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Review of Natural Resource Plans & Development Programmes

Ove Arup & Partners

R&D Project Record W4/i641/1

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Review of Natural Resource Plans & Development Programmes

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Statement of use

This review study provides information about the scope, status and objectives of the plans and development programmes of other organisations which are relevant to the interests of the Agency. The report provides specific guidance on the overall priority the Agency should give to influencing the identified plans and programmes. Good practice is described

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1 INTRODUCTION

1.1 Project Brief

1.1.1 Context

Central and local government departments and other agencies prepare a large number of plans (policy statements with a spatial component) and programmes (generally documents indicating financial proposals over a series of time periods). The importance of Environment Agency involvement in the plan/programme preparation and implementation process is three-fold as:

- plans apply the policy context, set by central government in guidelines, directives and other instruments, to specific areas and local circumstances;
- plans direct development to particular areas and influence the management of the environment in particular ways;
- programmes include capital and revenue commitments by other agencies.

Each of these has resource and management implications for the Environment Agency, in the short term in responding to documents as a consultee/interested party, and in the longer term in undertaking works itself in response to the implementation of development and other proposals.

Understanding the nature and relative importance of the various plans and programmes to its interests is therefore of particular relevance to the Environment Agency in carrying out its statutory functions in an efficient and cost effective manner.

The former National Rivers Authority (NRA) was consulted on a wide range of plans and programmes. However, the NRA was not approaching these plans and programmes in a consistent and prioritised manner. Ove Arup & Partners were therefore commissioned by the NRA to assist them with this task by highlighting

the scope and priority of the relevant statutory and non-statutory documents, and identifying the opportunities and mechanisms for influencing their content.

The original contract related only to the NRA's statutory interests and responsibilities. During the course of the research project the Environment Agency was established (operational from 1 April 1996), bringing together the functions of the NRA, Her Majesty's Inspectorate of Pollution (HMIP) and Waste Regulation Authorities (WRAs). Consequently, the scope of the study was extended to include the interests of these other organisations, although the balance of work focussed on the functions and responsibilities of the NRA.

1.1.2 Study Objectives

The study brief set out a number of specific objectives. These were:

- to categorise the range of relevant plans and programmes promoted by central government, government agencies and local government;
- to describe the scope and nature of relevant plans and programmes by generic groupings;
- to describe mechanisms for effectively influencing the relevant plans and programmes;
- to evaluate in outline the benefits for the environment and costs to the Environment Agency of influencing the relevant plans and programmes; and
- to recommend priorities for Environment Agency action on influencing the relevant plans and programmes of other agencies.

2 METHOD

2.1 Overall Approach

The study involved a two stage process:

Stage 1: Desk Study/Context

This included:

- a review of existing NRA/HMIP/WRA practice including handling and response to consultations on different plans and programmes;
- identification of the relevant plan and programme types for review during the study;
- identification of legislation and guidance relating to the preparation of the specified plans and programmes.

Stage 2: Analysis of Plans and Programmes

This included:

- development/refinement of analysis criteria;
- analysis of plans and programmes to identify their relevance and relative importance to the Environment Agency;
- contact with commissioning bodies to review existing consultation and preparation procedures.

The final outputs of the study are Technical Report W77, this Project Record and a Summary Leaflet.

2.2 Stage 1: Desk Study

2.2.1 Review of NRA/HMIP/WRA Practices

The purpose of this task was to provide background information to the study and inform the study team on:

- the range of documents received by offices, and the range of responses to consultations;
- existing systems for prioritising work;
- identification of working charters to which offices work; and
- identification of ‘practice’ approaches to consultations that were positive and should be continued after formation of the Environment Agency.

This information was collected through:

- an examination of documents produced by the NRA and HMIP which sought to influence the plan making process of other bodies, and
- wide ranging discussions with officers from the NRA, HMIP and selected WRAs.

Examination of Documents Produced by the NRA/HMIP

A wide range of NRA documents were examined together with an HMIP publication on liaison with local planning authorities. The full list of documents reviewed are shown in Appendix A.

NRA documents provided information of a general nature on practices and procedures, and provided a broad understanding of the NRA aims and objectives, functions and corporate approaches. Information included:

- documentation containing policies promoted by the NRA in local authority development plans; and

- the NRA Customer Charter, January 1994 outlining NRA standards, including response times to letters etc.

Discussions with the NRA Regional Offices/HMIP/WRAs

The purpose of the interviews was to obtain contextual information and explore those issues identified above. Key to these meetings/discussion was finding out the range of plans on which consultations were being made, workload and what criteria were being used to prioritise responses. Face to face interviews were held with NRA personnel working in Thames and Anglian Regions, and telephone interviews with staff in other Regional offices. Contact was made with all eight NRA Regional Offices and representatives of HMIP and WRAs (see Table 2.1).

In addition, a 'round-table' discussion was held with staff from functional groups in the NRA's Anglian Region, Eastern Area Office (Fisheries/Recreation/Conservation/Navigation, Flood Defence, Water Quality and Water Resources). The purpose of this particular discussion was to explore, in more detail, the role and activities of the NRA as a whole, and not just the Planning Liaison function in liaising with organisations producing plans and programmes and vice versa.

Prior to the various meetings and telephone interviews, interviewees were contacted by telephone to discuss the scope of the project. A proforma listing a range of consultation documents was also sent to interviewees to assist in identifying the range of plans currently being considered by their organisation and approximate time inputs into these (see Appendix B1).

In the case of telephone interviews, initial contact was made to introduce the study; to ensure that the project specification had been received; and to arrange a telephone interview time. Following this, interview questions were faxed to respondents before the telephone interview itself to allow participants time to consider questions in advance. The questions were then used to guide overall discussion (see Appendix B2). Interviews normally lasted between 30 to 45 minutes.

Information obtained from meetings included an overview of current practice (in particular, how documents were dealt with internally, as well as the external interface with other bodies), the relative importance given to statutory and non-statutory documents, and current practice on prioritisation. Examples of responses made, especially to non-statutory information, were also requested to assess overall approach to formal responses.

Body	Office	Contact	Interview Type	Date
NRA	Thames Region	Ann Symonds Stuart Riley	Face to Face	27.11.95
	Anglian Region (Eastern Area)	John Wortley	Face to Face	5.12.95
	Anglian Region (Eastern Area)	Alan Hull Martin Reed Clare Bennet Charles Beardall	Face to Face	8.3.96
	Southern Region (Kent Area)	Sean Fitzpatrick	Telephone	12.12.95
	South West Region (Devon Area)	Judy Procter	Telephone	12.12.95
	Trent Region (Upper Trent Area)	Jonathan Jenkin	Telephone	14.12.95
	North West Region	John Thompson	Telephone	18.12.95
	Welsh Region	John Lambert	Telephone	15.1.96
	Northumbria & Yorkshire Region (Dales Area)	Tracy Warren	Telephone	17.1.96

Body	Office	Contact	Interview Type	Date
HMIP	Planning Group, London	Andrew Bond	Telephone	24.1.96
WRAs	Hertfordshire WRA (Hertfordshire County Council)	Sarah Davidson	Face to Face	April 1996
	Leicestershire WRA (Leicestershire County Council)	Mr Smalley	Telephone	3.4.96
	London Waste Regulation Authority	W Townend J Feruson	Face to Face	March and April 1996

Table 2.1: Discussions and Telephone Interviews

2.2.2 Identification of Plans & Programmes

The project brief identified a list of plans and programmes which the former NRA were consulted on by other organisations. This was supplemented by a small number of other documents which the study team thought the NRA may also be consulted on. No new plan or programme categories after this were identified by the organisations interviewed during the study. The full list of plan types examined during the research study and the specific plans/programmes analysed are enclosed in Appendix C1. (Note: some plans and programmes addressing similar issues have been combined to provide a single category. For example, a single category of 'agri-environmental plans' is defined which combines plans relating to environmentally sensitive areas and nitrate sensitive areas).

