

Local Development Plan – Engagement of external consultant(s) to undertake a review of local Landscape Character Areas (LCAs) to inform the Local Development Plan preparation.	23rd January 2019
Planning Committee	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Outcome
Leader & Champion	<ul style="list-style-type: none"> • Our Elected Members will provide civic leadership to our citizens, working to promote the Borough as an attractive place to work, invest and visit.
Resilient, Healthy and Engaged Communities	<ul style="list-style-type: none"> • Citizens will have access to Council recreational facilities and protected natural environments which help them to develop their physical, emotional and cognitive health.
Protect the environment in which we live	<ul style="list-style-type: none"> • All environments in the area will benefit from pro-active decision making which protects the natural features, characteristics and integrity of the Borough; • Our citizens will be given the maximum opportunity to enjoy our natural environments; • Our natural assets will be carefully managed to generate economic and social returns without compromising their sustainability for future generations.
Lead Officer	Local Development Plan Manager
Cost:	£35,000 (approx.)

FOR DECISION

1.0 Introduction

- 1.1 The purpose of this paper is to outline the requirement to engage external consultant(s) to undertake a comprehensive review of the existing local Landscape Character Areas (LCAs) identified in the Causeway Coast and Glens Borough Council area.

2.0 Background

- 2.1 Prior to the transfer of planning powers to local government on 1st April 2015 the former Department for the Environment (DOE) (through NIEA) was responsible for the assessment of our landscapes and seascapes, as follows:

- Local Landscape Character Areas identified in 2000;
- Regional Seascape Character Areas identified in 2014; and
- Regional Landscape Character Areas identified in 2016.

2.2 However, since 1st April 2015 local councils have the responsibility of preparing Local Development Plans (LDPs) for their area. This includes responsibility for (only local) LCAs and forms part of the evidence base required to inform the LDP. Central Government retains the responsibility for the review and update of regional landscape and seascape character assessments.

2.3 Since the publication of the local Landscape Character Assessment in 2000 parts of the landscape within the borough have been subject to change, from residential development, renewable energy development (particularly wind energy) and leisure and tourism development. The process of landscape characterisation has also evolved since then.

2.4 As Members are aware, the LDP preparation must be based on robust evidence that can withstand the soundness tests it will be assessed against at independent examination.

2.5 The existing (detailed) local LCAs, identified by NIEA back in 2000, will be used as a starting point for this project rather than 'starting from scratch'. Therefore this project will essentially be a review and update (where required) of the NILCA (2000) assessment. It will ensure that both plan-making and decision-taking are informed by a robust and up-to-date "sound" evidence base.

3.0 Review of Options

Option 1 - Prepare the Landscape Character Assessment in-house:

3.1 In this option the assessment would be undertaken in-house entirely by the LDP team. This is a complex and wide ranging area of work that may be subject to particular public scrutiny and potential legal challenge. Given the lack of expertise in this field among staff within the team, and the considerable amount of other LDP work to be undertaken, it is considered that it would be extremely time consuming to develop the necessary skills required for such a specialised area. If not carried out to the highest standard the assessment could be found 'unsound', thus delaying the entire LDP process. In this option the costs would be absorbed into the salaries of the existing staff. Although this option has the obvious benefit of building up necessary in-house expertise, it would likely have an adverse impact on the ability of the team to meet the published LDP timetable.

Option 2 - Expand Council's LDP team to incorporate this specialism:

3.2 This option would have the benefit of securing a specialist officer within the LDP team, thereby allowing staff to benefit from this knowledge. However, the appointment would only be for a fixed term of up to 1 year (max). The officer would be expected to be at least a P01-P02 grade, at an annual cost to Council

of approx. £40,000-£45,000 (includes employers NI and Pensions contributions). This (up to) one year contract is likely to have an adverse impact on the ability of the team to meet the published LDP timetable. The expertise would also be lost following the termination of the contract and it would be difficult to secure their input into and attendance at the future Independent Examination of the Development Plan Documents (Plan Strategy and Local Policies Plan) as deemed necessary.

Option 3 - Engage consultants to assist the LDP team to prepare the Landscape Character Assessment in-house by providing independent advice and guidance during its production:

- 3.3 This option would involve the appointment of a consultant to provide an overseeing, guidance and advisory role (only) to the LDP team. Their role would be to ensure the assessment was in accordance with current published (best practice) guidance, and to provide guidance and advice at critical times in the process. In this option the Landscape Character Assessment Report would be undertaken entirely by the LDP team. Given the lack of expertise in this field among staff within the team, and the considerable amount of other LDP work to be undertaken, it is considered that it would be extremely time consuming to develop the necessary skills required for such a specialised area. Although this option has the obvious benefit of building up necessary in-house expertise, it would likely have an adverse impact on the ability of the team to meet the published LDP timetable. Research into indicative costs highlights that this option may cost from £5,000 - £7,000.

