

	<b>REPORT TO PLANNING AND DEVELOPMENT COMMITTEE TO BE HELD ON THURSDAY, 23 JANUARY 2014 AND CABINET TO BE HELD ON TUESDAY, 11 FEBRUARY 2014</b>				
	<table> <tr> <td><b>Key Decision</b></td> <td><b>YES</b></td> </tr> <tr> <td><b>Forward Plan Ref No</b></td> <td><b>A14</b></td> </tr> </table>	<b>Key Decision</b>	<b>YES</b>	<b>Forward Plan Ref No</b>	<b>A14</b>
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<b>Corporate Priority</b>	<table> <tr> <td><b>Cabinet Portfolio Holder</b></td> <td><b>Cllr D Bastiman</b></td> </tr> </table>	<b>Cabinet Portfolio Holder</b>	<b>Cllr D Bastiman</b>		
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## REPORT OF THE DIRECTOR OF SERVICE DELIVERY – 14/45

**WARDS AFFECTED: WHITBY WEST CLIFF, STREONSHALH, AND MAYFIELD**

**SUBJECT: WHITBY CONSERVATION AREA CHARACTER APPRAISAL, MANAGEMENT PROPOSALS AND BOUNDARY REVIEW – RESULTS OF CONSULTATIONS**

### RECOMMENDATION (S):

It is recommended that

- (a) The Whitby Conservation Area boundaries be extended to that shown in the map appended as Annex 1 to this report.
- (b) The Character Appraisal and Management Proposals for the Whitby Conservation Area be adopted subject to inclusions of changes as outlined in annex 2 to this report plus addition of Planning Policy Context Update 2013 as at Annex 3
- (c) A programme of further detailed reviews be established, in consultation with consultees, to address key areas of future work as identified in annex 2.
- (d) That an annual report be received by Planning and Development Committee on any further work undertaken.
- (e) That further considerations be given to, and consultations be undertaken on, additional Recommended Management Policies and the principle of an Article 4(2) Direction being served, controlling installation of Solar PV and Solar Thermal installations, on properties with prominent roofs within key views of

Whitby Abbey, the Abbey Headland and the East and West sides of Whitby Harbour.

## **REASON FOR RECOMMENDATION (S):**

Whitby has previously been recognised as having special architectural and historic qualities, which it is desirable to preserve or enhance, and which resulted in the designation of a Conservation Area in 1973. There has been no subsequent formal Character Appraisal of the whole area or review of the boundaries since that date.

The Character Appraisal and Management Proposals assess the key characteristics of Whitby and its setting and recommends policies to ensure the qualities of the area are so preserved. Some of the results of consultations in early 2013 on draft documents are being incorporated in the current documents. The comments received confirm the larger area now outlined as having special architectural and historic qualities but some other areas require additional investigation.

At 93.02 Hectares (230 Acres) Whitby is already a very large Conservation Area and although the appraisal is based on previous Conservation Area Partnership bid documents much more detailed work is needed in relation to its historic development, archaeological significance, setting and to details and formatting within some of the 11 Character Areas identified. This does not prevent the current documents from being adopted and this is in line with the original expectations that more detailed appraisals would be adopted in due course. Any additional detail will be updated and formally approved by the Service Head, Cabinet Member Decision or brought back to this committee where necessary.

Whitby Abbey, The Abbey Headland and the tumbling roofscapes on east and west sides of the River Esk are iconic elements of Whitby's character yet permitted development rights under Parts 40 and 43 of the GDPO allow the introduction of Solar PV and Solar Thermal renewable installations to roofs of both private residential and commercial properties. Many of these properties are prominent from key viewpoints highlighted in the appraisal but also popular with visitors and photographers. The dark colour and reflective nature of such panels will be very intrusive, particularly against clay pantile roofs and even a small number could significantly harm the character, appearance and significance of the Conservation Area.

## **HIGHLIGHTED RISKS:**

Failure to adopt the Whitby Character Appraisal and Management Proposals and its recommendations could result in development proposals coming forward which may adversely affect the character and appearance of the area and detract from it.

Failure to adopt the Whitby Character Appraisal and Management Proposals and its recommendations could result in failure to meet Local Performance Target FP2 to prepare and maintain current Conservation Area Character Appraisal and Management Proposals.

Failure to consult upon and serve an Article 4(2) direction could result in Solar PV and Solar Thermal development being installed under permitted development rights which will adversely affect the character and appearance of the Conservation Area.