One of the problems of identifying plan and programme types (ie development plan, management plans or investment plan) is however, that plan/programmes are sometimes referred to by a number of different titles. This is particularly the case for non-statutory plans prepared by local authorities relating to landscape and recreation management. Where possible, the alternative titles given to similar plan categories has been identified.

2.2.3 Identification of Legislation & Guidance

For each plan/programme category, key legislation and guidance was identified to provide a source should further reference be required (see Appendix C2). In the case of statutory plans this covers:

- primary legislation (eg Town and Country Planning Act 1990),
- regulations governing the process of plan preparation (eg Town and Country Planning (Development Plans) Regulations 1990), and
- government guidance on the form and content of plans (eg Planning Policy Guidance Note 12: Development Plans).

For non-statutory plans and programmes, these are normally referred to only in government guidance. Relevant sources have been identified.

2.3 Stage 2: Analysis of Plans and Programmes

2.3.1 Development/Refinement of Analysis Criteria

The project brief identified a number of criteria for evaluating the plans and programmes. From a 'long-list' of criteria, two broad areas of analysis were defined:

- i) a description of each plan/programme category. This provided background information on plans and programmes including the author/source, status, relevant legislation/guidance, the overall purpose of the document and an outline of the plan/programme preparation process.

— ii) analysis of selected examples of each plan/programme type. This identified:

- key Environment Agency interests affected by the plan/programme;
- the most appropriate organisational level of involvement by the Agency in plan/programme preparation;
- the benefits to the Agency of involvement in the preparation of the plan/programme (as well as the risks of non-involvement);
- • the order of costs to the Agency of being involved in the preparation process;
- the overall value to the Agency of being involved.

2.3.2 Analysis of Plans and Programmes

Up to three examples of each plan/programme category were examined against the analysis criteria. However, the analysis was undertaken on the basis of generic types rather than the specific characteristics of the individual documents reviewed.

Outputs from the analysis are presented in R&D Technical Report W77.

2.3.3 Contact with Commissioning Organisations

In order to understand the preparation process and the consultation mechanisms adopted, contact was made with various organisations preparing the plans and programmes analysed during the course of the research study. The list of organisations contacted is enclosed in Appendix C3.

3 ORGANISATIONAL ARRANGEMENTS AND CURRENT PRACTICES

3.1 Introduction

The main purpose of the research study was to provide information on the nature and relative importance to the Environment Agency of the various plans and programmes prepared by other organisations. This information is of relevance in view of the potential impact these documents can have on Environment Agency interests, and to assist the Agency in carrying out its statutory functions in an efficient and cost effective manner.

The Project Record to this research study prioritises plans and programmes in terms of their relevance and importance to Environment Agency interests. A related issue is the way in which the Environment Agency handles and responds to plans and programmes prepared by other organisations. Given the wide range and number of plans which are of potential interest to the Environment Agency, the Agency's own internal organisational arrangements for handling consultations are of relevance. This includes systems for recording plans/programmes it has received, internal consultation with other functional groups, the monitoring of plan progress and the uptake of Environment Agency responses.

The following sub-sections review practice within offices of the former NRA. They provide observations on existing systems and identify examples of 'good practice' in organisational arrangements which facilitate effective involvement in the plan preparation process.

3.2 NRA Responses

3.2.1 Recording and Internal Consultation Systems

During the study, contact was made with staff in the NRA Regional Office Planning Liaison function. However, as not all documentation is sent through their offices, consequently they were not aware of the full list of plans and programmes received by the NRA.

It was noted that at that time there were no computer database records for logging plans and programmes received by the NRA offices nor the responses made. The fact that there was no central register/database of documents received by each NRA Regional Office meant that there was no overall picture of the range of plans and programmes received by the organisation as a whole. Instead, documentation from outside bodies was supplied direct to functional groups within the NRA and there was not necessarily any coordination between functions within the NRA. For example, English Nature documentation was sometimes supplied direct to the Conservation, Recreation or Navigation functions. As a consequence, there was rarely coordination of NRA inputs across plan types.

In addition no detailed record was kept of time spent by NRA offices in responding to non-statutory and statutory documentation nor tracking of the amount of time spent on particular tasks. Consequently there is no accurate way of telling how much time had been spent on considering statutory and non-statutory documentation. Nor whether this was an effective use of time.

‘Good Practice’ examples were evident in most offices however, with local arrangements in place for coordinating responses. In one office for example, the Planning Liaison team reviewed documents being received by the office and sent out relevant extracts to other functional groups for comment with guidance on the return date and type of response required. The Planning Liaison function collated responses before sending them out. They also often re-wrote responses to make them appropriate for the document type, tailoring technical responses so that they could be easily understood by recipients. In another office, all responses were copied to the Planning Liaison function who were therefore able to monitor NRA responses to all plans and programmes.

3.2.2 Prioritisation of Plans and Programmes

Although time sheet systems did not allow for detailed analysis of time allocated to responding to statutory and non-statutory documents, priority was given in all offices to (statutory) development plans. An estimate was provided of the balance of time allocated to responding to statutory and non statutory plans.

70% : 30% (Thames)

80% : 20% (Anglian) (Eastern Area)

50% : 50%* (Southern) (Kent Area)
80% : 20% (Severn Trent (Upper Trent Area)
80% : 20% (North West Region)

* due to current Channel Tunnel Rail Link proposals.

Statutory time periods for responding to plans were recognised as being critical and emphasis was therefore placed on meeting these deadlines. Planning Liaison Officers often gave response times to other function units when responding to consultations. Prioritising responses to non-statutory documentation was considered more difficult. In general, offices tried to respond to all documentation but without sorting out which were a priority in terms of NRA interests.

3.2.3 External Liaison and Forward Intelligence

Some NRA offices adopted a proactive approach to liaison with local authorities and other organisations producing plans and programmes. This included visits to local authority development plan sections (as well as development control sections). Others held pre-consultation meetings on Catchment Management Plans to which the local authorities and other key interests were invited. In this way the NRA's interests could be presented outside the plan/programme preparation process, raising general awareness of the NRA's roles and responsibilities.

Forward intelligence on the production of statutory documents took place in all NRA offices through some form of development plan monitoring system. This enabled NRA offices to keep track of plans on which the NRA was likely to be consulted. One office actively chased if documentation was not received.

There was little forward intelligence however on non-statutory documents. Some NRA staff were involved in joint working groups/projects with other NRA functional groups and other organisations where this information may be discussed. However, information was not necessarily disseminated within the NRA and prior notice of these documents was available.

3.2.4 Ongoing Monitoring

— In accordance with NRA internal procedures, all NRA offices had systems for monitoring the outcome/uptake of NRA advice in development plans. However, there was no monitoring of uptake of NRA responses to non-statutory documents.

3.3 HMIP Responses

3.3.1 Recording and Internal Consultation System

HMIP was rarely consulted on development plans and programmes.

