

Individual Executive Member Decision

Title of Report:	Burghfield Parish Design Statement
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	August 2011
Forward Plan Ref:	ID2237

Purpose of Report:	To report on the formal public consultation undertaken on the Draft Burghfield Parish Design Statement and to consider its adoption as part of the community planning process
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Recommended Action:	To endorse and adopt the Burghfield Parish Design Statement as outlined in Appendix C
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Reason for decision to be taken:	Formal adoption of the Parish Design Statement; the Statement having gone through the agreed processes with West Berkshire Council.
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Other options considered:	None
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Key background documentation:	Planning Policy Statement 12 Local Spatial Planning (PPS12)
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Portfolio Member Details	
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Contact Officer Details	
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Implications

Policy:	Design Statements prepared as part of the community planning process in West Berkshire can influence the operation of the statutory planning system
Financial:	There are no direct financial implications at this stage
Personnel:	There are no direct personnel implications at this stage
Legal/Procurement:	There are no direct legal implications at this stage
Environmental:	Design Statements can highlight some local environmental issues and as such can play a useful role in conserving and enhancing the environment at this level.
Property:	There are no specific Property implications at this stage
Risk Management:	There are no direct risk management issues arising from the Design Statement.
Equalities Impact Assessment:	The consultation carried out in support of the Design Statement helps ensure that all people have an opportunity to have their views and concerns heard.

Consultation Responses

Members:

Leader of Council:	Graham Jones
Overview & Scrutiny Management Commission Chairman:	Brian Bedwell
Ward Members:	Carol Jackson-Doerge; Royce Longton
Opposition Spokesperson:	Tony Vickers
Local Stakeholders:	Previously consulted during the preparation of the Design Statement
Officers Consulted:	Previously consulted during the preparation of the Design Statement
Trade Union:	N/A

Is this item subject to call-in.	Yes: <input checked="checked" type="checkbox"/>	No: <input type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval	<input type="checkbox"/>	
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>	
Delays in implementation could compromise the Council's position	<input type="checkbox"/>	
Considered or reviewed by O&SMC or associated Task Groups within preceding six months	<input type="checkbox"/>	
Item is Urgent Key Decision	<input type="checkbox"/>	

Supporting Information

1. Background

- 1.1 This Parish Design Statement for Burghfield is a document describing the qualities and characteristics that local people value in their village and its surroundings. It sets out clear and simple guidance for the design of all development in the parish. It cannot be used to stop new development, but it can be used to influence developers and the local planning authority, and to ensure that new buildings respect and reflect local character.
- 1.2 Such Design Statements are intended to influence the operation of the statutory planning system and this has worked well in West Berkshire for the past few years. The Council has actively encouraged the production of design statements and since 2001 has adopted the following:
- Basildon, Chieveley, Bucklebury, Cold Ash and Ashmore Green, Speen, Beenham, Hermitage and Inkpen as supplementary planning guidance (SPG) under the old planning system (prior to September 2004)
 - Newbury, Pangbourne, Compton, Stratfield Mortimer and Brimpton as a 'material consideration' in planning decisions under the new planning system (between September 2004 and June 2008)
 - Streatley and Hamstead Marshall in 2009, and Stanford Dingley in 2010 as part of the community planning process.
- 1.3 Since June 2008 Design Statements now achieve recognition through the community planning process rather than the statutory planning process as previously. This is because the Government published revised planning guidance in Planning Policy Statement 12 Local Spatial Planning (PPS12). This removed the ability the Council had to specifically adopt new Design Statements as a 'material consideration' in planning decisions. It does not mean that they are seen as any less important however. The Government reaffirms this by stating that 'Councils should pay close attention to the contents of non statutory parish and community plans as part of their community involvement in the production of the Local Development Framework (LDF)'.
- 1.4 To ensure that design statements produced in this way are still accorded weight in the planning process, for example, by planning inspectors at appeals, it remains particularly important to show that they:
- have been produced in consultation with the local community and stakeholders, including statutory consultees;
 - conform with relevant development plan policies; and
 - have been adopted by the Council.
- 1.5 The following procedures are therefore being adopted by community groups in West Berkshire when preparing design statements:

Stage 1

Production of draft design statement by the design statement group with the involvement of a wide cross-section of the local community;

Stage 2

Officer agreement to final version of draft design statement;

Stage 3

Four week 'formal' consultation period where the design statement group consults with the local community and West Berkshire Council consult with relevant stakeholders & statutory consultees;

Stage 4

Amendments to the design statement made as appropriate;

Stage 5

Design statement group presents final design statement to the Council for adoption as an Individual Executive Member decision.

- 1.6 The production of the Burghfield Parish Design Statement has been carried out in accordance with this procedure.

2. Burghfield Parish Design Statement

- 2.1 The need for the preparation of a design statement for Burghfield was originally highlighted within the Burghfield Parish Plan. A working group was subsequently formed from the local community and the design statement drawn up with advice from Council officers.
- 2.2 Formal consultation on the draft design statement was undertaken by West Berkshire Council for four weeks from 19th November to 17th December 2010. Officers consulted directly with nearly 40 statutory agencies, national interest groups, adjacent parish councils, local interest groups and local developers (or their agents). In addition, the draft document was made available on the Council's web site.
- 2.3 There were 5 formal responses to the Draft document and these are attached as Appendix B. In general these were both positive and constructive. The community has since revised the Design Statement in response to some, but not all, of these comments. The final Design Statement is attached as Appendix C. Officers hope that those responses not incorporated into the final Design Statement will still be considered to be of value by the Parish Council in the future.
- 2.4 If the document is endorsed and adopted by the Council, the working group will prepare the document for publication, including images, maps (with acknowledgments) and illustrations as appropriate. They will then publish the document and make an electronic copy available for use by West Berkshire Council.

Appendices

Appendix A – Equality Impact Assessment – Stage One

Appendix B - Formal responses to the Draft Burghfield Parish Design Statement

Appendix C – Burghfield Parish Design Statement

APPENDIX A

Equality Impact Assessment – Stage One

Name of item being assessed:	Burghfield Parish Design Statement
Version and release date of item (if applicable):	Issue 1 – August 2011
Owner of item being assessed:	Burghfield Parish Council / West Berkshire Council
Name of assessor:	Sarah McCullough
Date of assessment:	13 July 2011

1. What are the main aims of the item?
<p>The purpose of the decision is to endorse and adopt the Burghfield Parish Design Statement.</p> <p>This Design Statement describes the qualities and characteristics that local people value in their village and its surroundings.</p> <p>It sets out clear and simple guidance for the design of all development in the parish.</p>

2. Note which groups may be affected by the item, consider how they may be affected and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender, Race, Religion or Belief and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this.
Age	No impact	N/A
Disability	No impact	N/A
Gender	No impact	N/A
Race	No impact	N/A
Religion or Belief	No impact	N/A
Sexual Orientation	No impact	N/A
Further comments relating to the item:		
Four week consultation was conducted on this item, seeking views of nearly 40 statutory agencies, national interest groups, adjacent parish councils, local interest groups and local developers (or their agents). The document was also made available on the Council's website.		

3. Result (please tick by double-clicking on relevant box and click on 'checked')
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<input type="checkbox"/>	High Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/>	Medium Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/>	Low Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input checked="" type="checkbox"/> x	No Relevance - This does not need to undergo a Stage 2 Equality Impact Assessment

For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.

4. Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	

Name: Sarah McCullough

Date: 13/07/2011