## **1. INTRODUCTION**

- 1.1 Report HPIg/06/144 considered by the then Development and Regulation Committee in August 2006, set out the requirements of Best Value Performance Indicator 219B to carry out formal appraisals of Conservation Areas and for the adoption of those appraisals as policy. In carrying out a Conservation Area Appraisal it is necessary to review the boundary of the Conservation Area and to look at the wider area in which it is set. Report HRP/08/26 in 2008 set a programme for future reviews. NB; Best Value Performance Indicator 219B now replaced by Local Performance Target FP2.
- 1.2 Since August 2006 reviews of Weaponness, Scalby, Seamer, Falsgrave, Snainton, Dean Road/Manor Road Cemetery, Sandsend, Filey, Brompton, Wykeham and Ruston have been carried out in that order and new or enlarged Conservation Areas are now formally designated (228 Hectares / 563 Acres in total). Progress against the 2008 programme has slipped although the Whitby appraisal is presented here, the appraisal of Scarborough Conservation Area has also commenced and smaller, simpler Conservation Areas have been appraised to maintain a target of two appraisals / designations per year.
- 1.3 Report HPM/13/62 on 28 February 2013 recommended consultations with the public, Town Council, Civic Society and other interested parties on draft Character Appraisal and Management Proposals (All viewable on Council Web Site). The area of Whitby which was appraised was larger than the existing area currently having Conservation Area designation in order that the boundaries may be reviewed and the setting of the heritage asset considered. Many helpful and considered comments have been received which are summarised in Annex 2 with the new extended boundary as recommended in Annex 1. The recommended boundary increases its area from 93 Hectares (230 Acres) to 120 Hectares (296.5 Acres)

## **2. CORPORATE OBJECTIVES AND THE COMMUNITY PLAN**

- 2.1 The Conservation Area legislation helps deliver the following corporate aims in the Corporate Plan 2011 - 2016:  
  
**Aim 4:** Quality Environments, particularly 4.3 Enhancing our natural and built environment.
- 2.2 The character appraisal helps deliver the following aims in the Sustainable Community Strategy for the Borough of Scarborough 2010-2013:
  - 1.2: A high quality built and natural environment that people can take pride in.

4.4 Harmonious communities and participation in decision making

2.3 In addition the review of conservation areas and the development of management policies to preserve and enhance their environments contributes to place making.

### **3. BACKGROUND AND ISSUES**

3.1 The current Character Appraisal and Management Proposals are unchanged from the draft and remains on the Council's web site with an explanatory note. It comprises a series of annexes in addition to the main document. Which contain 7 associated maps, 11 character area maps and a technical annex with 7 sets of background data. If adopted the informative note will be updated and an additional map included showing the formally adopted boundary.

3.2 Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 imposes a duty on Local Planning Authorities to designate as 'Conservation Areas' any areas of special architectural or historic interest. It also imposes a duty to review these areas 'from time to time'. The appraisal of the area which has been carried out is therefore part of that process.

3.3 The preparation of both the Character Appraisal and the Management Plan has been carried out in accordance with guidance on the preparation, layout and content of such documents issued by English Heritage and the Historic Towns Forum. Account has also been taken of the policy set out paragraph 127 of the National Planning Policy Framework (NPPF) which states:-

"When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest."

3.4 National policy and guidance is however under review and the current position as at December 2013 is outlined in Annex 3. This and any subsequent changes would be taken into account during any future works undertaken.

3.5 The issues as they affect such a large Conservation Area are considerable in both number and detail. Those assessed below are ordered with regards to the order of the various documents produced to date:

- Character Appraisal – General issues
- Character Areas
- Management Proposals
- Conservation Area boundary additions
- Conservation Area boundary deletion
- Future Monitoring and Review
- Technical Annex

## **4. CONSULTATION**

- 4.1 Extensive internal, external and public consultation has been carried out because public engagement in the Conservation Area appraisal and review process is encouraged. Whitby & District Civic Society themselves participated in the assessment of items of street furniture and presentations have been given by your officers to both the Town Council and Whitby & District Civic Society. Many comments have been received from the Town Council, Whitby & District Civic Society, Whitby Literary and Philosophical Society, English Heritage and the NYCC Archaeologist. In addition several residents within and outside of the area of the draft appraisal have submitted comments. These are summarised in Annex 2 but the main concerns raised have been over the removal of areas and omission of other potential areas for inclusion.

