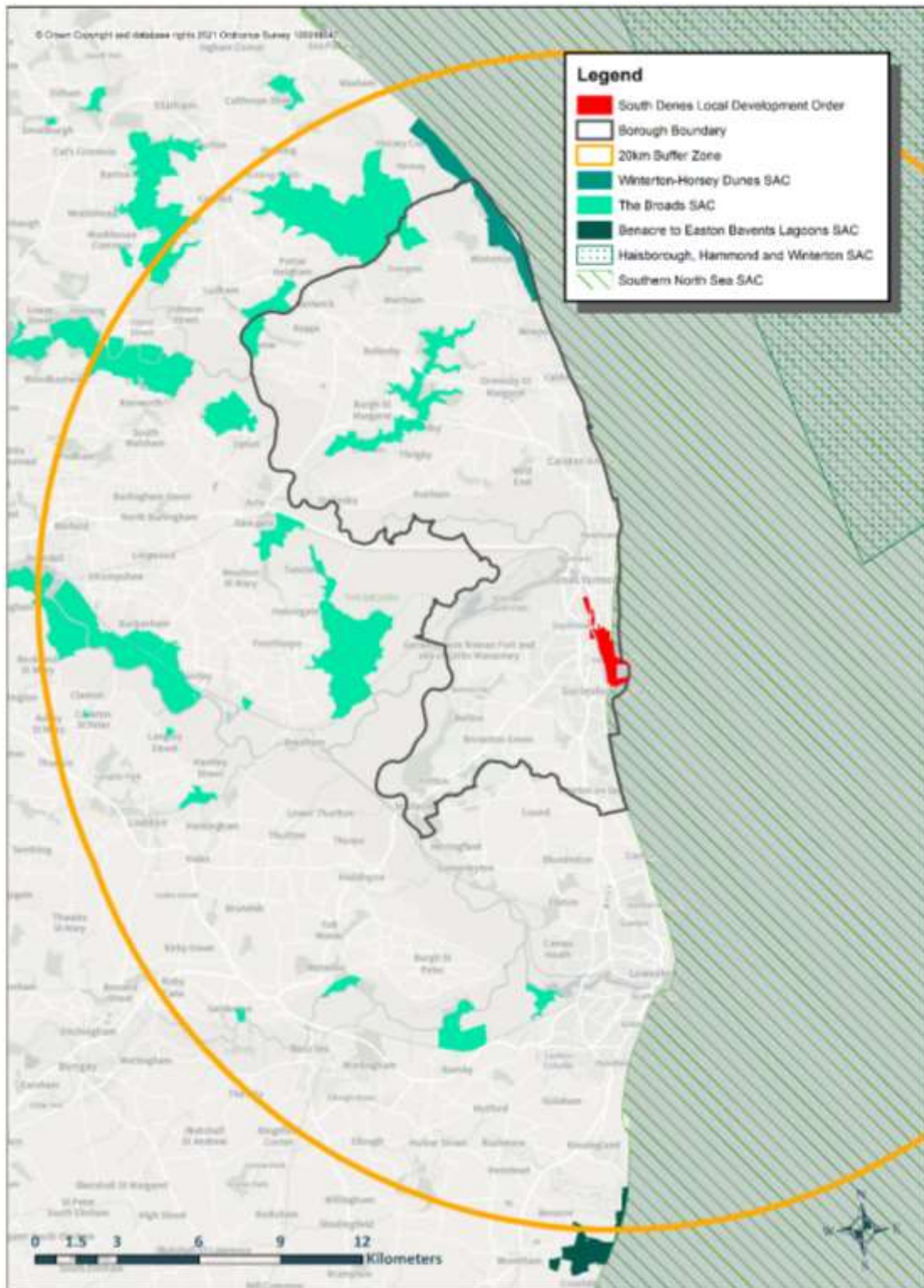


Figure 4 - Special Areas of Conservation within 20km of the South Denes Local Development Order

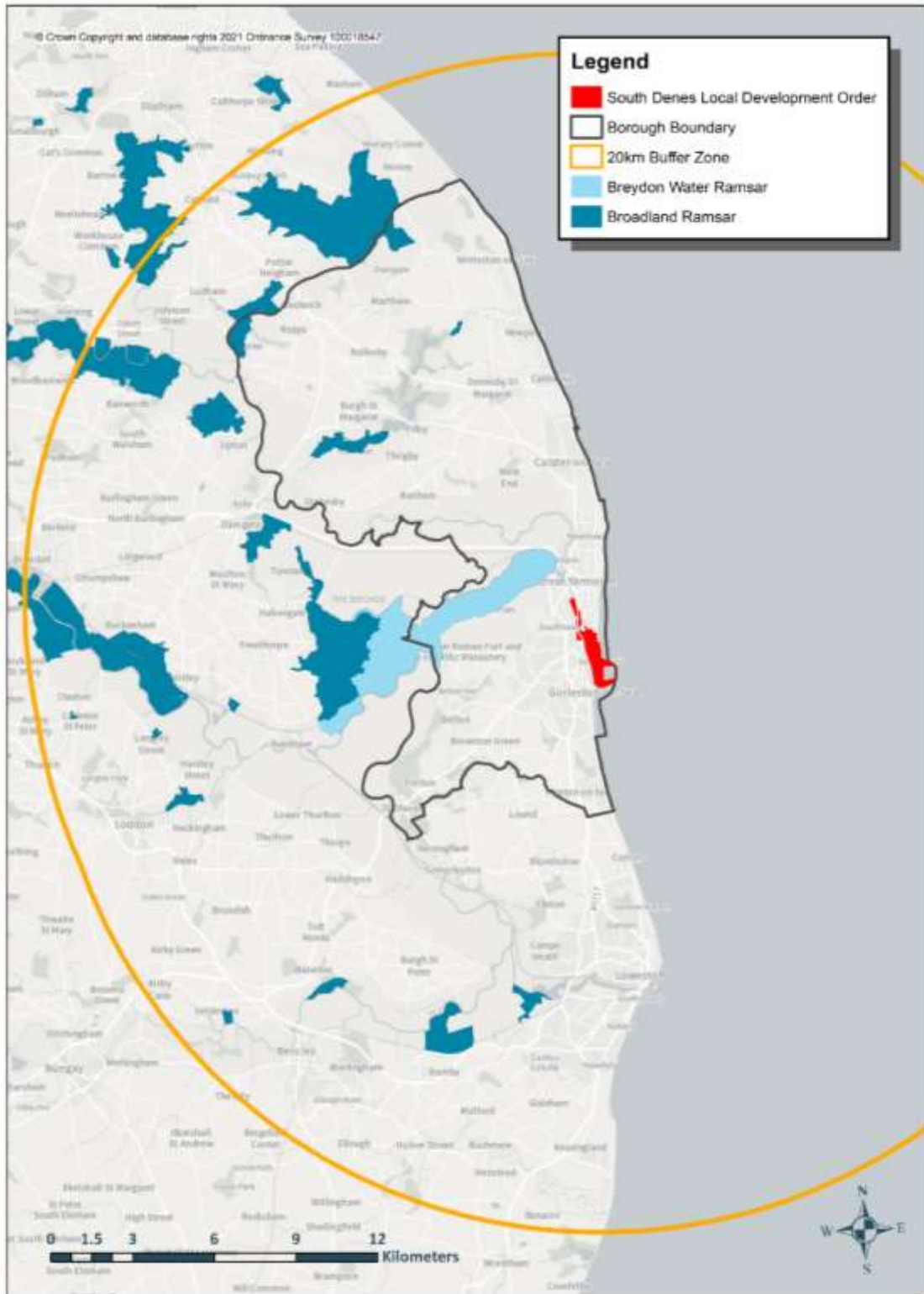


Figure 5 - Ramsar sites with 20km of the South Denes Local Development Order

4. Establishing Impact Pathways

- 4.1 Impact pathways are identifiable means by which the plan or project could potentially affect a Habitat Site. The HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2 identified impacts from recreation such as disturbance, trampling, increased fire risk and enrichment such as through dog fouling. These impacts are mainly associated with North Denes SPA, Winterton-Horsey Dunes SAC and to a lesser extent within the Borough, the Broads network of sites. It is, however, considered unlikely that a limited range of employment-related uses on a business park will add to existing recreational pressures.
- 4.2 There is the potential for water issues related to water quality and water quantity (i.e. water availability). Run-off, outflow from sewage treatments and overflow from septic tanks can result in increased nutrient loads and contamination of water courses. This should, however, be considered in the context of the LDO site at South Denes which is located 1.1km south-west of the closest terrestrial sites, Breydon Water. The LDO site is, however, immediately adjacent marine habitats: The Outer Thames Estuary Special Protection Area (SPA) and the Southern North Sea Special Area of Conservation (SAC). The Greater Wash SPA marine site is approximately 800m north-west.
- 4.3 The LDO will not apply to development that involves a high pollution risk to the water environment by pipelines or high voltage fluid filled cables that transport pollutants, underground storage of hazardous substances, direct discharge of pollutants to the groundwater, or use of deep soakaways for surface water and effluent disposal. The LDO permits port and energy uses, water compatible uses, where waste products, drainage or construction may have the potential to drain into the ground. It is likely that any pollutants (which would be limited given the above exclusions) could easily be dispersed in the North Sea and would not have an impact.
- 4.4 In terms of air quality, Great Yarmouth Borough does not have any specific identified air quality concerns and does not hold any air quality management areas (AQMAs). Whilst these relate to human health, they highlight a potential air quality concern that may also be relevant for sensitive habitats. It is also anticipated that traffic congestion within Great Yarmouth will be improved with the new river crossing under construction. The impact of air quality must be considered more in cumulative terms associated with South Denes, as any net increase will be fractional by comparison to existing impacts. Even in this context, the remaining vacant space on the LDO site is limited and therefore the potential for significant impacts is reduced. The HRAs prepared for the Local Plan Core Strategy and the Local Plan Part 2 concluded that the Borough is not a focus for intensive growth and that air quality impacts can be ruled out.
- 4.5 Abstraction and land management can influence water flow and quantity, resulting in reduced water availability at certain periods or changes in the flow. Such impacts

particularly relate to aquatic and wetland habitats. The LPP2 HRA was able to conclude in consultation with the Environment Agency and Natural England that while there were issues with local water supply, the Water Cycle Strategy Scoping Study, published jointly with the neighbouring Waveney District Council in 2009, demand through planned growth (including South Denes) could be met with adequate protection for Habitat Sites.

4.6 On the basis of the above considerations and the distance between the LDO site and Habitat Sites, impacts to the following Habitat Sites can be ruled out:

- North Denes SPA
- Winterton-Horsey Dunes SAC
- Broadland SPA & Ramsar
- The Broads SAC
- Haisborough, Hammond and Winterton SAC
- Benacre to Easton Bavents SAC/SPA

4.7 The remaining Habitat Sites: Breydon Water SPA & Ramsar, Southern North Sea SAC, Outer Thames Estuary SPA, and Greater Wash SPA, must be considered further for potential impacts, 'likely significant effects', associated with water quality.

5. Screening for likely significant effects

5.1 The potential risk identified from the above impact pathways, is that activities permitted through the LDO may have the potential to impact upon the water quality of some nearby Habitat Sites. The South Denes LDO is immediately adjacent to the River Yare and North Sea, and therefore is immediately adjacent to the Outer Thames Estuary SPA. The Outer Thames Estuary SPA is tidal flowing in to Breydon Water and out to the North Sea. The LDO itself does not use land/water that is designated as a Habitats Site.

5.2 The Borough Council was consulted by Natural England and the JNCC on the designation of the River Yare as an extension to the Outer Thames Estuary (back in 2016). Following comments from the Borough Council in relation to existing activities, Natural England concluded:

'Natural England does not consider that the current proposals for new housing and commercial and industrial redevelopment of the port area of Great Yarmouth as set out in the adopted Great Yarmouth Local Plan Core Strategy (2015) are likely to have a significant impact on the Outer Thames Estuary pSPA.'

This is on the basis that current evidence indicates that foraging terns are highly maneuverable in flight and have a low sensitivity to activities such as shipping or industry. The letter submitted by Natural England is appended to this report.

- 5.3 Likely significant effects on Red-throated diver are excluded as this species is known to forage offshore and is not ordinarily present in the River Yare. Little terns are known to have a limited coastal foraging range and are not known to breed in the vicinity of the Proposed Development, and for these reasons LSE have been excluded for this qualifying feature.
- 5.4 No condition change is anticipated in respect of air pollution concentrations, noise or lighting as a result of development consented through the LDO given the extent of existing activities in the port and harbour area. There is no evidence that LDO consents will lead to either habitat loss/fragmentation or sediment deposition. The LDO will not necessarily lead to an increase in river traffic as this will depend upon the use and extent of existing port activities in the area. Nonetheless, it is expected that harbour porpoise would be able to detect the presence of vessels, and, given that they are highly mobile, would be able to avoid potential collisions.
- 5.5 South Denes is already served by an urban drainage system and as discussed above, the LDO consent will not apply to development that involves a high pollution risk. It is also important to acknowledge that South Denes is an established port and harbour area with a range of employment activities. The additionality of development is therefore limited given the lack of vacant space. It is also likely that schemes that come forward under the LDO will be relatively small scale owing to the lack of vacancy and dispersal of plots within the area. Therefore, the actual risk associated with the potential for water pollution is therefore **not considered to be a 'likely significant effect'**.
- 5.6 The LDO does not propose specific uses, however, all individual schemes will be subject to Environmental Impact Assessment (EIA) thresholds (under schedules 1 and 2) and LDO consent will not be granted should it be determined that any development has environment impacts.

