
Natural Environment – LLCA Support Services (V10)

The following information indicates how landscape architects from Cornwall Council can provide support in the preparation of a Local Landscape Character Assessment (LLCA) as an evidence base for a Neighbourhood Development Plan (NDP). The area of land which each NDP covers, and the level of detail needed to support environmental policies will be different for each NDP. For this reason it is not possible to set a cost for each of the services detailed below. Costs provided below are a minimum, and may increase depending upon the scale of the assessment required.

The Stage 1 LLCA, and Stage 2 Settlement Edge Assessment methodologies have been piloted in as part of the Roseland and Porthleven NDPs. The service and support which can be provided has been aligned to the 'Steps' which are followed to create both a Stage 1 Local Landscape Character Assessment and an LLCA Stage 2 Settlement Edge Assessment. Detailed information relating to each methodology is available on the Neighbourhood Planning web site.

There will be no charge for introductory meetings with the NDP group.

LLCA Stage 1 – Landscape Character Assessment

The Stage 1 Landscape Character Assessment will assess the character of all of the land within the boundary of the NDP area. The assessment process groups the landscape into areas with the same character, referring to them as 'landscape types'. The end product is a character description for each landscape type which can be used to inform policy with the NDP.

We can attend one of your steering group meetings to explain how the overall LLCA process can support the policies within your neighbourhood plan. We can also provide a list of 'Useful Links' to mapping sites, books and web sites which will help you to learn more about assessing landscape character, and briefing note to give to community volunteers to provide them with more information on LLCA to encourage them to get involved

This is free of charge.

LLCA Stage 1 – Creating 'Landscape Types'

Before the landscape character assessment process starts you will need to divide up your NDP area into 'landscape types' (areas of land which have the same character). Your LLCA Group can do this independently, using changes in topography to determine the boundaries of the landscape types, but assistance can be provided by a Landscape Architect if required. Guidance is also provided on the Neighbourhood Planning web site.

Should you need the assistance of a landscape architect, there will be a charge which relates to the scale of the NDP area and the time taken to determine the landscape character types. For this there will be a likely charge of £145+VAT based on three hours.

LLCA Stage 1 - Training Workshop

A landscape architect from Cornwall Council will be able to provide a 3 hour training session to introduce landscape assessment and the process of undertaking a Stage 1 LLCA. The workshop includes an exercise in completing a fieldwork assessment sheet with a landscape architect there to answer any questions relating to the process. Copies of the blank field assessment sheets are included within the cost of the training and will be provided as paper copies and in a digital format for reproduction. To get maximum benefit from this training it is recommended that the volunteers who will be carrying out the field work assessment all attend the training.
For this there will be a set charge of £200+VAT

LLCA Stage 1 – Engaging local school children in the LLCA process

A simplified assessment has been prepared to introduce primary school children to the process of recording landscape character. A landscape architect will be able to come to the local school and talk to the children in Year 5, and or Year 6, and take up to 8 children out into the landscape to complete a simplified field assessment record to combine in your LLCA document.
Based on 2 hours the cost would be £100+VAT

LLCA Stage 1 - Reviewing the draft 'landscape type' descriptions

Your NDP group may request early in the process, a review and feedback from a landscape architect on the content and level of detail recorded on the fieldwork assessment sheets to provide reassurance that the volunteers have understood the methodology and have recorded an appropriate level of detail. The time involved will be dependent upon the number and complexity of the 'landscape types', and for this reason a likely charge will be of £200+VAT based on the review of five landscape type descriptions

LLCA Stage 1 - Preparing the draft 'landscape type' descriptions

Assistance can be provided by a Landscape Architect, to review the collated descriptions for the 'landscape types' and advise on the format of the LLCA Stage 1 document.
For this there will be a likely charge of £240+VAT based on five landscape type descriptions

LLCA Stage 1 - Presenting the draft assessment to the community and assessing the wider community value of the landscape

Assistance can be provided by a Landscape Architect, to organise a consultation event to allow the local community to review the completed draft LLCA Stage 1 and gain their views on the value and importance of the local landscape. A Landscape Architect would be able available to assist in the organisation of display material and to be present at the consultation event.
For this there will be a charge of £680+VAT based on 2 days

LLCA Stage 2 Settlement Edge Assessment

The Stage 2 Settlement Edge Assessment looks at the character and visibility of the landscape which immediately surrounds a settlement. The completed assessment forms an evidence base which informs policies in the NDP and can be used as part of the initial assessment process to allocate land for development.

Your community can undertake this assessment after they have completed the Stage 1 assessment, and following a Stage 2 training workshop.

Alternatively a landscape architect can undertake this assessment on your behalf and include the community and NDP Steering Group in the assessment process. The cost for a landscape architect to undertake this Stage 2 assessment will vary depending upon the size and number of settlements to be assessed.

LLCA Stage 2 - Guidance on creating 'land parcels'

You may need help in dividing up the land around your settlement into land parcels. For this there would be a charge of £100+VAT based on two hours

LLCA Stage 2 - Introductory training workshop

A landscape architect can provide a one day training workshop for volunteers on how to undertake the 'Settlement Edge Assessment' looking specifically at the sensitivity and capacity of the settlement boundary to accept future change. This training would involve a morning briefing on the application of the methodology and a site visit in the afternoon to complete the field assessment sheets with a landscape architect. Copies of the blank LLCA Stage 2 assessment sheets and explanatory notes for the method of assessment are included within the cost of the training and will be provided as paper copies and in a digital format for reproduction.

For this there would be a set charge of £480+VAT

LLCA Stage 2 - Guidance on writing 'land parcel' descriptions

It is recommended that a landscape architect review the early drafts of the field assessment sheets to ensure a consistent level of detail is recorded and that the methodology has been understood. To be able to review the land parcel descriptions landscape architect will need to visit the settlement edge in person and then review the prepared assessments. The overall cost would depend upon the number of land parcels within the assessment.

Based on six land parcels there would be a charge of £290+VAT

LLCA Stage 2 - Overall review of the completed 'land parcel' descriptions

Once the assessment is completed in draft a landscape architect can review the completed land parcel descriptions to ensure consistency of judgements on sensitivity, value and capacity.

The overall cost of this work would depend upon the number of land parcels within the assessment.

Based on six land parcels there would be a charge of £580+VAT

LLCA Stage 2 - Assessment undertaken by a landscape architect

A landscape architect can be commissioned to undertake a settlement edge assessment on behalf of the NDP group. It will however be important for the NDP group/community to be involved in the preparation of the assessment, so they are then able to comment on the draft assessment prepared by the landscape architect. These volunteers will need to attend a training workshop so they understand how the document is put together and how the summary information is to be used.

It is not possible to provide an overall cost for this assessment as it will depend upon the size of the settlement and the number of land parcels. The following breakdown is provided by way of a guide

- A meeting with the NDP group to determine the extent of the assessment £145+VAT based on 3 hours
- Determining the land parcel boundaries for the assessment, fixed cost of £80+VAT
- For each land parcel carry out an assessment on site, complete the assessment sheets and summary, and prepare a photographic record £680+VAT
- For each land parcel prepare mapping £48+VAT
- Organise a meeting for the NDP group to explain the process to compile the assessment, and to provide an understanding of the remit of the assessment fixed cost of £200+VAT
- Following a meeting with the NDP Group and their examination of the draft assessment carry out any amendments necessary to deliver the completed document £245+VAT based on 5 hours.