## **5. ASSESSMENT**

### **Character Appraisal – General issues**

- 5.1 The Character Appraisal covers such issues as the historical development of the area, character analysis and the definition of special interest which is broken down as use, quality of the buildings, building materials, local details, negative factors, neutral factors and potential development sites. This is supplemented by 19 Appraisal Maps;

- 1 Existing area designations – statutory and non statutory
- 2 Existing designations – buildings and trees
- 3 Town development – generalised age zones
4. Age of buildings
- 5 Character Areas
- 6 Historic landscape characterisation areas
- 7 Shop front qualities
- 8-18 Character Appraisal maps – One map for each of 11 areas
- 19 Proposed Conservation Area Boundary

- 5.2 A number of minor errors have been identified to be updated along with additional comments as outlined in annex 2. Significant omissions have however been identified in relation to absence of maps of Building Materials, Strategic Viewpoints, Historical Development Maps and Street Furniture / Special Features locations. Additional detail on Trees, Archaeology and Roofscapes have also been suggested as areas for future investigation. A review of Listed Building descriptions and addresses has in addition already been commenced by Whitby Town Council.

### **Character Areas**

- 5.3 Clear differences of character can be seen between the different parts of Whitby and 11 Character Areas are defined and described, each with its own detailed plan;

- 1 The Abbey Headland
- 2 The Historic Core - East side of harbour
- 3 Church Street south from Grape Lane
- 4 Commercial Centre of the Town - West side of harbour
- 5 Georgian development - St Hilda's Terrace and Bagdale
- 6 Victorian West Cliff
- 7 Prospect Hill / Down Dinner Hill / Airy Hill Manor
- 8 Fishburn Park (To be renamed Esk Terrace / Windsor Terrace)
- 9 Pavilion and surroundings
- 10 Spital Bridge & Whitehall
- 11 Harbour and associated land

- 5.4 More emphasis is suggested should be given to Whitby Yards and Baxtergate (subject to a recent English Heritage funded study), Area 11 was also very brief yet the Harbour is a major element in Whitby's character and is to be rewritten to highlight hidden features, many of archaeological significance. Map 11 originally only included the upper harbour and is also to be redrawn This will then include the various piers which are such iconic and distinctive features of Whitby. Such amendments will be subject to additional consultations, particularly with the Council's Engineers and Harbour Master.

### **Management Proposals**

- 5.5 The Management Proposals are developed in response to the issues highlighted in the character appraisal and crucially set out a series of Issues and Recommended Management Policies. The scope of some have been expanded (highlighted below in brackets) and now include:-

- 1 Enlarged conservation Area boundaries
- 2 & 3 Non Designated historic assets (formerly named Local Interest Buildings / Buildings of Townscape Merit) – including a general presumption against demolition.
- 4 Design and Access Statements
- 5 Opportunity sites (including Alfleda Terrace, The Crescent and Endeavour Wharf)
- 6 Materials and design details
- 7 & 8 Extensions and minor alterations
- 9 Shopfronts (and signage)
- 10 Boundary walls and Railings (plus retaining walls and barriers)
- 11 Street furniture (and signage)
- 12 Negative spaces (including the Hospital and Tin Ghaut Car Park)
- 13 Beneficial Reuse / restoration.
- 14&15 Trees
- 16 Article 4(2) Direction
- 17 Window replacement / enhancement
- 18 Railway Station Conservation Plan
- 19 Improvements to Yards
- 20 Archaeological; issues

Public consultations are supportive of these Management Proposals and additional issues have been identified with recommendations for additional Management Policies over:-

- 21 Wider landscape and historic settings – Key Views
- 22 Abbey Headland Conservation Plan
- 23 Whitby Hospital Site
- 24 Alfleda Terrace
- 25 The Crescent (Hudson Estate / West Cliff)
- 26 Endeavour Wharf
- 27 Specialist ground engineering reports to harbour perimeter sites
- 28 Garden development
- 29 Tin Ghaut Car Park
- (16A) Article 4A direction on Solar PV and Solar Thermal on roofs

- 5.6 Some work is already being undertaken by English Heritage in relation to the Abbey Headland Conservation Plan. This is however only in relation to that part within English Heritages' Stewardship. The original Abbey Headland Conservation Plan therefore needs to be endorsed within the appraisal and a policy towards subsequent changes developed.