— Most of HMIP concerns related to site specific development control cases where HMIP were statutorily obliged to respond. Most pollution policy issues related to local authority pollution control functions.

Consultations and representations were not viewed as a core issue/task and representations were only made if requested by a local authority. It is extremely unusual for HMIP to respond to a non-statutory document produced by a government agency.

HMIP consulted only on pollution issues within their remit (ie for example Part A processes the Environmental Protection Act). Information would be passed from the regional manager to technical managers for comment. Technical managers would consult with pollution inspectors where necessary (note: pollution inspectors mainly involved in development control cases). Responses were given within 14 days of receipt by HMIP.

As consultation on development plans was so infrequent, there was no formal recording procedure in place.

3.3.2 Prioritisation of Plans and Programmes

As mentioned above, so few plans and programmes were received. Those that were tended to be statutory. HMIP therefore aimed to respond within the statutory deadline.

3.3.3 External Liaison and Forward Intelligence

There was considerably less liaison with other organisations than the NRA. HMIP had a specific remit and local authorities were aware of when HMIP were required. There was therefore less need for HMIP to actively network; particularly given their resources.

3.3.4 On-going Monitoring

HMIP responded to few development plans and therefore felt it unnecessary to have a formal monitoring system.

3.4 WRA Responses

Three WRAs were contacted during the course of the study.

3.4.1 Recording and Internal Consultation System

Consultation procedures appeared similar to the NRA where documents were, in general, assessed by the policy division and then documents circulated to relevant individuals for comments.

The approach to consultation documents was dependent on the nature of the document received. For example those consultations of direct relevance to the WRA such as Waste Management Papers, draft DOE guidance on waste management or other issues would give rise to wide ranging and formal consultations. These procedures could be carried forward, adapted or expanded to meet the needs of the new Agency.

3.4.2 Prioritisation of Plans and Programmes

Most of the documents considered by Waste Regulation Authorities were statutory plans. Deadlines were therefore critical. In general, the WRAs would expect to respond to documents as statutory consultees within the defined timescale. As discussed above, non-statutory documents such as draft waste

management plans also often had specified deadlines for responses and the WRA aimed to meet these wherever possible.

3.4.3 External Liaison and Forward Intelligence

The need for external liaison and networking was also relevant to the WRAs. In most cases, relationships with local authorities were good with much co-ordination, eg on minerals local plans.

Networking within and outside the organisations was important for technical issues associated with waste management. As the nature of the work was technical, liaison with a very limited number of external groups was necessary or appropriate.

3.4.4 On-going Monitoring

The WRAs contacted in this study had no formal procedure for monitoring responses on development plans.

APPENDIX A

DOCUMENTS REVIEWED DURING THE COURSE OF THE RESEARCH

Documents Reviewed During the Research Study

National Rivers Authority	Looking Ahead to a Better Environment; NRA Corporate Plan 1995/96
National Rivers Authority	Town Planning Training Programme 1995/96. Unit 1: Introduction to the Town Planning System
National Rivers Authority	Catchment Management Planning Guidelines, Volume 28, version 1, 1995
National Rivers Authority	Customer Charter. Our Statement of Service Standards, January 1994
National Rivers Authority	Annual Research and Development Review, 1994
National Rivers Authority	Guidance Notes for Local Planning Authorities on the Methods of Protecting the Water Environment through Development Plans, January 1994
National Rivers Authority	The NRA and Archaeology. R&D Note 289, 1994
National Rivers Authority	NRA Corporate Strategy, 1993
National Rivers Authority (Thames Region)	Thames 21 - A Planning Perspective and a Sustainable Strategy for the Thames Region, September 1995.
Her Majesty's Inspectorate of Pollution	Planning Liaison with Local Authorities, August 1995.
Land Use Consultants	NRA Planning Policy Checklist for Structure Plans and Local Plans, Summary Report, October 1994.

APPENDIX B

INTERVIEWS CONDUCTED DURING THE COURSE OF THE REASEARCH

Appendix B1: Plan/Programme Proforma

Please indicate whether you have responded to the following documents over the last five years, giving examples and the approximate amount of time (hours) spent on each document. Please add additional document types if they are not mentioned here.			
TYPE OF DOCUMENT	EXAMPLES	TIME SPENT	COMMENTS
Development Plans			
County Structure Plans			
District Local Plans			
Minerals Local Plans			
Waste Management Plans			
Waste Local Plans			
Other Local Authority Documents			
National Park Management Plans			
Air Quality Management Plans			
Rural Strategies			
Strategies for Nature Conservation			
Strategies for Heritage			
Strategies for Landscape & Recreation			
Development Briefs			
MAFF Plans			
Water Level Management Plans			
Environmentally Sensitive Area Plans			
Agri-environmental programmes			
Department of Transport			
Transport Plans and Programmes			
Countryside Commission			

TYPE OF DOCUMENT	EXAMPLES	TIME SPENT	COMMENTS
AONB Management Plans Community Forest Plans			
English Nature			
Natural Area Plans			
Rural Development Commission			
Rural Development Strategies			
British Waterways			
Canal Corridor Plans			
English Partnerships/Dept of the Environment			
Urban Regeneration Programmes			
Others			
(please add)			

Appendix B2: Interviews - Background Questions

- 1 Broad organisational structure - sketch form.
- 2 How consultations are dealt with
 - what procedures
 - any guidance available
 - charters working to.
- 3 Current practice on plans - proactive/reactive. How decide which ones to put an effort into. Different emphasis, ie which ones important for their area and why.
- 4 Monitoring procedures, intelligence on which plans coming up for review, how do they keep track of outcome.
- 5 How well are responses co-ordinated with other bodies/contact with other bodies, eg Countryside Commission/English Nature.
- 6 List of all types of plans that NRA have responded to/time spent on these.
- 7 Particular physical attributes of area.
- 8 Other attributes of area (eg relationship with local authorities, communication - internal and external etc).
- 9 Examples of recent responses (to be posted).

APPENDIX B3 INTERVIEW NOTES

CONTENTS

INTERVIEW	TYPE OF INTERVIEW	DATE
NRA Thames Region	Face to Face	27/11/95
NRA Anglian Region Eastern Area	Face to Face	5/12/95
NRA Anglian Region Eastern Area (Functions)	Face to Face	8/3/96
NRA Southern Region Kent Area	Telephone	12/12/95
NRA South West Region Devon Area	Telephone	12/12/95
NRA Trent Region Upper Trent Area	Telephone	14/12/95
NRA North West Region	Telephone	18/12/95
NRA Welsh Region	Telephone	15/1/96
NRA Northumbria and Yorkshire Region Dales Area	Telephone	17/1/96
HMIP	Telephone	24/1/96
Hertfordshire County Council (Waste regulation Authority)	Telephone	4/96
Leicestershire County Council (Waste regulation Authority)	Telephone	3/4/96
London Waste Regulation Authority	Telephone	3/96-4/96

Meeting: NRA Thames Region
Date: 27 November 1995
Type of Interview: Face to Face

Present: Ann Symonds (AS) - NRA
Stuart Riley (SR) - NRA
Lorna Andrews (LA) - Ove Arup

1. Consultation Procedures

Thames Region Planning Liaison officers had a thorough understanding of the planning process - both qualified planners. AS and SR explained that there were clear consultation procedures in place for statutory development plans. However, there was no written guidance of these. Development plans were received by the Planning Liaison function; and then examined briefly to get an overall view of how the plan may affect NRA interests and vice versa. Relevant extracts were then copied and sent out to different functions. An indication of when a response was required would be given to the functional groups by Planning Liaison.

