

Annex C

Public Open Space

Policy Guidance

1. Introduction

This Annex provides further guidance on the interpretation and implementation of the SWLP policies in respect of the provision of public open space. It also sets out the Local Planning Authority’s expectations in this regard.

In addition to the SWLP policies, the Policy Guidance should be read alongside the following documents which have been published as Technical Notes:

- Draft Public Open Space Management Plan
- Indicative Cost Schedule
- Template POS Section 106 Agreement Schedule
- Template SuDS Section 106 Agreement

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3. Typologies

There are Four typologies of accessible greenspace:

Typology	Description
Parks and gardens, including urban parks and formal gardens	Fully accessible opportunities for informal recreation and play, organised sport and other activities. These are generally more multi-functional spaces with a range of habitats and facilities for visitors, including offering space for quiet contemplation as well as a range of amenities. Parks and gardens may also contain equipped children’s play, teenage facilities and/or outdoor sports facilities. These open spaces would normally be expected to have a more formal character. They may be important for hosting community events.
Recreation grounds	Fully accessible opportunities for formal and informal sport and physical recreation. They may include additional amenities including play or provision for teenagers or growing spaces. This typology may be less formal in character and include fewer natural habitats than the parks and gardens typology. The use of these sites tends to be focussed on physical recreation.

Natural and semi-natural greenspace	Open spaces with a primary function of providing access to nature, wildlife conservation, management for biodiversity and environmental education (which may or may not be formally designated for wildlife value). This can include woodlands, urban forestry, scrub grasslands (e.g. downlands, commons and meadows), wetlands, open and running water. This typology includes country parks. This typology could also include areas of Sustainable Drainage Systems (SuDS) within them.
Amenity greenspace	Open spaces which provide opportunities for informal activities. Amenity greenspace provides a less formal greenspace experience than parks and gardens, with fewer amenities and facilities than a recreation ground. They may include some more biodiverse elements, for example areas of relaxed mowing. It does not include roadside verges or strips of land adjacent to hedges. They provide important greenspace close to where people live and work. This definition focusses on open space that provides a meaningful recreational offer and would not include incidental or 'left over' areas of grass that would not realistically be used by the community.

In addition, there are seven other typologies of open space:

Typology	Description
Outdoor sports facilities	Open spaces which focus predominantly, or wholly, on the provision of formal sports, such as tennis courts, bowling greens, or private football pitches. Access to these open spaces may be restricted and require membership or prior booking to access.
Provision for children and teenagers	Open spaces which are designed primarily to provide play and social interaction for children and teenagers. This includes areas of equipped play facilities, Multi-Use Games Areas, wheel parks, BMX tracks and single basketball hoops. This may also include areas of social seating or performance spaces, including the types of designs highlighted within the Make Space for Girls campaign.
Green and blue corridors	Multi-functional well-defined corridors which provide traffic-free routes for active travel and the movement of wildlife between habitats. Examples include river and canal banks, cycleways, rights of way, brooks, streams and rivers.
Allotments and community gardens	Open space areas offering opportunities for food growing. These may be publicly accessible to all or restricted to members or tenants. This typology does not include orchards.
Cemeteries, disused churchyards and other burial grounds	Burial space and areas for quiet contemplation and reflection. Cemeteries may also include a range of habitats and offer similar opportunities for access to nature and sitting and relaxing as other types of open space.

Civic space	Areas of open space, generally more closely integrated into the built environment than other typologies. Civic spaces are generally located around key community hubs and areas of activity, providing landscaped areas to meet, sit, benefit from shade and provide aesthetic value. These spaces generally have less extensive areas of vegetation such as grass and focus more on hard landscaping with trees and planting incorporated within them.
Institutional land	Open space associated with institutional buildings such as schools.

4. Residential Development

4.1 Principles

Major residential development will be required to provide Public Open Space in accordance with the standards outlined in this policy guidance. The Local Planning Authority will expect developers to meet the overall open space requirement; however it may apply a degree of flexibility to the individual types of space having regard to relevant evidence bases and the particular circumstances of the development site in question. Evidence of particular importance includes any parks and Open Space Audits, and the Green and Blue Infrastructure and Open Space Study.