Option 4 - Engage consultants to prepare the Landscape Character Assessment:

- 3.4 In this option, a successful consultant(s) would already possess the required expertise, enabling the preparation of a “sound” assessment on behalf of the Council. It is also expected that in this scenario the consultant would work collaboratively with the LDP team, therefore creating an opportunity to develop staff skills. The consultant would also be required, as part of the contract, to provide input and attend the Independent Examination of the Development Plan Documents (Plan Strategy and Local Policies Plan) as deemed necessary. It is anticipated that under this option it would take approximately 4 months to complete the study. This would be carried out within the published timetable. Research into indicative costs highlights that this option may cost in the region of £35,000 (approx.).

4.0 Preferred Option

- 4.1 The most cost effective and advantageous option is Option 4: Engage consultants to prepare the Landscape Character Assessment. The consultant will be a well-established practitioner in this field. Whilst not the most cost-effective option, it does allow for an expedited project, therefore having minimum impact on the published LDP timetable. This option also enables the LDP team to develop its understanding of the process through regular contact with the consultant(s).

5.0 Financial Implications

5.1 £35,000 (approx.).

6.0 Other Implications

6.1 None.

7.0 Draft Specification Document

7.1 The detailed Tender Specification (see Appendix 1) outlines the background to the requirement for the assessment, including the regional policy context. It lists the relevant Regional and Local Landscape Character and Regional Seascape Character Areas that lie within the Borough. It also details the following:

- Key requirements;
- Key study activities;
- Study output; and
- Proposed scope of works.

8.0 Recommendation

8.1 **IT IS RECOMMENDED** that Members agree to the contents of the Draft Specification and Draft Scoring Matrix and to the engagement of external consultants to carry out a comprehensive review of the local Landscape Character Areas within the borough to inform the Council's Local Development Plan preparation.

Appendix 1: Draft Tender Specification.

Appendix 2: Draft Tender Scoring Matrix.

Appendix 3: Declaration of Interest Form.

APPENDIX 1

TENDER SPECIFICATION for the engagement of external consultant(s) to undertake a comprehensive review of existing local Landscape Character Areas (LCAs) identified in the Causeway Coast and Glens Borough Council area.

1.0 INTRODUCTION

1.1 Causeway Coast and Glens Borough Council (“the Council”) is seeking to appoint a suitably qualified consultant(s) to undertake a comprehensive review of the local Landscape Character Areas (LCAs) within the Borough, as identified in the Northern Ireland Landscape Character Assessment (NILCA) 2000 series. The contract is specific to the LCAs covering the Borough, including those that traverse the boundaries of our neighbouring councils. The study will ensure that both plan-making and decision-taking are informed by a robust and up-to-date evidence base.

2.0 BACKGROUND

2.1 The Causeway Coast and Glens Borough Council area is located on the north coast of Northern Ireland and extends to an area of approximately 2,000 sq.km. The Borough contains a range of international, national and local environmental designations that contribute to its world class landscape and help create its local distinctiveness. These assets are also important contributors to the Borough’s attractiveness as a place to live, visit and invest.

2.2 The Borough contains four of Northern Ireland’s eight AONBs (in whole or part), namely: Binevenagh; Causeway Coast; Sperrins; and Antrim Coast and Glens. The Borough has an extensive coastline of approximately 240 km offering rich and diverse landscapes and seascapes characterised by dramatic basalt and limestone cliffs, sandy bays and picturesque villages, connected by long strands and dune systems.

2.3 The Giant’s Causeway and Causeway Coast World Heritage Site (the only one located within NI) is a key asset within the Borough, as is Rathlin Island (NI’s only inhabited island) which lies within the Antrim Coast and Glens AONB.

2.4 The area has a high quality rural landscape with rolling agricultural fields across broad river valleys, largely framed within the Binevenagh Ridge and the Antrim Hills. To the south of the Borough the settlement of Kilrea is located within the lower Bann Valley, while Dungiven, with its dramatic backdrop of Benbradagh, sits at the gateway to the Sperrin Mountains (AONB).

2.5 Development pressure along the Borough’s coastline, renewable energy (particularly wind) and tourism and residential development, in the countryside, are the most influential forms of development likely to change the character and appearance of the landscape within the Council area.