Planning Liaison co-ordinated responses from functions; and drafted responses to be sent back to the authority/organisation from which the document was received. Planning Liaison had previously had some informal discussions with functions to point out the level of detail and technical approach to responses (ie simple; non-technical) to help ensure that authorities/organisations would adequately understand responses; and to cut down their need to redraft responses. However, information received was often too technical for local authority planning staff and Planning Liaison therefore had an important 'translating' function.

AS pointed out that all local authorities in England and Wales should have received the NRA publication "Guidance Notes for Local Planning Authorities on the Methods of Protecting the Water Environment through Development Plans", January 1994. However, individual responses to plans would still be made.

AS and SR received some non-statutory documentation. However, these only made up approximately 30% of their workload. The rest were statutory plans.

AS and SR thought that functions may receive non-statutory documentation direct, especially FNCR. There was no document recording system, so Planning Liaison had no way of telling what had been received by the office.

Bristol Office dealt with co-ordinating responses to PPGs and other national guidance.

2. Current Practice on Plans

Thames particularly proactive. Acknowledged the importance of getting in on the plan making process early. AS and SR had therefore visited as many forward planning officers as possible in their region/area (respectively) to show willing and NRA's wish to be involved. In addition to the NRA Guidance Notes to local authorities, Thames Region were producing guidance notes on waste disposal (using consultants).

Thames 21 document had been particularly important. Inputs on working groups and as consultants, eg LPAC State of the Environment Reports had provided good contacts. NRA were making efforts to network and get their message across.

Statutory plans given priority over non-statutory documents in most cases although this would be decided depending on the content.

3. Monitoring

Thames Region had a Lotus 1-2-3 spreadsheet which they used to help monitor which plans would be coming forward through the system and what NRA success rates in getting policies in plans had been.

4. Co-ordinating Responses with Other Organisations

Approach would be that NRA should stand on its own in most cases. Rare that joint submissions produced although sometimes work of others given the support of the NRA. Examples include working jointly with the RSPB for responses to the Bedfordshire Structure Plan.

5. List of Plans/Time Spent on These

Planning Liaison had dealt with all the statutory plans but had only seen a limited number of the non-statutory documentation (eg AONB plan). There was no monitoring system in place to record time inputs per plan (showed AS and SR the MAFF printout) therefore couldn't answer this question.

6. Other Comments

Region very mixed. Within Area Office boundary, variation in physical environment; with large urban areas. Generally good relationship with local authorities.

Meeting: NRA Anglian Region, Eastern Area Office
Date: 5 December 1995
Type of Interview: Face to Face

Present: John Wortley - NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

Consultation procedures similar to Thames Region. Peter Howarth (senior engineer) reviews plan briefly and marks up all areas of the plan relevant to the NRA for internal consultation. He then copies relevant extracts and sends out appropriate sections to functions giving them clear deadlines - follows up function if necessary. (Peter matches up functional interest with policies). However, this can be a time consuming process and sometimes the plans are long.

Often only one copy of the plan is sent, which causes delays if several sections have to be copied. JW thinking about introducing a system where the plan can be placed on display where members of different functions can be booked in to read the document. However, ideally it would mean that there would need to be a person in each function that could focus on planning - possible in the future?

An indication of date for response is given from Planning Liaison to functions. Responses are sent via the internal network. Responses to organisations/authorities then placed back on the internal network. Eastern Area Office aware of development plans but not range of non-statutory plans that come into NRA Area Office as a whole. No single system available to record plans/documents.

Also no information on what/how other functions may be responding to non-statutory documentation received. JW thought it would be a good idea if responses logged centrally; so there could be an element of co-ordination. *Note: Conversation with John Wortley 9/2/96. Peter Howarth (Planning Liaison) has now got a new role where all plans (statutory and non-statutory) are sent to him for him to distribute. This provides the opportunity for a new co-ordinating role.

2. Current Practice on Plans

Eastern Area put a lot of resources into development control. NRA have developed standard responses to development control therefore this should provide the opportunity to release resources to put into development plans (JW's view).

Feeling that NRA in this area are remote. Planning Liaison would have liked to have had more contact with development plan officers. NRA staff regularly visit the development control section to be proactive on this side; and pick up information on applications.

JW aware of some co-ordination higher up the organisation, eg Planning Officers' Forum which meets three times a year on which NRA sits.

Statutory plans make up 80% of Planning Liaison workload; 20% non-statutory.

3. Monitoring

Monitoring database of plans in progress so that prior warning of what is coming through the system.

No specific monitoring in place on how many policies taken sep. etc at final stage. Obviously do this at draft consultation and deposit stage.

4. Co-ordinating Responses with Other Organisations

Some liaison on plans, eg Broads Management Plan where joint policies. Increasing liaison role, although not necessarily submission of joint responses.

JW aware that other functions co-ordinate and work with countryside organisations, eg Countryside Commission, English Nature and Sports Council. Thought that FNCR would consult about 2-3 times a month with these organisations.

Working groups easy to form as these groups willing and like the concept of having NRA on board. Constraint is limited resources; not lack of ideas or wish to work together. JW knows that NRA very proactive on, eg information and interpretation boards (with RSPB); long distance footpaths etc, ie particularly good relationships on the countryside management side.

5. List of Plans/Time Spent on These

Had seen most plans - with the exception of the conservation orientated ones. JW supplied document of these. Time inputs varied but difficult to tell with no monitoring system. However, estimates attached (see attachment A).

6. Other Comments

- Three Environmentally Sensitive Areas within Area.
- Would like to see more liaison and central co-ordination within the organisation.
- Particularly concerned that consultations from other functions may be inconsistent with Planning Liaison as no mechanism to check up on responses.
- CMP has been a good document to bring people together both within and external to the organisation. On the CMP, held pre-consultation meetings with the local authority, followed by further consultation on the actual document.
- Contact between authority and NRA - different functions - has evolved. No key central points of contact. Now contacts established through informal routes.

ESTIMATES OF TIME SPENT ON PLANS (PLANNING LIAISON ONLY)

Type of Plan	Time Spent (Days)
County Structure Plans	9.5
District Local Plans	14.0
Minerals Local Plans	2.0
Waste Management Plans	1.0
National Park Management Plans	14.0
Air Quality Management Plans	(no involvement yet)
Rural Strategies (Local Authority)	2.0
Strategies for Nature Conservation	FNCR
Strategies for Heritage	1.0
Strategies for Landscape and Recreation	FNCR
Development Briefs	Considerable, eg 28 days
Water Level Management Plans	Varies
Environmentally Sensitive Area	FNCR
Agri-environmental Programmes	Varies
Transport Plan/Programmes	1.0
AONB Management Plans	FNCR - varies
Community Forest Plans	Varies
Natural Area Plans	New initiative - will vary
Estuary Management Plans	FNCR
Rural Development Strategies	Not seen
Canal Corridor Plans	Not relevant for Eastern Area

Meeting: NRA Anglian Region, Eastern Area Office (Functions)
Date: 8 March 1996
Type of Interview: Face to Face

Present:

Alan Hull	-	Water Resources, NRA
Martin Reed	-	Flood Defence, NRA
Clare Bennet	-	Water Quality, NRA
Charles Beardall	-	Fisheries, Recreation, Conservation, Navigation, NRA
Lorna Andrews	-	Ove Arup

1. Consultation Procedures

Water Resources, Flood Defence and Water Quality functions do not receive any statutory or non-statutory information direct. Documentation is received either through Planning Liaison (mostly development plans) or through FNCR (mostly non-statutory information).