In-combination/Cumulative Effects

- 5.7 The South Denes LDO site has also been subject to HRA of the Local Plan Part 2 which considered the allocation of the port and harbour area and the in-combination effects with other policies of the plan. The in-combination effects identified in that HRA were associated with recreational impacts from residential and tourist development; the employment activities permitted through the LDO will not impact upon recreation disturbance. Therefore, this screening assessment confirms that there is no **'likely significant effect'** in-combination.

6. Conclusions

- 6.1 This HRA Screening Assessment has been prepared to consider whether there are 'likely significant effects' on nearby Habitat Sites associated with the LDO at South Denes.

- 6.2 The conclusion of '**no likely significant effects**' alone and in-combination has been determined having considered the limited scope of development activities, the distance to Habitat Sites, and consequently the limited potential of impacts on those Habitat Sites. Accordingly, no Appropriate Assessment is required as there will be no adverse effects on Habitat Sites integrity. This decision is made in accordance with Regulation 80 of the Conservation of Habitats and Species Regulations 2017 (as amended).

7. Appendix

<Insert NE letter>



URN: 21-101
Report to: Policy and Resources Committee 2 November 2021
Subject: 2021/22 Period 6 Budget Monitoring Report
Report by: Financial Services Manager

RECOMMENDATIONS

It is recommended that Members note the content of the report and the revised forecast for 2021/22 and approve the use of £26,000 from the Special Projects Reserve as outlined at section 4.5.

1. INTRODUCTION

- 1.1. This report compares the actual expenditure and income position at the end of September 2021 to the general fund budget for 2021/22 and presents a forecast position for the current year.
- 1.2. The original base budget for 2021/22 was approved by Council in February 2021 and assumed a transfer from the general reserves of £111,916, since then the base budget has been updated to reflect in year budget virements resulting in a £111,077 requirement from reserves. This provides an updated forecast for the current year compared to this position.
- 1.3. This report gives the position for the year to the end of September 2021 and forecast outturn against this, adjusted for in year approved budget movements from reserves. The position also reflects the latest forecast of the financial impact of Covid in the current financial year.

2. BUDGET MONITORING POSITION – REVENUE

- 2.1. The General Fund Summary at Appendix A shows the high level budget monitoring position at 31 September 2021. In summary, the full year forecast shows a deficit position of £117k (a deficit of £6k against the updated budget of £111k).
- 2.2. Appendices A and B provide commentary on the more significant variances (+/- £10,000 full year) identified from the budget monitoring process carried out between finance and services for the position at the end of period six and where there is anticipated yearend under/overspend. Appendix C provides a summary of the general fund service income and expenditure by type (e.g. employee costs).
- 2.3. The service forecasts included at Appendix A and B include estimates of the impact to the service budgets of Covid. These will include additional spend in response to Covid along with reduced income and rental streams.
- 2.4. The employee turnover report to the end of period 6 is 10.93% (in comparison to period 4 which was reported as 4.86% and 2020/21 for the same period which was 4.53%. It should be noted

that in 2020/21 there were 41 leavers and 47 employees have left already in 2021/22). The leavers in the current year includes posts recruited to for the Covid response where post holders have returned to substantive employment. Employee turnover is the total number of leavers as a percentage of the average head count of employees over the period. In financial terms turnover will result in underspends against direct employee related budget, for example pay, NI and pension when posts become vacant up to the point of recruitment. Turnover savings will be also be accrued from restructuring and where there have been significant delays in-between a post becoming vacant and then being filled. Some of the in-year vacancy savings will be offset using agency and interim appointments. Overall, for the period to the end of September there is an underspend of (£219k) of direct employee costs (per Appendix C) the detail of the more significant will have been reported in the detail included at appendix B.

- 2.5. The Council forecast includes £3.6m costs in relation to Covid (as per detail in Appendix B) including £1.9m payments to businesses of additional restriction grants for the year. These payments are fully funded and are part of the forecast Covid income of £3.1m recognised in 2021/22. The £1m of Covid funding carried forward in earmarked reserves at the end of last year is largely forecast to be spent by the yearend.
- 2.6. The Council have continued to pay out Covid business grants and as of 30 September 2021 the following amounts had been paid out:

	Spend to date in 2122 (£)	Total Spend (£)
Local Restrictions Support Grants, excluding Restart Grants	1,140,342	16,847,023
Restart Grants	10,934,746	10,934,746
Additional Restriction Grants *	1,367,872	2,876,227

The funding and the costs in relation to the Additional Restriction Grants are reflected in the Council's income and expenditure as they are responsible for the awarding criteria for the grants. They are therefore included in Appendix A and B. Under accounting conventions, the Council acts as an agent of the Government in administering the other grants and so the income and expenditure is not recognised as that of the Councils so is not included.

- 2.7. The overall financial impact of Covid is being monitored monthly and is used to inform the returns to MHCLG on the impact to the financial position of the Council. Where known, the impact has been included in the budget monitoring position as detailed in the appendices to the report.

3. BUDGET MONITORING POSITION – SUMMARY

- 3.1. The following table provides a summary of the full year projections for the service areas along with an update use of reserves figure where applicable.

Budget Area	Full Year Current Budget £'000	Full Year Forecast £'000	Total Estimated Full Year Effect £'000
Service Area	13,603	13,589	(14)
Non-Service Areas	(11,231)	(11,211)	20
Use of Reserves	(2,261)	(2,261)	0
Total (Surplus)/Deficit	111	117	6

- 3.2. The overall position will continue to be monitored in the current financial year and will be reported to Management Team and Members accordingly.

4. BUDGET MONITORING POSITION – CAPITAL PROGRAMME

- 4.1. Actual expenditure to the end of September 2021 totals £8.289m as summarised under Appendix D. This is in line with expectations as capital spending tends to occur in the final quarters of the financial year.
- 4.2. Since reporting at the end of July, an amendment to the Capital Programme of £96k has been made to incorporate Safer Streets funding (round 2) secured towards new CCTV cameras, including ones on the Wellesley. £15k historic CCTV budget for the Wellesley has been aligned to this funding to support this project delivery.
- 4.3. The revised General Fund Capital Programme for 2021/22 is £42.406m. Of this, £26.9m is currently forecast to be spent in 2021/22. The remaining budget will be spent in future years as the budget includes approved projects that will span financial years.
- 4.4. We are currently awaiting the outcome of a funding bid under the Sustainable Warmth competition which brings together two funding streams. If successful the Council would act as Accountable Body for £3.4 million funding, with £3million being for capital works. These works include air source heat pumps, loft top up, external and underfloor insulation. 10% of the works will be on council dwellings but the remainder will be allocated to owner occupied properties. If we are successful, the Council will be the accountable body for this funding but will work with Eon who will manage the day-to-day delivery of this project as our delivery partner for this scheme. Once the outcome is known the capital programme will be updated accordingly.
- 4.5. £214k funding has been secured in relation to Safer Streets Round 3 projects which will deliver enhancements and works to the rows and includes £17k funding for revenue costs. It also includes £34k towards the purchase of cleaning equipment. A further £26k is required to purchase the equipment which costs £60k and it is requested that this be funded from the special project reserve.

5. CONCLUSIONS

- 5.1. The revenue budget is showing a forecast full year overspend of £6k. The overall financial position will continue to be closely monitored and where appropriate, the timing of the use of reserves in the year will be considered as part of the consideration of the overall outturn position reported to members later in the year.
- 5.2. The capital 2021/22 budget stands at £42.4m as at month 6. Spend is anticipated to increase in as the year progresses and currently the forecast spend is £26.9m with £15.5m to be carried forward into future years. The position will continue to be monitored as projects progress.

6. FINANCIAL IMPLICATIONS AND RISKS

- 6.1. The details within Appendices A and B to this report highlight the significant variances including those that are estimated to result in a full year impact.
- 6.2. The overall position for 2021/22 will continue to be monitored during the year and will be reported to Management team and Members accordingly.

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Area for consideration	Comment
Monitoring Officer Consultation:	N/A
Section 151 Officer Consultation:	Included within the detail of the report
Existing Council Policies:	N/A
Financial Implications (including VAT and tax):	Included within the detail of the report
Legal Implications (including human rights):	N/A
Risk Implications:	Included within the detail of the report
Equality Issues/EQIA assessment:	N/A
Crime & Disorder:	N/A
Every Child Matters:	N/A

Appendix A - General Fund Summary Period 6 2021/2022

	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £	Comments
Net Cost of Services						
Executive	4,108,536	5,095,990	1,268,123	5,163,532	67,542	See Appendix B for details of significant variances.
Housing	1,158,059	1,122,592	1,402,335	1,032,748	(89,844)	
Inward Investment	1,205,607	1,431,237	(4,534,424)	1,330,475	(100,762)	
Planning and Growth	427,075	412,238	252,247	433,238	21,000	
Customer Services	(545,453)	(641,161)	(1,410,825)	(692,719)	(51,558)	
Property and Asset Management	167,560	315,549	(823,643)	530,690	215,141	
Communications, Marketing and Events	777,164	757,435	359,943	761,088	3,653	
Environmental Services	5,063,126	5,109,194	4,049,211	5,030,345	(78,849)	
	12,361,674	13,603,074	562,966	13,589,397	(13,677)	
Non Service Expenditure/Income						
Recharge to HRA	(1,914,393)	(2,169,144)	0	(2,169,144)	0	
Loan Interest Payable	1,229,995	1,229,995	296,720	1,244,995	15,000	Increased broker fees due to volume of treasury management transactions due to use of short term loans.
Interest Receivable	(58,967)	(58,967)	(22,838)	(58,967)	0	
Capital Charges Reversal	(2,196,310)	(2,196,310)	(2,227,618)	(2,196,310)	0	
Revenue Contribution to Capital	0	0	0	0	0	
Transfers to/(from) Earmarked Reserves	(946,958)	(2,261,419)	(0)	(2,261,419)	0	
Transfers to Business Rates Reserve for Impact between years						
Transfers to General Reserve	0		0			
Pension Back Funding	2,126,769	2,126,769	1,060,607	2,126,769	0	
Parish Precepts & Concurrent Grants	539,586	539,586	544,510	544,510	4,924	
Provision for Loan Repayment (MRP)	1,558,000	1,558,000	0	1,558,000	0	
Accounting Adjustments - soft loans, acc absences	0	0	0	0	0	
Vacancy Management & Apprenticeship Levy	(279,222)	47,751	22,541	47,751	0	
	58,500	(1,183,739)	(326,078)	(1,163,815)	19,924	
Income						
Council Tax - Parishes	(519,506)	(519,506)	(519,506)	(519,506)	0	
Council tax - Borough	(4,865,925)	(4,865,925)	519,506	(4,865,925)	0	
Business Rates	(4,507,153)	(4,507,153)	(3,407,701)	(4,507,153)	0	
Revenue Support Grant	(2,073,588)	(2,073,588)	(1,099,002)	(2,073,588)	0	
New Homes Bonus	(38,766)	(38,766)	(19,384)	(38,766)	0	
Other Grants	(303,320)	(303,320)	(81,802)	(303,320)	0	
	(12,308,258)	(12,308,258)	(4,607,889)	(12,308,258)	0	
(Surplus)/Deficit	111,916	111,077	(4,371,001)	117,324	6,247	

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Note 1 Significant variances requiring commentary:

Significant variances of +/- £10,000 full year forecast variances only require commentary. This is based on the total variance for the service line level for the services as Heads of Service are able to vire budgets within their areas as required.

Note 2 Support Services Recharges:

Support Services Recharge variances are driven by the variances in direct costs and income identified under those services recharged across the Council at year end and therefore there will be variances reported during the year.

Note 3 IAS19 Accounting Adjustment:

IAS19 requires services to recognise pension costs for employees as provided by the Council's Actuary. These IAS19 addition pension charges do not impact on the yearend position as they are reversed under Appendix A as part of the Pension Back Funding line at year end.

Executive

Executive Team	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	669,143	661,124	321,413	654,874	(6,250)
Non-pay	19,298	19,298	5,959	14,548	(4,750)
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	688,441	680,422	327,373	669,422	(11,000)
Support Services Recharges	(688,420)	(688,420)	0	(688,420)	0
Capital Charges	0	0	0	0	0
Total:	21	(7,998)	327,373	(18,998)	(11,000)

No significant variances.

Legal	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	470,805	470,805	235,403	470,805	0
Gross Direct Income	(35,000)	(35,000)	(11,326)	(22,000)	13,000
Net Direct Expenditure/(Income) Total:	435,805	435,805	224,076	448,805	13,000
Support Services Recharges	(435,810)	(435,810)	0	(435,810)	0
Capital Charges	0	0	0	0	0
Total:	(5)	(5)	224,076	12,995	13,000

Expected income based on actuals at Q2.

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Equinox	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	92,620	92,620	32,371	96,700	4,080
Gross Direct Income	(92,620)	(92,620)	(73,327)	(142,020)	(49,400)
Net Direct Expenditure/(Income) Total:	0	0	(40,956)	(45,320)	(45,320)
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	0	(40,956)	(45,320)	(45,320)

Budgets forecast revised to reflect expenditure in year relating to the company.