2.6 To establish a sound evidence base to assist in the development of policies that will ensure the protection and appropriate management of our landscape,

the Council will carry out a review of the relevant LCAs identified in the Northern Ireland Landscape Character Assessment (NILCA) 2000 series, as part of its Plan preparation (see attached Scope of Works at Section 12 for further details).

- 2.7 Our landscape boundaries are not co-terminus with our administrative boundaries, therefore, the review will include LCAs that are wholly within the Borough as well as those traversing the boundaries of our neighbouring councils.

3.0 POLICY CONTEXT

- 3.1 The Borough is presently covered by the Northern Area Plan (NAP) 2016, adopted by the (former) Department of Environment (DOE) in September 2015. The Council has commenced work on a new LDP that will replace NAP.
- 3.2 The first stage of the Plan, the Preferred Options Paper (POP), published in June 2018, provided the basis for a 12 week consultation exercise with the public and key stakeholders, on what the Council considered to be the main strategic planning issues affecting the Borough. The POP set out possible options for addressing these issues, as well as the Council's 'preferred options', with justification as required.
- 3.3 The Local Government Act (Northern Ireland) 2014 introduced a statutory link between the Council's Local Development Plan and its Community Plan. As the LDP is a spatial reflection of the Community Plan, it will deliver its vision through a range of strategic objectives, under the same three thematic strands: Social; Environmental; and Economic.

The Regional Development Strategy 2035 (RDS)

- 3.4 The RDS provides regional guidance to conserve, protect and where possible enhance our natural environment. It recognises that effective care of the environment provides very real benefits in terms of improving health and well-being, promoting economic development and addressing social problems which result from a poor quality environment.

Strategic Planning Policy Statement for Northern Ireland (SPPS)

- 3.5 Paragraph 4.1 of the SPPS (Core Principles) states "*When plan-making and decision-taking, planning authorities must balance and integrate a variety of complex social, economic, environmental and other matters that are in the long term public interest. This is fundamental to the achievement of sustainable development.*" One of the 5 core principles identified is: - "*Preserving and improving the Built and Natural environment.*"
- 3.6 Paragraph 5.16 (The Planning Process: Implementation) states that "*In preparing LDPs councils must take account of the RDS 2035, the Sustainable*

*Development Strategy for Northern Ireland, the SPPS and any other policies or guidance issued by the Department such as **landscape character assessments** and conservation area design guides.”*

- 3.7 Paragraph 6.76 (Development in the Countryside) states that *“The LDP process will play an important role for councils in identifying key features and assets of the countryside and balancing the needs of rural areas and communities with the protection of the environment. This should include an environmental assets appraisal and **landscape assessment** which will provide the evidence base for the purposes of bringing forward an appropriate policy approach to development in the countryside. This should take into account **Landscape Character Assessments**.”*
- 3.8 Paragraph 6.188 (Natural Heritage) states that *‘In assessing proposals, including cumulative impacts in such areas, account will also be taken of the **Landscape Character Assessments** and any other relevant guidance including AONB Management Plans and local design guides.’*

Planning Policy Statement (PPS) 18 Renewable Energy

- 3.9 Policy RE1 Renewable Energy Development states the following paragraphs in relation to landscapes and renewable energy development which must be taken into account in the review of the Landscape Character Assessment:

Landscape and Visual Effects of Renewable Energy Development

- 3.10 *The landscape and visual effects of particular renewable energy developments will vary on a case by case basis according to the type of development, its location and the landscape setting of the proposed development. Some of these effects may be minimised through appropriate siting, design and landscaping schemes, depending on the size and type of development proposed. To assist assessment by the Department proposals should be accompanied by objective descriptive material and analysis wherever possible even though the final decision on the visual and landscape effects will be made by professional judgement.*
- 3.11 *Of all renewable technologies, wind turbines are likely to have the greatest visual and landscape effects. However, in assessing planning applications, the Department recognises that the impact of turbines on the landscape will vary according to the size and number of turbines and the **type of landscape** involved, and that some of these impacts may be temporary if conditions are attached to planning permissions which require the future decommissioning of turbines.*
- 3.12 *The document ‘Wind Energy Development in Northern Ireland’s Landscapes’ (SPG), published by the Northern Ireland Environment Agency identifies landscape characteristics that may be sensitive to wind turbine development. This document provides supplementary planning guidance on the landscape and visual analysis process, and the indicative type of development that may be appropriate. While the SPG will be taken into account in assessing all wind turbine proposals it is not intended to be prescriptive.’*

Character Assessments

- 3.13 There are 3 key character assessments relating to the Landscapes and Seascapes of Northern Ireland, as follows:
- The Northern Ireland Landscape Character Assessment (NILCA) 2000;
 - The Northern Ireland Regional Seascape Character Assessment (NIRSCA) 2014; and
 - The Northern Ireland Regional Landscape Character Assessment (NIRLCA) 2015.