FNCR conduct consultations on non-statutory documentation in a similar way to Planning Liaison (i.e. FNCR read through document and pass relevant sections on to functions for comments. FNCR co-ordinate responses before sending on representations).

Workload for FNCR is approximately 80% non-statutory plans and 20% statutory plans.

However:

- responses to non-statutory documentation co-ordinated through FNCR are not copied to Planning Liaison and vice versa; and (partly as a result)
- there is no mechanism available to ensure that representations either on similar issues or to organisations are consistent.

2. Current Practice on Plans

Water Resources, Flood Defence and Water Quality functions are highly technical and, although it is useful for officers to understand the reasons for consultation, (and the level and type of information required to respond to these), they do not get involved in being proactive on plans.

FNCR however, is proactive, but mainly with the less well known organisations. There is no need to be as proactive with English Nature, Countryside Commission, local authorities, as relationships are good, and FNCR are invited by these organisations to participate in working groups on a regular basis.

Similarly, prioritisation tends to be given to documentation from less well known organisations, because the main countryside organisations understand NRA interests well and are respecting this in their publications. The message needs to be reinforced with the less well informed groups.

LA asked what forum was used to overcome possible conflicts in NRA approach e.g. Flood Defence recommending river straightening to decrease river obstruction and FNCR conserving the same stretch of bank for conservation reasons. All agreed that regular meetings for Catchment Management Plans and new multi-function team approach to resolving issues had helped considerably to overcome this.

3. Monitoring

There was no formal mechanism to monitor non-statutory documentation coming into the office, (understandable given the wide range and ad hoc nature of this). However, being invited onto working groups (eg English Nature, Sports Council etc.) did mean that some prior warning of documents being produced could be picked up. There was also no monitoring system in place on whether representation had been successful. This was a resourcing point.

There was also no document recording system within the office.

4. Co-ordinating Responses with Other Organisations

Co-ordinating responses with other organisations does occur, eg. with MAFF, but it would be unusual to put in joint responses. NRA do not want any message watered down by issues of other organisations.

5. Lists of Plans/Time Spent on These

No detailed recording system for this (other than timesheets which are not specific enough).

6. Other Comments

Most officers had worked in the region/area for a considerable amount of time. They therefore had good local contacts and good relations with authorities and

functions are reviewed (once they had been pulled together by Planning Liaison) before being sent out to outside organisations. Functions raised the point that sometimes they were in a situation where Planning Liaison did not properly interpret the information sent to them. If Planning Liaison then deleted this or rewrote this in an incorrect manner then functions could be left in a difficult position later on (eg at detailed application stage).

- there is no mechanism between NRA functions/Planning Liaison to ensure that NRA policies in 'Guidance Notes for Local Authorities on the Methods of

Protecting the Water Environment through Development Plans' are up to date and relevant (i.e. no review procedures).

Meeting: NRA Southern Region, Kent Area
Date: 12 December 1995
Type of Interview: Telephone

Between: Sean Fitzpatrick - Planning Liaison, NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

Consultation procedures similar to other offices where plans received by Planning Liaison and then distributed to functions. Information is usually sent to functions within 48 hrs. Planning Liaison give a clear indication of when comments are needed back by functions (usually 2 weeks). They therefore have in-house return periods. Because of the Channel Tunnel Rail Link (CTRL) this office receives a large amount of non-statutory information for comment.

The importance of CTRL is appreciated by functions and if they receive non-statutory information, it is automatically passed through to Planning Liaison.

Planning Liaison have an important role in translating comments from functions. Often responses are too technical and need rewriting. Planning Liaison have now passed through model examples of how responses should be drafted to functions to help them have an understanding of the level and type of information required.

2. Current Practice on Plans

Proactive. In 1994 Planning Liaison offices met local authority officers (development plan and development control) in their Area. This has helped establish relationships with authorities, though in reality relationships are mixed.

3. Monitoring

One of the only offices found where there is a record of plans/documents. Although this is not a formal system, all plans/documents are registered in the post book.

The office has a plan monitoring system which enables information on which plans are coming through the system to be monitored. The office also operates their plans performance measures to see what policies have been taken up and which ones left out.

Being invited onto several working groups (principally because of CTRL) has meant good forward warning of documentation coming through the system and a chance to discuss implications at meetings and influence outcome; or justifying why a particular NRA approach is being taken.

4. Co-ordinating Responses with Other Organisations

Tend not to co-ordinate responses with others as NRA needs to stand out in its own right.

5. Lists of Plans/Time Spent on These

Planning Liaison have seen and responded to most, if not all plans on our list. At the moment their workload constitutes approximately 50% statutory and 50% non-statutory plans. *This ratio is exceptional because of CTRL. A more likely scenario is 80% statutory and 20% non-statutory plans.

6. Other Comments

Unique and complex area. The CTRL is obviously a major influence. However, the area also has coastline and substantial and significant areas of marshland (mostly SSSIs). The office therefore deals with and comments on a wide range of issues including development behind sea defence/flood defence walls; access to the coast and countryside; pressures on urban and rural water resources etc.

Internal communication is good. Other functions use Planning Liaison as a clearing house (i.e. with responses) which is encouraged as it means responses can be seen by Liaison officers.

Meeting: South West Region (Devon Area)
Date: 12 December 1996
Type of Interview: Telephone

Between: Judy Procter - Catchment Management Plans,
Lorna Andrews - NRA
Ove Arup

1. Consultation Procedures

Consult in a similar manner to other NRA offices. Local plans sent to Planning Liaison (Mike Chapman). Planning Liaison then record plan; and copy relevant sections to different functions or circulates the document depending on what it required. Internal deadlines are used to enable Planning Liaison to co-ordinate comments before sending response back.

*Planning Liaison has a particularly good system of registering plans; not found in other NRA offices, ie lists plan types; contains notes on deadline for representations to be received and nature of document; and dates of receipt and NRA response.

Like other NRA offices, aware that much non-statutory documentation likely to go straight to functions. However, non-statutory documentation such as economic development strategies are received by Planning Liaison.

Catchment Management Planners and Planning Liaison work together and documentation is often passed on.

2. Current Practice on Plans

Proactive. Office have particularly good relationship with most authorities in their area (Mid Devon difficult). Mike Chapman has also begun to set up meetings/discuss NRA policies and to discuss representations in detail with local authorities so that they have a better understanding of NRA concerns.

One of the major issues with local authorities is that documentation is inaccurate in what it is saying; or incorrectly interpreting information being sent to them.

Given Devon's coastal area, it is important that the water environment is properly understood.

Priority is given to statutory development plans although the NRA has been particularly proactive on the Devon Landscape Strategy and AONB Management Plan because of the issues. The latter involved a series of liaison meetings. Likewise NRA have been proactive in the production of one of the Estuary Management Plans.

As relationships with local authorities and other agencies good, the NRA is often invited onto steering groups/liaison meetings etc.