Budget Forecast revised to reflect all income received in year. Income offsets expenditure recharged and SLA agreement with Equinox Enterprises Ltd.

Corporate Costs	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	181,801	181,801	52,402	177,301	(4,500)
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	181,801	181,801	52,402	177,301	(4,500)
Support Services Recharges	(181,810)	(181,810)	0	(181,810)	0
Capital Charges	0	0	0	0	0
Total:	(9)	(9)	52,402	(4,509)	(4,500)

No significant variances.

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COVID-19 costs	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	868,535	379,785	1,060,979	192,444
Non-pay	50,000	2,139,451	1,785,723	2,574,524	435,073
Gross Direct Income	(745,722)	(2,655,126)	(2,724,266)	(3,080,187)	(425,061)
Net Direct Expenditure/(Income) Total:	(695,722)	352,860	(558,758)	555,316	202,456
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	(695,722)	352,860	(558,758)	555,316	202,456

Original budget did not include the continuation of the Additional Restriction Grants in 2122 which are forecasted to be £1.9m by the yearend and additional £193k of 2122 Contain Outbreak Management Fund (COMF). This is matched by income below. The costs also recognises spend against funds held in earmarked reserves.

As noted above the income includes £1.9m Additional Restriction Grant funding which was not included within the original budget, £193k COMF funding and £241k of Welcome Back funding claimed in arrears during 2122 financial year. The income budget of £746k originally was based on Tranche 5 funding only.

Finance	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	652,895	631,700	291,661	600,300	(31,400)
Non-pay	370,816	370,816	175,502	359,116	(11,700)
Gross Direct Income	(5,000)	(5,000)	(13,338)	(13,500)	(8,500)
Net Direct Expenditure/(Income) Total:	1,018,711	997,516	453,824	945,916	(51,600)
Support Services Recharges	(1,018,710)	(1,018,710)	0	(1,018,710)	0
Capital Charges	0	0	0	0	0
Total:	1	(21,194)	453,824	(72,794)	(51,600)

Vacancies within the department including maternity leave
Underspend on Audit Costs.
Share of Public Sector Audit Appointments agreement c£8k.

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North Quay/Conge Project	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	0	0	30,666	0	0
Gross Direct Income	0	0	(47,886)	0	0
Net Direct Expenditure/(Income) Total:	0	0	(17,220)	0	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	0	(17,220)	0	0

No budget established as part of the budget setting as fully funded. Spend is covered by the Business Rates Pool from Norfolk County Council. The income reflects income received for the current year and £17k owed for the prior year owed that was not accrued for.

ICT	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	417,018	405,926	157,044	339,926	(66,000)
Non-pay	778,791	778,791	179,001	838,697	59,906
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	1,195,809	1,184,717	336,045	1,178,623	(6,094)
Support Services Recharges	(1,238,710)	(1,238,710)	0	(1,238,710)	0
Capital Charges	42,896	42,896	0	42,896	0
Total:	(5)	(11,097)	336,045	(17,191)	(6,094)

Variance reflects vacancies within the department. Microsoft licenses have significantly increased in cost.

Member Services	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	185,480	180,803	85,721	178,303	(2,500)
Non-pay	329,397	329,397	145,181	321,497	(7,900)
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	514,877	510,200	230,901	499,800	(10,400)
Support Services Recharges	(514,880)	(514,880)	0	(514,880)	0
Capital Charges	0	0	0	0	0
Total:	(3)	(4,680)	230,901	(15,080)	(10,400)

No significant variances.

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Corporate Strategy	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	89,656	87,003	23,260	68,003	(19,000)
Non-pay	4,420	4,420	1,175	4,420	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	94,076	91,423	24,435	72,423	(19,000)
Support Services Recharges	(94,070)	(94,070)	0	(94,070)	0
Capital Charges	0	0	0	0	0
Total:	6	(2,647)	24,435	(21,647)	(19,000)

Role vacancy since the start of the year which is expected to continue for full year.

Elections	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	163,467	160,139	109,078	159,139	(1,000)
Non-pay	122,653	122,653	98,183	134,653	12,000
Gross Direct Income	(114,700)	(114,700)	(191,872)	(125,700)	(11,000)
Net Direct Expenditure/(Income) Total:	171,420	168,092	15,389	168,092	0
Support Services Recharges	30,960	30,960	0	30,960	0
Capital Charges	0	0	0	0	0
Total:	202,380	199,052	15,389	199,052	0

Spend occurred in first quarter of the year will be recovered from Cabinet Office once the claim is finalised. No over or under spend expected at year end.

Human Resources	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	411,525	401,362	189,942	401,362	0
Non-pay	48,896	48,896	30,794	48,896	0
Gross Direct Income	0	0	(134)	0	0
Net Direct Expenditure/(Income) Total:	460,421	450,258	220,602	450,258	0
Support Services Recharges	(460,420)	(460,420)	0	(460,420)	0
Capital Charges	0	0	0	0	0
Total:	1	(10,162)	220,602	(10,162)	0

No significant variances.

Total Executive:	(493,335)	494,120	1,268,123	561,662	67,542
Total Executive excluding capital charges and recharges:	4,065,639	5,053,094	1,268,123	5,120,636	67,542
Total Executive excluding recharges:	4,108,535	5,095,990	1,268,123	5,163,532	67,542

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Housing

Housing Needs	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	666,648	646,577	393,262	816,958	170,381
Non-pay	339,114	339,114	1,148,708	634,934	295,820
Gross Direct Income	(258,410)	(258,410)	(326,450)	(731,756)	(473,346)
Net Direct Expenditure/(Income) Total:	747,352	727,281	1,215,519	720,136	(7,145)
Support Services Recharges	321,700	321,700	0	321,700	0
Capital Charges	19,013	19,013	0	19,013	0
Total:	1,088,065	1,067,994	1,215,519	1,060,849	(7,145)

Increased temporary staffing levels to reach the current service demand. Pay costs are being met from the Homelessness reserve.
Bed & Breakfast and Temporary Accommodation spend is forecast to exceed the original budget allocation for 2020/21. These are demand led services, which have received increased requests year to date and is subject to increased summer accommodation price rises. Income recovery figures have also increased to partly offset the overspend as per below.

Increased income recovery from B&B and temporary accommodation in line with increased service demand as per above. Increased grant monies received to aid expenditure relating to homelessness and to support increased staffing levels.

Housing Strategy	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	176,136	171,699	88,561	138,262	(33,437)
Non-pay	43,545	43,545	102,977	60,225	16,680
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	219,681	215,244	191,538	198,487	(16,757)
Support Services Recharges	88,170	88,170	0	88,170	0
Capital Charges	22,603	22,603	0	22,603	0
Total:	330,454	326,017	191,538	309,260	(16,757)

Reduced staff pay cost forecast due to staff vacancies in year.
Increased non pay cost forecast as a result of temporary agency staff being used to cover a current vacancy.

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Traveller's Site/Gapton Hall	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	58,435	58,435	30,033	58,435	0
Non-pay	55,000	55,000	53,346	77,000	22,000
Gross Direct Income	(67,231)	(67,231)	(52,930)	(102,000)	(34,769)
Net Direct Expenditure/(Income) Total:	46,204	46,204	30,448	33,435	(12,769)
Support Services Recharges	37,140	37,140	0	37,140	0
Capital Charges	0	0	0	0	0
Total:	83,344	83,344	30,448	70,575	(12,769)

This site is now managed by GYBC. Costs are forecast to exceed original budget allocation due to increased maintenance costs. Increased rental income collection forecast for 2021/22.

Better Care Fund (NEW)	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	101,077	97,869	44,691	87,148	(10,721)
Non-pay	26,235	26,235	629	12,806	(13,429)
Gross Direct Income	(145,216)	(145,216)	(150,214)	(145,216)	0
Net Direct Expenditure/(Income) Total:	(17,904)	(21,112)	(104,894)	(45,262)	(24,150)
Support Services Recharges	55,620	55,620	0	55,620	0
Capital Charges	0	0	0	0	0
Total:	37,716	34,508	(104,894)	10,358	(24,150)

Reduced staff pay cost forecast due to staff vacancies in year. Reduced non-pay costs forecast. Budget underspends to be carried forward to support the future service need and utilise 2021/22 partner contributions.

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Safe at Home	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	279,548	271,798	126,557	231,865	(39,933)
Non-pay	67,638	67,638	24,306	44,348	(23,290)
Gross Direct Income	(226,077)	(226,077)	(80,220)	(191,877)	34,200
Net Direct Expenditure/(Income) Total:	121,109	113,359	70,643	84,336	(29,023)
Support Services Recharges	94,710	94,710	0	94,710	0
Capital Charges	0	0	0	0	0
Total:	215,819	208,069	70,643	179,046	(29,023)
Total Housing:	1,755,398	1,719,932	1,402,335	1,630,088	(89,844)
Total Housing excluding capital charges and recharges:	1,116,442	1,080,976	1,402,335	991,132	(89,844)
Total Housing excluding recharges:	1,158,058	1,122,592	1,402,335	1,032,748	(89,844)

Reduced staff pay cost forecast due to staff vacancies in year.
 Reduced non-pay costs as a result of reduced staffing levels and reduced job completions. This is also reflected in reduced income received below.
 Reduced estimated income following Covid-19 limitations reducing works. For example, contractor availability and delays in sourcing materials.

Inward Investment

Project Management Office	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	173,894	167,591	173,894	0
Non-pay	0	1,702	500	1,702	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	0	175,596	168,090	175,596	0
Support Services Recharges	0	89,551	0	89,551	0
Capital Charges	0	0	0	0	0
Total:	0	265,147	168,090	265,147	0

No significant variances.

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Projects and Programmes	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	259,445	150,005	71,654	150,005	0
Non-pay	4,159	2,457	207,168	58,657	56,200
Gross Direct Income	0	0	(56,200)	(56,200)	(56,200)
Net Direct Expenditure/(Income) Total:	263,604	152,462	222,621	152,462	0
Support Services Recharges	218,850	129,299	0	129,299	0
Capital Charges	0	0	0	0	0
Total:	482,454	281,761	222,621	281,761	0

Project expenditure for the Learning Hub in 2122 fully recovered as per the line below.

Project income for the Learning Hub in 2122

Future High Street Fund	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
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Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	0	1,360	5,716	1,360	0
Gross Direct Income	0	0	(5,741,649)	0	0
Net Direct Expenditure/(Income) Total:	0	1,360	(5,735,933)	1,360	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	1,360	(5,735,933)	1,360	0

MHCLG grant income for Future high streets.

Offshore Wind Project	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
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Gross Direct Expenditure:					
Pay	50,069	50,069	24,532	50,069	0
Non-pay	0	0	31,390	49,135	49,135
Gross Direct Income	(50,069)	(50,069)	21,042	(99,204)	(49,135)
Net Direct Expenditure/(Income) Total:	0	0	76,964	0	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	0	76,964	0	0

Budget forecast revised to show project marketing expenditure in year. All costs fully recovered as per the line below.

Income for the Innovation project and Enterprise Zone Pot B funding.

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Inclusion Project (ESF)	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	4,481	3,926	1,150	582	(3,344)
Non-pay	0	0	130	0	0
Gross Direct Income	0	0	71,687	0	0
Net Direct Expenditure/(Income) Total:	4,481	3,926	72,968	582	(3,344)
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	4,481	3,926	72,968	582	(3,344)

Claims for Project Income still being processed relating to 2020/21.

Towns Fund	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	0	4,800	6,795	4,800	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	0	4,800	6,795	4,800	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	4,800	6,795	4,800	0

No significant variances.

Winter Programme	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	0	208,698	4,680	208,698	0
Gross Direct Income	0	(208,698)	1,134	(208,698)	0
Net Direct Expenditure/(Income) Total:	0	0	5,814	0	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	0	0	5,814	0	0

Project expenditure profiled to be expected later in year. All expenditure offset by grant income as per below.
Grant income received in year to offset expenditure above.

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CCTV	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	91,992	91,992	46,841	98,336	6,344
Gross Direct Income	(4,000)	(4,000)	(4,000)	(4,000)	0
Net Direct Expenditure/(Income) Total:	87,992	87,992	42,841	94,336	6,344
Support Services Recharges	20,030	20,030	0	20,030	0
Capital Charges	0	0	0	0	0
Total:	108,022	108,022	42,841	114,366	6,344

No significant variances.

Culture and Leisure	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	(450)	884	(450)	0
Non-pay	133,944	133,944	69,769	133,944	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	133,944	133,494	70,654	133,494	0
Support Services Recharges	38,390	38,390	0	38,390	0
Capital Charges	0	0	0	0	0
Total:	172,334	171,884	70,654	171,884	0

No significant variances.

Voluntary Sector Grants	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	0	0	0	0	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	0	0	0	0	0
Support Services Recharges	7,700	7,700	0	7,700	0
Capital Charges	0	0	0	0	0
Total:	7,700	7,700	0	7,700	0

No significant variances.

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Indoor Leisure - Phoenix Pool & Marina Centre	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	163,710	242,860	199,100	367,276	124,416
Gross Direct Income	0	0	(124,416)	(124,416)	(124,416)
Net Direct Expenditure/(Income) Total:	163,710	242,860	74,684	242,860	0
Support Services Recharges	76,890	76,890	0	76,890	0
Capital Charges	33,291	33,291	0	33,291	0
Total:	273,891	353,041	74,684	353,041	0

Covid Grant expenditure paid out in year.
Covid grant income received in year and paid out in year with no impact to the Council.