Regional Landscape Character Areas

- 3.14 The Northern Ireland Regional Landscape Character Assessment (NIRLCA) 2015 identifies 8 Regional Landscape Areas within the Borough, as follows:

No.7 - Sperrins
No.8 - North Sperrin Hills and valleys
No.9 - Lough Foyle coast and Dunes
No.10 - Binevenagh Ridge
No.15 - Lower Bann Valley
No.16 - North Coast and Bush Valley
No.17 - Maine and Braid River Valleys
No.18 - Antrim Plateau and Glens

Regional Seascape Character Areas

- 3.15 The Northern Ireland Regional Seascape Character Assessment (NIRSCA) 2014 identifies 10 Regional Landscape Areas within the Borough, as follows:

No.2 - Lough Foyle
No.3 - North Coast Strands & Dunes
No.4 - The Skerries & Dunluce Coast
No.5 - Causeway Coast
No.6 - Ballycastle Coast
No.7 - Rathlin
No.8 - Torr Head Coast
No.9 - Northern Glens Coast
No.22 - Atlantic (offshore)
No.23 - North Channel (offshore)

Local Landscape Character Areas

- 3.16 The Northern Ireland Landscape Character Assessment (NILCA) 2000 identifies 24 Landscape Character Areas in the Borough.
- 3.17 The supplementary guidance contained within 'Wind Energy Development in Northern Ireland Landscapes' (NIEA, 2010) identifies most of the Borough as being of 'High' or "High to Medium" sensitivity to wind energy development and change, as follows:

No.29 - Sperrin Mountains (High)
 No.30 - Sperrin Foothills (High)
 No.33 - Lough Foyle Alluvial Plain (High to Medium)
 No.34 - Loughermore Hills (Medium to Low)
 No.35 - Magilligan Lowland (High)
 No.36 - Binevenagh (High to Medium)
 No.37 - Roe Basin (High to Medium)
 No.38 - Eastern Binevenagh Slopes (High to Medium)
 No.39 - Glenshane Slopes (High)
 No.51 - Garvagh Farmland (High to Medium)
 No.52 - Lower Bann Valley (High)
 No.53 - Lower Bann Floodplain (High)
 No.54 - Coleraine Farmland (High)
 No.55 - Garry Bog (High)
 No.56 - Dervock Farmlands (Medium)
 No.57 - Causeway Coast and Rathlin Island (High)
 No.58 - Long Mountain Ridge (Medium)
 No.59 - Cullybackey and Clogh Mills Drumlins (High to Medium)
 No.117 - Central Ballymena Glens (High)
 No.118 - Moyle Moorlands and Forests (High to Medium)
 No.119 - Ballycastle Glens (High)
 No.120 - Fair Head (High)
 No.121 - Moyle Glens (High)
 No.122 - Garron Plateau (High to Medium)

Overlapping Boundaries

3.18 Whilst the 24 LCAs listed above lie within the Borough, just over half of them (13 total) traverse the administrative boundaries of our adjoining councils, as follows;

3.19 **Mid Ulster District Council (MUDC):-**

No.29 - Sperrin Mountains
 No.30 - Sperrin Foothills
 No.36 - Binevenagh
 No.39 - Glenshane Slopes
 No.51 - Garvagh Farmland
 No.52 - Lower Bann Valley

The majority of the LCAs traversing MUDC boundaries have a “high” wind energy sensitivity.

3.20 **Derry City and Strabane District Council (DCSDC):-**

No.30 - Sperrin Foothills
 No.34 - Loughermore Hills
 No.35 - Magilligan Lowland

The majority of the LCAs traversing DCSDC boundaries also have a “high” wind energy sensitivity.

3.21 **Mid and East Antrim Borough Council (MEA):-**

No.52 - Lower Bann Valley
No.58 - Long Mountain Ridge
No.59 - Cullybackey and Clogh Mills Drumlins
No.118 - Moyle Moorlands and Forests
No.122 - Garron Plateau

The majority of the LCAs traversing MEA boundaries have a “high to medium” wind energy sensitivity.