In accordance with Policy, Public Open Space is to be provided on site within the first instance. Where it is demonstrated that it is impractical or inappropriate to provide open space within confines of the red-line boundary, the Local Planning Authority may consider commuting the requirement to an alternative location provided that it is within reasonable walking distance of the development, and relevant planning permission is obtained. A distance of 480 meters approximately a 10 minutes' walk is considered appropriate for this purpose. In some circumstances it may be appropriate to increase this range for the provision of allotments, and this will be by agreement with the local authority.

Where neither an on-site nor off-site location is available or considered appropriate, a financial contribution from the developer as a means of providing qualitative improvements to existing open space will be required. The form of any contribution will be guided by the findings of the District's Parks and Open Spaces Audit and any other material evidence.

Where a developer makes the physical provision of new open space it will be delivered to an agreed standard, as detailed in this Policy Guidance. It is the Local Planning Authority's expectation that the public open space will be offered for adoption to either the Town/Parish Council or the Local Planning Authority. Should neither the LPA or Town/Parish Council wish to adopt the open space refusal in writing must be provided before the open space is offered to a management company.

In order to maintain the current average provision of POS, a minimum of 5.67ha of unrestricted public open space will be required per 1,000 head of population.

For the avoidance of doubt POS must be useable by the public. Thus, non-useable landscaping such as 'SLOAP' (space left over after planning) and incidental open space (IOS) will not count towards the standards. For example, roadside verges would not count but areas where dogs could be walked or people could sit or children play informally would contribute.

4.2 Calculating the Quantum of Open Space to be Provided

The amount of land required to meet the standard is determined by first calculating the population of the proposed development. For residential developments the number of bedrooms provided across the development is used as a proxy for the number of occupants, with the exception of one bedroom dwellings which will be assumed to have 1.5 people. For student housing, the number of students to be accommodated will be used.

To calculate the total open space required, divide the number of people from the development (see above) by 1,000 and then multiply by the open space standard of 5.67 (hectares)

In relation to housing schemes that are designed to meet the needs of the elderly then contributions for parks and gardens and amenity open space will be the Local Planning authorities main focus. This means that the proportions of allotment and play areas may be reduced whilst increasing the other public open space typologies to maintain the required provision.

In relation to other adult care schemes, flexibility will be afforded in the ratio of the various typologies of open space, providing the overall provision required is met. It is acknowledged that to ensure the safety of residents, some specialist care facilities require gating, meaning the POS is not available to everyone. In these instances, the POS still needs to be provided in accordance with policy, however may be secured and not remain open to external individuals.

Apart from the exceptions mentioned above, developments over 100 dwellings will be required to provide allotments on-site, or make alternative provisions within 480 metres of the site. Sites adjacent to one another combining provision in one area will be encouraged to help deliver effective allotment sites. Allotment provision is a statutory duty of the council and less flexibility will be afforded to non-provision when the threshold is reached, although greater flexibility regarding distance to the provision may be afforded, where appropriate.

5. Commercial Development

5.1. Principles

New commercial or industrial developments will create demand for public open space through their workforce and nearby residents. Such open space will need to be available on site so that employees can take advantage of it during their working day. The provision will focus on amenity open space, parks and gardens and accessible natural areas, with no need to provide allotments or youth areas.

5.2 Calculating the Quantum of Open Space to be Provided

The amount of land required to meet the standard is determined by first calculating the full-time equivalent number of employees of the proposed development, as informed by the area of commercial use and use type.

To calculate the total open space required, divide the number of full-time jobs from the development by 1000 and then multiply by the open space standard of 5.67(hectares).

6. Calculation of Commuted Sum for management and maintenance of public open spaces

6.1 Commuted Sum

Arrangements will need to be made for the maintenance and management of any POS, and this will require the payment of a commuted sum to the District Council. This will include a surety bond and the payment of a site-specific calculation of the annual maintenance costs over a period of thirty years, taking into account the various components that make up the open space, plus a 15% management fee to managing the maintenance

Broadly indicative costs are produced periodically by the Local Planning Authority and published as Technical Guidance in order to offer clarity to developers. However, each site is unique in requirement and costs, and the provided information should be regarded as advisory only with definitive calculations produced at the point of application. In the instance of outline applications, these should use the indicative rates, with the final sum being calculated at the reserved matter stage. The provision of such a calculation is dependent upon the provision of a detailed POS Scheme that demonstrates not only the quantum of POS to be provided but also visibly determines the specific provision of the various typologies and management prescriptions.