Neighbourhood Management	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	262,853	256,198	131,468	218,198	(38,000)
Non-pay	206,848	206,848	327,091	472,865	266,017
Gross Direct Income	(113,000)	(113,000)	(474,779)	(474,779)	(361,779)
Net Direct Expenditure/(Income) Total:	356,701	350,046	(16,219)	216,284	(133,762)
Support Services Recharges	1,050	1,050	0	1,050	0
Capital Charges	0	0	0	0	0
Total:	357,751	351,096	(16,219)	217,334	(133,762)

Establishment underspend due to reduction in staff which is expected to remain at year end whilst service delivery is under review.
Community Champions Funding covers spending and as well as covering an element of the pay costs above.

Waterways	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	16,112	12,587	16,112	0
Non-pay	107,853	91,741	103,739	91,741	0
Gross Direct Income	(50,853)	(50,853)	(12,433)	(50,853)	0
Net Direct Expenditure/(Income) Total:	57,000	57,000	103,893	57,000	0
Support Services Recharges	12,870	12,870	0	12,870	0
Capital Charges	53,000	53,000	0	53,000	0
Total:	122,870	122,870	103,893	122,870	0

Spend is above for the first few months of the year but is forecast to be in line with budget at yearend.

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Conservation	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	151,017	147,210	72,904	147,210	0
Non-pay	95,054	95,054	188,356	734,860	639,806
Gross Direct Income	(66,667)	(66,667)	(24,711)	(676,473)	(609,806)
Net Direct Expenditure/(Income) Total:	179,404	175,597	236,548	205,597	30,000
Support Services Recharges	61,120	61,120	0	61,120	0
Capital Charges	25,408	25,408	0	25,408	0
Total:	265,932	262,125	236,548	292,125	30,000

Wintergardens development stage expenditure, Heritage Action Zone (HAZ) expenditure in 2122 & Town Wall Expenditure.
Wintergardens development stage grant funding & HAZ grant income offsets majority of expenditure in year.

Economic Development	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	103,409	101,191	50,870	101,191	0
Non-pay	1,800	1,800	500	1,800	0
Gross Direct Income	(10,014)	(10,014)	6,088	(10,014)	0
Net Direct Expenditure/(Income) Total:	95,195	92,977	57,458	92,977	0
Support Services Recharges	154,410	154,410	0	154,410	0
Capital Charges	0	0	0	0	0
Total:	249,605	247,387	57,458	247,387	0

No significant variances.

Enterprise GY	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	1,877	1,877	11,474	1,877	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	1,877	1,877	11,474	1,877	0
Support Services Recharges	7,700	7,700	0	7,700	0
Capital Charges	0	0	0	0	0
Total:	9,577	9,577	11,474	9,577	0

No significant variances.

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Enterprise Zone	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	1,350,000	1,350,000	66,923	1,350,000	0
Gross Direct Income	(1,600,000)	(1,600,000)	0	(1,600,000)	0
Net Direct Expenditure/(Income) Total:	(250,000)	(250,000)	66,923	(250,000)	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	(250,000)	(250,000)	66,923	(250,000)	0
Total Inward Investment:	1,804,617	1,940,696	(4,534,424)	1,839,934	(100,762)
Total Inward Investment excluding capital charges and recharges:	1,093,908	1,229,987	(4,534,424)	1,129,225	(100,762)
Total Inward Investment excluding recharges:	1,205,607	1,341,686	(4,534,424)	1,240,924	(100,762)

No significant variances.

Planning and Growth

Building Control	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	254,661	252,701	130,693	270,701	18,000
Non-pay	30,236	30,236	20,115	30,236	0
Gross Direct Income	(302,976)	(302,976)	(125,724)	(277,976)	25,000
Net Direct Expenditure/(Income) Total:	(18,079)	(20,039)	25,084	22,961	43,000
Support Services Recharges	181,080	181,080	0	181,080	0
Capital Charges	0	0	0	0	0
Total:	163,001	161,041	25,084	204,041	43,000

Additional costs of casual workers incurred due to staff sickness and business need throughout the year. These costs will be funded in full from pay savings in other areas of the department.

Under recovery of income due to lower than budgeted fee income attributed to Covid in early part of year £20k plus fire risk assessments which are no longer undertaken by this department resulting in loss of income £5k.

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Development Control	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	654,693	648,363	308,855	618,363	(30,000)
Non-pay	34,201	34,201	22,390	34,201	0
Gross Direct Income	(565,292)	(565,292)	(235,424)	(535,292)	30,000
Net Direct Expenditure/(Income) Total:	123,602	117,272	95,821	117,272	0
Support Services Recharges	168,630	168,630	0	168,630	0
Capital Charges	0	0	0	0	0
Total:	292,232	285,902	95,821	285,902	0

Post savings achieved during the year to be used to fund additional pay costs in other areas of the department.

Under recovery of income due to lower than budgeted planning fee income £20k and application fees £10k both attributed to Covid in early part of year.

Land Charges	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	50,035	50,143	27,013	58,143	8,000
Non-pay	43,082	43,082	28,548	43,082	0
Gross Direct Income	(138,154)	(138,154)	(85,565)	(158,154)	(20,000)
Net Direct Expenditure/(Income) Total:	(45,037)	(44,929)	(30,005)	(56,929)	(12,000)
Support Services Recharges	47,760	47,760	0	47,760	0
Capital Charges	0	0	0	0	0
Total:	2,723	2,831	(30,005)	(9,169)	(12,000)

Additional costs of casual workers incurred due to staff sickness and business need throughout the year. These costs will be funded in full from pay savings in other areas of the department.

Cumulative income above budgeted level attributed to increase demand before the end of stamp duty relief.

Strategic Planning	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	283,962	277,307	121,974	267,307	(10,000)
Non-pay	104,356	104,356	70,416	127,606	23,250
Gross Direct Income	(21,729)	(21,729)	(31,043)	(44,979)	(23,250)
Net Direct Expenditure/(Income) Total:	366,589	359,934	161,347	349,934	(10,000)
Support Services Recharges	116,690	116,690	0	116,690	0
Capital Charges	0	0	0	0	0
Total:	483,279	476,624	161,347	466,624	(10,000)

One vacancy held in early part of year now filled to be used to fund additional pay costs in other areas of the department.
Neighbourhood Plan Costs
Neighbourhood Plan costs reclaimed by Grant

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Total Planning and Growth:	941,235	926,398	252,247	947,398	21,000
Total Planning and Growth excluding capital charges and recharges:	427,075	412,238	252,247	433,238	21,000
Total Planning and Growth excluding recharges:	427,075	412,238	252,247	433,238	21,000

Customer Services

Benefits	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	593,279	574,407	302,471	607,907	33,500
Non-pay	22,538,189	22,538,189	10,073,997	21,321,689	(1,216,500)
Gross Direct Income	(23,223,212)	(23,223,212)	(11,277,103)	(22,241,212)	982,000
Net Direct Expenditure/(Income) Total:	(91,744)	(110,616)	(900,635)	(311,616)	(201,000)
Support Services Recharges	186,517	186,517	0	186,517	0
Capital Charges	0	0	0	0	0
Total:	94,773	75,901	(900,635)	(125,099)	(201,000)

£10k of the overspend is covered by funding from Verify Earnings and Pensions fund, included in income below. Remaining overspend down to expected vacancy saving not yet achieved.
Forecast based on actual housing benefit claim figures paid to date extrapolated for the remaining of the year. Payments out should be funded from housing subsidy received, as reflected in the income variance below.

Forecast reflects increased housing benefit subsidy anticipated for increased housing benefit claim payments as per above. Also includes £140k funding for new subsidy allocation for increase in demand due to Covid-19.

Crematorium and Cemeteries	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	225,337	217,647	116,414	225,897	8,250
Non-pay	600,229	600,229	377,805	653,729	53,500
Gross Direct Income	(1,601,739)	(1,601,739)	(715,984)	(1,436,739)	165,000
Net Direct Expenditure/(Income) Total:	(776,173)	(783,863)	(221,765)	(557,113)	226,750
Support Services Recharges	185,040	185,040	0	185,040	0
Capital Charges	72,149	72,149	0	72,149	0
Total:	(518,984)	(526,674)	(221,765)	(299,924)	226,750

Unbudgeted funeral expense costs, which are offset by elements within income.

Income is lower than anticipated when the budget was set.

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Customer Services	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	652,021	629,597	295,693	619,597	(10,000)
Non-pay	12,683	12,683	8,195	8,683	(4,000)
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	664,704	642,280	303,888	628,280	(14,000)
Support Services Recharges	(664,700)	(664,700)	0	(664,700)	0
Capital Charges	0	0	0	0	0
Total:	4	(22,420)	303,888	(36,420)	(14,000)

Underspend due to vacancies in first quarter, however these positions are now filled which is reflected within the forecast.

Support Services	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	163,601	155,956	75,803	155,956	0
Non-pay	35,682	35,682	64,533	41,682	6,000
Gross Direct Income	0	0	125	0	0
Net Direct Expenditure/(Income) Total:	199,283	191,638	140,461	197,638	6,000
Support Services Recharges	(202,550)	(202,550)	0	(202,550)	0
Capital Charges	3,267	3,267	0	3,267	0
Total:	0	(7,645)	140,461	(1,645)	6,000

No significant variance.

Car Parks	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	436,269	422,059	201,054	411,559	(10,500)
Non-pay	975,685	975,685	698,950	930,285	(45,400)
Gross Direct Income	(2,511,826)	(2,511,826)	(1,755,047)	(2,482,576)	29,250
Net Direct Expenditure/(Income) Total:	(1,099,872)	(1,114,082)	(855,044)	(1,140,732)	(26,650)
Support Services Recharges	404,590	404,590	0	404,590	0
Capital Charges	44,213	44,213	0	44,213	0
Total:	(651,069)	(665,279)	(855,044)	(691,929)	(26,650)

Expected underspends on both On and Off Street parking teams. Reduced income in first quarter due to steady relaxing of COVID restrictions, this also has reduced the profit share elements due to partners (roughly 50% of lost income).

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Revenues	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	730,541	705,674	357,048	705,674	0
Non-pay	310,104	310,104	125,274	294,196	(15,908)
Gross Direct Income	(601,925)	(601,925)	(360,051)	(628,675)	(26,750)
Net Direct Expenditure/(Income) Total:	438,720	413,853	122,270	371,195	(42,658)
Support Services Recharges	800,610	800,610	0	800,610	0
Capital Charges	0	0	0	0	0
Total:	1,239,330	1,214,463	122,270	1,171,805	(42,658)
Total Customer Services:	164,054	68,346	(1,410,825)	16,788	(51,558)
Total Customer Services excluding capital charges and recharges:	(665,082)	(760,790)	(1,410,825)	(812,348)	(51,558)
Total Customer Services excluding recharges:	(545,453)	(641,161)	(1,410,825)	(692,719)	(51,558)

Underspends on legal and recovery costs are due to an over accrual of costs for 2021.
Over recovery of budgeted income, mostly catch up from prior year impact of COVID.

Property and Asset Management

Public Toilets	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	195,620	195,620	162,541	195,620	0
Gross Direct Income	(4,000)	(4,000)	(314)	(4,000)	0
Net Direct Expenditure/(Income) Total:	191,620	191,620	162,227	191,620	0
Support Services Recharges	42,980	42,980	0	42,980	0
Capital Charges	163,129	163,129	0	163,129	0
Total:	397,729	397,729	162,227	397,729	0

No significant variances.

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Repairs and Maintenance	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	24,580	24,580	19,140	24,580	0
Gross Direct Income	(97,572)	(97,572)	(48,786)	(97,572)	0
Net Direct Expenditure/(Income) Total:	(72,992)	(72,992)	(29,646)	(72,992)	0
Support Services Recharges	52,180	52,180	0	52,180	0
Capital Charges	253,632	253,632	0	253,632	0
Total:	232,820	232,820	(29,646)	232,820	0

No significant variances.

Footway Lighting	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	193,273	193,273	74,712	178,273	(15,000)
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	193,273	193,273	74,712	178,273	(15,000)
Support Services Recharges	55,150	55,150	0	55,150	0
Capital Charges	74,179	74,179	0	74,179	0
Total:	322,602	322,602	74,712	307,602	(15,000)

Savings in electricity due to the introduction and use of energy efficient lightbulbs

Coastal Protection	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	56,620	55,511	34,738	55,511	0
Non-pay	101,445	101,445	39,948	101,445	0
Gross Direct Income	(550)	(550)	0	(550)	0
Net Direct Expenditure/(Income) Total:	157,515	156,406	74,687	156,406	0
Support Services Recharges	51,220	51,220	0	51,220	0
Capital Charges	362,692	362,692	0	362,692	0
Total:	571,427	570,318	74,687	570,318	0

No significant variances.

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Community Centres	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	10,799	9,960	17,087	9,960	0
Gross Direct Income	(8,274)	(8,274)	(7,708)	(8,274)	0
Net Direct Expenditure/(Income) Total:	2,525	1,686	9,379	1,686	0
Support Services Recharges	9,580	9,580	0	9,580	0
Capital Charges	27,142	27,142	0	27,142	0
Total:	39,247	38,408	9,379	38,408	0

No significant variances.