3.22 **Fermanagh and Omagh District Council (FODC):-**

No.29 - Sperrin Mountains
No.30 - Sperrin Foothills

The LCAs traversing FODC boundaries have a “high” wind energy sensitivity.

4.0 PROJECT ASSIGNMENT & OUTPUTS

- 4.1 The key purpose of this study is to provide a review of the existing local Landscape Character Areas within this Borough, as defined in the Northern Ireland Landscape Character Assessment (NILCA) (2000).
- 4.2 The scope of this review will not include an update of those sections within NICLA 2000 that refer to the geodiversity or biodiversity of each LCA, as these have been updated by NIEA during the period from 2006 – 2010. They will remain as key accompanying evidence to the updated assessment.
- 4.3 The study will ensure that both plan-making and decision-taking are informed by a robust and up-to-date evidence base.
- 4.4 Collaborative working with the Council’s Development Plan Team will ensure that mentoring and practical/technical support to staff is achieved.

Key Requirements

- 4.5 The key requirements of this project are to:
 - undertake desk-top research, surveys and site inspections covering the wider council area and also at specific locations;
 - identify and classify broad Landscape Character Types (LCTs);
 - provide historic landscape characterisation;
 - review all existing LCAs identified as covering the Borough, including sensitivity to renewable energy proposals (particularly wind energy) and associated development/infrastructure;

- update Chapters 3 & 4 of NILCA 2000, specific to this Borough;
- review the Council's Preferred Options for the protection of sensitive landscapes and seascapes;
- Settlement Assessments: Describe and analyse the landscape setting of key settlements and provide development management guidance in the form of 'principles for the siting and design of new development';
- Provide mentoring and practical/technical support to Development Plan Team staff;
- Present findings to Elected Members and Senior Management Team (as required); and
- Provide input to and attendance at the Independent Examination of the Local Development Plan (as required by the Council).

Key Study Activities

4.6 The key study activities are expected to include the following:-

- Identify and classify the different broad Landscape Character Types (LCTs) that exist throughout the Borough;
- Provide a historic characterisation of the landscape;
- Review and update the Landscape section for each identified LCA;
- Review the names of existing LCAs;
- Review and update Chapter 3 (Forces for Change) of the NILCA (2000);
- Review and update Chapter 4 (Key issues & Recommendations) of NILCA (2000);
- Assess the capacity of the landscape within the Borough to accommodate further renewable energy proposals (particularly wind energy) and associated development/infrastructure;
- Review the Council's Preferred Options for the protection of sensitive landscapes and seascapes (including protected and unprotected areas), for their environmental, visual and amenity value, in relation to the provision of renewable energy:
 - Whether such developments can be successfully integrated into the sensitive landscapes and seascapes (including guidance on suitable policy approaches); and

- Whether renewable energy has the ability to protect such landscapes in the context of tackling climate change, including relevant sources of information to support a position;
- Recommend changes to the existing LCA assessments (if considered necessary) highlighting potential policy requirements/recommendations;
- Settlement Assessments: Describe and analyse the landscape setting of hubs, towns, villages, and up to six small settlements (to be agreed with the Council) and provide development management guidance in the form of 'principles for the siting and design of new development'; and
- Provide input to and attendance at the Independent Examination of the Local Development Plan (as required by the Council).

Study Output

4.7 The study output will be as follows:

- A detailed identification and classification of the different broad Landscape Character Types (LCTs) that exist within the Borough and of those local LCAs that lie within each LCT. An associated map to show the boundaries of the LCTs and the LCAs (colour-coded for different landscape types).
- A historic landscape characterisation.
- Identification (including on a map) of which LCTs/LCAs adjoin or overlap regional landscape and/or seascape character areas.
- A comprehensive review of all NILCA (2000) Landscape Character Areas identified within the Borough (including those areas that traverse adjoining council boundaries). Associated maps to show the boundaries and specific details pertaining to each LCA.
- Review and update the Landscape section for each identified LCA to include:
 - Key Characteristics;
 - Landscape Description;
 - Landscape condition and sensitivity to change;
 - Principles of Landscape Management; and
 - Principles for Accommodating New Development.
- Review the names of existing LCAs with particular reference to their geographic location and landscape character type. Suggest amalgamation/sub-division if deemed appropriate.
- Identify linkages with the Northern Ireland Regional Seascape Character Assessment (NIRSCA) 2014 and the Northern Ireland Regional Landscape Character Assessment (NIRLCA) 2015 (where relevant) and ensure that the documents are not in conflict with one another.