6.2. Calculation of the capital off-site sum

The sum calculated for each type of open space where full provision is not made on site will be based on the estimated cost of creating the public open spaces (and subsequent maintenance costs over a thirty year period). Guidance is provided in the Indicative Cost Schedule Technical Guidance. Where partial provision is provided on-site, an off-site contribution is required to meet the deficit.

In order to maintain the high quality of public open spaces that is currently prevalent in the District, and to ensure that maintenance and enhancement can take place seamlessly in the future, it is expected that developers will offer POS land to be adopted by either the Town/Parish Council or the Local Planning Authority along with a suitable commuted sum for future maintenance in the first instance. In the event that the POS is passed to another party to maintain, the provisions laid out under Management Company requirements

6.3. Administering the System

With regard to the on-site provision of public open spaces a Commuted Sum for maintenance is to be paid to either the Town and Parish Council or the Local Planning Authority upon formal land adoption.

Formal adoption of POS by either the Town or Parish Council will only take place when the Council considers that the POS has reached an acceptable standard upon practical completion and any commuted sum for maintenance has been received.

Off-site Provision Capital Sums will be spent on open space improvements identified by the Council as part of the Section 106 agreement. Improvements to open space shall include; the creation of new areas where there is a deficiency; raising existing standards and adding value to an area in terms of the leisure experience on offer.

In addition to the commuted sum, applicants will be expected to pay the Councils legal costs involved in making the planning obligation.

6.4. Example Calculations

The following examples are provided to demonstrate how the calculation should be applied:

A development proposal is submitted to the Council for 100 dwellings. It is established that the 100 dwellings will be made up of the following (based on Housing Mix Guidance):-

50 x 3 – bed houses (50 x 3 = 150 residents)

45 x 2 – bed houses (45 x 2 = 90 residents)

5 x 1 – bed flats (5 x 1.5 = 8 residents)

Total = 248 residents

In accordance with the standards, the developer would therefore be expected to make provision for the following:

Total residents $248 \times 5.67 = 1.41 \text{ Ha}$ (Overall requirement for open space).

Of the 1.41Ha of provision the split of provision should be:

- Amenity Green Space $1.41\text{Ha} \times 10.5\% = 0.15\text{Ha}$;
- Parks and Gardens $1.41 \text{ Ha} \times 24.5\% = 0.35\text{Ha}$;
- Natural and semi-natural greenspace $1.41 \text{ Ha} \times 56\% = 0.79 \text{ Ha}$
- Recreation Grounds $1.41 \text{ Ha} \times 9\% = 0.13 \text{ Ha}$

However, it should be noted that the above requirements set the basis for negotiating appropriate on-site requirements. This would then be considered in the context of the site in question as well as current position in the

locality of the intended development and an acceptable combination of sizes and types of provision would be negotiated.

Major development also requires the provision of Allotments and Community Growing Space, and Provision for Children and Teenagers.

- Allotments and community Growing Space $248/1000 \times 0.86 = 0.21$ Ha
- Provision for Children and teenagers $248/1000 \times 0.5 = 0.12$ Ha

7. Minimum Size Thresholds for Adoption by the LPA

The following table sets out examples of minimum area size standards for a variety of POS typologies. The District Council will not normally consider the formal adoption of POS that are not of the size stipulated in the table below. Should the calculations require provision less than the standards shown below then either the space will be offered to the Local Town/Parish Council, or it will require the developer to negotiate arrangements for an off-site contribution or financial contribution in lieu. The exception to this may be if the smaller area proposed is of particular merit (or is marginally below the standard) and the developer can satisfy the Council that maintenance (of an agreed standard / regime) will be undertaken in perpetuity and bound by a legal agreement.