#### **(16A) Article 4(2) Direction on Solar PV and Solar Thermal on roofs**

- 5.7 Whilst some survey work has been carried and further surveys are being undertaken by consultees the service of Article 4(2) Directions can only be undertaken by the Local Planning Authority. RMP16 controls small scale domestic alterations and extensions but not Solar PV or Solar Thermal installations on roofs. This is because of recent permitted development relaxations by the Government.
- 5.8 Whilst some properties are suitable for such installations with minimal impact many roofs in Whitby are visible from above and for long distances on both sides of the harbour. Installations particularly on pantile roofs within view of the Abbey, Abbey Headland and East and West sides of Whitby Harbour could be particularly intrusive. Both sides of Whitby have a number of key views, often the subject of iconic photographs, which would be harmed by the addition of such dark coloured and reflective installations. These could adversely affect the character and appearance of the Conservation Area.
- 5.9 To implement the extension of Article 4(2) Directions, under an amended management policy RMP 16(A), it is recommended that consultations be immediately undertaken preparatory to such an Article 4(2) Direction being served. This does not prohibit entirely such installations but allows alternatives to be considered along with formal consideration of a planning application for such works.

#### **Conservation Area boundary additions**

- 5.10 Assessment of the boundaries of the Conservation Area identified certain areas which it considered desirable to include in the Conservation Area.

Having regard to comments received these additions can now be confirmed as:-

1. The area around the Spa and the gardens on the cliff top but only to the line of the Cliff Lift and to exclude the footprint of the original 1848 development scheme by George Hudson until further consultations with landowners undertaken. (Character Area 6)
2. Downdinner Hill / Arundel Place / Southend Gardens area to include Airy Hill Manor but not properties south of Hanover Cottage or on Mayfield Road. (Character Area 7). Whilst the east side of Prospect Hill is of reasonably consistent character on the west side above Hanover cottage several post war dwellings interrupt such a unity and some of the characterful buildings have been rendered or otherwise altered.
3. The Esk and Windsor Terraces area including the former engine shed but not the other properties on Fishburn Park. (Character Area 8) as few properties in Fishburn Park survive unaltered and better examples of by-law housing exist in many other Towns and Cities.
4. The Spital Bridge and Whithall areas (Character Area 10) but not Spital Beck / Cala Beck / California Beck This is an open space with no historic buildings but is outside of development limits. (The area along the beck could potentially be covered by a local green spaces policy.
5. Fields on Abbey Plain up to and including the drystone walls on Green Lane (Character Area 1)

Your officers also consider more detailed studies be considered for the Fishburn Park / Bog Hall area, Prospect Hill / Mayfield Road / Upper Baudbys and River Esk inland to the Viaduct

- 5.11 The designation of additional parts of Character Areas 1, 8 and 9 recognises the ‘amphitheatre’ created by the estuary when viewed from the high level road bridge and its importance to the setting of Abbey Plain and its group of grade I listed building (one of the most important groups in the country). This is also important to the wider setting of the historic town, is addressed by Recommended Management Policy 21 and is identified as an area for further investigation.

**Conservation Area boundary deletion – No deletions now proposed**

- 5.12 It was also originally recommended that some areas be removed from the Conservation Area designation. Having regard to comments received these deletions are now not to be implemented. The justification for their retention can be summarised as:-

1. The hospital site (Character Area 4A) is prominent on the skyline from many locations, including the Abbey Plain and Pannett Park. and English Heritage suggest that the option of designating this area a “Negative Area”



should be considered. "The Management Plan could then include area specific policies to control the nature and form of any replacement development within the area, to enhance or better reveal the overall significance of the Conservation Area". Recommended Management Policy 22 is now suggested.

2. The other out of character modern buildings comprising the police station, telephone exchange and the library, which if excluded, would similarly leave a hole in the Conservation Area but can also be designated as "negative sites or buildings". Policies for Opportunity sites (RMP5) and Negative Spaces (RMP12) can cover any redevelopment proposals here. Bobbies Bank and the more recent development which includes 28-34 Windsor Terrace are however in character with Whitby and should be retained.
3. The previously proposed boundary excluding gardens of the relatively new development on Pannett Way and Meadow Fields Court would remove significant trees on the skyline when viewed from Pannett Park and the footpath from Spring Hill.
4. The small area on St Hilda's Gardens is an interesting survival of second world war pre-fabs which have been refurbished or redeveloped with small scale bungalows with their own distinctive character. These can be described in more detail under a new Character Area 6A. The omission of the Fire Station and PO Sorting Office on Crescent Avenue would, if omitted, leave a significant hole in the Crescent Avenue frontage but policies for Opportunity sites (RMP5) and Negative Spaces (RMP12) can cover any redevelopment proposals.