- A review and update of Chapters 3 and 4 of the Northern Ireland Landscape Character Assessment (NILCA) 2000, specific to this Borough.
 - An assessment of the capacity of the landscape within the Borough to accommodate further renewable energy proposals (particularly wind energy) and associated development/infrastructure. This will be carried out for each of the identified LCTs and the associated grouping and/or individual LCAs that lie within them, including those that traverse adjoining council administrative boundaries.
 - A review of the Council's Preferred Options for the protection of sensitive landscapes and seascapes (including protected and unprotected areas), for their environmental, visual and amenity value, in relation to the provision of renewable energy, high structures and minerals development:
 - Settlement Assessments: Describe and analyse the landscape setting of hubs, towns, villages, and up to six small settlements (to be agreed with the Council) and provide development management guidance in the form of 'principles for the siting and design of new development'.
- 4.8 The outputs from the study will inform the Plan Strategy, which will provide the spatial framework to promote growth in the Borough. It will provide the evidence to guide the detailed planning policies for the Council.
- 4.9 The overriding objective of the study is to produce a robust report that will stand up to detailed scrutiny and independent examination as part of the Local Development Plan process. The Study will be required to satisfy the "Soundness Test" applied to Local Development Plans.
- 4.10 The report will be a key supporting document that will underpin the Council's future Local Development Plan and associated planning policies and will form a vital component of the Countryside Assessment Technical Supplement.

5.0 TENDER SUBMISSION

Selection Criteria

- 5.1 The Council will assess your submission on the basis of the lowest overall cost **and** a pass/fail on the following (see Proposed Scoring Matrix for of tender at Appendix 2):
- Chartered Membership: Chartered Membership of the Landscape Institute (CMLI) or other equivalent recognised body.
 - Previous relevant experience: evidence of having completed 3 similar projects within the past 5 years. Each project should be detailed on (no more than) 2 sides of an A4 sheet. Include contact details of all three clients for reference purposes.

- Professional Indemnity insurance: Minimum cover of £500,000 required.
- Personal Liability insurance: Minimum cover of £1,000,000 required.

5.2 Your submission should also include the following:

Project Delivery Plan

5.3 This should highlight the various stages of the assignment, including:

- Timetable;
- Team members and their respective roles;
- Details of potential risks in the management and delivery of this project and the proposed contingency plans to deal with such risks; and
- Details of the quality control mechanisms you will put in place throughout the delivery of the project.

Future Work

5.4 The appointed consultant will be expected to participate in any future Independent Examination to the LDP in relation to the study and subsequent Plan policies and proposals. Tenders should note any work under the task identified as “Independent Examination”. This will be paid based on the rates outlined in the pricing schedule. Given the uncertainty over the time period between the completion of the review and the required representation at the Examination the Council will take into consideration any price increases or decreases that may have occurred during that period. The successful tenderer must, however, provide a written explanation with full details and supporting documentary back-up. Both parties will be required to agree any price adjustments in advance of payment.

5.5 Any submission which fails to address all of the elements noted above may be excluded.

6.0 DATA INFORMATION SOURCES (not an exhaustive list)

6.1 The Council’s Development Plan Team have a number of resources which may be of interest in understanding development pressure and the forces of change impacting across the study area. The Discussion Papers can be accessed on the Council's website at:

<https://www.causewaycoastandglens.gov.uk/live/planning/development-plan> and cover a range of issues including Housing, Public Utilities, Landscape Character and Countryside Pressure Analysis.

6.2 A broad range of environmental Information can be accessed at: <https://data.gov.uk/> while additional information on Sites of Local Nature Interest and Local Landscape Policy Areas are available in the Northern Area Plan 2016:

https://www.planningni.gov.uk/index/policy/dev_plans/devplans_az/northern_2016.htm

- 6.3 Further information relating to the Historic Environment can be found with the following digital datasets:
<https://www.communities-ni.gov.uk/publications/historic-environment-digital-datasets>
- 6.4 Information on land quality and soil as well as details on the geology of Northern Ireland's distinctive and precious landscapes:
<https://www.daera-ni.gov.uk/topics/land-and-landscapes>
- 6.5 The Borough contains four of Northern Ireland's eight AONBs (in whole or part), namely: Binevenagh; Causeway Coast; Sperrins; and Antrim Coast and Glens. The following link provides an overview of the natural and cultural heritage of these areas:
<https://www.daera-ni.gov.uk/topics/land-and-landscapes/areas-outstanding-natural-beauty>
- 6.6 Further information can be obtained from the Causeway Coast and Glens Heritage Trust (CCGHT) webpages including a series of Management Plans for the AONB's (not including the Sperrins) and World Heritage Site. See:
<http://ccght.org/>

7.0 PROJECT BUDGET

- 7.1 The contract will be awarded on a fixed contract basis. The most cost effective tender will be successful. Proposals must include a fixed lump sum for this project, including detailed costs breakdown, rates per day and details of expenses where appropriate. The prices quoted will be held valid for period of 90 days.