Typology	Minimum Size Thresholds for Adoption by the LPA (Hectares)
Parks and Gardens	0.25
Natural and semi Natural greenspace	0.25
Amenity Greenspace (includes Green corridors)	0.1
Children's and Youth Areas	0.18
Allotments*	0.11

*Check with relevant LPA

8. Timing of Delivery & Demonstrating Compliance

The Local Planning Authority will secure the provision of open space through appropriate conditions and planning obligations (secured by a section 106), along with measures related to the longer term management and maintenance. Developers are must engage with Parish/Town Councils and the Council early in the development process to make management and maintenance arrangements efficient and to avoid delay at application stage.

Planning proposals must be accompanied by an Open Space scheme which will provide details of the open space provision and address matters such as:

- Timing of delivery
- Trigger points for certificates, and ROSPA inspections

- How relevant standards have been met

Where public open space is being provided on-site in a residential development (market and affordable housing), it must be laid out and transferred to the final management and maintenance provider typically prior to 60% occupation of the dwellings on the site.

The Local Planning Authority will need to be satisfied that a Certificate of Practical Completion of the laying out and planting of the Public Open Space can be issued, and the Public Open Space will then need to be maintained for a minimum of 12 months. At the end of this 12-month period and subject to the rectification of any identified defects in the Public Open Space, the Local Planning Authority will need to be satisfied that a Final Completion Certificate can be issued in respect of the Public Open Space, prior to any land being transferred to the management and maintenance provider, with any necessary health and safety reports and transferable guarantees and warranties being provided as part of the transfer documentation.

For Custom and Self Build residential developments Public Open Space must be laid out and transferred to the final management and maintenance provider prior to 40% occupation of the dwellings on the site. The build out timeframe will likely be much longer than on general housing sites as plots may be built out individually. This lower trigger point for delivery will help minimise the risk of Public Open Space remaining unfinished for a prolonged period which would adversely impact the amenity of early occupants of the site.

9. Management Company Requirements

It is the Local Planning Authority's strong preference that public open space and play areas on new developments continue to be adopted by either the local town or parish council or the Local Planning Authority itself together with payment of a commuted sum.

The Local Planning Authority will only consider a management company/organisation proposed by a developer if it meets the list of conditions set out below:

- i. The Owner shall provide a written statement confirming;
 - a. the Management Company's name, address, phone number, and email address; and that those details will be provided to all residents at the point of purchase who are liable to pay a management fee ('the residents')
 - b. the Council will be informed when the management company takes over responsibility for the management of the public open space.
 - c. the Council will be informed of the Land Registry Title number if the public open space is transferred to the management company.
 - d. that the residents will receive a 'balance sheet' at the end of each financial year to demonstrate how their management fees have been spent, what revenue is available to cover unexpected costs, for example fly-tipping and unauthorised encampments; and what money is available to reinvest in the public open space.
 - e. That residents will be involved in the decisions about how the public open space management fees is be spent.
- ii. the Owner shall provide a method statement containing details of;
 - a. how capital funding for replacement items/unforeseen costs will be generated and;
 - b. how the Management Company will ensure that the standards of maintenance will be at least to the same standard as set out in the Public Open Space Scheme.
- iii. Confirmation that at no point will the service charges levied on residents increase the rents for affordable housing above 80% of the open market rents as published by the Home and Communities Agency (HCA) (or successor body), where affordable rents are in place.

- iv. Confirmation that all public open space, outdoor sports pitches and play areas remain accessible and usable by the general public in perpetuity.
- v. If the Management Company goes in to administration or otherwise ceases to exist, confirmation that title deeds of all public open space, outdoor sports or play areas transfer at consideration of £1 to the Council as the provider of last resort and details of the mechanism by which this transfer shall take place.
- vi. the applicant will be required to enter into a section 106 obligation providing the legal mechanism for the land to be transferred to the Council where the Management Company goes in to administration or otherwise ceases to exist, and for the transfer to the Council of the benefit of any contract between the Management Company and the residents of the relevant development in relation to the payment of any management/service charge by the residents to the management company to cover the cost of managing and maintaining the open space.

10. Design Guidelines

10.1 Principles

Public open spaces require unfettered access for members of the public at all times throughout the year for the purpose of recreation, environmental enhancement and community wellbeing.