Council Offices - Town Hall	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	165,529	168,565	143,263	168,565	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	165,529	168,565	143,263	168,565	0
Support Services Recharges	(214,540)	(214,540)	0	(214,540)	0
Capital Charges	49,010	49,010	0	49,010	0
Total:	(1)	3,035	143,263	3,035	0

No significant variances.

Council Offices - Greyfriars	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	110,112	110,112	57,917	110,112	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	110,112	110,112	57,917	110,112	0
Support Services Recharges	(117,820)	(117,820)	0	(117,820)	0
Capital Charges	7,710	7,710	0	7,710	0
Total:	2	2	57,917	2	0

No significant variances.

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Council Offices - Maritime House	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	43,636	43,636	39,492	43,636	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	43,636	43,636	39,492	43,636	0
Support Services Recharges	(48,190)	(48,190)	0	(48,190)	0
Capital Charges	4,560	4,560	0	4,560	0
Total:	6	6	39,492	6	0

No significant variances.

Council Offices - Catalyst Centre	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	48,443	48,443	31,829	48,443	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	48,443	48,443	31,829	48,443	0
Support Services Recharges	(52,400)	(52,400)	0	(52,400)	0
Capital Charges	3,958	3,958	0	3,958	0
Total:	1	1	31,829	1	0

No significant variances.

Beach Huts	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	170	0	0
Non-pay	45,919	45,919	7,911	45,919	0
Gross Direct Income	(61,940)	(61,940)	(63,435)	(61,940)	0
Net Direct Expenditure/(Income) Total:	(16,021)	(16,021)	(55,354)	(16,021)	0
Support Services Recharges	21,950	21,950	0	21,950	0
Capital Charges	0	0	0	0	0
Total:	5,929	5,929	(55,354)	5,929	0

No significant variances.

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Markets	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	72,445	70,227	34,764	70,227	0
Non-pay	256,154	256,154	178,450	256,154	0
Gross Direct Income	(259,759)	(259,759)	(143,499)	(134,759)	125,000
Net Direct Expenditure/(Income) Total:	68,840	66,622	69,715	191,622	125,000
Support Services Recharges	57,540	57,540	0	57,540	0
Capital Charges	4,820	4,820	0	4,820	0
Total:	131,200	128,982	69,715	253,982	125,000

Income expected to be lower than budget due to Covid and the redevelopment of the market site.

Go Trade	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	20,161	20,161	7,109	20,161	0
Non-pay	36,588	36,588	15,824	36,588	0
Gross Direct Income	(39,154)	(39,154)	(22,807)	(39,154)	0
Net Direct Expenditure/(Income) Total:	17,595	17,595	126	17,595	0
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	17,595	17,595	126	17,595	0

No significant variances.

Bretts	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	44,443	44,443	10,542	29,726	(14,717)
Gross Direct Income	(56,209)	(56,209)	(20,563)	(45,279)	10,930
Net Direct Expenditure/(Income) Total:	(11,766)	(11,766)	(10,021)	(15,553)	(3,787)
Support Services Recharges	7,160	7,160	0	7,160	0
Capital Charges	0	0	0	0	0
Total:	(4,606)	(4,606)	(10,021)	(8,393)	(3,787)

These variances relate to the 20-21 actual charges which were lower than the year-end accruals but in turn resulted in lower than expected recovery of income.

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Courts	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	7,290	7,290	15,037	7,290	0
Gross Direct Income	(14,670)	(14,670)	1,281	(4,881)	9,789
Net Direct Expenditure/(Income) Total:	(7,380)	(7,380)	16,318	2,409	9,789
Support Services Recharges	7,880	7,880	0	7,880	0
Capital Charges	0	0	0	0	0
Total:	500	500	16,318	10,289	9,789

No significant variances.

South Denes Energy Park	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	2,869	2,869	2,200	2,869	0
Gross Direct Income	(8,004)	(8,004)	(4,669)	(8,004)	0
Net Direct Expenditure/(Income) Total:	(5,135)	(5,135)	(2,469)	(5,135)	0
Support Services Recharges	54,050	54,050	0	54,050	0
Capital Charges	0	0	0	0	0
Total:	48,915	48,915	(2,469)	48,915	0

No significant variances.

Factory Units	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	42,207	42,207	28,474	25,593	(16,614)
Gross Direct Income	(134,451)	(134,451)	(73,127)	(113,017)	21,434
Net Direct Expenditure/(Income) Total:	(92,244)	(92,244)	(44,653)	(87,424)	4,820
Support Services Recharges	17,930	17,930	0	17,930	0
Capital Charges	0	0	0	0	0
Total:	(74,314)	(74,314)	(44,653)	(69,494)	4,820

Costs will reduce during the year due to the end of the rental of Sinclair Court but this in turn will reduce the income achievable by the council from the occupied units.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Corporate Estates	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	20	20	10	20	0
Non-pay	432,695	432,695	479,136	520,695	88,000
Gross Direct Income	(2,302,177)	(2,302,177)	(1,754,866)	(2,273,149)	29,028
Net Direct Expenditure/(Income) Total:	(1,869,462)	(1,869,462)	(1,275,721)	(1,752,434)	117,028
Support Services Recharges	505,180	505,180	0	505,180	0
Capital Charges	13,869	13,869	0	13,869	0
Total:	(1,350,413)	(1,350,413)	(1,275,721)	(1,233,385)	117,028

This overspend is due to electricity £20k & water £20k for void properties, R&M £20k and rents payable £28k which is recovered below in income.

This combined under recovery of income is due to new leases and increased charges on existing leases (£73,500) less void properties £64,500 plus professional services to other organisations (£12,000) less advertising £10,000, beach concessions £30,000 and events £10,000 which will not be achieved due to Covid.

Minerva House	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	8,400	8,400	1,630	8,400	0
Gross Direct Income	(65,575)	(65,575)	(44,829)	(65,575)	0
Net Direct Expenditure/(Income) Total:	(57,175)	(57,175)	(43,199)	(57,175)	0
Support Services Recharges	8,840	8,840	0	8,840	0
Capital Charges	0	0	0	0	0
Total:	(48,335)	(48,335)	(43,199)	(48,335)	0

No significant variances.

Onians	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	1,492	1,492	3,948	1,492	0
Gross Direct Income	(10,800)	(10,800)	(5,325)	(10,800)	0
Net Direct Expenditure/(Income) Total:	(9,308)	(9,308)	(1,377)	(9,308)	0
Support Services Recharges	7,880	7,880	0	7,880	0
Capital Charges	0	0	0	0	0
Total:	(1,428)	(1,428)	(1,377)	(1,428)	0

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Property Services	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	1,011,788	998,742	389,687	873,742	(125,000)
Non-pay	40,407	37,371	22,052	37,371	0
Gross Direct Income	(293,281)	(293,281)	(21,552)	(168,281)	125,000
Net Direct Expenditure/(Income) Total:	758,914	742,832	390,187	742,832	0
Support Services Recharges	(758,910)	(758,910)	0	(758,910)	0
Capital Charges	0	0	0	0	0
Total:	4	(16,078)	390,187	(16,078)	0

5 vacancies held in early part of year have resulted in pay underspends but has caused an under recovery of income, as per below, from the HRA & Capital.

As noted above.

Beacon Park	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	236,458	236,458	194,559	263,773	27,315
Gross Direct Income	(1,143,589)	(1,143,589)	(874,475)	(1,189,162)	(45,573)
Net Direct Expenditure/(Income) Total:	(907,131)	(907,131)	(679,916)	(925,389)	(18,258)
Support Services Recharges	70,010	70,010	0	70,010	0
Capital Charges	167,536	167,536	0	167,536	0
Total:	(669,585)	(669,585)	(679,916)	(687,843)	(18,258)

Sale of remaining unit will create savings in electricity (£15k) and rates (£37k) but incur increased agency costs of £11k. Consultancy costs of £68k have also been incurred above budget which will be recharged.

This over recovery of income relates to the consultancy costs mentioned above (£68k) less service charges which are still to be raised £15k and a void unit of £9k.

Property Building Services	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	467,136	467,136	248,861	472,685	5,549
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	467,136	467,136	248,861	472,685	5,549
Support Services Recharges	0	0	0	0	0
Capital Charges	0	0	0	0	0
Total:	467,136	467,136	248,861	472,685	5,549

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Housing Asset Team	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	674,914	674,914	184,220	519,914	(155,000)
Non-pay	104,000	104,000	17,957	69,000	(35,000)
Gross Direct Income	(920,114)	(754,914)	(202,177)	(574,914)	180,000
Net Direct Expenditure/(Income) Total:	(141,200)	24,000	0	14,000	(10,000)
Support Services Recharges	0	(165,200)	0	(165,200)	0
Capital Charges	0	0	0	0	0
Total:	(141,200)	(141,200)	0	(151,200)	(10,000)
Total Property and Asset Management:	(54,769)	(71,981)	(823,643)	143,160	215,141
Total Property and Asset Management excluding capital charges and recharges:	(964,676)	(816,688)	(823,643)	(601,547)	215,141
Total Property and Asset Management excluding recharges:	167,561	315,549	(823,643)	530,690	215,141

Savings have been achieved due to vacancies and lower than budgeted non-pay expenditure but these in turn have reduced the recharges to the HRA.

Communications, Marketing and Events

Communications	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	195,145	195,817	86,803	187,362	(8,455)
Non-pay	11,924	11,924	11,723	16,246	4,322
Gross Direct Income	(5,000)	(5,000)	(163)	(5,000)	0
Net Direct Expenditure/(Income) Total:	202,069	202,741	98,364	198,608	(4,133)
Support Services Recharges	(202,070)	(202,070)	0	(202,070)	0
Capital Charges	0	0	0	0	0
Total:	(1)	671	98,364	(3,462)	(4,133)

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Print and Design	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	164,100	159,064	77,680	159,064	0
Non-pay	56,774	56,774	28,189	56,774	0
Gross Direct Income	(23,500)	(23,500)	(7,052)	(10,652)	12,848
Net Direct Expenditure/(Income) Total:	197,374	192,338	98,817	205,186	12,848
Support Services Recharges	(197,370)	(197,370)	0	(197,370)	0
Capital Charges	0	0	0	0	0
Total:	4	(5,032)	98,817	7,816	12,848

External income losses due to Covid and regular businesses not requiring the usual levels of printing.

Tourism	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	90,116	85,139	44,510	77,705	(7,434)
Non-pay	235,527	255,527	34,054	140,989	(114,538)
Gross Direct Income	(170,960)	(194,960)	(20,238)	(76,520)	118,440
Net Direct Expenditure/(Income) Total:	154,683	145,706	58,327	142,174	(3,532)
Support Services Recharges	247,120	247,120	0	247,120	0
Capital Charges	0	0	0	0	0
Total:	401,803	392,826	58,327	389,294	(3,532)

Events had to be cancelled due to COVID-19, including the Wheels Festival. The Tourist Information Centre will remain closed for the year so no costs from tickets purchased to be resold.
Events had to be cancelled due to COVID-19, including the Wheels Festival. The Tourist Information Centre will remain closed for the year so no income from ticket sales.

Civic and Pottering	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	186,464	180,078	85,481	174,698	(5,380)
Non-pay	37,098	37,098	11,558	39,398	2,300
Gross Direct Income	(7,000)	(7,000)	0	(7,000)	0
Net Direct Expenditure/(Income) Total:	216,562	210,176	97,040	207,096	(3,080)
Support Services Recharges	(216,560)	(216,560)	0	(216,560)	0
Capital Charges	0	0	0	0	0
Total:	2	(6,384)	97,040	(9,464)	(3,080)

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Mayor	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	7,299	7,299	3,882	7,299	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	7,299	7,299	3,882	7,299	0
Support Services Recharges	15,470	15,470	0	15,470	0
Capital Charges	0	0	0	0	0
Total:	22,769	22,769	3,882	22,769	0

No significant variances.

Events	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	5,875	5,875	5,472	7,425	1,550
Gross Direct Income	(6,700)	(6,700)	(1,958)	(6,700)	0
Net Direct Expenditure/(Income) Total:	(825)	(825)	3,514	725	1,550
Support Services Recharges	122,110	122,110	0	122,110	0
Capital Charges	0	0	0	0	0
Total:	121,285	121,285	3,514	122,835	1,550

No significant variances.

Total Communications, Marketing and Events:	545,862	526,135	359,943	529,788	3,653
Total Communications, Marketing and Events excluding capital charges and recharges:	1,033,994	1,014,267	709,677	1,023,520	9,253
Total Communications, Marketing and Events excluding recharges:	777,162	757,435	359,943	761,088	3,653

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Environmental Services

Environmental Health	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	1,157,853	1,139,283	549,932	1,103,610	(35,673)
Non-pay	842,104	881,235	570,383	855,725	(25,510)
Gross Direct Income	(120,034)	(120,034)	(57,315)	(121,700)	(1,666)
Net Direct Expenditure/(Income) Total:	1,879,923	1,900,484	1,063,000	1,837,635	(62,849)
Support Services Recharges	303,460	303,460	0	303,460	0
Capital Charges	9,340	9,340	0	9,340	0
Total:	2,192,723	2,213,284	1,063,000	2,150,435	(62,849)

Underspend is due to vacant posts.
Internal drainage board levy less than estimated.