8.0 PROGRAMME DELIVERY

- 8.1 The successful candidate must comply with all monitoring, promotion and audit requirements of Causeway Coast and Glens Borough Council.

9.0 TIMETABLE

- 9.1 The Council proposes to appoint the consultants as soon as possible following submission with work to commence immediately. The target date for completion is no later than 4 months from award of contract.
- 9.2 A draft report in both paper and electronic format is to be submitted one month before the final report is due for submission. Specific dates will be finalised with the successful consultant(s) once appointed.
- 9.3 Any extension to this agreed timetable will require prior written agreement with Council. Any additional works carried out during this agreed extended

period must be within the overall price quoted and no additional payment will be made for such work.

10.0 MANAGEMENT OF THE ASSIGNMENT

- 10.1 The Client is Causeway Coast and Glens Borough Council.
- 10.2 The assignment will be managed by the Local Development Plan Manager within the Planning Department of the Council.
- 10.3 The Consultant shall be or shall appoint a Project Coordinator who will be responsible for day to day management of the Study and the main point of contact for the Client.
- 10.4 The Study will involve partnership working between the Council's Local Development Plan team and the Consultant(s). The Consultant(s) will be expected to meet regularly (as agreed) in the preparation of the Study. This will include:
 - Initial Inception Meeting on appointment.
 - Regular meetings (at intervals to be agreed) with presentations as required.
 - Attendance at the soundness-based Independent Examination (as required and agreed).
- 10.5 A draft report in both paper and electronic format is to be submitted one month before the final report is due for submission. Specific dates will be finalised with the successful consultant(s) once appointed.
- 10.6 The final report will be accompanied by an Executive Summary. Three paper copies and one electronic version of **all** documents will be required.

11.0 INFORMATION REQUIRED

- 11.1 The successful candidate will be required to adhere to high standards of propriety including impartiality, integrity and objectivity. This means that any private, voluntary, charitable or political interest that might be material or relevant to this study must be declared. Both real and perceived conflicts of interest must be declared. The appearance of a conflict could be as damaging as an actual conflict. You are therefore required to complete and submit the attached Declaration of Interest Form with your submission (see Appendix 3).
- 11.2 The Consultant(s) must be able to work, as required, in collaborative partnership with the Council's Local Development Plan team to prepare the review/study to inform the Draft Plan Strategy, and to provide a robust evidence base to pass the soundness test undertaken during the Independent Examination of the Local Development Plan. The tests can be found at Appendix 3 of the Planning Appeals Commission (PAC) publication

'Procedures for Independent Examination of Local Development Plans', which may be viewed online at: <https://www.pacni.gov.uk/procedural-guides> .

12.0 Proposed Scope of Works

Task	Detail (Using an identified methodology)	Responsibility
1.To undertake desk-top research, surveys and site inspections	<p>Undertake a survey of all existing local Landscape Character Areas (LCAs) pertaining to the Causeway Coast and Glens Borough Council area.</p> <p>Include LCAs that are wholly within the Borough as well as those traversing the boundaries of our neighbouring councils.</p> <p>Conduct surveys and site inspections to inform the classification of Landscape Character Types (LCTs) and the review of each individual LCA, etc.</p> <p>Use the most up to date data information sources (including, but not restricted to, the list at Section 6.0 above).</p>	Consultant & Council
2.To identify and classify Landscape Character Types	<p>Identify and classify the broad Landscape Character Types (LCTs) that exist throughout the Borough.</p> <p>Produce an accompanying map (colour-coded) to illustrate the identified LCTs.</p> <p>Identification (including on a map) of which LCTs/LCAs adjoin or overlap regional landscape and/or seascape character areas.</p>	Consultant
3. Historic Landscape Characterisation	<p>Provide a characterisation of the historic landscape of this Borough.</p>	Consultant
4.To review each LCA	<p>Review and update the Landscape section for each identified LCA to include:</p> <ul style="list-style-type: none"> • Key Characteristics • Landscape Description • Landscape condition and sensitivity to change • Principles of Landscape Management • Principles for Accommodating New Development <p>Review the names of existing LCAs with particular reference to their geographic location</p>	Consultant