10.2 Soft landscaping

Species selection and composition of trees, hedges and shrubs should be considered with respect to how they mature over the years, and change across the seasons. Longevity and maintenance must be a key consideration and not ignored in favour of short-term aesthetic benefits to improve the marketability of the new development. A minimum of fifty percent of species used within public open spaces should be native. The remaining 50% can be non-native but should wherever possible be beneficial to wildlife, for example flowering, fruiting or good for pollinators. Non-native species should be reserved for curtilage/private gardens

Planting schemes within POS should feature early and late pollinator-friendly species in both public and private green spaces and within hedges

- Species composition should provide winter forage and habitat for birds.
- Plants should be UK sourced, native and reflect species and varieties found within Warwickshire. To aid establishment, organic matter, or environmentally friendly water retaining granules/gel should be applied to all planting areas and species chosen which are resilient to climate change.
- All planting areas (except new hedges) should be mulched with untreated bark chip to a minimum depth of 75mm, taking care not to spread it against plant stems. Mulch mats may be used at the base of hedges to avoid the use of weed killer.
- Raised beds and planting on raised bunds are not encouraged because they are prone to drought and require a higher level of maintenance, particularly in prolonged periods of dry weather. If proposed, a water reservoir should be incorporated and drought tolerant species used. A weed suppressing membrane is required and the raised bed is to be mulched with gravel to a depth of 50mm
- Whips should either be planted with a cane and biodegradable rabbit guard or planted within an enclosed area of rabbit proof fencing.
- Hedgerows should be compliant with best practice standards such as the SFI Hedgerow Standard
- Vegetation should not be planted too close to paths to avoid issues with overgrowth.
- No thorny species should be placed within a metre of a path that could be used by cyclists (permitted or otherwise).

- For ease and the safe operation of machinery, the gradient of grassed areas must not exceed 30°, preferably less than 15°.

Trees

- Trees are planted for the benefit of future generations, so careful consideration to species and form should be given during design. The impact of mature specimens on the surrounding landscape should be considered. In particular:
 - Ensure adequate space remains between specimens, public paths and bridleways to ensure security for users throughout the life of the specimen.
 - Ensure species are chosen and placed with due regard for visibility splays associated with roads and footpaths
- Trees proposed next to dwellings should comply with BS 5837:2012 to help avoid issues of blocking light, damaging fences and giving rise to insurance claims.
- Oaks in particular should not be planted near to buildings and never closer than their ultimate canopy spread (c.40 metres), further on clay soils.
- Standard trees (particularly in exposed sites) should be fitted with a strim guard and double staked (on the prevailing wind side) and planted with a perforated irrigation tube.
- Root damage to paths is a serious concern, and a root barrier should be used to protect vulnerable sections.

In order to ensure safety and other considerations elements of gating and fencing may need to be included within the design. These matters should be discussed at the earliest available opportunity to ensure appropriateness and to also ensure that the Local Authority's maintenance vehicles can access the site post adoption. A post-installation independent safety audit of POS and SuDs will be required at commencement of maintenance period and at handover.

10.3 Hard landscaping

- To encourage people to be active, consideration should be given to installing measured mile markers alongside paths.
- Where possible, paths should be wide enough to accommodate both pedestrians and cyclists (3 metres or more) and have an open aspect.
- Even when not a designated cycle route, they will be used as such. Wider paths are acceptable, even welcomed and can be a real design feature. Wide, open sight lines can also make users feel safer and more comfortable.
- Hard surfaces are to be porous and made of a sustainable material
- Alternatives to tarmac often become weedy or worn if not regularly maintained. Breedon type surfaces may look ascetically pleasing when first laid but require more regular maintenance to keep on top of weeds. The surface is often spoiled by surface run-off and wear and tear from cyclists and wildlife, and there are frequently issues with scatter, path 'dipping' and water pooling. If included within a scheme Management plans must address the additional maintenance requirements.