Local authority uptake of NRA policies varies across the area. Sometimes authorities lift policies verbatim and at other times there is a need to lobby and initiate discussions. Have members of local authority planning department on the Catchment Management Plan Steering Group so increasing understanding of NRA remit.

3. Monitoring

Good computerised monitoring system in place (as mentioned earlier) plus good procedures. Planning Liaison appear to know what plans are in the office; and when they have been responded to.

Planning Liaison is also currently holding discussions on how best to audit plans. Drafts are always analysed thoroughly (consultation and deposit) and any non-statutory documentation. At the moment that no process to monitor take up although, because of early involvement, there are rarely any surprises (ie where policies have been left out at the last minute). Also helped by good relationships.

Copies of responses to documentation are also sent through to Planning Liaison and catchment management plan section (latter where relevant).

4. Co-ordinating Responses with Other Organisations

Frequently co-ordinate with other organisations although rarely put in joint response. Co-ordination important because NRA want to make sure no issues fall between agencies in their representations. Also, want to make sure that no duplication of work or significant overlap if being handled elsewhere. Good approach.

5. List of Plans/Time Spent on These

Judy Procter - difficult for her to answer this question as not in Planning Liaison. Thinks it could be 70% to 80% statutory and 20% to 30% non-statutory but not sure.

However, monitoring tables attached for information.

6. Other Comments

Devon complex area. Two main issues are:

- a) ensuring that the flood plain is preserved. Much of the area is covered by short, steep sided valleys that are liable to flash flood. Therefore philosophy is prevention better than cure by making sure capacity of the flood plain is not depleted; and

-
- b) the area is covered by small population centres. There are lots of sewage treatment works that can reach capacity very quickly (ie small schemes that would never justify investment by South West Water). Therefore co-ordination to help guide development is important.
-

Meeting: NRA Trent Region, Upper Trent Area
Date: 14 December 1995
Type of Interview: Telephone

Between: Jonathan Jenkin - NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

Consultation procedures are similar to other NRA offices where plans/documents are received, briefly looked through for issues relevant to other functions, and material is then passed to function groups for comment. For statutory plans, a clear indication is given of return times. Planning Liaison give guidance on the type of document and what they think the critical issues are for each particular function. This leads to more focused responses. This is a similar approach to Thames Region.

Severn Trent take a two-pronged approach to consultation. First, they give local authorities general guidance i.e. NRA policies from the Guidance Notes for local planning authorities on the methods of protecting the Water Environment through Development Plans; and then more tailored advice depending on the local circumstances/proposal being put forward.

For non-statutory documentation, the aim is that a response is forwarded to the organisation from which the document originated within 28 days.

2. Current Practice on Plans

The NRA is relatively proactive. Jonathan Jenkin is RTPI so understands the issues and pressures surrounding the plan-making process. The NRA work with local authorities all the time and relationships are positive and informal.

Local authorities therefore tend to make sure that NRA are invited to attend meetings etc. The NRA has appeared at plan inquiries.

Production of the Catchment Management Plan (CMP) has also helped relations. The local authority was invited to contribute at an early stage (when the CMP was being drafted rather than being invited to respond to the published consultation document).

This has provided an effective way for the NRA to gauge views of other organisations and what plans/documents/issues are in the pipeline.

3. Monitoring

No formal system of keeping track of what stage local plans are at. There are seventeen local authorities and two Development Corporations in the NRA area. Most plans have completed their first cycle. Through various other working groups, one is able to know at what stage plans are at. Setting up a formal monitoring system would have resource implications.

4. Co-ordinating Responses with Other Organisations

Normally the NRA submit representations on their own rather than producing joint responses.

5. List of Plans/Time Spent on These

Approximately 80% of time spent on statutory documentation and 20% of time on non-statutory documentation. This percentage may shift in time as more plans are adopted. At the moment there is significant statutory development planning activity as authorities try to meet the deadline of the end of 1997 for plan adoption.

6. Other Comments

Most issues relate to cleaning up and protecting the water environment because of the high proportion of industrial/regeneration uses in the area i.e. Birmingham/West Midlands where issues often relate to contaminated land and therefore have a direct impact on ground water and water quality.

The area has no coastline; so flooding is less important; and because of the industrial element, FNCR is also less affected.

Meeting: NRA NorthWest Region
Date: 18 December 1995
Type of Interview: Telephone

Between: John Thompson - NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

John Thompson is a planner and therefore has a good understanding of what is needed to represent the NRA interests well. He was specifically recruited for this task.

The regional office co-ordinates responses to development plans. Most of the Planning Liaison functions in the area offices (or satellite offices) understand the 6 week consultations constraint. The NRA regional office have their own guidelines where:

- 1 week to send out relevant sections of plan to functions;
- 3 weeks given for functions to respond;
- 3 working days before comments are due from other Planning Liaison functions, John Thompson's department chase up responses;
- once consultations are received, John Thompson's dept. have 2 weeks to co-ordinate responses.

Where possible, responses drafted are sent back to the relevant functions for final comment before being sent out. At the moment, this system works well. Offices and functions are networked which saves considerable time. This is particularly important given the logistics of responding within statutory time periods. Procedures for dealing with non-statutory documents is less clear although try to follow the same procedures as above. Regional office aware that they do not receive all non-statutory documentation. Much of this is sent direct to functions.

2. Current Practice on Plans

Proactive for development plans. Appointment made as a means of raising NRA profile. Officers responsible for picking up on development control cases spend approximately one and a half days a week in local authority offices so they are raising awareness of NRA requirements and meeting local authority officers. This helps communication and understanding of NRA requirements.

However, NRA office less proactive for non-statutory plans as it is difficult to anticipate where plans would come from.

3. Monitoring

Office has a monitoring system so that they have knowledge of stages of various local plans in the region. The office deals with approximately 20 development plan consultations a year.

4. Co-ordinating Responses with Other Organisations

Region is beginning to set up improved liaison with the Countryside Commission. Within the last six months an inter-agency committee has been set up to help co-ordination. However, this does not mean that joint responses are submitted. NRA tends to submit responses on its own.

5. Lists of Plans/Time Spent on These

Had seen a number of the plans on our list (although some of the non-statutory/conservation ones set direct to functions). At the moment, workload is approximately 90% statutory plans, 10% non-statutory plans. This is unusual, however, because local authorities are producing district-wide development plans to meet the 1997 deadline. A more normal pattern would be 80% statutory and 20% non-statutory plans.

6. Other Comments

Region extremely diverse and includes the Cumbrian Lakes (leisure/recreation issues) as well as Merseyside and Greater Manchester where there are significant issues including contaminated land etc.

* Appointment has led to particularly proactive approach. In 1995, this branch of the NRA had three seminars with planning officers to promote NRA interests and understanding of NRA remit.

John Thompson is also a member of the North West Regional Planning Association and assisted in the production of Regional Planning Guidance. At the time of joining, many water related issues were not incorporated - as emphasis has been on economic development. He has therefore tried to point out the relevancy of why water issues should be included in Guidance.

Meeting: NRA Welsh Region
Date: 15 January 1996
Type of Interview: Telephone

Between: John Lambert - Regional Technical Planning
Manager, NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

John Lambert responsible for catchment management planning; Planning Liaison; research and development; and co-ordination with other national groups.

On the whole, area offices deal with development plans. Regional office more involved in regional and national planning issues, such as input and responding to PPGs; or getting involved in cross border issues where regional co-ordination needed.