Selective Licensing	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	45,474	44,365	16,195	44,365	0
Non-pay	3,010	3,010	36,396	3,010	0
Gross Direct Income	(50,000)	(50,000)	(54,121)	(50,000)	0
Net Direct Expenditure/(Income) Total:	(1,516)	(2,625)	(1,530)	(2,625)	0
Support Services Recharges	32,780	32,780	0	32,780	0
Capital Charges	0	0	0	0	0
Total:	31,264	30,155	(1,530)	30,155	0

No significant variances.

Grounds Maintenance	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	589,384	589,384	554,238	587,084	(2,300)
Gross Direct Income	(39,950)	(39,950)	(4,030)	(36,050)	3,900
Net Direct Expenditure/(Income) Total:	549,434	549,434	550,208	551,034	1,600
Support Services Recharges	23,200	23,200	0	23,200	0
Capital Charges	82,075	82,075	0	82,075	0
Total:	654,709	654,709	550,208	656,309	1,600

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Street Cleansing	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	664,521	664,521	664,477	664,521	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	664,521	664,521	664,477	664,521	0
Support Services Recharges	18,890	18,890	0	18,890	0
Capital Charges	0	0	0	0	0
Total:	683,411	683,411	664,477	683,411	0

No significant variances.

Waste Management	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	176,239	98,345	49,792	98,345	0
Non-pay	2,866,915	2,866,915	2,510,508	2,994,915	128,000
Gross Direct Income	(1,629,750)	(1,554,974)	(1,211,538)	(1,694,974)	(140,000)
Net Direct Expenditure/(Income) Total:	1,413,404	1,410,286	1,348,761	1,398,286	(12,000)
Support Services Recharges	141,620	141,620	0	141,620	0
Capital Charges	18,011	18,011	0	18,011	0
Total:	1,573,035	1,569,917	1,348,761	1,557,917	(12,000)

A potential increase in gate fees from October 2021 as part of ongoing recycling contract negotiations, along with increase in tonnage collected has an additional cost of £140k, which is partly offset by additional income from recycling. (£100k) additional income from recycling credits due to an increase in value offsets additional gate fees. Garden bin subscriptions have increased by (£40k) due to an increase in uptake of the service.

Parks and Outdoor spaces	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	197,411	197,411	192,939	197,411	0
Gross Direct Income	0	0	0	0	0
Net Direct Expenditure/(Income) Total:	197,411	197,411	192,939	197,411	0
Support Services Recharges	35,860	35,860	0	35,860	0
Capital Charges	3,522	3,522	0	3,522	0
Total:	236,793	236,793	192,939	236,793	0

No significant variances.

Appendix B - General Fund Services - Budget monitoring and commentary Period 6 2021/22

Outdoor Sports	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	0	0	0	0	0
Non-pay	410,059	442,173	439,569	442,173	0
Gross Direct Income	(89,684)	(89,684)	(62,178)	(95,284)	(5,600)
Net Direct Expenditure/(Income) Total:	320,375	352,489	377,391	346,889	(5,600)
Support Services Recharges	44,860	44,860	0	44,860	0
Capital Charges	55,285	55,285	0	55,285	0
Total:	420,520	452,634	377,391	447,034	(5,600)

No significant variances.

Licensing	Original Budget 2021/22 £	Current Budget 2021/22 £	P6 YTD actual 2021/22 £	Full Year Forecast £	Full Year Forecast Variance £
Gross Direct Expenditure:					
Pay	111,385	109,002	46,011	109,002	0
Non-pay	29,833	29,833	11,721	29,833	0
Gross Direct Income	(269,874)	(269,874)	(203,768)	(269,874)	0
Net Direct Expenditure/(Income) Total:	(128,656)	(131,039)	(146,036)	(131,039)	0
Support Services Recharges	120,420	120,420	0	120,420	0
Capital Charges	0	0	0	0	0
Total:	(8,236)	(10,619)	(146,036)	(10,619)	0

No significant variances.

Total Environmental Services:	5,784,219	5,830,284	4,049,211	5,751,435	(78,849)
Total Environmental Services excluding capital charges and recharges:	4,894,896	4,940,961	4,049,211	4,862,112	(78,849)
Total Environmental Services excluding recharges:	5,063,129	5,109,194	4,049,211	5,030,345	(78,849)

Total for Services:	10,447,281	11,433,930	562,966	11,420,253	(13,677)
Total for Services excluding capital charges and recharges:	11,002,196	12,154,045	912,700	12,145,968	(8,077)
Total for Services excluding recharges:	12,361,674	13,513,523	562,966	13,499,846	(13,677)

Appendix C - Summary of General Fund Services Income & Expenditure (detail within Appendix B) for Period 6 2021/22

	Original Budget 2021/22 £	Current Budget 2021/22 £	Forecast 2021/22 £	Variance £
Employee	12,709,425	13,305,647	13,087,195	(218,452)
Premises	5,244,049	5,307,166	5,502,253	195,087
Transport	140,032	140,032	125,367	(14,665)
Supplies & Services	6,136,567	8,531,203	9,802,241	1,271,038
Third Party Payments	3,370,226	3,370,226	3,479,792	109,566
Transfer Payments	23,411,668	23,411,668	22,587,849	(823,819)
Support Services	117,400	117,400	136,400	19,000
Capital Charges	1,616,310	1,616,310	1,616,310	0
Support Services - Recharges Out	(11,440,153)	(11,605,353)	(11,605,353)	0
Support Services - Recharges In	9,525,760	9,525,760	9,525,760	0
Income	(40,384,003)	(42,286,129)	(42,837,561)	(551,432)
	10,447,281	11,433,930	11,420,253	(13,677)

Appendix D - General Fund Capital Programme - Detail - 2021/22

Services & Projects	Budget Expenditure £000				2021/22 Expenditure £000			21/22 Financing - £000				2022/23 Est. Carry Forward
	Rolled Forward 20/21 Budget	Approved 21/22 Budget	Original 21/22 Budget	Updated 21/22 Budget	Actuals to date	Forecast 21/22	Budget remaining to date	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts	
CCTV Upgrade - Town Centre	-	76	76	76	76	76	1	76	-	-	-	0
Safer Streets Round 2	-	-	-	111	-	111	111	15	96	-	-	-
Human Resources Job Evaluation system	-	21	21	21	16	21	5	21	-	-	-	0
Total: Executive	-	97	97	208	92	208	116	112	96	-	-	0
Childrens Playground Refurbishment	86	-	86	86	0	86	86	86	-	-	-	0
Wellesley CCTV	15	-	15	-	-	-	-	-	-	-	-	-
Wellesley Track	-	-	-	48	25	48	23	48	-	-	-	-
Total: Communities	101	-	101	134	26	134	109	134	-	-	-	0
St Nicholas Minster West Boundary Wall	95	-	95	95	-	95	95	95	-	-	-	0
St Nicholas car park north Boundary Wall	25	-	25	25	-	25	25	25	-	-	-	-
Crematorium Office Roof Works	22	-	22	22	-	22	22	22	-	-	-	0
Crematorium Main Roof Works	-	-	-	60	-	60	60	60	-	-	-	-
Crematorium Tearooms	433	-	433	453	3	453	450	453	-	-	-	0
Total: Customer Services	575	-	575	655	3	655	652	655	-	-	-	0
Health and Leisure (Marina) Centre	19,649	-	19,649	19,699	5,965	15,000	13,734	16,027	2,426	50	1,195	4,699
The Waterways	4	-	4	4	-	4	4	-	4	-	-	0
Phoenix Pool & Gym car park extension	130	-	130	130	-	-	130	130	-	-	-	130
Town Deal	-	-	-	-	1	-	1	-	-	-	-	TBC
Future High Street Fund	-	-	-	-	-	-	-	-	-	-	-	TBC
Different Light	635	-	635	635	156	635	479	-	635	-	-	0
Heritage Action Zone	25	-	25	25	-	25	25	-	25	-	-	0
Total: Inward Investment	20,442	-	20,442	20,492	6,122	15,664	14,371	16,157	3,090	50	1,195	4,828
Disabled Facilities Grants	849	1,200	2,049	2,257	357	1,000	1,900	-	2,175	-	82	1,257
Better Care Fund Projects	7	-	7	8	1	8	6	-	8	-	-	-
Empty Homes	510	-	510	510	-	250	510	482	-	-	28	260
DFG Top-up Grants	250	-	250	250	-	-	250	-	-	250	-	250
DFG Top-up Loans	150	-	150	150	-	-	150	-	-	150	-	150
Norfolk & Waveney Equity Loan Scheme	36	-	36	164	-	36	164	-	-	-	164	128
Equity Home Improvement Loans	545	-	545	631	-	50	631	-	-	-	631	581
HMOs /Guesthouse Purchase & Repair Scheme	1,739	-	1,739	1,739	32	1,000	1,706	1,739	-	-	-	739
Acquisition of property for transitional housing	1,640	-	1,640	1,640	44	1,000	1,596	782	793	-	65	640
Community Housing Fund Loans	540	-	540	540	-	100	540	-	-	540	-	440
Total: Housing	6,266	1,200	7,466	7,888	435	3,444	7,453	3,003	2,975	940	970	4,445
ICT Investment to deliver GYBC ICT Strategy	430	1,000	1,430	1,430	322	750	1,107	1,400	-	30	-	680
Total: IT, Communications & Marketing	430	1,000	1,430	1,430	322	750	1,107	1,400	-	30	-	680

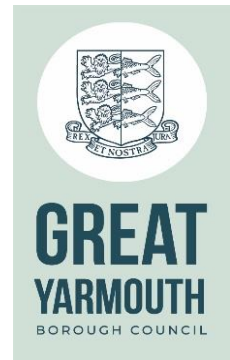
Appendix D - General Fund Capital Programme - Detail - 2021/22

Services & Projects	Budget Expenditure £000				2021/22 Expenditure £000			21/22 Financing - £000				2022/23 Est. Carry Forward
	Rolled Forward 20/21 Budget	Approved 21/22 Budget	Original 21/22 Budget	Updated 21/22 Budget	Actuals to date	Forecast 21/22	Budget remaining to date	Borrowing	Grants & Contributions	Revenue/ Earmarked Reserves	Capital Receipts	
Public Toilet Refurbishment Programme	45	-	45	45	46	46	- 1	45	-	-	-	- 1
Footway Lighting	211	300	511	511	41	380	470	511	-	-	-	131
External Redecoration & Repair of the Wellesley Grandstand	-	74	74	74	-	74	74	74	-	-	-	-
Esplanade Resurfacing	246	-	246	246	-	150	246	246	-	-	-	96
Phoenix Pool car park soakaway	-	40	40	40	1	40	39	40	-	-	-	-
Beach Huts	79	-	79	209	93	209	116	0	-	-	209	0
Council Chamber relocation	153	-	153	153	-	153	153	153	-	-	-	0
Claydon Pavilion	383	-	383	383	-	383	383	-	363	20	-	0
Replacement Lighting in the Assembly Rooms	-	45	45	35	-	35	35	35	-	-	-	-
Beacon Park Projects	500	-	500	500	-	100	500	380	120	-	-	400
Market Place Redevelopment	4,102	-	4,102	4,102	1,099	3,800	3,003	1,252	2,850	-	-	302
North Quay Redevelopment	2,351	-	2,351	2,351	-	500	2,351	2,351	-	-	-	1,851
Winter Gardens	864	-	864	1,080	-	-	1,080	864	-	215	-	1,080
Energy Park - South Denes	1,845	-	1,845	1,845	-	100	1,845	1,845	-	-	-	1,745
Total: Property & Asset Management	10,779	459	11,238	11,573	1,280	5,970	10,293	7,796	3,333	235	209	5,603
Noise Meter Replacement	-	11	11	11	10	11	1	11	-	-	-	0
Mobile CCTV	-	15	15	15	-	15	15	15	-	-	-	-
Total: Environmental Health	-	26	26	26	10	26	16	26	-	-	-	0
Overall Total	38,593	2,782	41,375	42,406	8,289	26,851	34,117	29,283	9,494	1,255	2,374	15,556

Subject: 2021/22 TREASURY MANAGEMENT MID YEAR REPORT

Report to: Policy and Resources Committee - 2 November 2021

Report by: Financial Services Manager



SUBJECT MATTER/RECOMMENDATIONS

This report presents for the 2021/22 financial year the following:

- the mid-year position for treasury management;
- the borrowing requirement and debt for the current financial year;
- the mid-year borrowing position;
compared with the Treasury Management Strategy.

Recommendations:

Members are asked to approve the treasury management half yearly report for 2021/22.

1. INTRODUCTION AND BACKGROUND

- 1.1. The Council adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Council to approve treasury management semi-annual and annual reports.
- 1.2. The Council's treasury management strategy for 2021/22 was approved by Council on 23 February 2021. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.
- 1.3. This report provides a monitoring position for the first six months of the 2021/22 financial year.

2. LOCAL CONTEXT

- 2.1. On 31 March 2021, the Council had net borrowing of £100.422 million arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors are summarised in Table 1 below.

Table 1: Balance Sheet Summary	31.3.21 Actual £m
General Fund CFR	£58.881

Table 1: Balance Sheet Summary	31.3.21 Actual £m
HRA CFR	£88.261
Total CFR	£147.142
Less: *Other debt liabilities	(£0.536)
Borrowing CFR	£146.606
Less: Long term investments	(£1.000)
Less: Usable reserves	(£38.400)
Less: Working capital	(£6.784)
Net borrowing	£100.422

** finance leases, transferred debt that form part of the Councils total debt*

- 2.2. Lower official interest rates have lowered the cost of short-term, temporary loans and investment returns from cash assets that can be used in lieu of borrowing. The Council pursued its strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk. The treasury management position on 30 September 2021 and the change over the period is shown in Table 2 below.