10.4 Street furniture

- Litter bins should be installed:
 - At every entry point, unless another is available within 400m, and visible from the entry point(?)
 - At all play areas and picnic areas with bins typically spaced 100 metres apart – bins should be offset from any play equipment or benches/tables by at least 2 metres

- As close as possible to adjacent hardstanding for ease of maintenance and to avoid ground damage in wet weather.
- Near to vehicular access points for ease of collection.
- All public litter bins should be of a consistent and standard design to ensure a cohesive public realm.
- Where deemed appropriate, litter bins with recycling facilities may be installed instead of, or in addition to, standard litter bins. Likely locations for such bins would be in close proximity to facilities such as shops, schools and sports grounds, and within parks and green spaces.
- Tables and benches should be installed upon hardstanding to prevent ground damage and to allow them to be used all year round. When sited alongside hard surfaced paths, this surface should ideally flare out to provide the base (with rounded edges as opposed to right angled).
- For benches the hard standing should be able to accommodate a wheelchair, pushchair or similar alongside to avoid blocking the path; and tables designs should be able to accommodate a wheelchair user.
- Where furniture sits away from hardstanding, then a surface should be used that is appropriate to the setting.
- Typically, there should be a bench every 100 metres.
- If post and rail fencing is intended to keep the public out of certain areas, such as wildlife sensitive areas, the fence should be 1.3 metres high, with horse netting attached to the side facing the publicly accessible area. The mesh of the horse netting should be 50mm x 100mm. All timber products should be FSC certified.
- Barbed wire must not be used unless required to control livestock; and then only when a line of smooth wire is attached opposite it, on the inside side of the post (on the park side).
- All play areas must be signed with the site name and details of who maintains it so that damage and accidents can be reported. A site address/postcode will also help an emergency vehicle locate the site (if needed).
- Where an information or interpretation board is proposed, an angled sign is normally most appropriate.
- For larger areas of POS, for example where a user would lose sight of a public road and/or there are a variety of paths to take, a 'welcome to' sign, featuring a site map will help to install user confidence, showing them where they can go, and what they can potentially see or do.
- The map should clearly show the names of the roads adjoining the site, so that users who wish to, or need to, ring for assistance can advise others where to find them. The use of 'WhatThreeWords' is also encouraged to support users.
- Wayfinding signs are encouraged to support user experience
- In consideration of the Equality Act and 'British Standard 5709:2018 for Gaps, Gates and Stiles', stiles are not permitted points.
- For pedestrian access, a gap (minimum width of 1.2 metres) is the first preference, followed by a BS compliant swing gate (minimum width of 1.2 between hanging and slam posts), then a BS compliant kissing gate.
- For gates, shear nuts must be used to deter theft and to stop gates being lifted off their hinges, the top hinge pin should point down, with the bottom hinge pin facing up.
- Lighting within areas of POS should be sustainable and consider the effects on wildlife and the usability of the space. Innovative solutions such as solar power, motion sensors and low level up-lighting to mark out paths should be considered.
- Arbours and pergolas are not generally supported due to high levels of maintenance. If proposed, it should be demonstrated that the structure is low maintenance, robust and resistant to vandalism.

- Outdoor Gym equipment should also be provided where possible as this encourages adults and youths to exercise, these should not be installed close to children’s playgrounds. Signage should be clear and show the user the correct way in using the equipment.

10.5 Play Spaces

Open Space provision for play is central to children’s physical, mental, social and emotional health and wellbeing. Through play children develop resilience and flexibility, contributing to physical and emotional wellbeing. Play Spaces should be provided where children can play, where they can feel completely free, where they can safely explore their limits, learning and experimenting and where different generations can meet, binding the community together.

The provision of opportunities to play as part of new housing development benefits future residents, in terms of providing an attractive environment for all, whilst providing a valuable play resource. Within South Warwickshire, we want play spaces to be truly innovative and set new standards for play provision. To achieve this, play areas should be designed using the key design principles set out in Play England, ‘CABE’s and Fields in Trust guidance) and any revision or successor documents. This will ensure that our play areas are innovative and inclusive from inception to completion.

The design of play areas must be an integral part of the design process from the outset. Proposals for playspace must show how they have addressed the following matters. In locating playspace:

- This should be in easy walking distance from new dwellings while allowing appropriate separation from these (indicative distances are shown below)
- The route between the dwellings and the play space is as safe as possible.
- Playspace should be in an open and welcoming site located away from main roads to prevent health risk of traffic pollution and traffic accidents.
- Natural surveillance, ideally from nearby dwellings or local roads where safe, should be provided.
- The site must be on land suited for the type of play opportunity intended.
- All play areas should be designed to be inclusive for children and young people with disabilities.
- A buffer zone should be provided around play areas.