Expected that consultation by area offices similar to other offices. However, Regional Office picks up on most Countryside Council for Wales documents if cross functional (if just dealing with, eg conservation then often CCW will send to functional offices direct.

If cross functional, then documents received by John is distributed to other corresponding functions at regional level. As regional technical planning manager, John gives advice to the functions on what key issues/concerns for that particular function might be, with a clear indication of return period from functions. He then co-ordinates responses.

There is an agreed response time between Welsh local authorities and the NRA Welsh Region of 21 days. Seventy five per cent of all responses meet this target.

2. Current Practice on Plans

Try to be as proactive as possible where resources allow. For example, have recently produced a guidance note on NRA flood policy which has been sent to all local authorities in Wales.

John Lambert has developed links with the local authorities; and also the WDA and CCW.

NRA are also invited on to steering groups and had an input into particular topics for the statutory planning guidance for Wales.

3. Monitoring

Have good links with the Welsh Office who keep track of what stages plans are at. At regional level, NRA prefers to use this source rather than setting up an independent monitoring system. The NRA national OPM is used to measure outcome of plans, ie how many NRA policies have been taken up/success rate (?). At regional level, not involved in the same level of monitoring as at area level.

4. Co-ordinating Responses with Other Organisations

Steer away from joint responses as important that NRA stands in its own right. However, co-operation important particularly between other government agencies.

5. List of Plans/Time Spent on These

Difficult to answer what time spent by Area Offices on statutory/non-statutory plans. Most of regional involvement is non-statutory (as expected), eg responding to MPGs and PPGs plus other cross functional strategies.

6. Other Comments

Obviously very varied area. Clear awareness of the north/south Wales divide and access issues. These impact on the way local authorities approach development which then impacts on NRA response.

Much of NRA concerns focus on recovering old industrial rivers (pollution and contamination issues); and coastal issues.

Development is constrained partly because of the physical environment but also because of utilities. Important to co-ordinate so that development occurs in sewered areas.

Meeting: NRA, Northumbria and Yorkshire Region (Dales Area)
Date: 17 January 1996
Type of Interview: Telephone

Between: Tracy Warren - Planning Liaison, NRA
Lorna Andrews - Ove Arup

1. Consultation Procedures

Consultation procedures are similar to other NRA offices, apart from this office appears to be more heavily computerised than some of the others. Ideally plans come to Planning Liaison but this may not necessarily be the case, particularly with non-statutory information.

The computerised data system generates lists on a daily basis for consultation and also generates a weekly 'chase' list.

The approach is that:

- 1) the plan is logged into the system
- 2) extracts are sent to functions for comment
- 3) functions are given 14 days to respond
- 4) responses by functions are entered straight into the computer and then collated/amended to form a response to be sent out.

One of the key functions of Planning Liaison is to ensure no conflicting comments are raised.

2. Current Practice on Plans

Planning Liaison have good relationships with their local authorities. They have tried to make sure that NRA profile is raised in the area. The problems Planning Liaison have are more internal where internal consultees do not necessarily appreciate the importance of responding to plans; and responding within given timescales.

Most effort by Planning Liaison is placed on statutory development plans, ie these are considered to be a priority.

3. Monitoring

There is no means of knowing the full range of statutory and non-statutory information coming into the office. There is an office wide recording system. However, within Planning Liaison, information can be extracted from the database.

4. Co-ordinating Responses with Other Organisations

There is no formal co-ordination - NRA prefer to keep their comments separate.

5. List of Plans/Time Spent on These

— The office has received most types of plan. On average 80% of time is spent responding to statutory plans and 20% on non-statutory plans within Planning Liaison.

6. Other Comments

Mixed area with urban areas to the south - including Leeds and Sheffield; coastal areas and large rural areas.

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Meeting: HMIP
Date: 24 January 1996
Type of Interview: Telephone

Between: Andrew Bond - HMIP
Lorna Andrews - Ove Arup

1. Consultation Procedures

Very little time is spent dealing with development plan issues. Most of HMIP concerns relate to site specific development control cases where HMIP are statutorily obliged to respond. Most pollution policy issues relate to local authority pollution control functions.

Consultations and representations are not viewed as a core issue/task and representations are only made if a request comes in from a local authority (per statutory development plans). It is extremely unusual to consult on a non-statutory document produced by a government agency.

Andrew Bond stressed the point that HMIP consulted only on pollution issues within their remit (ie for example Part A processes the Environmental Protection Act). Information would be passed from the regional manager to technical managers for comment. Technical managers would consult with pollution inspectors where necessary (note: pollution inspectors mainly involved in development control cases). Responses are given within 14 days of receipt by HMIP.

2. Current Practice on Plans

HMIP are not proactive. At the moment they see no need for this as they respond to specific issues within their remit when invited. They have a defined legal role and would not like to stray outside this.

Even if HMIP did want to become more proactive, resources are not available. Staff are pushed for time as it is. They therefore wait to be invited by local authorities to make comments.

If invited to make comments on plans, there is no formal consultation procedure other than that outlined in 1.

3. Monitoring

Currently no monitoring of plans takes place - not seen as a relevant issue and efficient use of resources.

4. Co-ordination with Other Organisations

There is no co-ordination with other organisations for responses to development plans. Thought this was not a necessary function given HMIP's limited role in the process at present.

5. Lists of Plans/Time Spent on These

Not relevant.

6. Other Comments

Aware that HMIP role may change with changeover to Environment Agency.
Resources difficult at the present time so officers stick to their remit and no more.
Suspected balance of work would always favour development control due to tasks involved.

Meeting -Hertfordshire Waste Regulation Authority
Date -April 1996
Type of Interview -Discussion

Between: -Sarah Davidson(Planning)
- Chris Carter (Ove Arup)

1. Consultation Procedures

These are ad-hoc and depend on the nature of the document received. In house and external guidance is available to assess how and to whom documents should be circulated.

2. Current Practice on Plans

Proactive or reactive, depending on the nature of the document.

3. Monitoring

Committee structure provides measure of monitoring, but no formal procedures established.

4. Coordinating responses with other organisations

Good coordination with eg Minerals where appropriate. Technical issues are normally considered therefore little other coordination.

5. Lists of Plans/Time spent on these.

All listed plans receive attention, those which are found to contain nothing relevant to waste receive no comments.

6. Other comments

Keen to participate in a wide range of issues. Any of those which have, or may have an impact or influence on their activities or the way they work will receive their attention.

They will assess or consider and comment on e.g.

Catchment management plans

Air quality management plans

Agenda 21 issues

PPGs

Meeting -Leicestershire Waste Regulation Authority
Date -3 April 1996
Type of Interview - Telephone

Between: - Mr Smalley, Policy Officer (Environment Agency)
- Chris Carter (Ove Arup)

1. Consultation Procedures

These are ad-hoc and depend on the nature of the document received. In house and external guidance is available to assess how and to whom documents should be circulated.

2. Current Practice on Plans

Proactive or reactive, depending on the nature of the document.

3. Monitoring

Committee structure provides measure of monitoring, but no formal procedures established.

4. Coordinating responses with other organisations

Good coordination with eg Planning and Minerals where appropriate. Technical issues therefore little other coordination.

5. Lists of Plans/Time spent on these.

All listed plans receive attention, those with no waste interest receive least.

6. Other comments

Keen to participate in a wide range of issues. Any of those which have, or may have an impact or influence on their activities or the way they work will deserve their attention.

They will assess or consider and comment on e.g.