Table 2: Treasury Management Summary	31.3.21 Balance £m	2021/22 Movement £m	30.9.21 Balance £m	30.9.21 Rate %
Long-term borrowing	£82.583	(£0.46)	£82.537	3.15%-4.95%
Short-term borrowing	£51.592	(£18.500)	£33.092	0.09%-4.44%
Total borrowing	£134.175	(£18.546)	£115.629	
Long-term investments (CCLA Property Fund)	£1.000	£0	£1.000	N/A
Cash and cash equivalents	£32.753	(£6.974)	£25.779	0.00%-0.15%
Total investments	£33.753	(£6.974)	£26.779	
Net borrowing	£100.422	(£11.572)	£88.850	

- 2.3. The decrease in net borrowing in table 2 is result of a fall in short term borrowing and cash and cash equivalents held. The requirement to borrow has reduced due to increased internal resources because of remaining funding balances of Government COVID business grants held which are due to be repaid by the end of 2021/22.

3. BORROWING UPDATE

- 3.1. Local authorities can borrow from the PWLB provided they can confirm they are not planning to purchase 'investment assets primarily for yield' in the current or next two financial years, with confirmation of the purpose of capital expenditure from the Section 151 Officer. Authorities that are purchasing or intending to purchase investment assets primarily for yield will not be able to access the PWLB except to refinance existing loans or externalise internal borrowing.

- 3.2. Acceptable use of PWLB borrowing includes service delivery, housing, regeneration, preventative action, refinancing and treasury management.
- 3.3. Competitive market alternatives may be available for authorities with or without access to the PWLB. However, the financial strength of the individual authority and borrowing purpose will be scrutinised by commercial lenders. Further changes to the CIPFA Prudential Code expected in December 2021 are likely to prohibit borrowing for the primary purpose of commercial return even where the source of borrowing is not the PWLB.
- 3.4. The Council is not planning to purchase any investment assets primarily for yield within the next three years and so is able fully access the PWLB.
- 3.5. **Revised PWLB Guidance** - HM Treasury published further guidance on PWLB borrowing in August 2021 providing additional detail and clarifications predominantly around the definition of an 'investment asset primarily for yield'. The principal aspects of the new guidance are:
- Capital expenditure incurred or committed to before 26th November 2020 is allowable even for an 'investment asset primarily for yield'.
 - Capital plans should be submitted by local authorities via a DELTA return. These open for the new financial year on 1st March and remain open all year. Returns must be updated if there is a change of more than 10%.
 - An asset held primarily to generate yield that serves no direct policy purpose should not be categorised as service delivery.
 - Further detail on how local authorities purchasing investment assets primarily for yield can access the PWLB for the purposes of refinancing existing loans or externalising internal borrowing.
 - Additional detail on the sanctions which can be imposed for inappropriate use of the PWLB loan. These can include a request to cancel projects, restrictions to accessing the PLWB and requests for information on further plans.
- 3.6. **Changes to PWLB Terms and Conditions from 8th September 2021** - The settlement time for a PWLB loan has been extended from two working days (T+2) to five working days (T+5). In a move to protect the PWLB against negative interest rates, the minimum interest rate for PWLB loans has also been set at 0.01% and the interest charged on late repayments will be the higher of Bank of England Base Rate or 0.1%.
- 3.7. **Municipal Bonds Agency (MBA)**: The MBA is working to deliver a new short-term loan solution, available in the first instance to principal local authorities in England, allowing them access to short-dated, low rate, flexible debt. The minimum loan size is expected to be £25 million. Importantly, local authorities will borrow in their own name and will not cross guarantee any other authorities. If the Authority intends future borrowing through the MBA, it will first ensure that it has thoroughly scrutinised the legal terms and conditions of the arrangement and is satisfied with them.
- 3.8. **UK Infrastructure Bank**: £4bn has been earmarked for of lending to local authorities by the UK Infrastructure Bank which is wholly owned and backed by HM Treasury. The availability of this lending to local authorities, for which there will be a bidding process, is yet to commence. Loans will be available for qualifying projects at gilt yields plus 0.6%, which is 0.2% lower than the PWLB certainty rate.

4. **BORROWING ACTIVITY – MID YEAR**

- 4.1. At 30th September 2021 the Council held £115.6m of loans, an decrease of £18.6m to 31st March 2021, as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 30th September are summarised in Table 3 below.

Table 3: Borrowing Position	31.3.21 Balance £m	Movement £000	30.9.21 Balance £000	30.9.21 Rate %	30.9.21 Maturity (years)
Public Works Loan Board	£71.387	£0	£71.387	3.15%-4.40%	10-40
*Banks (LOBO)	£3.000	£0	£3.000	4.95%	1-2
Banks (fixed term)	£7.000	£0	£7.000	3.35%-3.98%	<1-60
Local authorities (long-term)	£1.196	£(0.045)	£1.151	4.44%	>1
Local authorities (short-term)	£51.592	£(18.500)	£33.092	0.09%-4.44%	<1
Total borrowing	£134.175	£(18.545)	£115.630		

**the LOBO has a call option which the lender can exercise every 5 years the next call date is November 2024*

- 4.2. The Councils chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Councils long-term plans change being a secondary objective.
- 4.3. In furtherance of keeping with these objectives, £3.5m of long-term loans were replaced with short-term borrowing. The short-term borrowing undertaken and repaid during the period totalled £28.5m This strategy enabled the Council to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk.
- 4.4. With short-term interest rates remaining much lower than long-term rates the Council considered it to be more cost effective in the near term to use internal resources or borrowed short-term loans instead. The net movement in short-term loans is shown in table 3 above.
- 4.5. The Councils borrowing decisions are not predicated on any one outcome for interest rates and a balanced portfolio of short- and long-term borrowing was maintained.
- 4.6. PWLB funding margins have lurched quite substantially and there remains a strong argument for diversifying funding sources, particularly if rates can be achieved on alternatives which are below gilt yields plus 0.80%, i.e. the PWLB HRA borrowing rate. The Council will evaluate and pursue these lower cost solutions and opportunities with its advisor Arlingclose.
- 4.7. LOBO loans: The Council continues to hold £3m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate as set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. No banks exercised their option during this period.

5. TREASURY INVESTMENT ACTIVITY

- 5.1. The Council received approximately £80m in central government funding to support small and medium businesses during the coronavirus pandemic through grant schemes. This was temporarily invested in short-dated, liquid instruments such as the DMADF, call accounts and Money Market Funds. Most of the grant schemes are now closed with only £0.5m of additional restrictions still being administered. Presently £14m remains to be passed back to Central Government once the reconciliation process is complete.
- 5.2. The Council holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. During the year, the Councils investment

balances ranged between £55 and £27 million due to timing differences between income and expenditure. The investment position is shown in table 4 below.

Table 4: Treasury Investment Position	31.3.21 Balance £m	Net Movement £m	30.9.21 Balance £m	Average Rate %
Banks & building societies (unsecured)	£1.355	£0.065	£1.420	0.00%
Government (incl. local authorities)	£19.290	(£10.530)	£8.760	0.00%-0.15%
Money Market Funds	£12.000	£3.820	£15.820	0.00%-0.02%
Other Pooled Funds - Property funds	£1.000	£0	£1.000	N/A
Total investments	£33.645	(£6.645)	£27.000	

- 5.3. Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Councils objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 5.4. Ultra-low short-dated cash rates which have been a feature since March 2020 when Bank Rate was cut to 0.1% have resulted in the return on sterling low volatility net asset value money market funds (LVNAV MMFs) being close to zero even after some managers have temporarily waived or lowered their fees. At this stage net negative returns are not the central case of most MMF managers over the short-term, and fee cuts or waivers should result in MMF net yields having a floor of zero, but the possibility cannot be ruled out.
- 5.5. Deposit rates with the Debt Management Account Deposit Facility (DMADF) are also largely around zero.
- 5.6. The return on Money Market Funds net of fees also fell over the six months and for many funds net returns range between 0% and 0.1%. In many instances, the fund management companies have temporarily lowered or waived fees to maintain a positive net return.
- 5.7. Given the continuing risk and low returns from short-term unsecured bank investments, the Council is looking into more secure and/or higher yielding asset classes and review opportunities to do this where cash flow allows. However, in the light of the pandemic crisis and the likelihood of unexpected calls on cash flow, the Council kept more cash available at very short notice than is normal. Liquid cash was diversified over several counterparties and/or Money Market Funds to manage both credit and liquidity risks.
- 5.8. The progression of risk and return metrics are shown in the extracts from Arlingclose's quarterly investment benchmarking in Table 5 below.

Table 5: Investment Benchmarking – Treasury investments managed in-house	Credit Score	Credit Rating	Bail-in Exposure	Weighted Average Maturity (days)	Rate of Return %
31.03.2021	4.26	AA-	41%	4.26	0.04%
30.09.2021	4.77	A+	66%	4.51	0.03%
Similar LAs	4.66	A+	69%	4.57	0.08%
All LAs	4.69	A+	68%	4.53	0.08%
Treasury investments externally managed funds – Income Return					
30.09.2021	N/A	N/A	N/A	N/A	4.46%
Similar LAs	N/A	N/A	N/A	N/A	4.20%
All LAs	N/A	N/A	N/A	N/A	4.27%

Weighted average maturity will apply to the first five categories above and to cash plus and bond funds.

**The 2021/22 TMSS set the limit per institution at £4m with which the Authority complied. The above table does not include investments with the DMO £5.760m the total investments as of 30th September 2021 was £27m.*

*** £15.820m of the total £27m investments exposed to bail-in on 30/9/2021 was invested in Money Market Funds which are pooled funds which have a highly diversified portfolio of money market and other instruments. The Money Market Funds which are used by the Council to maintain high credit security and liquidity.*

- 5.9. Externally Managed Pooled Funds: £1m of the Councils investments are held in externally managed strategic pooled Property funds where short-term security and liquidity are lesser considerations, and the objectives instead are regular revenue income and long-term price stability. These funds generated a return of £9k which is used to support services in year.
- 5.10. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council’s investment objectives are regularly reviewed. Strategic fund investments are made in the knowledge that capital values will move both up and down on months, quarters and even years; but with the confidence that over a three- to five-year period total returns will exceed cash interest rates.
- 5.11. In 2021/22 the Council expects to receive significantly lower income from its cash and short-dated money market investments and from its externally managed funds than it did in 2020/21 and earlier years. Dividends and income paid will ultimately depend on many factors including but not limited to the duration of COVID-19 and the extent of its economic impact, the fund’s sectoral asset allocation, securities held/bought/sold and, in the case of equities, the enforced or voluntary dividend cuts or deferral.

6. NON-TREASURY INVESTMENTS

- 6.1. The definition of investments in CIPFA’s revised Treasury Management Code now covers all the financial assets of the Council as well as other non-financial assets which the Council holds primarily for financial return. This is replicated in the Investment Guidance issued by the Ministry of Housing, Communities and Local Government (MHCLG) and Welsh Government, in which the definition of investments is further broadened to also include all such assets held partially for financial return.
- 6.2. At the balance sheet date of 31st March 2021, the Authority also held £58.1m of investments in directly owned property, loans to homeowners and local bodies and investments in a trading subsidiary. There has been no significant change from 31st March 2021.
- 6.3. These investments are expected to generate £1.9m of investment income for the Council after taking account of direct costs. This income is over a number of properties which provide varying rates of return.

7. FINANCIAL IMPLICATIONS – COMPLIANCE REPORT

- 7.1. The Chief Finance Officer reports that all treasury management activities undertaken during the quarter complied fully with the CIPFA Code of Practice and the Councils approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 8 below.
- 7.2. Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 7 below.

Table 7: Debt Limits	2021/22 Maximum £000	30.9.21 Actual £000	2021/22 Operational Boundary £000	2021/22 Authorised Limit £000	Complied? Yes/No
Borrowing	£132.152	£115.629	£176.000	£181.000	Yes
Long term liabilities, PFI and Finance Leases	(£0.536)	(£0.536)	£2.000	£2.000	Yes
Total debt	£131.616	£115.093	£178.000	£183.000	Yes

‘Maximum’ is the highest actual outstanding borrowing at any point during the first six months of 2021/22

- 7.3. The authorised limit for external debt represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit is set by the Council as part of the annual treasury management strategy. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the long term. The operational boundary is the limit beyond which external debt is not normally expected to exceed. In most cases this would be similar to the CFR but may be lower or higher depending on the levels of actual debt.
- 7.4. Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Table 8: Investment Limits	30.9.2021 Maximum £m	30.9.21 Actual £m	2021/22 Limit £m	Complied? Yes/No
Any single organisation, except the UK Government	£1.5m	£1.420m	£1.6m each	Yes
Any group of pooled funds under the same management	£5m	£5m	£7m per manager	Yes
UK Central Government	£26.460m	£5.760m	Unlimited	Yes
UK Central Government Local Authorities	£10m	£3m	£3m per LA (2 years)	Yes
Money Market Funds	£20m	£15.820m	£4m per fund - unlimited	Yes

7.5. The financial implications and risks are outlined in the report and are largely related to the impact of interest rate changes. An element of the financial risk implications can be mitigated by the fact that the Council maintains a general reserve balance which includes an allowance for changes in interest rate that can be used in the short term.