Table: Locating Playspace

	Walking Distances from Homes	Minimum separation distance from existing and proposed dwellings
LAPs	100m	5m
LEAPs	400m	20m
NEAPs	1,000m	30m
MUGAs, ball courts, skateboard areas, BMX tracks and teenage shelters	700m	30m
Playing Pitches	1,200m	30m

Play areas should have a minimum size of 400sqm, catering for children up to 14 years and a minimum size of 1,000sqm catering for children up to 18 years.

Playspaces should meet community needs, taking account of the local demography, and complementing nearby play spaces and should:

- Allow children of different ages and abilities to play together and reflecting local needs provide playing spaces should be provided for different age groups, including teenagers.
- Building in opportunities to experience risk and challenge.
- Supporting imaginative play and creativity.
- Provide seating for parents and carers.

The design of playspaces should also:

- Incorporate equipped play areas and areas for casual play and informal activities.
- Be integrated as far as possible with other local open spaces and amenity areas.
- Make use of natural elements
- Provide adequate lighting for play which provides a safer environment for the users of the open space, and which is appropriate for the area, including considering impact on adjacent residential occupiers
- Where appropriate, the site could include an interesting eye-catching design or feature.
- Play areas catering for all age groups may need separation of younger and older ages groups.

Play equipment needs to be high quality – and multifunctional where appropriate, safe, accessible and inclusive to children with disabilities. It should address the following building standard (or successor standard)

- Playground Equipment Standard BS EN 1176
- BS EN Standards 7188, 1176 and 1177 (Impact Area and Critical Fall Height) for impact absorbing surfaces beneath and around play equipment .Rubber mulch or wetpour is the preferred material to ensure useability throughout the year,

10.6 Vehicles

- Secured, vehicular access points are required for maintenance vehicles. At the roadside, barriers must be set back from the edge of the carriageway by at least 6 metres (or otherwise approved by the Highway Authority in writing); and open away from the carriageway.
- For gates, a self-latching stop post is needed. Shear nuts must be used to deter theft and to stop gates being lifted off their hinges, the top hinge pin should point down, with the bottom hinge pin facing up. Anti-tamper proof locks should be used.
- Access points should have a suitable hard surface.
- All POS should be sympathetically designed to prevent unauthorised vehicular access, without detracting from the visual amenity of the space. This could include for example, natural earth contouring, planting beds, hedging, fencing, bollards, boulders or a combination.
- Cycle parking should be of the Sheffield type stand which allows the frame and both wheels to be secured. Cycle parking should be covered where suitable.
- An area of 1 square metre should be allowed per stand and a minimum distance of 1 metre should be maintained per stand. A minimum of 3 cycle stands per play area or BMX track is required, and provision should be made near other play spaces. Car parking spaces should conform with the Local Planning Authority's parking space requirements set out in its Technical Guidance.

10.7 Waterbodies & Wildlife

- Water is important for wildlife. It is also highly valued by the public and is encouraged.

- For open bodies of water, there should be a 2-3m wide ledge for marginal plants, then a 1m drop to prevent them spreading into open water.
- Around the perimeter, 2 metres of grass should be permitted to grow tall to deter people accessing the water. The tall grass could be a wildflower meadow mix.
- Until established, a chicken wire fence may be required around the marginal planting to deter wildfowl pulling it up.
- A similar 2 metre wide corridor of tall grass should be allowed alongside water courses, to control access and reduce wildlife disturbance. They make excellent wildlife corridors.
- A range of eco habitats suitable for the location are actively encouraged. For example but not exclusively, bird and bat boxes, otter holts and wood piles for hedgehogs and other insects. Wood piles should be partially buried/grassed over to deter human disturbance.
- Bird boxes should only be attached to existing mature trees; and be of a type suitable for the species that you wish to support, i.e. robins, tits, sparrow or owls. The species and box design will guide where and how close they should be installed to one another and how many can be accommodated on site. The developer's ecological report should provide guidance.
- Due to licence restriction on handling, only non-openable bat boxes should be installed.
- Wildlife supporting infrastructure such as hedgehog highways and bee hotels should be incorporated into development

10.8 Sustainable Urban Drainage Systems (SuDS)

SuDS form part of the surface water drainage system and must therefore be designed to perform a technical drainage function. Developers will be required to submit a SuDS Specification that sets out the detail for how the SuDS will be designed, constructed and maintained (see below). The SuDS Specification should be prepared by a suitably qualified and professionally approved person carrying appropriate Professional Indemnity insurance and should be designed according to the latest CIRIA guidance.