### **Future Monitoring and Review**

- 5.13 Whilst future monitoring and review was identified in the appraisal it is clear that Whitby and the present documents need much more detailed consideration than just reliance on the standard five years review Local Performance Target FP2. A series of extra areas are therefore identified for further investigation in association with a number of consultees who have offered to assist in these matters. This will then allow the appropriate consultations with any residents or property owners likely to be affected. Those identified in Annex 2 include;

- 1 Western extent of Spa Pavilion and Victorian West Cliff Character Areas 9 and 6, ie, sufficient area to allow for future completion of The Crescent (Hudson Estate) plus possible inclusion of West Cliff Primary School.
- 2 Northern and Southern extent of Prospect Hill / DownDinner Hill / Airy Hill Character Area 7,
- 3 Bagdale and adjoining Waterstead Lane properties

- 4 Exact boundary of Hospital site and whether to include boundary walls, trees and properties on Spring Hill Terrace.
- 5 Area between the New Bridge and the Railway Viaduct plus Cemetery and Larpool Hall require further investigation although they are divorced from the Town.
- 6 Properties along The Ropery particularly in respect of identification of properties to be subject to Article 4(2) Directions.
- 7 Public consultations over additional Recommended Management Policies (RMP21 to RMP30)
- 8 Review Map1 re archaeological significance plus plotting of reclaimed land such as the line of the harbour and river which has changed several times with much remaining buried, for example under Station Square and St Annes Staith.
- 9 Other aspects such as a possible separate section in Whitby Yards, more within the Archaeological Section with Map based on latest findings and National Guidance. Street Furniture Guidance, Correction of errors in Listed Building Details (Town Council preparing list) and identification of Modern Local Interest Buildings (Now Non Designated Heritage Assets in National Planning Policy Framework Guidance)

It is also recommended that an annual report be received by Planning and Development Committee on any such further work undertaken.

### **Technical Annex**

5.14 The Technical Annex comprises much of the background information assessed during the appraisal and covers several sections :-.

1. Listed buildings
2. Local Interest buildings
3. Archaeological records from Historic Environment Register
4. Historic Landscape Characterisation Record
5. Survey of street furniture and other features
6. Shop front survey
7. Recommended panelled doors and shop fronts colours (BS 4800)

A number of useful comments have been received which have allowed errors to be rectified. The most significant area for investigation is completion of the maps and photographs to compliment Survey of street furniture and other features. Much work on these has already been completed by the Whitby Civic Society and there is scope for additional work on Roof and Wall Building Materials, Traditional / Historic / Special Surfaces and Historic Street Lighting or Quality / Traditional Designs.

## **Conclusion**

- 5.15 The character appraisal for Whitby has reinforced and enhanced the Council's understanding that this is an area with special characteristics which it is desirable to preserve. In other words, it is an area of Special Architectural or Historical Interest which is worthy of preservation or enhancement and therefore meets the criteria for Conservation Area designation and requirements of the National Planning Policy Framework. The Management Proposals and this report therefore recommends that not only should the present Conservation Area continue to be so designated but that it should also be extended in a number of other places.
- 5.16 The appraisal also recognised that there are a number of issues to be addressed including sites where possible development would enhance the area, additional key areas of investigative work plus additional management policies over Whitby's wider landscape and historic setting, Abbey Headland Conservation Plan, Whitby Hospital Site, Alfreda Terrace, The Crescent (Hudson Estate / West Cliff), Endeavour Wharf, Specialist ground engineering reports to harbour perimeter sites, Garden development and Tin Ghaut Car Park.
- 5.17 To implement the extension of Article 4(2) Directions, under an amended management policy RMP 16, consultations be undertaken preparatory to such an Article 4(2) Direction being served controlling installation of Solar PV Renewables. This would be specifically on properties with prominent roofs within key views of Whitby Abbey, the Abbey Headland and the East and West sides of Whitby Harbour, where the visual impact of Whitby roofscapes are most significant.

## **6. IMPLICATIONS**

### **(a) Policy**

- 6.1 The issues addressed in this report are within the Borough Council's existing policies, such as those contained in the Local Plan and within Central Government Guidance.

### **(b) Financial**

- 6.2 There are no specific financial issues.