8. TREASURY MANAGEMENT INDICATORS

8.1. The Council measures and manages its exposures to treasury management risks using the following indicators.

8.2. **Security:** The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average (credit rating/ credit score) of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Security	30.9.21 Actual	2021/22 Target	Complied?
Portfolio average credit rating	A+	A	Yes

8.3. **Liquidity:** The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments it can borrow each quarter without giving prior notice.

Liquidity	30.9.21 Actual	2021/22 Target	Complied?
Liquid short-term deposits	£17.2m	£12m (minimum)	Yes
Bank Overdraft	£0	£0.250	Yes

8.4. **Interest Rate Exposures:** This indicator is set to control the Councils exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interests was:

Interest rate risk indicator	30.9.21 Actual	2021/22 Limit	Complied?
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£94	£30	No
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	£0	£110	Yes

8.5. The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at current rates. The impact of a 1% rise in interest rates limit was breached, this is because the limit was set for based on higher short-term loan and investment balances which reflected the Councils portfolio as at 31/12/2020. The Councils short-term loan balances have decreased by 85% and investment balances have decreased by 32% due to Government funding received to assist with pressures relating to the pandemic, the Council has utilised internal resources but the cashflow indicates we have a borrowing requirement in Q4 2021/22.

8.6. **Maturity Structure of Borrowing:** This indicator is set to control the Councils exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

Maturity Structure of Borrowing	30.9.21 Actual	Upper Limit	Lower Limit	Complied?
Under 12 months	29%	50%	0%	Yes
12 months and within 24 months	0%	50%	0%	Yes
24 months and within 5 years	3%	60%	0%	Yes
5 years and within 10 years	4%	80%	0%	Yes
10 years and above	64%	100%	0%	Yes

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

8.7. **Principal Sums Invested for Periods Longer than a year:** The purpose of this indicator is to control the Councils exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end were:

Principal Sums Invested for Periods Longer than a year	2021/22	2022/23	2023/24
Actual principal invested beyond year end	£10m	£10m	£10m
Limit on principal invested beyond year end	£12m	£12m	£12m
Complied?	Yes	Yes	Yes

9. OTHER

9.1. Revisions to CIPFA Codes - In February 2021 CIPFA launched two consultations on changes to its Prudential Code and Treasury Management Code of Practice. These followed the Public Accounts Committee's recommendation that the prudential framework should be further tightened following continued borrowing by some authorities for investment purposes. In June, CIPFA provided feedback from this consultation.

9.2. In September CIPFA issued the revised Codes and Guidance Notes in draft form and opened the latest consultation process on their proposed changes. The changes include:

- Clarification that (a) local authorities must not borrow to invest primarily for financial return (b) it is not prudent for authorities to make any investment or spending decision that will increase the Capital Financing Requirement, and so may lead to new borrowing, unless directly and primarily related to the functions of the authority.
- Categorising investments as those (a) for treasury management purposes, (b) for service purposes and (c) for commercial purposes.
- Defining acceptable reasons to borrow money: (i) financing capital expenditure primarily related to delivering a local authority's functions, (ii) temporary management of cash flow within the context of a balanced budget, (iii) securing affordability by removing exposure to future interest rate rises and (iv) refinancing current borrowing, including replacing internal borrowing.
- For service and commercial investments, in addition to assessments of affordability and prudence, an assessment of proportionality in respect of the authority's overall financial capacity (i.e. whether plausible losses could be absorbed in budgets or reserves without unmanageable detriment to local services).
- Prudential Indicators
 - New indicator for net income from commercial and service investments to the budgeted net revenue stream.
 - Inclusion of the liability benchmark as a mandatory treasury management prudential indicator. CIPFA recommends this is presented as a chart of four balances – existing loan debt outstanding; loans CFR, net loans requirement, liability benchmark – over at least 10 years and ideally cover the authority's full debt maturity profile.
 - Excluding investment income from the definition of financing costs.
- Incorporating ESG issues as a consideration within TMP 1 Risk Management.
- Additional focus on the knowledge and skills of officers and elected members involved in decision making

9.3. **MHCLG Improvements to the Capital Finance Framework:** MHCLG published a brief policy paper in July outlining the ways it feels that the current framework is failing and potential changes that could be made. The paper found that “while many authorities are compliant with the framework, there remain some authorities that continue to engage in practices that push the bounds of compliance and expose themselves to excessive risk”.

9.4. The actions announced include greater scrutiny of local authorities and particularly those engaged in commercial practices; an assessment of governance and training; a consideration of statutory caps on borrowing; further regulations around Minimum Revenue Provision (MRP) and ensuring that MHCLG regulations enforce guidance from CIPFA and the new PWLB lending arrangements. A further consultation on these matters is expected soon.

10. NATIONAL CONTEXT AND ECONOMIC COMMENTARY

10.1. Economic background: The economic recovery from coronavirus pandemic continued to dominate the first half of the financial year. By the end of the period over 48 million people in

the UK had received their first dose of a COVID-19 vaccine and almost 45 million their second dose.

- 10.2. The Bank of England (BoE) held Bank Rate at 0.1% throughout the period and maintained its Quantitative Easing programme at £895 billion, unchanged since the November 2020 meeting. In its September 2021 policy announcement, the BoE noted it now expected the UK economy to grow at a slower pace than was predicted in August, as the pace of the global recovery had shown signs of slowing and there were concerns inflationary pressures may be more persistent. Within the announcement, Bank expectations for GDP growth for the third (calendar) quarter were revised down to 2.1% (from 2.9%), in part reflecting tighter supply conditions. The path of CPI inflation is now expected to rise slightly above 4% in the last three months of 2021, due to higher energy prices and core goods inflation.
- 10.3. Government initiatives continued to support the economy over the quarter but came to an end on 30th September 2021 when the furlough scheme ends.
- 10.4. The latest labour market data showed that in the three months to July 2021 the unemployment rate fell to 4.6%. The employment rate increased, and economic activity rates decreased, suggesting an improving labour market picture. Latest data showed growth in average total pay (including bonuses) and regular pay (excluding bonuses) among employees was 8.3% and 6.3% respectively over the period. However, part of the robust growth figures is due to a base effect from a decline in average pay in the spring of last year associated with the furlough scheme.
- 10.5. Annual CPI inflation rose to 3.2% in August, exceeding expectations for 2.9%, with the largest upward contribution coming from restaurants and hotels. The Bank of England now expects inflation to exceed 4% by the end of the calendar year owing largely to developments in energy and goods prices. The Office of National Statistics' (ONS') preferred measure of CPIH which includes owner-occupied housing was 3.0% year/year, marginally higher than expectations for 2.7%.
- 10.6. The easing of restrictions boosted activity in the second quarter of calendar year, helping push GDP up by 5.5% quarter/quarter (final estimate vs 4.8% q/q initial estimate). Household consumption was the largest contributor. Within the sector breakdown production contributed 1.0% q/q, construction 3.8% q/q and services 6.5% q/q, taking all of these close to their pre-pandemic levels.
- 10.7. Financial markets: Monetary and fiscal stimulus together with rising economic growth and the ongoing vaccine rollout programmes continued to support equity markets over most of the period, albeit with a bumpy ride towards the end. The Dow Jones hit another record high while the UK-focused FTSE 250 index continued making gains over pre-pandemic levels. The more internationally focused FTSE 100 saw more modest gains over the period and remains below its pre-crisis peak.
- 10.8. Inflation worries continued during the period. Declines in bond yields in the first quarter of the financial year suggested bond markets were expecting any general price increases to be less severe, or more transitory, that was previously thought. However, an increase in gas prices in the UK and EU, supply shortages and a shortage of HGV and lorry drivers with companies willing to pay more to secure their services, has caused problems for a range of industries and, in some instance, lead to higher prices.
- 10.9. The 5-year UK benchmark gilt yield began the financial year at 0.36% before declining to 0.33% by the end of June 2021 and then climbing to 0.64% on 30th September. Over the same period the 10-year gilt yield fell from 0.80% to 0.71% before rising to 1.03% and the 20-year yield declined from 1.31% to 1.21% and then increased to 1.37%. The Sterling Overnight Rate (SONIA) averaged 0.05% over the quarter.

- 10.10. **Credit review:** Credit default swap spreads were flat over most of period and are broadly in line with their pre-pandemic levels. In late September spreads rose by a few basis points due to concerns around Chinese property developer Evergrande defaulting but are now falling back. The gap in spreads between UK ringfenced and non-ringfenced entities continued to narrow, but Santander UK remained an outlier compared to the other ringfenced/retail banks. At the end of the period Santander UK was trading the highest at 53bps and Lloyds Banks Plc the lowest at 32bps. The other ringfenced banks were trading between 37-39bps and Nationwide Building Society was 39bps
- 10.11. Over the period Fitch and Moody's upwardly revised to stable the outlook on a number of UK banks and building societies on our counterparty list, recognising their improved capital positions compared to last year and better economic growth prospects in the UK.
- 10.12. Fitch also revised the outlooks for Nordea, Svenska Handelsbanken and Handelsbanken plc to stable from negative. The rating agency considered the improved economic prospects in the Nordic region to have reduced the baseline downside risks it previously assigned to the lenders.
- 10.13. The successful vaccine rollout programme is credit positive for the financial services sector in general and the improved economic outlook has meant some institutions have been able to reduce provisions for bad loans. While there is still uncertainty around the full extent of the losses banks and building societies will suffer due to the pandemic-related economic slowdown, the sector is in a generally better position now compared to earlier this year and 2020.
- 10.14. At the end of the period Arlingclose had completed its full review of its credit advice on unsecured deposits. The outcome of this review included the addition of NatWest Markets plc to the counterparty list together with the removal of the suspension of Handelsbanken plc. In addition, the maximum duration for all recommended counterparties was extended to 100 days.
- 10.15. As ever, the institutions and durations on the Authority's counterparty list recommended by treasury management advisors Arlingclose remain under constant review.
- 10.16. **Arlingclose's Economic Outlook for the remainder of 2021/22 (based on the October 2021 interest rate forecast)**

	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24
Official Bank Rate													
Upside risk	0.00	0.15	0.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Arlingclose Central Case	0.10	0.10	0.25	0.25	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Downside risk	0.00	0.00	0.15	0.15	0.15	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40

- 10.17. **Arlingclose** expects Bank Rate to rise in Q2 2022. We believe this is driven as much by the Bank of England's desire to move from emergency levels as by fears of inflationary pressure.
- 10.18. Investors have priced in multiple rises in Bank Rate to 1% by 2024. While Arlingclose believes Bank Rate will rise, it is by a lesser extent than expected by markets.
- 10.19. The global economy continues to recover from the pandemic but has entered a more challenging phase. The resurgence of demand has led to the expected rise in inflationary

pressure, but disrupted factors of supply are amplifying the effects, increasing the likelihood of lower growth rates ahead.

- 10.20. While Q2 UK GDP expanded more quickly than initially thought, the ‘pingdemic’ and more latterly supply disruption will leave Q3 GDP broadly stagnant. The outlook also appears weaker. Household spending, the driver of the recovery to date, is under pressure from a combination of retail energy price rises, the end of government support programmes and soon, tax rises. Government spending, the other driver of recovery, will slow considerably as the economy is taken off life support.
- 10.21. Inflation rose to 3.2% in August. A combination of factors will drive this to over 4% in the near term. While the transitory factors affecting inflation, including the low base effect of 2020, are expected to unwind over time, the MPC has recently communicated fears that these transitory factors will feed longer-term inflation expectations that require tighter monetary policy to control. This has driven interest rate expectations substantially higher.
- 10.22. The supply imbalances are apparent in the labour market. While wage growth is currently elevated due to compositional and base factors, stories abound of higher wages for certain sectors, driving inflation expectations. It is uncertain whether a broad-based increased in wages is possible given the pressures on businesses.
- 10.23. Government bond yields increased sharply following the September FOMC and MPC minutes, in which both central banks communicated a lower tolerance for higher inflation than previously thought. The MPC in particular has doubled down on these signals in spite of softer economic data. Bond investors expect higher near-term interest rates but are also clearly uncertain about central bank policy.
- 10.24. The MPC appears to be playing both sides, but has made clear its intentions to tighten policy, possibly driven by a desire to move away from emergency levels. While the economic outlook will be challenging, the signals from policymakers suggest Bank Rate will rise unless data indicates a more severe slowdown.

11. CONCLUSIONS

- 11.1. Overall the Council remains in line with the Treasury Management Strategy as approved in February 2021. The treasury activities continue to be monitored on a daily basis.

12. BACKGROUND PAPERS

- 12.1. Treasury Management Strategy 2021/22
- 12.2. Treasury Management Outturn report 2020/21
- 12.3. Arlingclose updates and reports

Area for consideration Comment	Comment
Monitoring Officer Consultation	
Section 151 Officer Consultation	
Existing Council Policies See background papers	
Financial Implications eg within existing budgets or funding identified	
Legal Implications (including human rights)	
Risk Implications	
Equality Issues/EQIA assessment (if EQIA not required explain why)	
Details contained in strategy	

Crime & Disorder	
Every Child Matters	