A full SuDS maintenance programme and set of lifecycle costs will need to be provided, and the costs should be linked to the management programme.

Details will need to be submitted and approved that cover the technical design, performance specification and maintenance (short and long-term) of the SuDS and how these integrate with the design of the public open spaces. This will be secured by way of a Planning condition or Obligation

The SuDS Specification, in the form of a report or suite of reports, should include the following plans and technical detail:

1. Hydraulic calculations;
2. Control devices and flow control measures;
3. Geotechnical design criteria;
4. Permeability assessment;
5. Proposed design specification;
6. Proposed landscaping and boundary treatments;
7. A short and long term management plan for the SuDS;
8. Life-saving equipment (e.g. lifebelts) where required;
9. Warning and information signage where required;

10. Proposals that seek to maximise ecological benefit;
11. The exact location and dimensions of the SuDS;
12. A construction programme for the SuDS identifying timings for commencement through to completion of the SuDS;
13. A Management and Maintenance Plan for the SuDS that identifies the required management and maintenance of the SuDS in the short, medium and long-term;
14. A ROSPA assessment/certificate;
15. A CDM designer's Risk Assessment evidencing that the SuDS can be operated safely; and
16. Public Liability Insurance.
17. Evidence of water quality testing
18. CCTV consents

The SuDS Specification will be considered and determined by the Local Planning Authority as part of the Detailed or Reserved Matters application process for a development or an area of development. Development shall not commence for an area until the Council has approved the SuDS Specification.

The SuDS for a development or an area of development should be installed and completed in accordance with the SuDS Specification prior to the occupation of any dwelling or use of any buildings.

The developer will need to confirm/demonstrate that the SuDS for any phase or area of development has been constructed and completed in accordance with the SuDS Specification. This will be done by submitting to the Council a report, together with a complete set of 'As Built' drawings, prepared by a suitably qualified and professionally approved person(s) carrying appropriate professional indemnity Insurance. Following inspection by a qualified individual a Completion Certificate will be issued upon satisfactory completion of the SuDS. This process will be set out in detail in the S106 Agreement.

The developer will maintain the SuDS in line with the SuDS Specification for a minimum period of 12 months following completion and until the public open spaces is transferred to the relevant authority for adoption. A Commuted Sum for the maintenance of the SuDS, based on details set out in the approved SuDS Specification, will be agreed between the developer and the Local Planning Authority and paid upon transfer of the public open spaces.

10.9 Allotments and community growing spaces

Allotments are usually managed by Parish or Town Councils (or allotment associations on their behalf) and it is recommended they are consulted before submitting a planning application to discuss provision, local demands and design preferences, i.e. full, half or quarter size plots. The results of these consultations should be included in the application; particularly if it is proposed that an off-site financial contribution is made instead. If an off-site contribution is proposed, it will need to be evidenced that this is acceptable and supported by the relevant Parish or Town Council, or local allotment association(s).

They should not be sited in areas prone to waterlogging or flooding, or in areas shaded by trees or buildings. The soil should be of good quality, suitable for food production. A main water supply is a must. The style of the site will depend very much on the particular nature and aesthetics of the site but allotments should be protected with fencing without being intrusive. Paladin (not palisade) fencing may be appropriate, along with hedgerows and other visual cover. If fencing is used, it may need to be sunk into the ground to deter wildlife (i.e. rabbits). Access paths will be required along with parking for cars and bicycles.

To avoid the area becoming visually unkempt, each plot should be provided with a 6ft x 8ft shed and connected water butt that rests on a stand to allow a watering to fit under the tap. A secure, larger communal building is also recommended for storing larger items of machinery, along with a large, three bay composting facility.