	and landscape character type. Suggest amalgamation/sub-division if deemed appropriate.	
5. Protection of our sensitive landscapes and seascapes.	<p>Review the Council's Preferred Options for the protection of sensitive landscapes and seascapes (including protected and unprotected areas), for their environmental, visual and amenity value, in relation to the provision of renewable energy proposals (particularly wind energy) other high structures, and associated development/infrastructure:</p> <ul style="list-style-type: none"> • Whether such developments can be successfully integrated into the sensitive landscapes and seascapes (including guidance on suitable policy approaches); and • Whether renewable energy has the ability to protect such landscapes in the context of tackling climate change, including relevant sources of information to support a position. <p>The study shall incorporate an assessment of the capacity of the landscape within the Borough to accommodate further renewable energy proposals (particularly wind energy) and associated development/infrastructure.</p> <p>This will be carried out for each of the identified LCTs and the associated LCAs that lie within them, including those that traverse adjoining council administrative boundaries.</p>	Consultant
6. Settlement Assessments	<p>Describe and analyse the landscape setting of hubs, towns, villages, and up to six small settlements (to be agreed with the Council) and provide development management guidance in the form of 'principles for the siting and design of new development'. The assessment should consider:</p> <ul style="list-style-type: none"> • The contribution of the surrounding rural landscape to the setting of the settlement; • The strength or weakness of the settlement edge based on the form of development at the edge and the landscape features that provide containment; • The way in which the rural landscape contributes to the settlement gateways; • How development, particularly at the settlement edge, could affect key 	Consultant & Council

	<p>characteristics of the neighbouring landscape;</p> <ul style="list-style-type: none"> • Critical views (where identified), allowing a wider appreciation of the landscape, fundamental to that locality; and • How the siting and design of new development should retain or enhance the setting to the settlement, creating a robust and defensible settlement edge. 	
7. To review and update Chapters 3 and 4 of (NILCA) (2000), specific to the CC&GBC area.	<p>Review and update Chapter 3 'Forces for Change' in the Northern Ireland Landscape Character Assessment 2000.</p> <p>Review and update Chapter 4 'Key Issues and Recommendations.'</p> <p>Provide an overview of the linkages with the NI regional landscape and seascape assessments (NIRSCA (2014) and NIRLCA (2015) (where relevant) and ensure that the documents are not in conflict with one another.</p>	Consultant
8. Influences	<p>Identify and describe the following influences on our landscape:</p> <ul style="list-style-type: none"> • Natural; • Cultural; • Perceptual; and • Aesthetic 	Consultant
9. Policy Guidance	Highlight potential policy requirements arising out of the evidence gathered during this review.	Consultant
10. Mentoring	Provide mentoring and practical/technical support to Development Plan Team staff, throughout the project.	Consultant
11. Presentations	Present report findings to Elected Members and Senior Management Team (as required).	Consultant
12. Soundness Test –Independent Examination	The Study will be used as a robust evidence base by the Council during the soundness-based Independent Examination stage of Plan preparation. Up to 10 additional working days (including preparation of evidence and attendance at independent examination).	Consultant

APPENDIX 2: Proposed Scoring Matrix for award of tender

The following scoring criteria will be used to assess the tender submission:

Consultant's name:		
Initial Assessment	Pass	Fail
<u>Chartered Membership:</u> Chartered Membership of the Landscape Institute (CMLI) or other equivalent recognised body.		
<u>Previous relevant experience:</u> evidence of having completed 3 similar projects within the past 5 years. Each project should be detailed on (no more than) 2 sides of an A4 sheet. Include contact details of all three clients for reference purposes.		
<u>Professional Indemnity insurance:</u> Minimum cover of £500,000 required.		
<u>Personal Liability insurance:</u> Minimum cover of £1,000,000 required.		
<u>Project Delivery Plan</u> This should highlight the various stages of the assignment, including: <ul style="list-style-type: none"> • Timetable; • Team members and their respective roles; Details of potential risks in the management and delivery of this project and the proposed contingency plans to deal with such risks; and • Details of the quality control mechanisms you will put in place throughout the delivery of the project. 		
Overall fixed total cost (100%)		

Declaration of Interest

Form DOI

To: Local Development Plan Manager

Declaration of Interest

Please complete 1 or 2 below:

1. I declare that **I have the following conflict of interest** situation concerning the Review of the existing local Landscape Character Areas for the Council:-

Name: _____

Position: _____

Signature: _____

Date: _____

2. I have **no conflict of interest** to declare.

Name: _____

Position: _____

Signature: _____

Date: _____