### **(c) Risk**

- 6.3 These are set out under highlighted risks and the attached matrix.

### **(d) Legal**

- 6.4 The proposal in this report is consistent with the Council's constitution and the Town and Country Planning Legislation.

**(e) Environmental and Sustainable Development**

- 6.5 The proposed action makes a positive contribution to environmental and sustainable development. The retention and reuse of buildings is recognised as being a more sustainable course of action than redevelopment.

**(f) Human Rights**

- 6.6 All decisions relating to planning matters should comply with the requirements of the Human Rights Act 1998 (HRA). Article 8 of the HRA relates to the right to respect for privacy and family life home and correspondence. The Convention Rights conferred by HRA are qualified and there are circumstances when interference with them is justified, however, any interference must be proportionate.
- 6.7 The consideration to authorise designation of a Conservation Area as inherent policies by this Committee would be justifiable interference with landowners' property rights under HRA given the need as described in the report to protect the appearance and character of the area. This is proportionate as this is a statutory tool identified through planning legislation to achieve the planning purposes set out in the report.

**(g) Staffing**

- 6.8 Insufficient staff resources exist to undertake the full range of additional works identified without impacting on other conservation priorities. Offers have been made from some consultees to assist in these and subject to officer oversight and subsequent consultations and formal approvals these are welcomed.

**(h) Others**

- 6.9 I have considered whether the following implications arise from this report and am satisfied that there is no identified implication that will arise from this decision:

Crime and Disorder  
Health and Safety

**7. ACTION PLAN**

- 7.1 Not applicable.



**Andy Skelton**  
**Director of Service Delivery**

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**Background Papers:**

**Annexes**

1. Recommended Whitby Conservation Area Boundary
2. Results of public consultation and areas for future investigate / review
3. Character Area 11; Revised Map

IF YOU HAVE ANY QUERIES ABOUT THIS REPORT OR WISH TO INSPECT ANY OF THE BACKGROUND PAPERS, PLEASE CONTACT DEREK GREEN ON 01723 232468 e-mail [derek.green@scarborough.gov.uk](mailto:derek.green@scarborough.gov.uk)

## RISKS

<b>Risk Ref</b>	<b>Date</b>	<b>Risk</b>	<b>Consequences</b>	<b>Mitigation</b>	<b>Current Risk Score</b>	<b>Target Score</b>	<b>Service Unit Manager/ Responsible Officer</b>	<b>Action Plan</b>
1	07/02 /13	Failure to adopt the character appraisal and management proposals	Possible adverse impact upon character of area	Care has been taken to compile a clear and concise policy in accordance with national guidelines	A2	A2	Development Manager	Ensure implementation of adopted policy
2	07/02 /13	Failure to adopt the new Conservation Area boundary	Demolition or alteration of buildings with adverse impact upon character of the area	Care has been taken to compile a clear and concise policy in accordance with national guidelines	A3	A2	Development Manager	Ensure implementation of adopted policy
3	16/10 /13	Failure to adopt the character appraisal and management proposals	Failure to meet targets for Local Performance Target FP2 to prepare and maintain current Conservation Area Character Appraisal and Management Proposals.	Adopt and undertake further detailed work on issues raised by consultees	B3	A2	Development Manager	Ensure adoption before April 2014 and review annually
4	21/11 /13	Failure to consult and designate an Article 4(2) order over Solar PV roof installation.	Likely adverse impact upon character of area	Consult promptly with consultees and residents and property owners likely to be affected.	D4	A2	Development Manager	Consult and designate by end of May 2014

Glossary of Terms

Risk	An event which may prevent the Council achieving its objectives
Consequences	The outcome if the risk materialised
Mitigation	The processes and procedures that are in place to reduce the risk
Current Risk Score	The likelihood and impact score with the current mitigation measures in place
Corporate Objectives	An assessment of the Corporate Objectives that are affected by the risk identified.
Target Risk Score	The likelihood and impact score that the Council is aiming to achieve
Service Unit Manager	The Service Unit or Officer responsible for managing the risk
Action Plan	The proposed actions to be implemented in order to reduce the risk to the target score

**Risk Scoring**

Impact	5					
	4					
	3					
	2					
	1					
		A	B	C	D	E
	Likelihood					

Likelihood:

- A = Very Low
- B = Not Likely
- C = Likely
- D = Very Likely
- E = Almost Certain

Impact

- 1 = Low
- 2 = Minor
- 3 = Medium
- 4 = Major
- 5 = Disaster