Catchment management plans

Air quality management plans

Agenda 21 issues

PPGs

Meeting -London Waste Regulation Authority
Date -March and April 1996
Type of Interview - Discussion, Documents

Between: -W Townend, J Ferguson
- Chris Carter (Ove Arup)

1. Consultation Procedures

These are ad-hoc and depend on the nature of the document received. In house and external guidance is available to assess how and to whom documents should be circulated.

2. Current Practice on Plans

Proactive or reactive, depending on the nature of the document.

3. Monitoring

Committee structure provides measure of monitoring, some formal procedures established (eg various Working Parties).

4. Coordinating responses with other organisations

Good coordination with eg Planning and Minerals where appropriate, especially on a regional basis such as SEWRAC. Technical issues demand coordination with a range of UK and EU organisations.

5. Lists of Plans/Time spent on these.

All listed plans receive attention, those with no waste interest receive least.

6. Other comments

Keen to participate in a wide range of issues. Any of those which have, or may have an impact or influence on their activities or the way they work will deserve their attention. Opportunities to influence and comment on Policy and practice are eagerly pursued.

They will assess or consider and comment on e.g.
Catchment management plans
Air quality management plans
Agenda 21 issues
PPGs

APPENDIX C

PLANS & PROGRAMMES FOR ANALYSIS

Appendix C1: Document Schedule

Plan/Programme Type	Examples
Agri-Environmental Plans & Programmes	- Environmentally Sensitive Areas (North Kent Marshes) Designation Order 1993 (as amended)
Air Quality Management Plans	- None yet produced
Canal Corridor Plans	- The Kennet and Avon Canal: A Plan for the Environment, Tourism and Leisure (1991), British Waterways
Community Forest Plans	- Great North Forest (1994), Various LPAs
Strategies for Landscape and Recreation	- Issues on the North Thames: A Case for Estuary Management (1993), English Nature - Dedham Vales and Stour Valley AONB Management Plan (1992), Various LPAs and Countryside Commission - Wye Valley AONB Management Plan
Local Plans/Unitary Development Plans (Part II)	- Sutton UDP (1995), LB of Sutton. - Kingston Upon Hull Local Plan (1995), Kingston Upon Hull City Cl - South Shropshire Local Plan (1992), South Shropshire DC
Minerals Local Plans	- Leicestershire Minerals Local Plan (1992), Leicestershire CC. - Bedfordshire Minerals & Waste Local Plan (1993), Bedfordshire CC - Kent Minerals Local Plan Construction Aggregates (1993), Kent CC.
National Park Management Plans	- Lake District National Park Plan - Broads Authority National Park Plan - Pembrokeshire Coast National Park Plan
Regional Planning Advice	- Regional Strategy for the South West (1993), SW Regional Planning Conference - Greener Growth (1994), NW Regional Association.

Plan/Programme Type	Examples
Rural Development Strategies	<ul style="list-style-type: none"> - Cornwall Rural Development Strategy 1994, Cornwall CC - Wiltshire CC Rural Development Strategy - Northumberland CC Rural Development Strategy - Shropshire CC Rural Development Strategy
Strategies for Nature Conservation	<ul style="list-style-type: none"> - Nature Conservation and Physical Development on the Gwent Levels (1991), Countryside Council for Wales. - Derby Nature Conservation Strategy (1995), Derby City Council - Leicestershire Nature Conservation Strategy (1994), Leicestershire CC and English Nature. - City of Cardiff Nature Conservation Strategy (undated), Cardiff City Council, Countryside Commission for Wales. - Kent Countryside Strategy (1990), Kent County Council. - Management of the Urban Fringe, Hereford and Worcester CC (1988), Countryside Commission - Landscape and Wildlife Strategy (1990), Lancashire CC, Nature Conservancy Council.
Structure Plans/Unitary Development Plans (Part I)	<ul style="list-style-type: none"> - Nottingham Structure Plan Review (1994), Nottinghamshire CC. - Lancashire Structure Plan 1991-2006 (1994), Lancashire CC. - City of Sunderland UDP (1995), Sunderland MBC
Transport Plans and Programmes	<ul style="list-style-type: none"> - Nottinghamshire Transport Policies and Programme 1995/6 (1994), Nottinghamshire CC. - An Integrated Transport Strategy (1994), Buckinghamshire CC, Devon Transport Policies and Programme for 1996/7 (1995), Devon CC.
Waste Local Plans	<ul style="list-style-type: none"> - Surrey Waste Local Plan (1992), Surrey CC. - Hampshire Minerals and Waste Local Plan (1993), Hampshire CC.

Appendix C2: Legislation and Guidance for Plans and Programmes Reviewed

Author/source in parentheses refers to organisations responsible for designating specific areas but not necessarily for the production of plans/programmes. However, they would be involved in their production directly or as a consultee.

Legislation/guidelines in italics are those documents where reference is made to specific plans/programmes.

Type of Document (other similar titles)	Author/Source	Status	Legislation/Guidance
Agri-Environmental Plans & Programmes	MAFF	statutory	Agriculture Act 1986 S.18 PPG7
Air Quality Management Plans	County Councils District/City Councils London Boroughs	statutory	Environment Act 1995 <i>Air Quality Regulations</i> <i>National Air Quality Strategy</i>
Canal Corridor Plans	British Waterways	non-statutory	<i>BWB Guidelines</i>
Community Forest Plans	County Councils District Councils London Boroughs Metropolitan District Councils	non-statutory	<i>DOE PPG 2</i> <i>Countryside Commission and</i> <i>Forestry Commission Guidelines</i>
Strategies for Landscape and Recreation	County Councils District Councils London Boroughs Metropolitan District Councils (Countryside Commission)	non-statutory	<i>DOE PPG7, PPG17, PPG21</i>
Local Plans (Unitary Development Plans Part II)	District Councils London Boroughs Metropolitan District Councils National Park Authority	statutory	Town & Country Planning Act 1990, S. 36 DOE PPG 12
Minerals Local Plans	County Councils London Boroughs Metropolitan District Councils National Park Authority	statutory	Town & Country Planning Act 1990, S. 37 DOE MPG 1 & 6
National Park Management Plans	National Park Authority	statutory	National Parks and Access to the Countryside Act 1949
Regional Planning Advice	Regional Planning Conferences	non-statutory	DOE PPG 12

Type of Document (other similar titles)	Author/Source	Status	Legislation/Guidance
Rural Development Strategies	Rural Development Commission	non-statutory	<i>DOE PPG 7</i>
Strategies for Nature Conservation	County Councils District/City Councils London Boroughs	non-statutory	<i>Nature Conservation Regs and English Nature Guidelines</i> <i>DOE PPG9</i>
Structure Plans/ Unitary Development Plans (Part I)	County Councils London Boroughs Metropolitan District Councils National Park Authority	statutory	Town & Country Planning Act 1990, S. 31 (1) DOE PPG 12
Transport Plans and Programmes	County Councils Met District/London Boroughs	statutory	Highways Act DOE PPG 13
Waste Local Plans	County Councils District Councils (Wales only) London Boroughs Metropolitan District Councils	statutory	Town & Country Planning Act 1990, S. 38 DOE PPG 12

Appendix C3: Organisations Contacted During the Course of the Research

Countryside Commission

English Nature

English Heritage

MAFF

English Partnerships

Welsh Development Agency

British Waterways, Environmental Services Department

